500 Help Wanted General

Property Management Vice President
Southeast Michigan multi-family property management company has immediate opening for an experienced professional to develop and oversee market rental housing industry. A successful candidate will possess at least 5 years experience in a similar position. Must have strong communication & leadership skills. We offered competitive salary, 200 employees & 6,000 units portfolio, salary & benefits commensurate with experience. Send resume to:
Box #2258
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150
An Equal Opportunity Employer

PROPERTY MANAGER - Bingham Farms real estate company seeking self-motivated professional property manager. Must have significant experience with residential condominium complexes. Send resume and salary requirements to: Bloomfield Properties Company, 32400 Telegraph, Suite 210, Bingham Farms, MI 48025, or call 810-646-0838.

QUALITY ASSURANCE floor specialist for screw machine shop. Measuring parts, inspecting, deburring and washing. Starting wage $6 per hour, full medical, dental, life, 401k match, 3 day work week. (517)546-2548

QUALITY CONTROL INSPECTION
A large multi operational machine shop is looking for a Quality Inspector. Experienced with hardened precision ground parts. First shift. Temp-To-Hire. Inspection. Energetic leadership skills. Must have strong math skills. Call Mon. & Tues. 8am 5pm (810) 473-8420

QUALITY CONTROL INSPECTOR - Must have experience in dimensional inspection procedure. Blueprint reading a must. Full time. Minimum experience helpful. Overtime & benefits. Call (810) 478-4040

RECEPTIONIST
FULL-TIME
For very busy salon in Novi. Please call (810) 347-3740

RECEPTIONIST FOR friendly hair salon. Part time. Farmington Hills. Competitive salary.
(810) 851-9043

RECEPTIONIST
Part time in Novi Hair & Nail Salon. Call Mon. - Sat. (810) 348-4995

RECRUITER/TECHNICAL
We're one of the fastest growing firms in one of the fastest growing industries. If you are motivated, self-motivated, and enjoy challenges, read on. We are looking for an experienced technical recruiter in Livonia. College and technical experience and/or technical background preferred. Resume for experienced Designers, Engineers, CAD operators for major corporations. If you'd like to be considered for this position, fax resume to Cheryl Lucas, 313-981-3425 or FAX resume to Cheryl Lucas, 313-981-3066

BARTECH
17199 N Laurel Park Drive
Suite 229
Livonia, MI 48152
An Equal Opportunity Employer

RELOCATION COORDINATOR
12 office Multi-Site Relocation Department looking for relocation coordinator. Experience preferred, computer knowledge required, personable Contact Mike Hunt at (810) 299-0775

RENTAL AGENT for property management firm, will train. Must be self motivated, have good communication skills, people skills & office skills. Must type, be computer literate & have own car. Travel to county area. Some evenings & weekends. Salary, bonus, college preferred. Dan 810-355-2550 ext. 1225

RENTAL AGENTS
$7.50/ hour, advancement & insurance. Crossroads Apartments. Call Microsoft Word & Excel
Call 810-615-8920

REPAIR TECHNICIAN ESTABLISHED BEVERAGE ROUTE FULL TIME POSITION OPEN
You will enjoy:
• Mechanical salary
• Refrigeration and/or plumbing experience helpful
Benefits include:
• Medical, Dental & life insurance
• Profit sharing
• 401-K
• And more
Send resume history to
DIV 811 REPAIR TECHNICIAN
P.O. BOX 1174
PLYMOUTH, MI 48170
Or call (313) 207-4852
8:10AM at 313-207-4852
EOE

RESIDENT MANAGER
McDonald Realty, a leader in management company seeks a Resident Manager for their Las Vegas area apartment complex. Minimum 8 experience necessary. Excellent benefits package. Fax resume to:
Manager, P O Box 308,
Southfield, MI 48037

RETAIL
ASSISTANT MANAGER
Competitive salary, full benefits, paid vacations, holidays, birthdays & sick days. Send resume & salary requirements to: Office, 2549 Bond, 31077 Orchard Lake Rd., Farmington Hills, MI 48334, Fax 810-932-1170

RETAIL HARDWARE
Department Assistant Manager position available with opportunity for growth at large retail hardware store in Troy. Experience a plus. Apply: Firestone Hardware, 87 W. Long Lake

RETAIL MANAGERS
FORMAL WEAR STORES
Opportunities available for Assistant Managers or Sales Associates ready for management in the fast growth Call Stanley Koepp 810-932-1170
Henry Associates, 28700 Northwestern Hwy.
Farmington Hills, MI 48334

RETAIL POSITIONS
Full & part time help needed for retail food service operation in Livonia & W. Bloomfield. Call for details at (313) 728-2449

RETAIL SALES ASSOCIATES
Looking for enthusiastic individuals with an outgoing interpersonal skills. Retail experience helpful but not necessary. Generous store discount. Apply in person at Lady Bug, 31077 Orchard Lake Rd., Farmington Hills, MI 48334

