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HOMETOWN CLASSIFIED Employment

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506 Help Wanted-Medical

CAREGIVERS
Immediate openings for care givers for assisted living home. Help w/activities of daily living. Full or part time positions available afternoon shift. Experience helpful. We provide training. Competitive wages & benefits. Apply at: Wynwood of Northville, 40405 6 Mile, Northville MI 48167, ½ mile W. of Haggerty. (734)420-6104

DENTAL HYGIENIST, part-time, Walled Lake Are you innovative, dependable and friendly? Do you enjoy excellence in connection with people? Our growing practice is searching for a talented hygienist dedicated to the prevention of dental disease. Top pay. Call (248) 669-5220

FULL TIME Medical Assistant for Farmington Hills office. Benefits, no weekends or nights. *Call Sara or Rita (248)477-7731*

MEDICAID C TRAINER
To provide training & supervision of persons with disabilities in community work sites in the Novi area. Must have experience working with person with disabilities, reliable transportation & good driving record. Forward resume to: Kelley, 41100 Vincent Court, Novi, MI 48375 EOE

MEDICAL ASSISTANT
For busy ENT office. Full-time. Needs a quick learner who gets along well with people. Competitive wages & benefits. Ask for Janet (248) 615-4365

MEDICAL BILLER
for general surgeons office. Knowledge of electronic billing & major insurances required. Call (248)684-2002 or fax resume to (248)889-2696.

MEDICAL RECEPTIONIST
needed for friendly family practice. Flexible hours. Part-time. (810)227-1200

MEDICAL TRANSCRIPTIONISTS
We are accepting resumes from hospital experienced Transcriptionists for the following positions: Full-time afternoon shift and Full-time midnight shift, Tuesdays-Saturdays. Part-time position available on weekends. Send/fax resume to:
Botsford General Hospital
28050 Grand River Ave
Farmington Hills, MI 48336
Fax: 248-471-8454
An equal opportunity employer

RN QA SUPERVISOR
Experienced in medicare home care. Excellent documentation, attention to details, & communication skills required. Excellent pay. Family Nurse Care. 701093, Plymouth, MI 48170 (810)229-6300

CLERICAL HELP
Busy Troy Chiropractors seeking energetic & people oriented person to assist with front desk duties during afternoons. Will train. Contact Dr. Morlok (248)619-9700

DATA ENTRY CLERK
Fast paced medical billing office needs motivated data entry clerk. Experience preferred. Good typing skills a must. Contact Patti: (248) 569-5960

FRONT DESK
Billing experience helpful. Must be detail oriented. Westland area family practice. 22hrs. (734) 729-1150

ASSISTANT ACTIVITIES DIRECTOR
Small nursing home in Royal Oak is looking for that special person to work with the Activities Director and the Social Worker to meet the many special needs for our residents. This position is full time, and includes an excellent benefit package.
Apply in person:
ALEXANDER MERCY LIVING CENTER
718 W. FOURTH ST.
ROYAL OAK, MI. 48067
Or Fax resume to:
248-545-9819
Attn: Activities Director
EOE

Assistant office manager for busy MRI center in Madison Heights. Supervisory experienced required, medical billing experience preferred. Excellent oral & written communication skills. Fax resume to: 248-398-4995

BOOKKEEPER
IDEAL candidate must be outgoing, organized and a team leader. Experience in long term care setting, A/R, payroll and insurance billing. Experience preferred, but willing to train. Benefit package also available. Send resume to: Wheatfall of Novi, 43455 West 10 Mile Rd. (248)349-2200

CAREGIVERS
Immediate openings for care givers for assisted living home. Help w/activities of daily living. Full or part time positions available, afternoon shift. Experience helpful. We provide training. Competitive wages & benefits. Apply at Wynwood of Northville, 40405 6 Mile, Northville, MI 48167, ½ mile W. of Haggerty. (734)420-6104

CENA's
Full time Days & Afternoons.
Apply in person:
Marycrest Manor
15475 Middlebelt
Livonia, MI 48154

