

**651 Help Wanted**

**The Daily Astorian**

**Mailroom**

Opportunity to work part-time (20-25 hours per week) in our packaging and distributing department at The Daily Astorian. Duties include using machines to place inserts into the newspaper, labeling newspapers and moving the papers from the press. Must be able to regularly lift 40 lbs. in a fast paced environment. Mechanical aptitude helpful and the ability to work well with others is required.

Pre-employment drug test required.

**Pick up an application at The Daily Astorian, 949 Exchange Street**

or send resume and letter of interest to **EO Media Group, PO Box 2048, Salem, OR 97308-2048**

or e-mail **hr@eomediagroup.com**.

Get Results! Call 503-325-3211 and ask about our classified package options.

**651 Help Wanted**

Experienced log truck driver needed. 503-325-2242

**LAZERQUICK**

**NOW HIRING PERMANENT FULL-TIME**

**ASTORIA**  
Center Manager/Trainee M-F, 40+ hours. Manage the operations of a largely self-contained copy/print center. Knowledge of Adobe InDesign, Photoshop and Acrobat. Graphic design skills with a creative eye. Minimum 1 year customer service experience. Monthly performance bonuses, paid holiday policy. **818 Commercial St. 503-325-1185**

**SEASIDE**  
Customer Service/Production Assistant Tue-Sat, 38.5 hours. Assist customers with self-serve copiers & computers, write print orders, operate copiers and bindery equipment. Minimum 6 months customer service experience. Paid holiday policy. **507 S. Roosevelt Dr. #5 503-738-4102**

EVERYTHING is coming up results when you use a classified ad!

**651 Help Wanted**

Farm hand Wanted Bryan (503)407-9035

Tagg Ranch Pioneer Farm Road Warrenton, OR



**Library Office Manager**

**Cannon Beach Library is seeking an experienced office manager for a 25-hour-per-week position.**

The Office Manager performs clerical duties, tracks financial activities, prepares reports, assists with PR, and supports volunteers.

Requirements include Word, Excel, and Publisher; ability to learn website maintenance and use of library software; excellent communication skills; ability to work effectively with volunteers and the public.

Send cover letter and resume to **info@cannon-beachlibrary.org** or mail to **Cannon Beach Library, PO Box 486, Cannon Beach, OR 97110**

**Customer Service Representative / Biller**  
Growing Durable Medical Equipment company with locations in Astoria and Tillamook seeks dependable, full-time, self-motivated, experienced Billing Specialist for the Astoria location.

Basic computer knowledge (Word, Excel, etc.) and experience in billing Medicare, Medicaid, and private insurance companies is required. Knowledge of the Brightree billing system is a plus. The ideal candidate will have two or more years of experience as DME Biller, know DME related HCPCS codes and have a successful track record with compliance. Experience interpreting/processing Explanation of Benefits (EOBs) and insurance denials, ability to resolve past due claims, and knowledge of insurance payer specific prior authorization requirements. This position will be fast paced requiring critical thinking, ability to prioritize, work independently as well as thrive in a team-oriented environment. Cheerful, professional demeanor and excellent communication skills are required. Submit detailed resume online to **kevin@nchc.net**.

**New Today!**



Make a Social Impact working at Tongue Point Job Corps!

**Executive Assistant**  
Provide senior-level administrative support to the Center's three directors. Take minutes at weekly managers meetings, compose correspondence, track reports submitted to the Dept of Labor & corporate office, respond to requests for information, and perform a variety of admin duties. Requires a strategic thinker; advanced MS Office skills; excellent grammar, punctuation, proofreading, customer service, and communications skills; confidentiality; and a tactful and friendly personality.

For job description and to apply: **www.mtc.jobs**

All Applications are processed online. For more information call 503-338-4961

Management & Training Corporation is an Equal Opportunity Employer Minority/Female/Disability/Veteran **MTC Values Diversity!** Tongue Point Job Corp Center is a Drug-free and tobacco-free workplace.