RETAIL SALES
Hillmark Stitch is hiring full time help starting to add new faces to friendly staff. Flexible hours. Call Barbara (810-398-6158 or stop at The Dowling Tree

RETAIL SALES
Unique selection of accessories. Full & part time. Downtown Rochester. 810-651-6171, Ext. 102

RETAIL SALES
We are accepting applications for enthusiastic individuals to become associates in our sales. Employee benefits include discount program, paid vacations, pension, retirement profit sharing, flexible working week & a generous starting salary. Other options including dental, medical, long term disability & life insurance. Apply in person at 22201 W. Michigan Ave, Dearborn

JACOBSON'S
Equal Opportunity Employer

RETAIL SALES
$7 an HR
Hastops
We specialize in china & giftware, so location is important.
Sales Help
Livonia, Sally 313-522-1830
Downtown, Barb 313-374-8200
New Lenox, Helen
812-248-8200

UNITED PAINT
Seeking several aggressive, hard working individuals for Antique area. Openings for assistant manager, salesperson, sales & warehouse positions. Excellent benefits. Drug test required. Apply in person: Grand River/Davison, Livonia, Perry, 23351 Telegraph Rd., Southfield, 48034, 7-pm-8pm Mon-Fri. (Telegraph just N. of 8 Mile)

500 Help Wanted General

R.N.
IN-SERVICE Director - part time flexible hours. Plymouth Court Nursing Center. Scheduling, resourcing and training. Train the Trainer Certified preferred. Competitive wage. Call Kathy 313-455-0510. EOE

ROAD SERVICE PERSON
Experienced in inspection TV Call Gary 313-453-6480

ROOFING - MOTIVATED, reliable, and hard working people needed for commercial roofing. Experienced only. Call (810)220-2300

ROOFING
Sub Contractors needed with own transportation. Call 810 220-2300

SALES ASSISTANT
To support sales and traffic department. Must have local dealership or rental telephone sales, computer, CAD experience, and ability to learn quickly a plus. Full time, days, benefits. Send resume to:
FEDERAL PIPE & STEEL CORP.
P.O. BOX 418
PLYMOUTH, MI. 48170

SALES ASSOCIATE
18 years or older. Benefits available. Paid holidays & vacations. Experience not necessary. Apply at Quick Drop 2, 120 N. Middlebelt, in Garden City

SALES COORDINATOR
to support sales & service departments of growing communications company. Duties include customer service such as phones, mailings, tracking incompatibility equipment, inside sales & much more. Full benefit package. Send resume to Carol Cooper, 31529 W. Eight Mile, Livonia, MI 48152

SALON CLEANING - part time, Wed. Thru Fri every other day, Sunday, Farmington Hills, W. Bloomfield area. (313) 737-0810

SAW OPERATOR - great opportunity for dependable person with good math aptitude for saw operator position 6 months saw operator experience, ability to do loading & unloading of materials. Overhead crane and blueprint reading preferred. Able to work overtime. Great benefits & incentives. Experienced people only need apply. Apply in person at Diamond Automation, 23400 Haggerty Rd., Farmington area. Mfg. M-F 7:30am to 12 or 1:30 to 4pm

SCREEN PRINTER
Minimum 5 years experience in non-union shop. Call (313) 453-7822

SCREW MACHINE
Farmington Hills machine shop, set-up & operate Single Model M Acme screw machine. Prior experience preferred. Full time, day shift. Call Mon. & Tues 8am-3pm 810 473-9300

SCREW MACHINE OPERATOR OR TRAINEE
Day shift. Benefits. Excellent area. 810-541-6615

SEAMSTRESS CLOTHING, factory, experienced on power machine. Good pay for quality. Southfield Technical Center (810) 355-1433

SEAMSTRESS
EXPERIENCE IN light garment benchwork. Livonia area. Full time. Please call (313) 421-1600

Seamstress
for Bridal Attire shop. Full time
Call Laurel 810-666-1014

SEARCHING FOR people who want to work. I've searched high and low trying to find people who want to work and can't find them. If you know anyone, tell them to call Jim at (810) 478-2770 to start. Call Tara 4 to 9pm at 810-348-1199

SECRETARY/CLERICAL - Perfect for mature homemaker re-entering work place. General office duties, shorthand or speedwriting a plus, computer skills & knowledge helpful - not required. Pleasant Southfield real estate development and property management office, with great people. Part-time optional. Please send resume to Box #2261
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

SECRETARY FOR busy condo office to handle customer service, payables, administrative & clerical duties. Also to assist manager. Must possess strong interpersonal & computer skills, property management or construction experience helpful. Send resume to:
Personnel, 7496 Gatehouse Blvd.,
W. Bloomfield, MI 48322

SECURITY - for retirement community in Farmington Hills. Full time 11pm - 7am. A great place to work. Apply in person Mon. - Fri. 10am - 4pm. Grand River Village, 36550 Grand River

