

# Portland Observer JOB FINDER

## PERSONNEL ANALYST

City of Salem, \$1,408-\$1,800. College degree, minimum of 2 years responsible personnel administrative work or equivalent combination of experience and training. Position involves classification and compensation analysis and labor relations duties. Closing date: March 31, 1978. Apply: Personnel Director, City of Salem, 555 Liberty SE, Salem, Oregon 97301.

An Equal Opportunity Employer

## CITY OF PORTLAND

### CONTRACT COMPLIANCE MANAGER

\$17,493 to \$20,904

Administers the City's Contractor Equal Employment Opportunity Program, Grant Equal Opportunity Compliance Program, and Minority Purchasing Program.

Candidates should possess extensive knowledge of Equal Employment Opportunity requirements and affirmative action procedures. Full family medical and dental benefits. Women and minorities urged to apply.

### APPLY

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

No later than March 22, 1978.

An Equal Opportunity Employer

## CITY OF PORTLAND CETA TITLE VI, CLERK II

Working in the environmental indices special project; Title VI Senior Recreation Leader/Senior Recreation demonstration special project; Title VI Community School Aide/Recreation Leader; Title VI (sustaining) applicants must meet CETA Title VI eligibility criteria. Applications will be accepted Thursday and Friday, March 16th and 17th at 522 S.W. 5th Ave. (6th Fl.) between 8 a.m. and 5 p.m. For further information call 248-4011. Job descriptions will be posted at the above address on the above date.

## RADIOCHEMICAL RESEARCH ASSISTANT

Recent Ph.D., or M.S. in Chemical Oceanography or Analytical Chemistry. Low-level radiochemical analyses and operation of radiation detection instrumentation. Apply to Dr. T.M. Beasley, School of Oceanography, Marine Science Center, Newport, OR. 97365. An Affirmative Action/Equal Opportunity Employer, complies with Section 504 Rehabilitation Act of 1973.

## LITERATURE ANALYST

BA/BS in communication arts or marine science to work at OSU Marine Science Center, Newport, to assist users of Pacific Northwest Regional Coastal Information Center. Training and/or experience in communication arts essential. Apply by 31 March 1978 to Dr. Robert L. Holton, School of Oceanography, Oregon State University, Corvallis, OR. 97331. An Affirmative Action/Equal Opportunity Employer complies with section 504 of the Rehabilitation Act of 1973.

## CITY OF PORTLAND CONTRACT SPECIALIST [HUMAN RESOURCES SPECIALIST II]

\$1,193 per mo. to start

The position incumbent is responsible for formulating and managing youth career training contracts, ordinance and budget preparation and program contract monitoring. Minorities and women urged to apply.

### APPLY

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

No later than March 24, 1978.

An Equal Opportunity Employer

## CITY OF PORTLAND SPEDY COORDINATOR [HUMAN RESOURCES COORDINATOR I]

\$1,456 per mo. to start

The Coordinator for the Summer Program for economically disadvantaged youth (SPEDY) works within the Bureau of Human Resources Youth Services Division. The person in this position is responsible for coordinating and supervising youth program activities. Women and minorities urged to apply.

### APPLY

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

No later than March 24, 1978.

An Equal Opportunity Employer

## Auto

1975 GMC Sierra classic, short wheel base, black with roll bar, 28,400 miles, new wheels and tires, stereo, excellent condition, \$4,600. 1-568-4811 between 8 a.m. and 7 p.m.