**651 Help Wanted**



503-427-1913

Full-Time Employment 1 FT/ 3 PT - \$16-20/hr Benefits Available



Want an international experience without leaving home? Come work at Tongue Point Job Corps Center! Our students and staff represent numerous countries and cultures from around the world.

**Bus Driver** \$500 sign on bonus

**Medical Assistant Instructor** CMA required

**Cafeteria Attendant**

**Campus Security Officer**

**Maintenance Worker**

For job descriptions and to apply: **www.mtc.jobs**

All Applications are processed online. For more information call 503-338-4961

MTC has an excellent benefits package! 11 paid holidays, 3 weeks' vacation, 2 weeks' sick time, 401(k) and more!

Management & Training Corporation is an Equal Opportunity Employer Minority/Female/Disability/Veteran MTC Values Diversity! Tongue Point Job Corp Center is a Drug-free and tobacco-free workplace.

**651 Help Wanted**

Full or part-time Driver needed. Wages DOE, CDL required, North West Ready Mix. 950 Olney Avenue nwready@pacifier.com 503-325-3562



**Must Love Dogs!**

We are a very busy pet boarding and grooming salon on the beautiful Oregon Coast.

We are hiring for the following positions:

**Pet Groomer:** F/T professional pet groomer, must be experienced and gentle. We are a busy pet grooming salon looking to hire a groomer who can work in a team environment. Highly competitive pay.

**Front Desk/Guest Coordinator,** this position requires someone who can multi task and is highly organized. The duties include answering phones, assisting guests with our checking in and checking out process, making reservations and ability to assist customers with retail purchases.

**Pet Care/Kennel Worker** FT/PT positions available, this position requires someone who is kind and loving with pets but is also willing to take dogs outside for potty breaks, prepare feedings and general cleaning up in kennel area. This is a fun job but it does require someone who is willing to work hard as not all aspects of pet care are glamorous. These are not seasonal positions, these are truly year around positions. Competitive Pay

If you are interested please come by or call for an interview

**Bay Breeze Boarding & Grooming** 1480 SE 9th Warrenton Oregon 97146 503.861.9817

**651 Help Wanted**

**City of Gearhart Administrative Assistant Full Time** See job description and application at **www.cityofgearhart.com/jobs**

**Admin & Sales Support**

**Windermere Realty Trust** is an established real estate company looking for an upbeat, hardworking, and action-oriented Business Support Specialist to join its business support team and quickly own the role.

Our **Business Support Specialists** occupy an integral position in our brokerages and provide the technical, administrative, and marketing support invaluable to both seasoned real estate brokers and rising stars alike. This role is also indispensable to our managing principal brokers, who rely on their Business Support Specialists for everyday operations assistance and bigger-picture strategy and execution.

We strive to surround ourselves with those who are tech savvy, personable, intelligent, and averse to being bored. In order to thrive in this role, you must be proactive. Strong candidates will also exhibit a high degree of professionalism and integrity and be looking to grow the role during their time with us.

- Provide a wide array of technical, administrative, and marketing support directly to managing principal brokers and agents
- Be the "Keeper of the Space" and ensure the office is clean, organized, efficient, and on-brand
- Answer phones and act as the face of the company
- Create feel-good moments for agents and their clients whenever possible

**Position Details:**  
•30-36 hours per week  
•Wednesday-Sunday schedule  
•3 days/week in Cannon Beach, 2 days/week in Gearhart  
•Competitive benefits

Contact **Lynn Brigham** **brigham@windermere.com**



**AD DESIGNER**

Join the pre-press team at **The Daily Astorian** in Astoria, Ore. and create memorable advertisements/ special projects. You'll work with multiple people and deadlines in a fast paced environment.

Must be very accurate and detail-oriented. Experience in Adobe Photoshop and InDesign required Illustrator experience a plus. Newspaper experience preferred, but not required. Part-time position, 24 hours per week, benefits include Paid Time Off (PTO) and a 401(k)/Roth 401(k) retirement plan.