SECURITY
GUARDSMARK has immediate full/part time positions available in Plymouth, Livonia & Ann Arbor
BENEFITS INCLUDE
•401k
•Medical Insurance
•Life Insurance
•Free Uniforms
•Paid Vacation
•Tuition Assistance
Must have High School Diploma/GED and no criminal history. We are a 100% Drug Tested Company.
Apply Mon. Fri., 9am 5pm, 34405 12 Mile Rd., Suite 155, Farmington Hills, MI (810) 553-9900

SECURITY
Immediate openings in Canton, Westland, Livonia and Southfield, all shifts available. Starting hourly rate $6.57 plus 7%
•Weekly Pay
•Paid training
•Paid Vacations
•Health Benefits
Call (313) 284-2077 e

SECURITY/
LOST CONTROL MANAGER
Full time, minimum 40 hours. Flexible Degree. Retail experience preferred. Excellent benefits. Apply at person.
K mart
40653 Ann Arbor Rd
Plymouth, at Haggerty

SECURITY
Modern office/industrial complex in Canton. Call 313-453-0137 EOE

SECURITY OFFICERS
DENSU, INC., needs more quality Security Officers to join our team! Full and part time positions. Good pay and benefits. Call for an interview (810) 478-5477

SERVICE ISLAND ATTENDANTS
FULL-TIME
Ryder is currently seeking individuals in our Troy location. Responsibilities include fueling, cleaning and changing lines. Mechanical experience preferred but not required. High school diploma needed. CDL or the ability to obtain a CDL within 6 months preferred. We will help in obtaining CDL. Apply in person: Mon - Fri., 8-4pm, at
Ryder Truck Rental Inc.
755 Stephenson Hwy
Troy
Ask for Kathy or Greg
We are a drug testing employer

SERVICE MANAGER
Audio/Video distribution co seeking highly motivated individual with knowledge of electronic service industry to manage its in-house service center. Must have excellent management & communication skills. Competitive salary & benefits. Please fax resume to: Box 1270, 805 W. Maple, or send to BTV, 8601 Boulder Ct., Walled Lake, MI 48390. Attn: MK.

SERVICE PERSON & GENERAL LABORER
Full time. Good starting pay plus full company paid benefits. Tire experience a plus. 313-563-2770

SERVICE STATION attendants & service driver. Southwest area. Full & part time. Good attitude & benefits. Apply 24842 Southfield Rd., corner of 10 Mile Rd.

SHIPPING HELP
Southfield area, part time (25 hours). Please call for details.
(810) 353-1811

500 Help Wanted General

SERVICE TECHNICIAN
Redford door manufacturer has full time position. 4 days a week. Good pay plus benefits. Good competitive salary. Send resume to: Box 1270, 805 W. Maple, or call 313-455-0510. EOE

SERVICE TECHNICIANS - furnace, air conditioning & refrigeration, excellent pay, good benefits, health insurance, paid holidays & vacations, call 313-422-3555

SERVICE TECHNICIAN
Looking for person with electrical and mechanical aptitude for service station repair. We train qualified individual. 310 & up an hour based on experience. (313) 482-8201

SEVERAL FULL & PART TIME positions available for sales & delivery drivers. Must be 21 years old, motivated and have a good driving record. Positions are Monday - Friday. Possibility for advancement. Apply in person at Home Depot, Mark 33086 Northwestern Hwy., W. Bloomfield. (810) 932-0870

SHIPPING/ RECEIVING
$7.50+/HR
NOVI/PLYMOUTH
Excellent opportunities with one of Michigan's largest industrial supply companies. All shifts. Long term, short term. Temp-To-Hire advancement opportunities. Bonuses, benefits. Experience a must.
CALL TODAY!
810-615-0000
Western STAFF SERVICES.

SHOP HELP-WELDER Apprentice Welder-in General shop duties, learn to weld, high school diploma, good driving record, excellent benefits. Call 313-937-3350 for interview

SHOP/WAREHOUSE
Warehouse based distribution firm has immediate opportunity for someone to assemble and repair material handling systems. Light warehouse work included (shipping & receiving). High school grad preferred. Technical knowledge of mechanical speed reducers would be helpful. Send resume or letter of interest, or apply in person at Carlson - Dwyer & Wright, Inc. 2338 Momsey Ave., Warren, MI (810) 558-0500

SIDING INSTALLER or Helper
Dependable, honest, quality minded with own tools.
(810) 545-3720

SMALL PUBLISHING CO. - needs person knowledgeable with Mac computer. Full time. Flexible hours. Hours flexible except for deadline time.
Call Mary 313-459-2271
Dorma

SNOW REMOVAL - Need Drivers, Shovelers/Laborers. Full & part time. On call 24 hours. Contact Bill or Dorma.
(313) 459-2271

SNOW REMOVAL
Plow truck drivers & shovelers
Excellent Pay Call
American Property Set 810-645-9700

