

The Portland Observer

JOB FINDER

CLASSIFIED ADS

Portland Observer Thursday, July 14, 1977 Page 5

OFFICE HELP

Major carrier accepting applications for office help. Must be experienced in cashing, OS&D, and general freight office experience. High School graduate or equivalent. Good previous work record, no felony convictions. Typing minimum 50 wpm. Qualified applicants may apply at ETMF Freight System, 2825 N.W. Yeon Avenue, Portland, OR 97210.

An Equal Opportunity Employer

GROUP UNDERWRITER

Well established Oregon firm has an immediate opening for an experienced Medical Underwriter. Will train individual with B.A. degree, math or accounting with minor in business experience preferable. Experience in medical insurance field helpful. Good communications skills required. Excellent benefit program. Send resume to P.O. Box 3137, Portland, OR 97208. State desired salary.

An Equal Opportunity Employer

Handicapped welcome

Family Day Care Home Recruiter

Qualifications Desired: Two years experience in Family Day Care; Experience and skill in community organization; Training and experience with special needs of physically and emotionally handicapped children, and their families; Knowledge of CSD certification regulation preferred; Experience in family counseling preferred.

Duties/Responsibilities: To develop family day care homes to provide evening and weekend care; To develop family day care homes to provide care for handicapped children; To work with Children's Services Division caseworkers in certifying home providers; To assist placement of children in the appropriate homes; To offer support services to providers and families.

Salary: \$720 per month.

Submit Resumes To:
4-C Office
1110 S.E. Alder
Portland, Oregon 97214.

Closing Date: July 13, 1977.

This is a CETA 6 position; therefore, applicant must meet CETA 6 guidelines and be a resident of the City of Portland.

An Equal Opportunity Employer

MANAGER POSITION

N.E. Community Market, at 1144 N.E. Prescott. If interested call: 281-5098 or come by for more information.

An Equal Opportunity Employer

SALES CLERK

Wanted with wholesale lumber experience. Must be able to type and use 10-key. Salary dependant upon experience.

Contact:
Don Miller
Publishers Paper Co.
6637 S.E. 100th
Portland, Oregon 97266
775-6711

An Equal Opportunity Employer

POSITION WANTED

Botanist/Musician intent on organic farming, recycling. Have some tools, mechanical constructive ability. Botany includes forestry, farming, wild plant uses and identification - 10 years experience. Music includes drums, rhythm guitar and comp. - 6 years experience. Wife U.S. citizen, could work 1/2 day in garden/fields. Also quilting, sewing, cooking. Seek job offer or partnership/co-op. Write R.S.W. Bobbette, General Delivery Squamish, B.C., Canada

LOAN SERVICE CLERK

Good typing - 10 key skill necessary. Math aptitude and good communication ability. Salary commensurate with experience.

Call Marge Dawson
243-1648
Equitable Savings & Loan
1300 S.W. 6th
Portland, OR 97201

All qualified applicants considered without regard to race, religion, sex or national origin.

SECRETARY Finance Department

Challenging, full-time position for secretary desiring diversified work, ranging from general office to processing of highly confidential material. If you have one to two years of general secretarial experience, with some statistical typing, bookkeeping, this job is for you!

Send in resume or apply in person at B-D Drake Willock 13520 S.E. Phasant Court, Portland, Oregon 97222.

An Equal Opportunity Employer

Director of Litigation

Oregon Legal Services is seeking a Director of Litigation who will be located at its Central Office in Portland. The Program serves rural Oregon through nine offices with a staff of sixty-five persons.

The Director of Litigation is responsible for the development and supervision of litigation, training and related activities for Oregon Legal Services. This is an exciting position. Oregon Legal Services is a young program with substantially increased funding from the Legal Services Corporation. We are looking for an attorney who is challenged by the opportunity to help build strong, effective legal services.

Applicants should have at least three years experience as a practicing attorney, including substantial trial and appellate experience. Supervisory and management skills are also necessary to the substantial litigation activities being developed. Membership in the Oregon State Bar or willingness to take the next exam required. Salary is negotiable depending on experience.

Resumes should be sent to Oregon Legal Services 2328 N.W. Everett Portland, Oregon 97210 Attn: Ronald P. Byers (503) 223-7502 by September 1, 1977 Women and minorities are encouraged to apply.

CITY OF PORTLAND Justice Programs Coordinator II

\$8.64 approximate hourly starting rate. Employee will perform advanced program planning, development and evaluation work in Criminal Justice and related social service delivery fields. Requires knowledge of the agencies within the Criminal Justice and related social service delivery systems; skill in developing methodologies and strategies for research and data collection projects; skill in evaluating statistical data; and skill in evaluating the effectiveness of Criminal Justice and related social service delivery programs. Women and minorities urged to apply.

