

The OBSERVER HELP WANTED MART

WHETHER YOU'RE HIRING OR LOOKING FOR WORK, OBSERVER ADS GET RESULTS

<p>151 Female Help Wanted BOOKKEEPER/SECRETARY for construction firm in Livonia. Experienced. 35-5110, evenings. 352-1750</p> <p>NURSE AIDES All shifts, experienced, preferred, permanent full time position. Good pay and benefits. Pleasant surroundings. Apply 84, Monday-Friday, Mrs. Yasocki as well as some typing. Call between 84.</p> <p>FARMINGTON NURSING HOME 30405 Folsom Rd., Farmington 477-7400</p> <p>EXECUTIVE Housekeeper, responsible for motel housekeeping department, including 20 employees, supplies and inspection. Experience preferred. Write c/o Bar 131, Observer Newspapers, 25511 Schoolcraft Rd., Livonia 48156.</p> <p>INSURANCE AGENCY Company or agency experienced person needed for commercial accounts desk. Northwest suburb at expressway.</p> <p>477-0900 Evenings 356-6559</p> <p>GENERAL OFFICE, good at figures, type 50 wpm, full time 5 days week, good working conditions.</p> <p>INSURANCE RATER Five or package experienced able to train for commercial seek responsibilities. Good salary and job growth opportunity. Northwest suburb at expressway.</p> <p>477-0900 Evenings 356-6559</p> <p>HAPPINESS is becoming Fashion Frock's Counselor, free wardrobe a year, plus commission, no collecting, no delivery, car necessary. For interview call 352-8163</p>	<p>151 Female Help Wanted TRAINING MEDICAL Assistant needed for 1074 office Northville. Call 352-1100</p> <p>BOOKKEEPER One of America's largest life insurance companies is looking for a bookkeeper for their agency in Southfield. Applicant should have at least 3 years experience in ledger bookkeeping as well as some typing. Call between 84.</p> <p>352-2050 An equal opportunity employer</p> <p>BOOKKEEPER, accounts payable and payroll. On Burroughs 100. Pennell Builders Supply Inc. 4742111</p> <p>Woman for ANTIQUE SHOP with some knowledge of antiques. Weekends only.</p> <p>ZUBOK'S 6356 Greenfield, Dearborn LU 1-2344</p> <p>RECEPTIONIST Typist, needed for office furniture company. Downtown Detroit. Pleasant atmosphere, will train. 9619232 call</p> <p>CATALOGUE and PUBLICATIONS CLERK Typing, filing and maintaining catalogue records.</p> <p>ACE CONTROLS, INC. 476-0213</p> <p>FULL OR part time office help, full. 3010 Grand River, Redford</p> <p>WATRESS, 6 nights week, 6:30-2 a.m. Farmington area 626-9097</p>	<p>151 Female Help Wanted SUFFER live in or out, Westland area. 425-6232</p> <p>MATURE INDIVIDUAL To train for office Manager in new office in Dearborn Hts. prefer some experience in accounting. If interested call Monday thru Friday 8 a.m. to 4:30 p.m. Equal Opportunity Employer. 2746211</p> <p>LEGAL SECRETARIES Experienced—Good skills Excellent openings Fee Paid by Employer HILLSTROM & ROSS AGENCY SOUTHFIELD 354-2360</p> <p>APPLICATIONS being taken for shop work, day and afternoon shifts. Apply Monday, Rubber, 23447 Industrial Park Drive, Farmington.</p> <p>CASHIER, typing, general office work. Apply Electronics, 2314 Cherry Hill, Dearborn, 35 block East of Telegraph.</p> <p>ASSEMBLERS MACHINE OPERATORS LIGHT FACTORY WORK Openings on all shifts. For men and women over 18. Come in ready to work. 6 a.m. to 6 p.m. Employers Temp. Serv. Redford 2633 Gd. River 333-9310 Westland 1551 S. Wayne Rd. 335-1200 ALL JOBS FREE—NO FEE!</p> <p>MOTHER'S helper, afternoon work, babysitting, housework, or fresh, more for home than wages. 322-4671</p>	<p>151 Female Help Wanted SECRETARY to some management and consumer relations representative. Varied duties, short-hand essential, pleasant Southfield office. 18 people. Full benefits, start immediately. 3270 monthly salary and vacation Company. 