SOCIAL WORK
Foster home licensing worker - MSW or BSW with one year of experience needed to recruit and license foster homes. Must have good communication skills, be able to speak in groups, and have a valid driver's license. Generous benefits. Send resume to: Foster Care Supervisor, P. O. Box 40208, Detroit, 48240 EOE

SPECIAL EVENT DIRECTOR
Progressive non-profit seeks individual to implement & market prestigious fund raising events. Mature self-starter with excellent organizational & communications skills a must. Resume: Executive Director, 1133 E. Maple, Suite 201, Troy, MI 48083 Fax 810-524-4755

STOCK & DISPLAY
HELP WANTED for stock & produce experience preferred. Closed all major holidays, benefits, relaxed, rational with dental & vacation, apply in person only
JOE'S PRODUCE
33157 W 7 MILE - LIVONIA

STOCKH/INVENTORY/PAINT TINTER (retail business located 17Mi Rochester Rd) sales. Flexible hours
(810) 524-3633

STOCK PERSON needed, full, for large SW Dealer. Warehouse. Call James.
(810)349 0900

STUCCO STONE INSTALLER
Earn up to $1000 a week. Be your own boss. Year round work. We pay every Monday. (313)443-6334

SUBURBAN NISSAN / VW of Troy looking for a lot technician, and apprentice techs contact David Burke.
SUBURBAN NISSAN / VW of Troy looking for a shuttle driver part time or full time. Must have good driving record. Contact David Burke
(810) 649 2300

SUPERVISORS, COLLECTORS, outside field, needed for growing company. Forward Resume and Cover letter with salary history to DNAC-Customer Service, Ms. Hebert, P O Box 10, Southfield, MI 48037

SUPERVISOR
Storage equipment manufacturer looking for someone with 3 plus supervisory experience. Organization, paper processing and people skills a must. Ideal candidate would will have fabricating and mechanical skills and a desire to grow with a rapidly growing company. Excellent salary & conditions. Twenty commensurate with experience. Send or fax resume with salary history to SPM - Attn: Personnel, 46961 Liberty Dr. Wixom, MI 48393

SURFACE GRINDERS
Willing to train. Starting pay is $6.50. Full time with benefits. Troy location. Call. 810 585-3430

SURVEY CREW
Livonia firm engineering firm accepting applications for all survey crew positions
(313) 953-8560

SURVEY WORKER PART-TIME
Flexible part time hours collecting retail prices and housing information in the Detroit area. Maximum of work during normal business hours. Pay Approx $8.00 per hour plus travel expenses and benefits. Must have minimum of 2 years college or related survey experience. Send resume to The Bureau of Labor Statistics, 230 S. Dearborn St., Rm 707, Chicago, IL 60604, Attn: S BPA. An Equal Opportunity Employer

TANKER DRIVER
Western Waste County beverage company has immediate opening for local driver. Must have CDL. AA Would like one year experience in tanker driving. Offering competitive wage, paid weekly, major medical, profit sharing, & 401K. For information call Bill Q
(313) 207-4811
EOE

TAX PREPARER
Downtown C.P.A. firm needs seasonal individual income tax preparer. Minimal 3 yrs experience. Knowledge of Schedules C,D,E,F, depreciation, K-1 forms, and passive loss rules. Hours flexible. Please call
(313) 278-6320

TAX PREPARERS
Tax preparers for busy tax season with minimum of 3 years of experience required. Temporary positions also available for higher level professionals with CPA preferred.

Accountemps
26698 Northwestern Hwy., Ste. 250
Southfield, MI 48034
(810)356-0202, fax (810) 358-0841
EOE

PRESCHOOL TEACHER
for Certified area daycare center. Must have Early Childhood Associates Degree in Childcare.

500 Help Wanted General

TEACHER ASSISTANT and Lead Teacher position at nationally promoted child care center, full and part time, great benefits. 313-525-1787

MIDDLE SCHOOL TEACHER. Immediate opening - 5th & 6th grades. Beautiful Site. Full or part-time. Please fax resume to
Alive Hebrew Day School
Fax 810-552-1127

TEACHER AIDES
Needed for nursery and toddler. Immediate openings. Flexible hours. Call (810) 866-9790

TEACHER - ASSISTANT
Part time, needed for infant/Toddler program. Oak Park area. Morning & afternoon shifts available.
Call (810) 661-7605

TEACHER ASSISTANTS sought for Farmington YMCA Latchkey program. Working to with school-aged children. Flexible schedules. Call Mary Beth or Gina (810) 553-4020

TEACHER
Daycare center has opening for a creative, energetic, dependable, patient, fun loving teacher. Call
810-477-1800

TEACHER NEEDED for Bloomfield Day Care Center. 2 yrs of exp. preferred. Please call after 6pm.
810-473-3854

TEACHER NEEDED part-time for pre-school class. Education student welcome
(810)486-0492

TEACHER
Part time instructor position available at a W. Bloomfield Learning Center. Ideal candidate will have a degree or should apply. 12 hours a week, evenings. Mon - Thurs.
810-737-2880