TRAINER
Needed to instruct First Aid & CPR for AFA Dot First Aid & Safety, a division of Cintas. Part-time, flexible hours. Please send resume & salary requirements to: Training Director, PO Box 701093, Plymouth, MI 48170 or Fax: 734-459-0607

MEDICAL ASSISTANT
With experience in general medicine needed for a Brighton Clinic. Excellent pay package. Please fax resume to:
(248)855-0951
or page us at
(810)510-7308

CERTIFIED NURSING ASSISTANTS
★ $700 SIGN ON BONUS ★
Currently accepting applications for full/part time, flexible hours, all shifts. If you enjoy working with the senior population in a team oriented environment where quality patient care is promoted then come join the team of healthcare professionals. We offer an excellent benefit package including medical, dental, life insurance, retirement and tuition reimbursement.
Apply in person:
ALEXANDER MERCY LIVING CENTER
718 W. FOURTH ST.
ROYAL OAK, MI 48067
EOE

DIRECTOR OF NURSING
Long-term care facility seeking a caring, motivated, energetic individual for the position of Director of Nursing. The candidate must have 2 years long-term care experience have a current Michigan RN license, have knowledge of PPS and a proven track record. BSN preferred, but not required. We offer competitive salary, restructured benefit program and a caring 82-bed family atmosphere. Please fax resume to: (248)349-2228

EMT
Unique opportunity for EMT to work directly with physician. Regular hours, no weekends/week nights. Must have good driving record. Call Mon.-Fri.: (248) 799-3500

FULL TIME Medical Receptionist needed for Novi office. Looking for mature friendly reliable person, experience preferred but not necessary. Call (248) 855-9500

HOME HEALTH AIDES/CENA'S
Looking for a change? Like variety in your job? Want to work in one location? This is NOT a NURSING HOME! Provide personal care and assist our clients with activities of daily living in a beautiful senior retirement community setting. Variety of part-time openings. In Westland, all shifts. In Novi, day shift. In Taylor combination days/pms. For information about these rewarding positions call today!
Health Care INNOVATIONS
(800) 765-7544 EOE

HOME HEALTH
RN's needed, N.W. Detroit area, 4 visits/supervision. Proficient in paper work. Self-motivated, conscientious & caring. Experienced only. (248) 557-7977

INFUSION NURSING COORDINATOR
Expanding home infusion company has ideal opportunity for Home Care Nurse to join our team. Full time, will work in both field & office and must have infusion and home care experience. Competitive wage and benefits package. Send resume to:
Option Care
1099 Highland Dr., Suite A,
Ann Arbor, MI 48108
or fax 734-677-1722

INSURANCE BILLING CLERK
for oral surgery office for medical & dental, full time, experience mandatory, pleasant office & benefits. 248-553-3230

LPN OR RN
Part-time, flexible hours to work in private clinic with children & families. Call Barbara, 10am-6pm. 248-471-1199

MEDICAL ASSISTANT
Experienced for busy family practice office. Livonia area. Fax resume to Sue: 734-464-0438

MEDICAID C TRAINER
to provide training & supervision of persons with disabilities in community work sites in the Novi area. Must have experience working with persons with disabilities, reliable transportation & good driving record. Forward resume to: Kelley, 41100 Vincent Court, Novi, MI 48375 EOE

MEDICAL ASSISTANT
Full-time. Friendly. Some experience. Able to do blood draws, EKGs, pulmonary function studies, vitals & assisting w/ minor procedures.
Ask for Sandy: (248)355-0680

MEDICAL ASSISTANT
For internal medicine office, some experience. Call Maureen: (248) 442-1400

MEDICAL ASSISTANT
for internal medicine clinic in Livonia. Nice setting. Full/part-time. 734-513-8050, leave msg.