## ADMIN. TECH/TYPIST

ADMIN. TECH/TYPIST: \$4.78 per hour. Starts April 3. Requires one year of responsible clerical experience or 30 semester units of college work related or applicable to personnel or fiscal administration. Must be CETA VI eligible. Math aptitude or statistical training very desirable. Agency: Multnomah County Personnel Division. Contact:

CETA Consortium  
4110 N.E. 122nd, Suite 270  
Portland, OR. 97230  
256-0535

## CITY OF PORTLAND

### MANAGEMENT SUPPORT SERVICES OFFICER

\$2,232 mo. to start

New position under administrative direction of Fire Chief; employee to direct newly formed Management Support Services Division in City's Fire Bureau with responsibility for providing directed management support services to operational and organizational elements of bureau. Applicants must have training and experience which clearly demonstrates knowledge and skills in initiating and administering complex programs in areas of management development, program planning and development, development of data processing and information systems, budgeting and finance, plus skills in supervising subordinate personnel and dealing effectively with others.

### APPLY

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

No later than March 24, 1978.

An Equal Opportunity Employer

## CITY OF PORTLAND

### YOUTH PROGRAM PLANNER

\$1,357 per mo. to start

The Youth Program Planner is involved in coordinating the City of Portland's CETA (Comprehensive Employment and Training Act) Title III (c) Youth Employment and Training Program with local business and community based organizations. Major duties include program planning, and monitoring and the preparation of program budgets.

### APPLY

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

No later than March 27, 1978.

An Equal Opportunity Employer

## Housing

\$24,000 NEAT & CLEAN

2 bdrm bungalow on 50x100 lot in neighborhood of nice homes. Full bsmt, garage plus covered porch. VA or FHA terms! Near 8th and Alberta No 383, Kandy Geiglein 243-1388, 620-2592.

STAN WILEY  
INC. REALTORS

# 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.

## Keypunch Operators

We have immediate permanent openings for swing shift Keypunch Operators. Formal keypunch schooling or equivalent work experience required. Familiarity with 129 IBM card punch or Inforex 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 or 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-P, Beaverton, OR 97077.

An equal opportunity employer m/f.



## POWER SEWING MACHINE OPERATOR

Factory experience on single-double needle, lock-stitch and safety-stitch required. Free parking, excellent company benefits that include above industrial average company. Paid retirement program, wages would be a guarantee base rate plus a piece rate incentive program.

Apply in person between the hours of 9 a.m. to 4 p.m., Mon.-Fri.

White Stag Manufacture Company  
5100 S.E. Harney Dr.  
Portland, 97206

An Equal Opportunity Employer

Oregon Legal Services is seeking a secretary/receptionist who can meet CETA II requirements. Duties will include answering phones; greeting visitors to office; typing 50-60 wpm, including statistical; some dictaphone.

Preference will be given to veterans for the first 48 hours. Minorities are encouraged to apply.

Salary is \$700/mo with excellent fringe benefits. You should contact Shirley Hawes at 223-7502.

## TEACHER

General Math, high school. Math background. Willing to work with reluctant learners. Small classes. Must be CETA II eligible. Mail resume to the Albina Youth Opportunity School, 3710 N. Mississippi, Port., 97227.

3116

These positions are located in Richland, the desert sun and water fun capital of southeastern Washington, where mild climate and recreational opportunities abound. Contact:

Mr. B.E. LINVILLE  
DEPT. MWB-1  
Washington Public Power Supply System  
P.O. Box 968  
Richland, WA. 99352

An Affirmative Action Employer

3116

## AREA DEVELOPMENT REPRESENTATIVE

The Port of Portland has an immediate opening for an Area Development Representative. Starting salary \$18,600. Requires progressively responsible work experience with local government, including knowledge of private funding programs, economic development programs and grant opportunities. Must have skills in program management, public speaking and writing and possess good public relations skills. Send resume to Port of Portland, P.O. Box 3529, Portland, OR. 97208.

An Equal Opportunity Employer

## CABINETMAKER

Cabinetmaker and maintenance mechanic duties. One year preferred as journeyman in cabinetmaking, 3 years in variety of building construction and maintenance, OR driver's license, 40 hours per week, Monday-Friday, salary range \$796-856. Apply to: Personnel Office, Mt. Hood Community College, 26000 S.E. Stark St., Gresham, OR. Phone 667-7200. Deadline March 17, 1978.