332-4500, ext. 301</p> <p>Accuracy Personnel Clerk typist in personnel department of large Detroit firm. 90 WPM. \$390. Fee Paid. Local agencies, 45 WPM typ. phone work, one diff. office. Bookkeeper, full charge through trial balance for suburban builders. \$600. Fee Paid. Accuracy Personnel Travelers Tower, Southfield 358-2010</p> <p>FOR work in aluminum window shop. Must be steady worker. 2015 Glenade, W. of Beech Daly, Redford.</p> <p>ACCOUNTS RECEIVABLE CLERK 1 to 2 YEARS EXPERIENCE To control cash receipts, maintain banking records, follow up on delinquent accounts and assist in general office work. Apply In Person APJ, INC. 1900 Eassy St., Walled Lake 624-0800</p> <p>RN - LPN Full and part time positions available. Choose the hours and days you want to work. Medical Personnel Pool 18900 W. 8 Mile Rd. 354-4350</p> <p>BARMAID, over 12 years old, Farmington area. Experienced, attractive, nights. 477-7178, 477-1922</p>	<p>151 Female Help Wanted FILE Clerk, 3 of 4 week, 8:30 a.m. to 4:30 p.m. Including 10 hours for appointments. Garden City Medical Center. 431-1110</p> <p>TYPIST/RECEPTIONIST General office work, 8 hours 3 p.m.-3 p.m. Apply in person. ANGER MFG. 777 Bodge Rd. Northville</p> <p>EXPERIENCED typist, a will call needed, good typing speed. For Redford area, 352-2550. Call Sue 357-0540</p> <p>MACHINE OPERATOR, no experience, midnight shift. Pride Plastics.</p> <p>BOOKKEEPER Experienced. Title Balance. Salary based on your ability. Good company benefits. See person in interview. 721-4220</p> <p>TYPIST needed for general office work. No shorthand required. Bookkeeping knowledge a must. Experience in pay board system helpful. 337-3565</p> <p>HOUSEWIVES GIRLS PART TIME LIGHT FACTORY WORK ALLIED FIRM LAB. 9930 Greenfield, Detroit 272-3170</p> <p>MATURE woman for house work and supervision of 11 year old for young parent. 8 Mile-Grand River area. Own transportation. 477-2999</p>	<p>151 Female Help Wanted CLERK Typist, experienced, 30 wpm. Keypunch Insurance Claims, 4711 Northwestern Hwy., Southfield. Contact Dorothy Mergewski. 335-2000</p> <p>RN OR LPN for pediatricist's office, Farmington. Saturday only. Call Monday through Friday 8 a.m. 477-1123</p> <p>KEYPUNCH Operators, experienced only. Full or part time, all shifts. Westland area. 322-7730</p> <p>HOSTESS Over 25 preferred. Responsible person for full time position. Apply in person at CORDOBA 2370 W. 7 Mile Rd., Livonia across from Clewley's</p> <p>EXPERIENCED waitress for nights, good pay plus tips. Vaux Colony Island, 2310 Ford Rd., Westland.</p> <p>HOUSEKEEPER, mature woman, experience preferred, not necessary. See Mr. Berger, Nightingale W. Conventual Center, 820 Newburgh Rd., Westland.</p> <p>GENERAL OFFICE Diversified office duties in N.W. Detroit Auto Dealership. Must be good typist. Pleasant working conditions and insurance benefits. 531-9028</p> <p>MATURE woman to babysit, 3 to 5 days a week. Over 24 hrs. part-time. Will consider girl for summer. 806-975</p> <p>WATRESS wanted, full or part time. Apply in person after 4 p.m. Aigro Brothers, 23355 Ford Road, Westland. 477-1818</p>	<p>151 Female Help Wanted MATURE woman for counter work, dry cleaners in Plymouth. Experienced preferred. Full or part time. Call 433-7474</p> <p>IMMEDIATE OPENING CLAIMS PROCESSOR Group Claims experience helpful but not necessary. Must have typing ability, shorthand helpful. Call for appointment. Benefit Trust Life Insurance 444.4616</p> <p>PACKER WANTED, freight packing experience. 345-5000</p> <p>BABY sitter wanted, prefer middle aged woman. Livonia area, Five Mile, Merriman. 522-6544</p> <p>RN'S LPN'S Part time afternoons. Full time midnights. Call between 8 a.m. - 3 p.m.