

# EMPLOYMENT

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### ACCOUNTANT

Full charge bookkeeper/computerized accounting skills. Must have 5+ years experience with all aspects of accounting. Excellent salary & benefits. Call: 313-540-7180

### ACCOUNTANTS

Need a change but don't know how to go on? Unemployed and interested in accounting? We have a job for you. We are seeking a person with a degree in accounting to join our team. Let us place you in the right position for you.

### ACCOUNTING ASSISTANT

The Investor Accounting Division of Source One Mortgage Services is seeking a motivated individual to join their team. Responsibilities include bookkeeping, data entry, and assisting with loan processing. Call: 313-540-7180

### ACCOUNTING DEPARTMENT

Urbana based company seeks individual with prior experience in payroll and accounts payable. Must be detail oriented and have strong computer skills. Call: 313-540-7180

### ACCOUNTING

Growing company seeking a detail oriented individual to join their accounting department. Responsibilities include bookkeeping, data entry, and assisting with financial reporting. Call: 313-540-7180

### ACCOUNTING MANAGER

Med-sized conventional mortgage lender seeking an experienced accounting manager. Must have 5+ years experience in mortgage accounting. Call: 313-540-7180

### ACT NOW CUSTOMER SERVICE

Great opportunity for individuals with excellent customer service skills. We are seeking motivated individuals to join our sales and customer service team. Call: 313-540-7180

### ADMINISTRATOR & Case Worker

Reliable, experienced, organized, detail oriented individual. Must have 5+ years experience in administrative support. Call: 313-540-7180

### ADVERTISING/MARKETING MAJOR

Help us launch 2 new product lines in 1997. Fast growing, exciting, and challenging. Must have 5+ years experience in advertising and marketing. Call: 313-540-7180

### ARE YOU THE RIGHT PERSON?

Work from home. No experience necessary. We are seeking individuals to join our home-based business. Call: 313-540-7180

### AEROBIC INSTRUCTORS

Openings - Ladies Division - Fitness USA has openings for enthusiastic individuals to join their fitness team. Must have 1+ years experience. Call: 313-540-7180

### AIR FREIGHT SPECIALIST

Desktop freight forwarder and team leader. Must have 5+ years experience in air freight. Call: 313-540-7180

### ALL STUDENTS/OTHERS 1997 EXPANSION

Part time openings. We are seeking individuals to join our expansion team. Call: 313-540-7180

### AMERICAN HOME, P.A. & Sons

Authorized contractor, hiring experienced individuals for home improvement projects. Call: 313-540-7180

### APARTMENT LEASING PERSON

Full time position. Must have 5+ years experience in apartment leasing. Call: 313-540-7180

### APARTMENT MANAGER

Full time position. Must have 5+ years experience in apartment management. Call: 313-540-7180

### APPOINTMENT SETTERS

For our Northville office. Must have 5+ years experience in appointment setting. Call: 313-540-7180

### APT GENERAL HELPER

Full time position. Must have 5+ years experience in apartment assistance. Call: 313-540-7180

### ARCHITECTURAL ENGINEERING INVESTIGATORS

Great opportunity for individuals with architectural engineering background. Call: 313-540-7180

### ARE YOU THE RIGHT PERSON?

Work from home. No experience necessary. We are seeking individuals to join our home-based business. Call: 313-540-7180

### ART INTERESTS?

Great opportunity for individuals with artistic skills. We are seeking individuals to join our creative team. Call: 313-540-7180

### ASSEMBLERS

Part time position. Must have 5+ years experience in assembly. Call: 313-540-7180

### ASSISTANT COLLECTION MANAGER

Full time position. Must have 5+ years experience in collection management. Call: 313-540-7180

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### AUTO BODY

Repair technician. Must have 5+ years experience in auto body repair. Call: 313-540-7180

### AUTO BODY TECHNICIAN

High volume shop. Must have 5+ years experience in auto body repair. Call: 313-540-7180

### AUTO DEALER SERVICE

Technician. Must have 5+ years experience in auto dealer service. Call: 313-540-7180

### AUTO DETAILER

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### AUTOMOTIVE TECHNICIANS

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### BOOKKEEPER/ACCOUNTANT

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### CAD OPERATOR

Design/Draw of Automobile components and End Arm tooling for auto industry. Must have 5+ years experience. Call: 313-540-7180

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### CHILD CARE

Childcare center seeking individuals to join their team. Must have 5+ years experience. Call: 313-540-7180

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Part Time

## Assistants Home Delivery Manager

We are seeking 2 individuals to work in our very busy Birmingham newspaper circulation department. Approximately 24 hours/week Saturday 3:00pm-8:00pm, Monday and Thursday flexible hours. The person in this position is responsible for contact with newspaper carriers, handling service to our customers, preparing various reports, processing money deposits, dispatching newspapers and other clerical duties. Requires a high school diploma or equivalent, 1 year experience in office environment including customer service. Must have excellent communication skills, ability to lift 35 pound bundles of newspapers, good organizational skills, knowledge of data input and word processing. Must be able to type 30 WPM. We are a smoke and drug-free workplace. EOE.

To apply call Kris at (313) 953-2277.

## kinko's

Your branch office

JOIN THE KINKO'S TEAM

The Farmington Hills Kinko's has immediate full and part time openings for motivated individuals who enjoy working in a fast-paced environment. Positions include:

- TELESALES
- COMPUTER SERVICES CONSULTANT
- 8th SHIFT WEEKEND CO-WORKER

Kinko's offers a full training program, advancement opportunities, competitive compensation, profit sharing, cafeteria style health benefits, and 401(k). Please apply in person at 29106 Orchard Lake Rd. EOE M/F/V

## Eagle Test and Assembly

BRIDGEPORT OPERATOR  
LATHE OPERATOR  
MACHINE TOOL BUILDERS

- Experienced Required
- Immediate Openings
- Both Shifts Available
- Air Conditioned Environment
- Excellent Benefits Package
- Competitive Wages

APPLY IN PERSON:  
12280 Dixie Road  
Redford, MI 48239  
Mon-Fri 7:00 A.M. - 5:00 P.M.  
E.O.E. M/F/V/H

## ELECTRICIAN TECHNICIAN

- 4 Year experience required
- Immediate openings
- Air conditioned environment
- Excellent benefit package
- Competitive wages

APPLY IN PERSON:  
12280 Dixie Road  
Redford, MI 48239  
Mon-Fri 7:00 A.M. - 5:00 P.M.  
E.O.E. M/F/V/H