MEDICAL ASSISTANT
For Novi internist. Experienced. Excellent pay/benefits. (248) 476-9250

MEDICAL ASSISTANT wanted to assist Dermatologist. Experience preferred. Part-time, Livonia. Page: 810-769-3314

MEDICAL ASSISTANT
PART TIME
Full-time clinical position available in Novi/Farmington Hills area for busy Allergy Practice. Please fax resume to:
248-473-4424

MEDICAL ASSISTANT
Part-time. Mon., Tues & Wed. afternoons; Thurs. all day. Busy Livonia office. 734-421-2840

MEDICAL ASSISTANT
for busy ENT office. Full-time. Needs a quick learner who gets along well with people. Competitive wages & benefits. Farmington Hills area. Ask for Janet: (248) 615-4365

MEDICAL BILLER
Full-time for billing company. Experience, MBS helpful. Fax resume to Lori: 313-240-7301

MEDICAL BILLER/RECEPTIONIST
Ophthalmology practice. Full time. Experience necessary. Southfield location. Send resume to:
Box #1706
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

MEDICAL BILLERS
Full time positions open in our Farmington Hills location for experienced Billers. Knowledge of Thomas Software a plus. Flexible hours. Salary based on experience. 248-478-5234

MEDICAL BILLER
40y/wk, Farmington Hills, MBA experience useful, (248) 476-1615

MEDICAL BILLING
Earn excellent income! Full training. Computer required. Toll-free: 1-800-540-6333 x1064

Medical Office
★Receptionist/Biller★
Full time. Typing required. (734) 427-6300

MEDICAL RECEPTIONIST
Pediatric Practice. Medic knowledge. Excellent benefits & pay. Fax 248-358-2041
Mrs. Sheldon 248-358-0420

MEDICAL INSURANCE BILLER
Full time position with excellent benefits in billing office of large medical practice. Looking for detail motivated person with medical billing knowledge and computer literacy. Must be able to handle multiple tasks and have excellent phone skills.
Send resume to:
Box #1744
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

★MEDICAL RECEPTIONIST★
Needed for busy Westland office. Hours include: Mon, Tues, Thurs, 3pm-7pm. Call (734)425-2090

MEDICAL RECEPTIONIST
2-3 yrs. experience, computer helpful, 5 days, good salary. For interview: 248-354-9666, x: 9200

MEDICAL RECEPTIONIST
Full-time. Busy doctors office. Good phone skills. Farmington area. 734-261-3200

MEDICAL RECEPTIONIST
for busy family practice in Livonia. Must have experience in a family practice front office. Hours Mon., Thurs. & Fri., 9am-1:30pm, Tues., 2pm-6pm, Wed., 9am-6pm. 734-427-3304

Medical Receptionist
Full time position for experienced, outgoing, organized individual with good communication skills. Resume to Mi Comes Consulting, 32887 Telegraph Rd, #201, Southfield, MI 48034. FAX: 248-350-2709

MEDICAL RECEPTIONIST
Friendly, patient oriented person for busy gastroenterology office. Full-time with benefits. At Troy Beaumont Professional Building. Call Diane or Sharon at: Troy Gastroenterology (248) 828-8032

OR POSITIONS
The University of Michigan Health System
The University of Michigan Health System, Operating Rooms Department, seeks experienced applicants for the following positions:
Clinical Nurse I:
Requires graduation from an accredited nursing program; current Michigan licensure and one year recent experience in a multi-specialty operating room.
Surgical Technologist:
Satisfactory completion of a surgical technologist program and certification as a surgical technologist is desirable.
Refer to: Annerose von Kulajta at (734) 936-8510
Fax resumes to: (734) 936-8193
or mail to: Operating Rooms, UH-1D321, Box 0044, University of Michigan Health System, 1500 E. Medical Center Drive, Ann Arbor, MI 48109, Attn: Annerose von Kulajta
A NON-DISCRIMINATORY, AFFIRMATIVE ACTION EMPLOYER
University of Michigan Health System

PHYSICAL THERAPY TECHNICIAN / AIDE
Part time. 20 hrs/week to work in busy Novi outpatient physical therapy clinic. Must be flexible with early morning / late afternoon hours. Experience helpful. Call Joanie (248) 476-6140