TEACHER
Position available for quality child-care program in Farmington Hills.
(810) 471-1022

TEACHER
Preschool - ages 2½ to 3 yrs. Full-time. Benefits. Wonderful environment.
(810) 474-4810

TEACHER
Secondary certification in English for Middle School. Teaching program. Exam beginning Feb. 8. Call Mary Combs at (313) 373-9363

TEACHER - Upper Elementary self-contained classroom. Must have experience only. Please call 810-644-9070. Or FAX resume to 810-644-6562

TECHNICIAN
for audio, video & TV's. Experience preferred. Walled Lake / Fax resume to Jackie 810-363-6752

TECHNICIAN
for Photo Lab. Digital Department. Attention and Detail. Develop imaging knowledge required. High resolution experience a plus. Top pay & benefits for right individual.
Call Bob 810-478-2770

Telemarketers is expert leasing wage + weekly bonus. Afternoon shift - only professionals need apply. Call Maureen 10-1. 313-721-7160

Telemarketers
Enthusiastic people needed for heating & cooling company in Livonia. Call Mr. Bob
313-835-9600

TELEMARKETERS WANTED
Full or part time, hourly plus benefits. Interested only call Mon. - Fri. 9am-3pm
AFM Heating NO 589-2206

TELEMARKETING
Mature, self-motivated people for fund-raising positions for non profit agency. Candidates should have good voice and communication skills. Salary. Wet bran right individual. Part time, 5 days a week, 1 hour. Contact Denise, 810 549-4339. Ext. 364

TELEMARKETING
New Home Builder - Lead Generation Incoming calls only. No cold calling. Times are very busy. Top pay daily. Experienced closers call
(810) 968-7233

TELEMARKETING Supervisor wanted, with proven telemarketing experience, & Telemarketers. Hours needed for home improvement company. Call Mark 313-425-1123

TELEPHONE INSTALLER/ Technician
Entry-level & experienced career opportunity. Competitive salary, paid 401K plan, profit sharing & full medical benefits. Call Mr. Bob Hoover at 29450 Hagerty Road, Farmington Hills at (810) 478-2000 for appointment. (810-482-0000, ext 202

TELESERVICES
TRAVEL
PHONE AGENTS
Travel agents needed to sell phone professionals to participate in a travel information and reservation program, utilizing travel agent tools, and computer skills while helping travelers plan their vacations. Established company in Livonia offers great pay and benefits, training & advancement opportunities and a good working environment. Several immediate openings. For more information, please call
(313) 261-8220
Equal Opportunity Employer

TELLER - Part-time with possible full-time. Send resume to Michigan Columbus Federal Credit Union, 30419 Six Mile Rd., Livonia, MI 48152 Attn: Barb Barnett

THE MAXXAR CORPORATION
Dynamic, high tech company located in Rochester Hills has opening for Technical Customer Service Representative to provide product support to customers worldwide. Candidates should have the ability to work well with people, both at customer sites and on the telephone. Highly organized with sales, computer literacy, familiarity with PC inner workings and good telephone skills. Travel required. For consideration, please submit resume and salary requirements to Manager, Customer Service, 23800 Industrial Park Dr., Farmington Hills, MI 48335-2871

THE WALL STREET JOURNAL
has immediate openings for part time CARRIERS in the Dearborn, Redford, Southfield, Troy, Warren, Bloomfield & Livonia areas

GOOD STARTING SALARY
216/mile auto allowance
Start time: 1:30AM
Not under 18 yrs of age
Must have minimum
automobile coverage
Please Call
The Wall Street Journal
810-689-7446

THE FLOOR maintenance full time. Days $13.75/hr. Nights $14/hr. No experience needed. Weekend area. Call between 9-3. (313) 722-9666

TITLE INSURANCE
ABSTRACTOR
Send resume to: Agency Department, Fidelity National Title Company, P.O. Box 1269, Troy, MI 48099-1269

TITLE SEARCHER
First American Real Estate Tax Service, a leader in the mortgage tax processing industry, has an immediate opening in our Livonia office for a Title Searcher. Wayne & Oakland Counties. No divorce, bankruptcy or probates required. Ideal candidate will have strong drivers license and be familiar with local taxing authorities. Excellent verbal communication skills and have a strong work ethic. Knowledge of Windows helpful. We offer a competitive salary ($8.50/hour) and an attractive benefits package. Interested candidates should fax or mail resume and salary history to:
First American Real Estate Tax Service
P.O. Box 931270
Livonia, MI 48153-1270
Fax (800) 421-7866
An Equal Opportunity Employer

TRAVEL AGENT
Full time - Mon. thru Fri.
(810) 866-8750

TRAVEL AGENT
Full time position. 2 years experience. Excellent pay and benefits.
Call (810) 478-6543