An Equal Opportunity Employer

## POSITION ANNOUNCEMENT

Positions listed below are funded by CETA VI. All applicants must be eligible for CETA VI employment. Applications are being accepted through Tuesday, March 14th. For appointments/interviews, please call Geneva Winkel, 229-4069.

## TEACHER-COORDINATOR

Coordinates Basic Skills Program and plans prescriptive programs to meet individual student needs. Plans and supervises summer school sessions involving instruction, tutoring home visits. Minimum Qualifications: Meets current teacher certification requirements. Ability to work with students in paced classes at high school level. Duration of Contract: March 1, 1978 through September 30, 1978. Number of Positions: One (1). Monthly Salary \$833.

## INSTRUCTIONAL AIDE

Under general direction of a teacher, assist students in upgrading their communication and computation skills. Participates in the summer sessions, providing assistance to students and making home visits. Minimum Qualifications: Demonstrated proficiency as an instructional aide in previous experience. Working knowledge of instructional and tutorial procedures and practices. Ability to work with students in paced classes at the high school level. Duration of Contract: March 1, 1978 through September 30, 1978. Number of Positions: Three (3). Monthly salary \$700.

An Equal Opportunity Employer

## GRANTS WRITER

For major Oregon cultural institution. Must be City CETA qualified, experience desired. Apply Oregon Historical Society 222-1741.

## RADIO ANNOUNCER

For beautiful music KXL-FM. A superb voice, minimum 3 years experience and third endorsed license are prerequisites. Excellent working conditions, hours, and pay are among the benefits. Call Larry Roberts at 231-0750.

An Equal Opportunity Employer

## NOTICE OF PUBLIC HEARING

Pursuant to Title VII of P.L. 92-318, the Emergency School Aid Act, School District No. 1, Multnomah County, Oregon, announces a special public meeting to be held at 1:00 p.m. on Friday, March 17, in the Board Room of the School District at 631 N.E. Clackamas St. The purpose of the meeting is to review a grant application to the federal government to operate a special compensatory education program under the provisions of the above cited act.

## Invitation to Bid

### NOTICE TO CONTRACTORS

Sealed bids for the construction of Sewage System Facilities and two (2) Pump Stations for the Roads End Sanitary District, in Lincoln County, Oregon, will be received until 3:00 P.M., P.S.T. on April 7, 1978. Bids submitted prior to the opening will be received by H.G.E., Inc., 19 Northwest Fifth Avenue, Portland, Oregon, 97209. Bid opening will be conducted at the Roads End Sanitary District office, 1904 N.E. 74th, Lincoln City, Oregon.

The project has been divided into three schedules for bidding purposes. Schedule "A" contains work eligible for Federal funding and Schedule "I" contains work ineligible for Federal Funding. Schedules "A" and "I" will be awarded to a single contractor. Schedule "B" may be awarded together with Schedules "A" and "I", or separately. The project pertains to Sanitary Force Mains, Trunk Sewers and Pump Stations, with the following approximate major quantities:

### SCHEDULE "A" - TRUNK SEWERS AND FORCE MAINS

1. Excavation and Backfill - 8,250 lineal feet.
2. 8" Sanitary Sewer Pipe - 4,375 lineal feet.
3. 10" Sanitary Sewer Pipe - 3,240 lineal feet.
4. 12" Sanitary Sewer Pipe - 54 lineal feet.
5. 15" Sanitary Sewer Pipe - 585 lineal feet.
6. Manholes - 44 each.
7. 10" Pressure Main - 6,950 lineal feet.

### SCHEDULE "I" - INELIGIBLE COLLECTOR LATERALS

1. Excavation and Backfill - 794 lineal feet.
2. 8" Sanitary Sewer Pipe - 794 lineal feet.
3. 6" Standard Service Laterals - 4,080 lineal feet.
4. Manholes - 2 each.

NOTE: SCHEDULE "I" CONTAINS WORK INELIGIBLE FOR FEDERAL FUNDING.