Positions available for
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Competitive Wages
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• Sign on/Referral Bonus
• Vacation Pay
• Great Benefits
• Weekly Pay
• Flexible Hours
Come Join Our Quality Care Team!
(248) 476-6140
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MEDICAL RECEPTION
LOOK NO MORE!!!
Reception staff to fill immediate positions for expanding Westland office. If you have an insurance background, are outgoing, and able to work in a fast paced setting, we would like you to join our team. A pleasant atmosphere, full time, benefits, day shift only. Resume & cover letter to: 35210 Nankin Blvd., Suite 301; Westland, MI 48185 Or fax: 734-525-0514

MEDICAL RECORDS
Busy specialty office needs organized medical records person. Send resume to: Box #1703, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, MI 48150.

MEDICAL RECORDS CLERK
Leading national home health care company has full-time position open which requires data entry and management of medical records. Previous home care experience desired. Call Pam Mujejia 800-668-2024 or fax resume 248-615-6148
Olsten Health Services
EOE M/F/V/D

MEDICAL RECORDS PERSON
Full/part-time, experience preferred. Call: 248-354-9666, x:9200

MEDICAL TRANSCRIPTIONISTS
We are accepting resumes from hospital experienced Transcriptionists for the following positions: Full-time afternoon shift and Full-time midnight shift, Tuesdays-Saturdays. Part-time positions available on weekends. Send/fax resume to:
Botsford General Hospital
28050 Grand River Ave
Farmington Hills, MI 48336
Fax: 248-471-8454
An equal opportunity employer

RECEPTIONIST - for office in Troy. Experience preferred. Fax resume to: 248-540-6402 or call: 248-540-4692

RECEPTIONIST - Full/part-time needed for busy Southfield medical practice. Conscientious people-person, references required. Competitive benefit package. Please call and ask for Sandy: (248) 355-0680

REGISTERED X-RAY / MAMMOGRAPHY TECH
needed part-time. No weekends. 734-458-4499

Thriving national Home Care company seeking motivated Respiratory Therapist. Call LINCARE. 734-459-3115

RN/LPN for busy Canton allergy office. Part-time. Flexible hours. Experience preferred. Please call fax: 734-394-2661

RN-QA SUPERVISOR
Experienced in Medicare home care. Excellent documentation, attention to details and communication skills required. Excellent pay. Brighton: 810-229-6300
FAMILY NURSE CARE

RN'S LPAN'S CNA's
All shifts available. Good pay. Call A-1 International Staffing Agency. (734) 453-1970

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BRIGHTON.....810-229-5683
CLARKSTON.....248-620-5677
PLYMOUTH.....734-455-5683
ROMEO.....810-752-2128

TECHNICIAN/DISPENSER/OPTICIAN
Looking for energetic, people oriented person. Experience preferred, but willing to train right person. Call 810-739-9550 or fax resume: C/O Debbie Connelly, 810-739-0063

ULTRASOUND TECHNICIAN
For mobile service based in Farmington Hills. Experience required. Call: (248) 737-9481

X-RAY FILM ROOM CLERK
Full time positions available. Medical terminology and film room experience preferred. Interested candidates call Sam Pinto at:
The Nursing Home Group (Southfield)
(248) 352-1155, ext. 109

506 Help Wanted-Medical

NUCLEAR TECHNICIAN
Needed immediately for cardiology office. Full or part time, must be experienced in all aspects of nuclear testing. Prefer experience with Siemens Orbitor. Please send resume to:
Fax 734-427-1701
e-mail: LDC445@aol.com
or call 734-427-9440 to schedule interview.