TRAVEL AGENT part-time, Thurs/Fri, minimum 3 yrs. experience on PLEASANT Travel. Ideal, preferred. Corporate/Leisure. Must have great people skills. Fax resume (810) 615-5466

500 Help Wanted General

TOOL & DIE RETROFITTER
Ambitious self-motivated individual needed for implementation of semi-automation program. 2 yrs minimum experience. General machine shop skills, drills, mill press, fabrication, & welding ability to work from prints or verbal instruction.
Design, Autocad & electrical wiring knowledge of Siemens a plus but not required. Excellent opportunity for advancement. Good pay & benefits. Apply in person: E & B Manufacturing, 301 Industrial Dr., Plymouth, MI 48170. Phone Kevin 453-7260

Toolmaker
Experience in Tooling, Body Fixture and Hand Tools.
Wages equal to ability. Paid benefits. Steady work. Willing to train. Apply in person.
OXBOW
MACHINE PRODUCTS, INC.
12777 MERRIMAN
LIVONIA, MI., 48150

TRANSPORTATION
TECHNICIAN
Lakeland Neuro Care, a leader in subacute care of the developmentally disabled and medically complex patient, is seeking a Driver to transport patients/residents to medical outings. Candidate must possess a valid driver's license and current CPR certification or be willing to obtain both. Good communication skills are also important. This is a full-time position with benefits. To obtain an employment application please call
810-801-5225

TRAVEL AGENT - Sabre, corporate or leisure experience required. Experienced. Near Oakland Mall.
810-583-7156

TRAVEL AGENTS - corporate & leisure. Apollo preferred. 3yrs experience. Full time. Great growth potential, fax resume to 810-644-1310

TRAVEL AGENT
Travel school graduates or experienced. Leisure required. Fax resume Bloomfield area. 810-647-2840

TROY MARRIOTT
• RESTAURANT and LOUNGE MANAGER
Manage our full service Ale Gallery Restaurant and Lounge. Lively Bar and Hospitality. If you're an experienced, hospitality focused professional, looking for an exciting career growth opportunity. Please apply at:
• NIGHT MANAGER
An experienced Hotel Manager is needed to assume the responsibilities of MOD responsibility in our full service hotel. This includes 350 Guest rooms, an active conference center, food and beverage outlets and health club. The individual will assume hotel management responsibilities during the evening hours with heavy emphasis on guest relations and hotel process problem solving.
• HUMAN RESOURCES MANAGER
Directly responsible for the hourly employment, orientation and training functions. Participate in decision on the management of the compensation, benefits, and compensation, benefits, training & safety. Major part of the daily activities of this position.
• FRONT DESK MANAGER
We have an excellent opportunity for a good supervisor. Working with front desk management or supervisors experience. This position is responsible for management of the front office during assigned shifts.
Applicants must have a BS Degree or equivalent with direct hotel or related industry experience. For immediate consideration, send resume with salary history in confidence to
HUMAN RESOURCES DEPARTMENT
TROY MARRIOTT HOTEL
200 W. Big Beaver Rd.
Troy, MI 48084-3656

TRUCK DRIVER
Immediate opening. Pick-up and deliver medical supplies. Full time. Good driving record required. Good wages and benefits. Apply at 33000 Wallis Ct., Westland 313-722-8400

TRUCK DRIVER
New construction supply yard in Rochester area. Responsible for sales and delivery of building materials. Local routes will have you home at night. Competitive wage and full benefit package. Please contact Lee or leave message (810) 852-9080, Ext. 305

TRUCK DRIVER & PIANO MOVER
Applicant must have CDL license & minimum of 2 yrs. piano moving experience. Top pay & benefits for qualified applicant. Call (313) 534-0568

TRUCK DRIVERS
Semi/train. CDL required, experienced only. Call between 8 & 5pm. Mon. thru Fri. (313) 455-4036

TRUCK DRIVERS WANTED
CDL Class A. 3-5 yrs experience needed. Good pay & benefits.
810-838-2110

TWO PERSON
MANAGEMENT TEAM
To serve as resident manager and maintenance manager couple for a highly regarded Oakland County apartment complex. Seeking dedicated, outgoing and professional couple to possess experience in the residential property management field. Contact
Mr. Moore
30833 Northwestern Hwy.
Suite 124
Farmington Hills, MI 48334

TYPESETTER/DTP
Steady part time position in a quick print shop. We use a Macintosh. Experience in Pagemaker & Illustrator desirable. Local for a home-based printing facility.
Call (313) 937-1170

UNEMPLOYED - or laid off, you may be eligible for government paid training and placement programs. Please call the Troy Job Center, 879-7968 Ext. 3 Troy Job Center

URBAN / RURAL FORESTER
Washtenaw, Wayne & Monroe areas. BS degree in forestry. Salary $18,000-$20,000. Send resume by Feb. 2, 1996 to Washtenaw County Conservation District, 7203 Jackson Rd. Ann Arbor, MI 48103-9506 Fax (313) 662-1686

