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504 Help Wonted Office-Clerical	504 Help Wanted Office-Clerical
SECRETARY Insurance and Bookkeeping experience required. Salary commensurate with expe- rience. Call for appointment. 348-1270	WANTED, qualified bookkeeper, top pay, all fringe benefits. Best working conditions. Crescent Ma- chine. Pontiac. 335-8441
BIRMINGHAM Law Office needs responsible, mature girl for part- time. I to 5 PM. Must be good typ- ist, H.S. gradustate, Ideal for local college student. Call 10 AM to 4 PM. 647-150	KEY PUNCH Experienced Key Punchers - if you want to be treated as an individual and like to work on modern Key to Tape equipment in pleasant sur- roundings near 1-75 X-Way. Contact our Personnel Dept. at. #19-6106 Depending upon your experience.

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Will train person with good
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Pleasant telephone manor and
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contact Swan Carneke. 55-200

STAFF

Company
People Oriented
Livenia Company will start accurate typist on interesting ble in personnel department. Your pleasant ploor manner, you outgoing warm with the property of the people of the pe

CLERK TYPIST
IMMEDIATE OPENING
Iern office, pleasant working

Permanent

STAFF

Company Dr's Receptionist is set up appointments and do lite typing while you fearn to NW Dentist. \$10-\$100 per plus full benefits. Call 478-or come to 30752 Grand River till 8 pm.) Personnel. interesting Clerical position in Insurance office. Tel-12 area. Typ-ing required. 9 am-5 pm. Call Mr Archey for appointment. 879-900.

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353-5-500
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HIGHLY motivated girl needed for sided. Pall company benefits glide, and light typing. 9 lill 4:30 Apply 328 %. Congress Detect, or Pall Company benefits.

504 Help Wanted Office-Clerical

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or Delores Kay at 29256 Ryan at 12 Mile

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STAFF

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STAFF

Company Mature Typist

STAFF Like Variety?
Bite person with some groces of rice experience can start series state of the control of the cont

INSURANCE GIRL
With experience for general agency in Northville. 478-1862

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Person to run a pension department. Need knowledge in
pension design and administration. Send resume to Box
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Newspapers. 36251 Schoolcraft Rd. Livonia. Mich. Company
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Your Imagination as you organize,
type and file company reports and
records. Accuratelypist earns \$400
per month Call 478-1213 or come to
20732 Grand River. Farmington
topen till \$ pm.) Personnel.

topen (til 8 pm) Personnel,
EXECUTIVE Secretary, excelle
typing, shorthand. Experien
required. Some knowledge
bookkeeping. This is an onuss
and challenging opportunity if
woman interested in perman
pomining with
bound of the control of the control
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W Suburban Secy earn \$125.\$145 per week s "right hand" to Sales Manager. at erage skills and I year experienc required. Call 251.2111 or come (22013 Plymouth ttill \$ pm). Pe

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and samey phone menner, good promotions and really nice bons. Call
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ATTRACTIVE receptionist-typist for deluxe new Troy office. Salary for deluxe new Troy office. Salary for deluxe new Troy office. Salary Age no barrier: 649-360.
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Position open, full time for our twonio location. Must have shorthand and good typing speed. Must be experienced. Good fringe benefits and solarly commensurate with experience. Call Ms. Helen Noelleri.

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Experienced-Good Skills Fee Poid by Employer HILLSTROM & ROSS AGENCY Southfield 557-3007

TyPIST. Secretary for agressive Law Firm, in Southfield Will train on 18M and MTST. must have office experience must type 50-400 in the control of the contr

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The Barbitan School is looking for sales people. Full time and telephone representatives, part imm. Evenings and Saturdays a "must". Sales applicants must have experience in modelling the property of the sales and the sales are experience in modelling to the sales of the sales are sales. Piesase call the property of the sales are sales and sales are sales are sales as a sales are sales are sales as a sales are sales are sales as a sales are sales as a sales are sales are sales as a sales are sales are sales as a sales are sale

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SALES TRAINEE
High quality men and
women to work for leading interrational photograph firm
Minimum age 21. Minimum
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Minimum age 21. Minimum
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Minimum age 21. Minimum
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506 Help Wanted Sales

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It time work, evenings and wi

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transportation, after 5 PM, \$45-570 |
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For general housework Mon. Thru Fri
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1 BM Executive typeware relationship to the property of the pr

GENERAL Cleaning, 3 days week, own transportation, 2 adults, references, Birmingham MI 6-4798 RELIABLE Baby sitter needed into, 1832 Scholeraft, Livonia, M 1950 1730 to 430, 11 Mile - Southern 1950 1850 Scholeraft, Livonia, M 1950 1730 to 430, 11 Mile - Southern 1950 1850 Scholeraft, Livonia, M 1950 1850 1850 Scholeraft, Livonia, M 1950 1850 Scholeraft, Livonia, M 1950 1850 Scholeraft, Livonia, M 1950 1850 1850 Scholeraft, Livonia, M 1950 Rogg. 17. In Mary Section (LEXINGTON 261-855) 17. In G.W. 11 Mary Section (LEX

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COUNTER help part time. II AM to 3:30 PM, Monday through Friday. Baskin Robbins. 1922 Woodward, near Square Lake Rd. 354-9339 BABYSITTER for one toddler in my home. 2-3 days per week. 4-6 hrs. per day. References. 559-4472

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