OPHTHALMIC ASSISTANT (2 POSITIONS)
Needed for West Bloomfield & Southfield locations. Full time. Experience necessary. COA or will help with certification. Send resume to:
Box #1770
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

OPTICAL DISPENSER
FULL OR PART-TIME
Personal, caring, one doctor modern franchise office, looking for a friendly, self-confident individual with good people skills. One store only. Top $$$ for Top Candidate! THIS OFFICE PAYS TIME & A HALF FOR EVENINGS & SAT. HOURS. Hourly plus commission plus benefits. Experience required. Call D.O.C Optical of Canton on Sheldon Rd. at Ford Rd. at:
734-455-5800
$1000 "SIGNING BONUS"

OPTICIAN-DISPENSER
Experienced. Excellent salary. Full or part time. No evenings or Sundays. Bob (313) 565-5600

PEDIATRIC NURSE
Full & part-time position available. Coastal candidate must be patient, compassionate, self-motivated & have experience working in a pediatric office. Benefits include: 401K & health insurance. Pay range $11.07-$13.66 per hour. Interested applicants may fax or mail resume to: (734)455-5637, 9900 W. Ann Arbor Trail, Suite 210, Plymouth, MI 48170

MEDICAL OFFICE - Troy front office - receptionist, full time, excellent working conditions for the experienced person. Call Mon. thru Thurs., ask for Marilyn 248-649-0450

RECEPTIONIST / BILLER
For busy allergy practice in Farmington Hills. Part time. Medical billing service experience preferred. Fax resume to: (248) 851-2068 or call: (248) 851-6657

OPHTHALMIC ASSISTANT (2 POSITIONS)
Needed for West Bloomfield & Southfield locations. Full time. Experience necessary. COA or will help with certification. Send resume to:
Box #1770
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

OPTICAL DISPENSER
Full or part-time. Experience required. Sylvan Lake. (248) 582-6448

OPTICIAN-DISPENSER
Experienced. Excellent salary. Full or part time. No evenings or Sundays. Bob (313) 565-5600

OPTICIAN/DISPENSER
Tired of "fast food" optical? Professional opportunity with emphasis on service & skills. Please call: (734) 421-5454

LICENSED OPTOMETRIST
2-3 days per week. Sylvan Lake. Call Paul: 248-682-6448

PATIENT ACCOUNT REPRESENTATIVE
Are you looking for a great working environment? Then we have the job for you at our Physical Therapy clinic in Wixom. Skills needed: medical billing and collections, insurance verification and medical coding. Medical office experience a must. Excellent pay and benefits. Fax resume to: G. Lindsay, Corporate Office. 248-926-5630

Physical Therapy Aide
Advanced Rehabilitation is seeking full-time Physical Therapy Aide to work at the extended care facility. Please contact Dr. Daneshvar for interview: 248-442-2020

PSYCHOLOGY / Social Work
Direct care position. Afternoons, midnights & weekend shifts. Farmington. (734) 439-0464

Physical Therapy Aide
Advanced Rehabilitation is seeking full-time Physical Therapy Aide to work at the extended care facility. Please contact Dr. Daneshvar for interview: 248-442-2020

PHYSICAL THERAPY TECHNICIAN / AIDE
Part time. 20 hrs/week to work in busy Novi outpatient physical therapy clinic. Must be flexible with early morning / late afternoon hours. Experience helpful. Call Joanie (248) 476-6140

PSYCHOLOGY / Social Work
Direct care position. Afternoons, midnights & weekend shifts. Farmington. (734) 439-0464

RECEPTIONIST - Part-time for busy Southfield office. Weekends & a few days a week, must be dependable. 248-354-5611

RECEPTIONIST
Petsmart Veterinary Services seeks bright, customer service oriented individuals to work at our new, modern small animal hospital in Northville. Full time position available immediately for receptionists. We provide full health plan, 401k, and stock purchase to all employees! If you like to be challenged and would like to have a career and not just a job, call or come by today. 17677 Farmington Rd., at 6 Mile. 248-347-0103.