UTILITY/CLEANING PERSON
Full time. Good pay & benefits
Apply in person
11900 Mayfield, Livonia

UTILITY TECHNICIAN II
The Charter Township of Northville is seeking to fill an opening for a Utility Technician II within the Water & Sewer Department. The Northville Township is a growing residential community located in a North/West suburb of Wayne County, Michigan. Applicants should possess a valid drivers license and be familiar with local taxing authorities. Excellent verbal communication skills and have a strong work ethic. Knowledge of Windows helpful. We offer a competitive salary ($8.50/hour) and an attractive benefits package. Interested candidates should fax or mail resume and salary history to:
First American Real Estate Tax Service
P.O. Box 931270
Livonia, MI 48153-1270
Fax (800) 421-7866
An Equal Opportunity Employer

VIDEO GIANT
Manager/Assistant Manager. Full time. Experience in the rental preferred. Call 810-882-4343 or stop by Rochester store, corner of Rochester & Livernois

WANTED - Jack-of-all-trades. Shipping/Receiving, Stock/Inventory management, Light Assembly. Fast Manufacturing Co. Hrs. 8-4 3pm. Mon. thru Fri. Computer experience helpful. Please send resume to: Manager, PO Box 80008, Pleasant Ridge, MI 48069-0008

WANTED LIFEGUARD & water safety instructors for South Lyon community Ed swim program. Days, Evenings & Sat. Call (810)437-4106

500 Help Wanted General

ACO HARDWARE WAREHOUSE
DAY SHIFT
SHIPPING DEPARTMENT
Lift at least 50 lbs. work in variable temperature conditions on a season, good hours and working skills required. Starting at $6.00 hour, pay $6.15 hour, 60 days $8.00, pro-rated vacation. Drug test. Send letter of interest to: Att: Human Resources, 23333 Commerce Dr., Farmington Hills, MI. 48335-3784.

WAREHOUSE
Beverage distributor needs people to work in warehouse. 2-8 pm or 7-3 pm.
Call Terry 313-841-3232

WAREHOUSE
Busy industrial distributor needs energetic individuals for warehouse and deliveries, 401k & opportunity for advancement. Apply in person at: 27717 Research Dr., Farmington Hills

WAREHOUSE/DRIVER
Available to a successful, growing business in Livonia. Excellent opportunities & benefits available. Apply: Bob Sonn, Inc. 29455 W. 8 Mile Rd., Livonia, MI 48152

WAREHOUSE (LIGHT)
Order processors and stock handlers needed for 2nd day shift. Apply in person: Zaxbys Novelty Co., 32660 Schoolcraft, Livonia

WAREHOUSE MANAGER
A telecommunications contractor is seeking an experienced warehouse manager. Knowledge of Lotus 1-2-3 required. Competitive wages/benefits package. Fax (313) 416-9315 x 1212

WAREHOUSE PERSON
In Livonia Kitchen & Bath Distribution Center. Duties include stocking inventory, store orders, shipping & unloading CDL & plus. Competitive pay and full benefits package. Apply in person at 12500 Merriman Rd. (1 of 196), Livonia
An Equal Opportunity Employer

WAREHOUSE SHIPPING & RECEIVING
Full time position open for dependable person. Apply at
Kitchen Glamor
26770 Grand River, between Beech Daly & Inkster Rd

WELDERS
Experienced Mig Welders needed for trailer fabrication shop in Canton. Clean working environment. Approximately 1 yr. Pay DOE. Call (313) 722-2510 for an application or apply at Dreamtek Inc., 40500 Van Born Rd., Canton, MI

WELDERS
Industry Leader seeks self-motivated, experienced welding supervisor and production welders. Must have 5 years in all aspects of welding. Mig, Tig Aluminum, Steel, Stainless. Exp. in fabrication a plus. Profit Sharing 401(k). Medical, Dental & Life Insurance. Fax resume to: Human Resources, P O Box A, Northville MI 48167 or apply in person at: BELANGER, INC. 1001 DOHENY CT (off Northville Rd. North of 7 Mile Rd.)

WINDOW CLEANER FOR route work. Experience preferred but will train person. Pay based on experience
(810-737-0610

WORKING ASSISTANT
24 Mile/Mound Area. Mon. Fri. @ 8 PM. Full time. Immediate start - Earnings Bonus.
(810) 414-3795

YARDMAN FOR building supply company. Full time. Must have hi-lo experience. Call 810-348-7310 between 8-4pm (mt)

502 Help Wanted Office Clerical

Account Administrator/
Customer Service Rep
for Rochester area office. Property & Casualty insurance background not necessary. Excellent opportunity for responsible, detail oriented individual. Send resume to Personnel, P O Box 2329, Rochester MI 48308

ACCOUNTING
ASSISTANT
Responsibilities to include data entry and general office duties. Approx. 10 key experience required. Experience with Lotus WordPerfect Solomon Accounting Software & plus Asset recognition with phones Wage commensurate with experience. Send resume and wage history to Tons & Bugle, Inc. 850 Featherstone, Pontiac, MI 48342