APPLY
Portland Civil Service Board
510 S.W. Montgomery St.
Portland, OR 97201
Before July 20, 1977.

An Equal Opportunity Employer

CITY OF PORTLAND Engineer II: Mechanical

\$1,586 approximate starting rate. Mechanical engineering work at intermediate professional level; responsible for applying technical skills in mechanical engineering to mechanical aspects of the construction of sewage treatment plants and similar structures; shop drawings and vendor equipment; inspects mechanical aspects of public work projects; verifies contractor compliance with project specifications; keeps related records and makes calculations for progress payments and final contract payment. Applicants must have knowledge and skills listed on the Supplemental Application Form available from this office. Women and minorities urged to apply.

APPLY
Portland Civil Service Board
510 S.W. Montgomery St.
Portland, OR 97201
Before July 18, 1977.

An Equal Opportunity Employer

CITY OF PORTLAND CHIEF PLANNER Comprehensive Planning

Annual salary \$26,146 at entry. Will be responsible for directing the development and implementation of a comprehensive land use plan for the City of Portland. Will develop work program and direct and supervise subordinate staff. Women and minorities urged to apply.

APPLY
Portland Civil Service Board
510 S.W. Montgomery St.
Portland, OR 97201

The application period for this examination may be closed at any time after July 22, 1977 without further notice.

An Equal Opportunity Employer

DRAFTING TECHNICIAN

Electrical; min. of 3 yrs drafting exp., 1 yr of which is electrical drafting. Responsible for lighting layouts, circuiting, power distribution, substations, instrumentation and control schematic diagrams. Exc. fringe benefits. Salary commensurate with abilities. Send resume to Stevens, Thompson & Runyan, Inc., 5505 S.E. Milwaukie Ave., Port., OR 97202.

Equal Opportunity/Affirmative Action Employer

DENTAL ASSISTANT

Assists dentist by passing instruments, mixing filling materials, charting teeth, and maintaining appointment schedule at a County Health Clinic. To qualify for this examination, all applicants must be a graduate of an accredited course of dental assistance and certified as a Dental Assistant by the American Dental Association with certification by the State of Oregon to take oral radiographs; OR have two (2) years experience as a dental assistant with completion of qualifications necessary to take certification examinations and qualifications required by the State of Oregon to take intra-oral radiographs. The examination is weighted 50% written examination and 50% oral examination. Qualified applicants will be notified of the date, time and place of the written exam by mail. Only those applicants who receive a passing score on the written examination will be accepted for the oral exam.

APPLY
Multnomah County Personnel Office
426 S.W. Stark, 7th Floor
Portland, Oregon 97204
no later than 4:30 p.m., Wednesday, July 13, 1977.

NOTE: If you wish veteran's points to be added to your passing score, please submit a DD214 form or a Form 802 ON OR BEFORE the closing date of this exam, or else the points cannot be honored on this exam.

Program Analyst [D.A.'s Office]

\$1207 per month. Collect and analyze data for Multnomah County D.A.'s Career Criminal Project. Prepare case data info reports. MIN. QUALS: Must have one (1) year experience in program analysis with emphasis on statistics and computer input design. Apply by: 4:40 p.m., Friday, July 22, 1977 at Multnomah County Personnel Office, 426 S.W. Stark, 7th Floor, Portland, OR 97204. 503-248-5015.

An Equal Opportunity Employer

El Condado de Multnomah oficina Igualdad de Oportunidad en Empleo

In-Home Family Day Care Specialists [Openings for 4 positions]

Qualifications Desired: Two years experience in child care and/or related training; Knowledge or experience in health care delivery systems preferred; Experience in project planning and development preferred.

Duties/Responsibilities: To care for children, who are ill, outside of their normal day care facility; either in home or in special infirmity care; To coordinate on-call assignments within designated geographic or program areas; To assist project supervisors in designing and implementing alternative models of care for the sick child; To participate in demonstration project evaluation; To assist Family Day Care Support Systems in on-going monitoring of day care homes.

Salary: \$600. per month

Submit resumes to:
4-C Office
1110 S.E. Alder
Portland, Oregon 97214

Closing Date: July 13, 1977.

This is a CETA 6 position; therefore, applicant must meet CETA 6 guidelines and be a resident of the City of Portland.

An Equal Opportunity Employer

Association Manpower Program Specialist

\$1222-\$1500 technical and professional work in Manpower programming. Responsibility for research, analysis and presentation of data. Prepare sub-contracts, monitor their implementation, and close out completed contracts. Review sub-contractor fiscal, record and personnel systems to insure compliance with program regulations. Experience in manpower programs, auditing, contract review, or related activities (two years) experience in public service employment programs desirable; graduation from four year college with major course work in accounting, business administration, public administration or related fields. Apply: Mid-Willamette Valley Manpower Consortium, 547 Court St. N.E., Salem. 588-6187. Closing date is July 18, 1977.