</p> <p>OAK HILL NURSING HOME 31225 Grand River 477-7372 Farmington</p> <p>RECEPTIONIST, mature 8 days a week, 8:30 a.m. including Saturdays. Call for appointment. Garden City Medical Center. 427-1110</p> <p>BOOKKEEPER Through legal balance and general ledger, all benefits paid, excellent conditions. 8 a.m. to 5 p.m. Grand River area. P.O. Box 4000, Detroit, Michigan 48206</p> <p>GIRL FRIDAY, telephone experience, type 45. Southfield. 80 fee, salary \$500. Motor City 825-7004</p> <p>EXPERIENCED cook for small sandwich lounge and restaurant in Livonia. Great hours 10 a.m. - 3 p.m. Ideal job for mothers with kids. 422-1526</p>	<p>151 Female Help Wanted LEGAL SECRETARY — \$800+. Fee paid. Prestigious W. Bloomfield attorney, need experienced individual. Call Mrs. Evans, Suburban Personnel. 477-9840</p> <p>Expanding Branch of top service company needs a talented, mature personality, \$100 week to start. Good raises. Faster some college or equivalent work experience. Call 281-2114 till 2 p.m. weekdays.</p> <p>IBM KEYPUNCH OPERATOR Progressive manufacturing company in Redford has opening for individual with IBM Keypunch experience — 4 days. Call Mrs. Scholer for appointment 9:30 - 5 p.m. 522-5229.</p> <p>WOMAN needed, 11 a.m. - 3 p.m. Mon. thru Fri. Light duties for elderly couple, vicinity Greenfield-Plymouth Rd. 500 week. 328-7220</p> <p>NURSE AIDES Full time, part time. All shifts. Apply</p> <p>FRANKLIN MANOR Convalescent Center 352-7390</p> <p>GENERAL OFFICE — to \$500 fee paid. Type 40 accurate. Clerical experience, busy Farmington office. Call Mrs. Evans Suburban Personnel. 477-9840</p> <p>ATTENDANT, Cola Laundry, mature adult woman, full time, days, some evenings. 327-3739, 349-4120</p> <p>GIRL FRIDAY, telephone experience, type 45. Southfield. 80 fee, salary \$500. Motor City 825-7004</p> <p>EXPERIENCED cook for small sandwich lounge and restaurant in Livonia. Great hours 10 a.m. - 3 p.m. Ideal job for mothers with kids. 422-1526</p>	<p>RECEPTIONIST Expanding Branch of top service company needs a talented, mature personality, \$100 week to start. Good raises. Faster some college or equivalent work experience. Call 281-2114 till 2 p.m. weekdays.</p> <p>PERMANENT STAFF CO.</p> <p>BOOKKEEPER to \$700, fee paid. Experienced, thru trial balance. N. Farmington area. Call Mrs. Evans, Suburban Personnel. 477-9840</p> <p>SECRETARY \$800. Fee paid. For busy CPA office. Good skills required. Southfield. Call Mrs. Evans, Suburban Personnel. 477-9840</p> <p>EXECUTIVE SECRETARY—To \$1200. Fee paid. Administrative experience with good appearance and secretarial skills. Farmington. Call Mrs. Evans, Suburban Personnel. 477-9840</p> <p>CLERICAL ASSISTANT Accounting department is willing to train an ambitious young lady, company benefits and salary. Full time position. Southfield area. Call Dottie Monday-Friday.</p> <p>557-2930</p> <p>INSURANCE experienced fire girl. Good typist, capable of filing, typing, fire and home owners policy. General agency in Northwest Detroit. Call between 84.</p> <p>GIRL FRIDAY Full time, typing and some TWX machine. Insurance program available, sick pay benefits. Top pay. 6 Mile-Telegraph area. Call Monday.</p> <p>255-0300</p>
---	---	---	--	--	---	--	---	--

YOUR WANT AD IS WORKING, SIR.



observer want ads

No time to pause for something as uneventful as a telephone call? Maybe most calls . . . but when the call is in response to his Want Ad, everything else takes a back seat!

There's a special satisfaction to people from all walks of life which comes from having a Want Ad work for them. And Want Ads do work . . . in a quiet, low-cost, effective way!

Putting a Want Ad to work for you . . . to buy, sell, rent, inform or hire, is a very easy operation . . . just dial . . .

522-0900

Hours: Monday thru Friday 8-5:30 — Saturday 9-12