Thriving national Home Care company seeking motivated Respiratory Therapist. Call LINCARE. 734-459-3115

RN/LPN for busy Canton allergy office. Part-time. Flexible hours. Experience preferred. Please call *Sue or Patty.* 734-394-2661

RN'S - CHAA's wanted, need to be willing to work in assisted living or home health, call 313-295-1900 or fax resume 313-295-1830 att: Neelam

TRAINER
Needed to instruct First Aid & CPR for AFA Dot First Aid & Safety, a division of Cintas. Part-time, flexible hours. Please send resume & salary requirements to: Training Director, PO Box 701093, Plymouth, MI 48170 or Fax: 734-459-0607

UNIQUE PERSON/Unique office. Southfield orthopedic. Biller, Transcriptionist, Receptionist needed. Call Eves: 248-855-4480

Inside Sales Person
Our very busy newspaper classified advertising department is seeking an enthusiastic individual to join our team. Requires a high school diploma or equivalent, 6 months to 1 year of telephone sales experience, ability to type 40 wpm, good spelling and grammar skills. Responsibilities include soliciting new advertising via telephone, contacting current customers, selling advertising, quoting predetermined rates, following-up with customers to determine satisfaction with ads. Submit resume to: The Observer & Eccentric Newspapers, Attn: Inside Sales, 36251 Schoolcraft, Livonia, MI 48150 Fax (734) 953-2057
Observer & Eccentric Newspapers Job Information Hotline (734) 953-2005.

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Plymouth
734-455-7000

Administrative Assistant
Seeking a customer service oriented Administrative Assistant familiar with the Internet and World Wide Web. Basic knowledge of a PC system and software is important, as is a willingness to learn more. Candidate will be responsible for various administrative and clerical tasks, must have good attention to detail, and work well with others. High School diploma or equivalent required. Good opportunity with an attractive salary and benefits. Please fax or send resume and salary requirements to:
Fax: (734) 953-2057
Observer & Eccentric Newspapers
36251 Schoolcraft Road
Livonia, MI 48150
Email: maryab@oe.homecomm.net

Sales Support Clerk
Seeking a full time Sales Support Clerk to work in our Birmingham location. Candidate must have six months to one year experience in a clerical related position including customer relations. General knowledge of business practices and procedures, excellent computer and communication skills. Must be able to handle multiple tasks and work within deadlines. Please submit resume to:
The Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150
Fax: (734) 953-2057

Help Desk
Support Technician
Seeking a highly motivated, customer service oriented person to work in our Management Information System department. Must possess High School diploma or equivalent. Excellent customer service and telephone skills. Knowledge of Apple, Mac, Microsoft Windows 95, TCP/IP and Apple's Apple Talk. Knowledge of Internet desirable. Responsibilities include telephone support of computer systems of internal and external customers. Good opportunity with attractive salary and benefits. Please fax or mail resume and salary requirement to:
Fax: (734) 953-2057
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36251 Schoolcraft Road
Livonia, Michigan 48150
Email: maryab@oe.homecomm.net
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Once you've qualified for and completed our paid Financial Advisor Training Program, your income and advancement potential are limited only by your ability. We'll prepare you for the Series 7 license exam. Provide you with ongoing training in support of your ambitions. And show you how to experience the satisfaction of helping others invest in their dreams while you pursue your own. Morgan Stanley Dean Witter. When you want to do more. Morgan Stanley Dean Witter is an equal opportunity employer.
Opportunities are available in our South East Michigan retail branch offices.
Our next career events will be:
SOUTH EAST MICHIGAN CAREER EVENTS
Saturday, March 27 @ 9:00am &
Monday, March 29 @ 6:00pm
For locations, details, & reservations, call David Cox or Nancy Lightle at
(248) 680-2203
Fax: (248) 680-2285
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Call Pat Tymofy about our on-going training program that will have "You" assisting sellers and buyers in the Rochester, Birmingham, West Bloomfield and Plymouth area.
Join the successful team at Weir, Manuel, Snyder and Ranke, Inc. Don't wait - call for your private interview. Contact Pat Tymofy (888) 495-7400.
WEIR, MANUEL, SNYDER & RANKE REALTORS