### SCHEDULE "B" - SEWAGE LIFT STATIONS

1. Two (2) Sewage Lift Stations, complete with all concrete mechanical, electrical work and standby generation.

Plans and specifications may be seen at the office of H.G.E., Inc., Engineers and Planners, 19 Northwest Fifth Avenue, Portland, Oregon, 97209, and at the following locations:

- |                                    |                     |
|------------------------------------|---------------------|
| H.G.E., Inc.                       | Coos Bay, Oregon    |
| Builders Exchange Cooperative      | Portland, Oregon    |
| Northwest Plan Center              | Portland, Oregon    |
| Builders Plan Center               | Portland, Oregon    |
| Construction Data News             | Portland, Oregon    |
| United Minority Contractors        | Portland, Oregon    |
| Contractors Management Assn., Inc. | Portland, Oregon    |
| N.W. Minority Contractors Assn.    | Portland, Oregon    |
| Chicano Contractors Assn.          | Beaverton, Oregon   |
| Bay Area Plan Exchange             | Coos Bay, Oregon    |
| Eugene Builders Exchange           | Eugene, Oregon      |
| Douglas County Building Exchange   | Roseburg, Oregon    |
| Contractors Exchange               | Salem, Oregon       |
| Northwest Plan Center              | Seattle, Washington |
| Northwest Minority Suppliers Assn. | Seattle, Washington |

One copy may be obtained by prequalified prospective bidders upon receipt of cash or check in the amount of \$50.00 made payable to the Engineer. Deposit made upon procurement of drawings, specifications, and forms of Contract Documents will be refunded upon the return thereof in good condition by actual bidders within ten (10) days after the opening of bids. Non-bidders deposits will be refunded only if documents are returned, in good condition, no later than the date of bid opening. Individual sheets and specification pages may be purchased for the cost of reproduction: Drawings: \$1.00 per sheet; Specifications, \$0.25 per sheet.

Bidders must prequalify with Owner ten (10) days prior to bid opening. Prequalification forms may be obtained from the Engineer and should be submitted to the Owner via the Engineer. If a prequalification form is on file with the Engineer and is not over one year old, refiling is not necessary unless there has been a substantial change in Contractor's status.

No bid will be considered unless fully completed in the manner provided in the "Instructions to Bidders" upon the bid form provided by the Engineer and accompanied by a bid bond executed in favor of the Roads End Sanitary District in an amount not less than ten percent (10%) of the total amount of the bid. Bid bond is to be forfeited as a fixed and liquidated damage should the bidder neglect or refuse to enter into a contract and provide suitable bond for the faithful performance of the work in the event the contract is awarded to him. Funds for the improvement are available, and monthly payments will be made by check.

No bid will be considered by Roads End Sanitary District or any officer thereof, unless the bid contains a statement by the bidder as a part of his bid that the provisions required by ORS 279.350 shall be included in this Contract.

The Roads End Sanitary District reserves the right to reject any and all bids and to waive all informalities. No bidder may withdraw or modify his bid after the hour set for the opening and thereafter until after the lapse of sixty (60) days from the bid opening.

By order of the Board of Directors of the Roads End Sanitary District.

Pete C. Leineweber, President



She's pregnant. She's deserted. She needs help. She should call 221-0598 Birthright

free confidential counseling for pregnant girls  
Mayer Building at 1130 S.W. Morrison

friend to friend help

## SAVINGS ON AUTOMATIC TRANSMISSIONS

Adjustment from \$495

**FREE** INSPECTION SERVICE  
**FREE** TOWING AND LOANER CARS

On Major Repairs  
Large Volume Shop  
means savings to you!  
EASY TERMS (A/C) • OPEN SATURDAYS

## TRANSMATIC

7510 N.E. KILLINGSWORTH 252-1366  
NOW TWO LOCATIONS

Eastside 7510 N.E. Killingsworth 252-1366	Westside 3530 S.W. Multnomah Blvd. 246-5477
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