ACCOUNTING - BOOKKEEPER
Strong Accounting Receivable background required. Experience a must. Minimum 5 -10 yrs experience. Degree preferred. Pay commensurate with experience. Please send resume to:
Box #2221
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

ACCOUNTING CLERK
Southland firm has entry level full time position available for person with general accounting knowledge, good telephone and office skills. Typing 40-45 wpm. Contact Ms. Kathy Kelly to schedule interview
(810) 557-1300
An Equal Opportunity Employer

ACCOUNTING
PERM
• Accounting Assistant, Farmington manufacturing firm. Associates Degree or degree
To $28K
• Accountant, Warren engineering firm. Bachelors degree
To $27K
• Job Cost Administrator, Farmington manufacturing firm. Associates degree, good computer/spreadsheet skills
To $27K
TEMP TO PERM
• CT/Mach, strong tax & audit
To $40K
• Full Charge Bookkeeper - Accts Solomon, BAS 90, Great Plains, Detroit, Southfield
• Bookkeepers, construction, Detroit, Sterling Heights, St. Clair Shores, To $30K
• Payroll Bookkeeper, East Detroit manufacturing firm. High volume, ADP. To $30K
TEMP
• Accountant - year end analyst, Detroit
• Jr. Accountant trainees, Excel, Lotus, Downtown, Warren, Detroit
• Assistant Bookkeepers, Southfield
• Accounts Payable Clerks, Southfield, New Center-Detroit, East Detroit
• General accounting clerks/data entry, Livonia, Detroit
We give our Temps first priority when recruiting for permanent openings, and our Temps have excellent benefits. Therefore we are recruiting new Temporary employees to fill these positions and others.
If you are available immediately, call Sterling to work for an Accountants Only temp, while pursuing your new job, call today for an appointment.
Accountants One, Inc
(810) 354-2410

502 Help Wanted Office Clerical

ACCOUNTS
PAYABLE CLERK
Detail oriented person with computer knowledge needed for established West Bloomfield area Building Contractor. Experience preferred. Send resumes to Office Manager 4969 Orchard Hollow, West Bloomfield, MI 48324

ACCOUNTS PAYABLE CLERK
Dynamic company looking for experienced Accts Payable person. Knowledge and Experience a plus. Competitive wages and benefits. Call Brian at (313) 422-0355

ACCOUNTS PAYABLE/RECEIVABLE
Experience required, some knowledge of computers & computer skills. Call for interview Bob 313-565-5800

ACCOUNTS PAYABLE
Ryder Truck Rental has a full time position opening for an Accounts Payable clerk, for 8-12 months. We need a self starter with accounts payable experience, knowledge of Lotus, and fast paced office. Prefer 1-2 years experience, (homemaker with exp.) Send resume to P.O. Box 207, Southfield, MI 48037 Attn Linda Rose. Drug screening is a condition of employment. EOE

ACCOUNTS PAYABLE
Opportunity with manufacturing firm located in Oak Park. Accounts payable experience preferred. Must be able to handle pressure and deadlines and possess good typing skills. Excellent salary and benefits. Send resume & salary requirements to
Box #2199
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

ACCOUNTS PAYABLE
COORDINATOR
High tech company located in Oak Park has immediate opening for experienced accounts payable coordinator to handle the entire process. Positive attitude, attention to detail, accuracy and ability to meet deadlines. Excellent benefit program.
Interested candidates please forward resume including salary history and current salary expectations
to Box #2222
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

Accounts Receivable/
Financial Analyst
Fast growing environmental firm in the western metro Detroit area is expanding its entire accounting department. Immediate opening. Experienced, detail oriented, highly motivated self-starter with accounts receivable to financial statements.
SEND RESUME TO:
Roush Industries
11919 Hubbard Street
Livonia, MI 48150
313 591-1000
fax 313 591-4333
EOE

ACCOUNTS RECEIVABLE CLERK
Great opportunity for detail oriented person. Ideal candidate will be well organized with the ability to work independently. Send resume to Ms. Sharp, Fax 810 548-9130

ADMINISTRATIVE DIRECTOR/
EXECUTIVE ASSISTANT
Challenging position for person with excellent career potential in a growth oriented, fast paced environment. Sound half your time assisting the President of a multi-million dollar ongoing daily office activities. Advanced Word Excel skills required. Excellent package is negotiable. Fax resume to 810-334-9911 for prompt consideration.

ADMINISTRATIVE POSITION
Duration 1 year plus. Experience with Excel & Word 6.0 required. Excellent typing phone & organizational skills a must. Light accounting background & plus. 20/ hrs/wk 4 hrs/day. Salary commensurate with experience.
Livonia area (313) 462-3033

ADMINISTRATIVE
SUPPORT
Your professionalism and excellent communications can secure you this challenging position with varied clerical duties. This interior fir