Public Safety Officer [Deputy Sheriff]

\$1,118 per month starting, \$1,186 after six months. Law enforcement work involving patrolling an assigned area in radio-equipped car to prevent &/or investigate law violations & accidents & provide other community services. MIN. QUALS: Bachelor's degree from accredited college or university; 21 years of age; must have a current driver's license. File your application not later than 4:30 p.m. on Friday, July 22, 1977. For applications and further information contact Multnomah County Personnel Division, 426 S.W. Stark, 7th Floor, Portland, OR 97204, or call 503-248-5015.

An Equal Opportunity Employer

El Condado de Multnomah oficina Igualdad de Oportunidad en Empleo

GRAPHICS PRODUCTION COORD.

The communications group of B-D Drake Willock is looking for a graphics production coord. to prepare typesetting (IBM composer). Layout and graphics exp. req. Writing skills highly desirable. Send resume to Ind. Relations Mgr., B-D Drake Willock, 13520 S.E. Phasant Ct., Port., OR 97222.

An Equal Opportunity Employer

SENIOR QA ENGINEER

DB Drake Willock, a world leader in the manufacturing of artificial kidney machines, and related dialysis equip. has immed. opening for a Sr. QA Engineer, to coord./assure completion of all data req. to obtain corporate and/or gov. regulatory agency approvals for new or modified products; to develop and implement procedures; to assure adequate testing of new products, materials, processes, components, etc.; to develop and implement systems to assure consistent high level product quality and reliability.

Qualifications: Thorough understanding of product design principles; documentation, regulatory agency procedures and manuf. processes; 3-5 yrs of directly related exp.; BSEE or ME pref. Salary is open. Liberal insurance benefits and educational tuition program.

Send resume to: Ind. Relations Mgr., B-D Drake Willock, 13520 S.E. Phasant Ct., Port., OR 97222.

An Equal Opportunity Employer

CITY OF PORTLAND LOSS CONTROL REPRESENTATIVE

Approximate monthly rate: \$1,336 starting. Performs studies, investigations and field work to assist the Loss Control Officer in identifying, controlling, and minimizing the City's exposure to industrial accidents, fire damage, fleet liability, personal injury liability and related losses. Involves considerable contact with City employees and supervisors in explaining and obtaining compliance with safety requirements, instructing safety classes, and assisting in the implementation of loss control programs. Women and minorities urged to apply.

APPLY
Portland Civil Service Board
510 S.W. Montgomery St.
Portland, Oregon 97201
No later than Wednesday, July 27, 1977.

An Equal Opportunity Employer

CITY OF PORTLAND ACCOUNTING ASSISTANT

Approximate monthly salary \$742 starting rate. Will maintain subsidiary budgetary and accounting records according to established account classifications. Applicants should have knowledge and skills related to bookkeeping, accounting and preferably an understanding of obligations and contracts. Should be able to apply knowledge in the areas of posting, analyzing and reconciling accounting transactions. Women and minorities urged to apply.

APPLY
Portland Civil Service Board
510 S.W. Montgomery St.
Portland, OR 97201
No later than Wednesday, July 27, 1977.

An Equal Opportunity Employer

Tektronix Opportunities

Food Service Attendant

On call, temporary cafeteria work available both day and swing shift. Prior experience in food preparation and serving helpful. These jobs can lead to permanent positions.

Key Punch Operators

We have immediate permanent openings for swing shift Key Punch Operators. Formal keypunch schooling or equivalent work experience required. Familiarity with 129 IBM card punch or Infocore key to disc desirable.

Part Time Assembler

Part Time positions available for electronic assembly work. Good vision and the ability to do detailed work required. Training will be provided.

Clerk Typist

Will perform diversified clerical, statistical, skilled duties. Average typing ability required.

Secretary

Will perform advanced secretarial, stenographic and clerical duties. Two years secretarial training or experience required. Above average typing ability, and shorthand and transcription skills necessary.

Benefits include liberal insurance and retirement programs, educational support and profit sharing plan.

Apply at Tektronix Industrial Park or write to TEKTRONIX, INC., P.O. Box 500, F. Beaverton, OR 97007.

An equal opportunity employer employer m/f

TEKTRONIX

CULVERT REPLACEMENT

Bids due: August 1, 1977 at 2:00 p.m. Bid # B 61-200-3490 Project #881. Sealed proposals will be received at the Purchasing Section, 2505 S.E. 11th Avenue, Portland for Culvert Replacement of S.W. Hamilton Street, from S.W. Hamilton Street to approximately 210 feet East of S.W. Shattuck Road. Prequalification Statement not required.