Send resume, work samples and letter of interest to: **EO Media Group, PO Box 2048, Salem, OR 97308-2048** or e-mail **hr@eomediagroup.com**



Swire Coca-Cola is the fifth largest bottler in the United States. Swire Coca-Cola produces and distributes more than fifty of the world's most recognized brands.

**Job Description:**  
Promotes the growth and development of Coca-Cola and its allied products by building trust with customers, executing promotional activities and ensuring that accounts are merchandised in accordance with company standards and the store Customer Marketing agreement (CMA).

Serving customers in the Oregon Coast areas of Newport, OR; Lincoln City, OR; Neskowin, OR; Tillamook, OR; Pacific City, OR; Cannon Beach, OR; Seaside, OR; Astoria, OR; Long Beach, WA, the Market Development Manager will take pride to grow the business relationships and provide local support.

- Interact and built rapport with decision maker in each customer location. Place order of product to be delivered maintaining sufficient inventory levels for consumers purchase.
- Manage and fill customer beverage section per company standards and build displays
- Sell in additional displays, new products and other promotional items throughout the assigned store to increase sales volume and generate additional sales revenue.
- Maintain back room stock areas in a safely accessible stack formation within the assigned storage area. Write up credits and confirm the credits are ready for pick up by bulk driver.

**Education and Experience**  
•High School diploma or equivalent degree/certificate Computer and Technology Skills  
•Solid computer skills are required (Excel, Outlook, and a PDF reader on an iPhone and iPad devices).  
•Must be at least 18 years of age  
•Must have a valid driver's license  
•Driving record must meet Swire's vehicle policy requirements  
•Reliable form of transportation  
•Ability to work weekends and holidays as directed by the business

**Equal Opportunity**  
Swire Coca-Cola, USA is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.  
**If interested email resume to: Scott Skinner Sales Manager rskinner@swirecc.com**

