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## THE DAILY ASTORIAN



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### 70 Help Wanted

**Administrative Support Position**  
40 hours/week  
Salary Range is  
\$11.50 - \$13.50/hour,  
plus benefits  
(depending upon experience)

**Position Summary:**  
**Clatsop Community Action is hiring for a full-time (40 hours/week)**

**Administrative Support** whose primary responsibility is to act as the social services agency receptionist and performs administrative/office support duties as assigned. The employee is the first person both clients and professionals encounter. The employee must provide information and referrals and advocacy where appropriate, in a warm, non-judgmental, professional manner. Accurate data collection and reporting is an essential component of this position. Bi-lingual Spanish and English is a plus.

**For Complete Job Descriptions and How to Apply: Please include a cover letter, job application and resume with your current contact information and submit to: CCA, 364 9th Street, Astoria, OR 97103 or email to: ebruce@ccaservices.org. Any job offer will be contingent upon the results of an updated background investigation and drug screening.**

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THE DAILY ASTORIAN



Are you looking to make a difference in someone's life?

Coast Rehabilitation Services is seeking caring and compassionate people who are seeking rewarding opportunities as he/she assists adults with disabilities to lead quality lives of their choosing in a residential setting. Warrenton, Gearhart, and Seaside.

Successful applicants must be at least 18 years of age, have a High School diploma or GED, and pass a criminal background check, pre-employment drug test, and pre-employment physical. You must also possess a valid driver's license.

Applications can be obtained and returned at our admin office at 89451 Hwy. 101 in Warrenton.

### 70 Help Wanted

#### Reporter

Make a splash in business journalism by joining the reporting staff of the ambitious Coast River Business Journal, located where the Columbia River and Pacific Ocean meet. This is a highly dynamic and story-filled place, where Portlanders and Seattleites come to make their dreams of coastal living come true. You should arrive here with polished writing skills, a strong work ethic and robust curiosity to delve into the professional lives of some of the Pacific Northwest's most creative and imaginative business people.

Working in partnership with colleagues at the Chinook Observer, The Daily Astorian, Seaside Signal and Cannon Beach Gazette, Coast River Business Journal produces a monthly print publication. With your geographical beat spanning Clatsop County, Ore., and Pacific County, Wash., you can choose to live on the Long Beach Peninsula, Astoria or Oregon's North Coast. While this position is managed from Long Beach, you will also sometimes work from our Astoria and Seaside offices. An important aspect of this job is providing business coverage to several publications, each with a different environment. There will be aspects of breaking business news, in-depth business reporting and "main street" business news. Part of your job will be to continue ramping up our online content for timely and expansive coverage of business news.

Healthcare is one of our region's rapidly expanding economic sectors and we want to hear your ideas about how to cover it in ways that are useful to those in the caring professions, as well as engaging for the community members they serve.

We have a rising tide of young and second-career entrepreneurs starting new craft breweries, restaurants, retail stores, galleries and online businesses. You will need to be as engaged and creative as they are.

Our traditional industries — tourism to forestry, seafood to homes sales/construction, farming of everything from organic vegetables to legal marijuana — all are wide awake and gaining renewed momentum in a fast-expanding regional economy. We'll expect you to dig well beyond the superficial and explain where these industries are going, and why.

Our coast is comfortable and still affordable. It's a place where our reporters and their families purchase homes and settle in for careers that are richly connected to the Northwest interior. Part of your job will be exploring and explaining the growing ties between our coast and the cities of Puget Sound and northwest Oregon.

We offer a competitive wage, a generous benefit package, and a warm and friendly office environment in Mac-based buildings. We work hard but have fun — the ocean beach is a short stroll from our Long Beach and Seaside offices. We enjoy world-class restaurants, fantastic salmon and deep-sea fishing, amazing wildlife and bird watching, and many other outdoor activities. Portland is two and a half hours; Seattle three hours.

Benefits include Paid Time Off (PTO), insurances and a 401(k)/Roth 401(k) retirement plan. Send clips, resume and letter of interest to EO Media Group, PO Box 2048, Salem, OR 97308-2048, by fax to 503-371-2935 or e-mail hr@eomediagroup.com.