Pursuant to the Administrative Rules of Multnomah County Public Contract Review Board (AR 40.030) prequalification of contractors shall be required for all projects estimated to cost more than \$50,000. Details of compliance are available from the County Engineer, Multnomah County, Oregon (2nd Floor) 2115 S.E. Morrison Street, Portland, Oregon 97214. Phone (503) 248-3591.

Non-Discrimination in Employment. Bidders on this work will be required to comply with the provisions of Federal Executive Order 11246. The requirements for Bidders and Contractors are explained in the Specifications.

Specifications are filed with the Clerk of the Board of County Commissioners and copies may be obtained at: the Office of County Engineers, 2115 S.E. Morrison Street [2nd Floor] for a \$5.00 non-refundable fee. No bid will be received or considered unless the bid contains a statement by the bidder as part of his bid that the requirements of subsection (4) 279.350 shall be met.

No proposal will be considered unless accompanied by a check payable to Multnomah County, certified by a responsible bank, or in lieu thereof, a surety bond for an amount equal to ten percent of the aggregate proposal. The successful bidder shall furnish a bond satisfactory to the Board in the full amount of the contract.

Multnomah County reserves the right to reject any or all bids.

Richard W. Tydeman,
Purchasing Director
Multnomah County Oregon

CALL FOR BIDS

MULTNOMAH COUNTY

BRIDGE REPAIRS [File Driving] Bids due: August 1, 1977 at 2:00 p.m. Bid # B 61-200-3491 Project #880. Sealed proposals will be received at the Purchasing Section, 2505 S.E. 11th Avenue, Portland. For Bridge Repairs [File Driving] at Dairy Creek Bridge on Reeder Road, Garvie Island. Prequalification Statement not required.

Pursuant to the Administrative Rules of Multnomah County Public Contract Review Board (AR 40.030) prequalification of contractors shall be required for all projects estimated to cost more than \$50,000. Details of compliance are available from the County Engineer, Multnomah County Oregon (2nd Floor), 2115 S.E. Morrison Street, Portland, Oregon 97214. Phone (503) 248-3591.

Non-Discrimination in Employment. Bidders on this work will be required to comply with the provisions of Federal Executive Order 11246. The requirements for Bidders and Contractors are explained in the Specifications.

Specifications are filed with the Clerk of the Board of County Commissioners and copies may be obtained at: the Office of County Engineers, 2115 S.E. Morrison Street, for a \$5 non-refundable fee. No bid will be received or considered unless the bid contains a statement by the bidder as part of his bid that the requirements of subsection (4) 279.350 shall be met.

No proposal will be considered unless accompanied by a check payable to Multnomah County, certified by a responsible bank, or in lieu thereof, a surety bond for an amount equal to ten percent of the aggregate proposal. The successful bidder shall furnish a bond satisfactory to the Board in the full amount of the contract.

Multnomah County reserves the right to reject any or all bids.

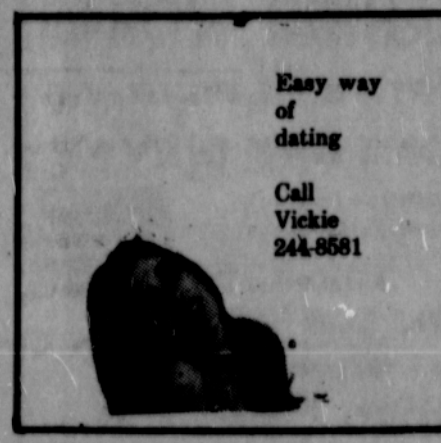
Richard W. Tydeman,
Purchasing Director
Multnomah County Oregon

PERSONAL MESSAGES

In Loving Memory of My Beloved Richard Randall, 25 Commer Court, San Francisco. Born March 1, 1946 Los Angeles, California and Died June 12, 1977 at Sea. Funeral July 6, 1977. Services: Lewis & Bibbs Mortuary, San Francisco.

To the Parents and to the friends and dear ones of Richard Randall,
I pause in my activities whatever they may be to know this truth, when the sun has set the beauty lin-

gers on.
The western sky reveals that a great light has passed through here.
It has filled me with light and understanding, restoring mental stability, peace, glowing love and a happy approach to living. You cannot know how grateful I am for having known your son, the glory and beauty of his life was like a spring day.
Sincerely,
With deepest Sympathy and Love Always,
Darlene Easley
Portland, Oregon



Northwest Minority Contractors Association

CONTRACTORS • SUBCONTRACTORS

10 N. E. Graham 281-0015