**BUSINESS DIRECTORY**

YOUR GUIDE TO LOCAL PROFESSIONALS

<p><b>Arborist</b></p> <p><b>Affordable Rates BIGBY'S TREE SERVICE</b></p> <p>ISA CERTIFIED ARBORISTS</p> <ul style="list-style-type: none"> <li>•Pruning</li> <li>•Removal</li> <li>•Stump Grinding</li> <li>•Excavator/Brush Rake</li> <li>•Vegetation Management</li> </ul> <p>(503)791-0767</p> <p><b>bigbystreeservice.com</b></p> <p>CCB#158562</p>	<p><b>Construction Design</b></p> <p><b>Jack Coffey Construction</b></p> <ul style="list-style-type: none"> <li>•New•Repair•Remodel</li> <li>•Drywall•Concrete•Decks</li> <li>•Licensed•Bonded•Insured</li> </ul> <p>(503)325-7406 • CCB#55284</p>	<p><b>Professional Services</b></p> <p>Terry Marshall Bookkeeping Service (503)298-0750</p> <ul style="list-style-type: none"> <li>•Payables •Receivables</li> <li>•Payroll •Quarterly Reporting</li> </ul>
<p><b>Boat Repair</b></p> <p>••OUTBOARD REPAIR••</p> <p>Clatsop Power Equipment 34912 Hwy 101 Bus, Astoria 1-800-220-0792 or 503-325-0792</p>	<p><b>Handyman Services</b></p> <p><b>North Coast Handyman &amp; Woodworking, LLC</b> (503) 440-5758</p> <p>Facebook: northcoasthw</p> <p>Interior remodeling, siding, windows, decks, rot specialist. Licensed, bonded, &amp; insured. CCB#215908</p>	<p><b>Tractor Services</b></p> <p><b>Dean's Tractor Service</b></p> <p>Field Mowing Brush Cutting Driveway grading</p> <p>503-791-1170</p>
<p><b>Cleaning Services</b></p> <p><b>WEST COAST WINDOW WASHERS</b></p> <ul style="list-style-type: none"> <li>*Windows 2+Stories</li> <li>*Houses/Gutters/Decks</li> <li>*Lawns/Shrubs/Brush/Hauling</li> </ul> <p>Licensed/Insured Excellent references. Mike (503)325-4526</p>	<p><b>Lawn &amp; Garden</b></p> <p><b>Bellos Landscape Maintenance &amp; House Services</b></p> <p>Retaining walls* Moss Removal* Storm cleanups* Hedging* Dumping Service* Brush Clearing* Weeding* One-time cleanups &amp; year round maintenance* Bark Pressure washing* Fences Deck Repairs* Painting Driveway Grading</p> <p><b>Free Estimates Call Jose (503)741-1582</b></p>	<p><b>Vegetation Management</b></p> <p><b>Bigby's Tree Service</b></p> <ul style="list-style-type: none"> <li>•Excavator mounted Flail Mower•Brush Raking•Brush Hogging•Lot Clearing•Scotch Broom Removal •Chipping</li> <li>•Invasive Species Removal•Levee/Dike Mowing</li> <li>•Low Impact Logging. (503)791-0767</li> </ul> <p><b>bigbys tree service.com</b></p>
<p><b>Arborist</b></p> <p><b>ARBOR CARE TREE SPECIALISTS</b></p> <p>ISA Certified Arborists ISA Board-Certified Master Arborist ISA Tree Risk Assessment Qualified</p> <p>Comprehensive Service, Pruning/Removal, Stump Grinding/Hazard Evaluations (503)791-0853 www.arborcarenw.com CCB#171855 WA#ARBORCI909RW Care for Your Trees</p>	<p><b>Construction Design</b></p> <p><b>Haul Away!</b> If it needs to go, call me! Moving/Attics/Basements/Odd Jobs. Senior Citizen &amp; Veteran Discount. John (503)470-9180</p>	<p><b>Professional Services</b></p> <p><b>Dean's Tractor Service</b></p> <p>Field Mowing Brush Cutting Driveway grading</p> <p>503-791-1170</p>
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CLASSIFIED ADS work hard for you. Try one today!

**SUDOKU**

Fill in the blank cells using numbers 1 to 9. Each number can appear only once in each row, column and 3x3 block. Use logic and process elimination to solve the puzzle. The difficulty level ranges from Bronze (easiest) to Silver to Gold (hardest).

	9	4	8					7
	1	8			7	4		
				9			8	5
2		9		7				6
	6		9	4	1		7	
1				5		9		8
	9	5			2			
			1	7			5	9
4					9	7	2	

Rating: BRONZE

Solution to 7/14/18

9	7	4	2	5	1	6	8	3
1	5	6	4	3	8	9	7	2
3	8	2	6	7	9	1	5	4
4	9	8	3	1	5	2	6	7
2	3	7	8	6	4	5	9	1
6	1	5	7	9	2	3	4	8
5	2	9	1	8	7	4	3	6
7	4	3	9	2	6	8	1	5
8	6	1	5	4	3	7	2	9

7/16/18

**SUDOKU**

Fill in the blank cells using numbers 1 to 9. Each number can appear only once in each row, column and 3x3 block. Use logic and process elimination to solve the puzzle. The difficulty level ranges from Bronze (easiest) to Silver to Gold (hardest).

			9	8		3		
	1	7		3		2		4
9		5	2				1	
	7	1		9				6
	9		5	4			2	
5				6		9	4	
	8				3	5		9
2	9		8			1	7	
	6		1	9				

Rating: BRONZE

Solution to 7/15/18

6	4	2	9	1	8	7	3	5
8	1	7	6	3	5	2	9	4
9	3	5	2	4	7	6	1	8
4	7	1	8	9	2	3	5	6
3	9	6	5	7	4	8	2	1
5	2	8	3	6	1	9	4	7
1	8	4	7	2	3	5	6	9
2	5	9	4	8	6	1	7	3
7	6	3	1	5	9	4	8	2

7/15/18