

Portland Observer JOB FINDER

Tektronix Opportunities

Food Service Attendant

On call, temporary cafeteria work available both day and night. 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 Intorex 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.



CITY OF PORTLAND DRAFTING SPECIALIST

\$1,395 approx. mo. Performs drafting and related layout and computational work in a City engineering bureau; plots and drafts plans, profiles and cross-sections; reduces survey notes; computes grades, cuts, fills; calculates earthwork and summarizes project costs; some positions may involve structural detailing, equipment layout, or electric circuitry plans. To qualify: candidate must meet knowledge and skill requirements listed on a Supplemental Application available at:

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

OPEN CONTINUOUS

An Equal Opportunity Employer

EDUCATION SPECIALIST

\$1,272 per month. Temporary position 12/78-6/79, possible permanent. Responsible for instruction and operation in Alternative GED/Life Skills Program with disadvantaged youth. Duties include instruction, assessment, program operation. BA in education, 3 years teaching and experience in remedial readings. Must be available for personal interview. Need not be CETA eligible. REFER TO JOB #EY-29. Resumes to: Mult-Wash CETA Consortium, 806 S.W. Broadway, Suite 325, Portland, OR. 97205. Closes November 1, 1978 at 5 p.m.

An Equal Opportunity Employer

LIBRARY ASSISTANT
Daily operation and routine functioning at a Science Library. Minimum 2 years college and 1 year responsible library experience. Oregon Regional Primate Research Center, 645-1141 ext. 218.

An Affirmative Action/ Equal Opportunity Employer

ENGINEERING TECHNICIAN 3

\$1235-\$1575/ month, A.A. degree in eng. tech. from a recognized tech. school, 4 yrs. exp. related to eng. or surveying, some surveying experience required, or equiv. comb. of exp. and trng.

RESIDENT SUPERVISOR

\$1066-\$1361/ month, exp. in care and custody of mandated clients in a probation center or live-in arrangement, training in probation, parole or related field desirable, or equiv. comb. of exp. and trng.

PROBATION COUNSELOR AIDE

\$836-\$1066/ month, 2 yrs. exp. in social work, emp. counseling or placement; preferably with 1 yr. in a criminal justice setting; 2 yrs. college with major in social sciences or equiv. comb. of exp. and trng.

Apply for above positions at Washington County Civil Service, Room 305, 150 N. First Avenue, Hillsboro, Oregon 97123. An Equal Opportunity Employer, women and members of minorities urged to apply.

ELECTRONIC TECHNICIAN

B-D Drake Willock, a leading manufacturer of kidney dialysis equipment, has an open position for an Electronic Technician. Requires ability to rapidly trouble shoot, repair, and document complex electronic problems on assemblies and machines using current state of the art techniques. Interested applicants should contact: Human Resources Department, B-D Drake Willock, 13520 SE Pheasant Ct., Portland, OR. 97222, 659-3355.

An Equal Opportunity Employer

CLERICAL

Downtown insurance company (on the Mall) has opening for Typist Clerk. Accurate typing - 40 wpm minimum, excellent benefits and working conditions. Call Ms. Hinkhouse, USF&G Company, 221-0221.

An Equal Opportunity Employer M/F

ELECTRONICS

Floating Point Systems, Inc. has openings for the following:

ELECTRONICS PRODUCTION BUYER

Immediate opening in our Purchasing Department, for an aggressive individual with a minimum of 2 years experience in buying electronic components and fabricated parts. Successful applicant will be self-motivated, cost conscious and have a thorough knowledge of purchasing procedures.

INVENTORY CONTROL PLANNER

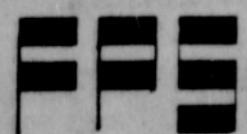
Individual responsible for schedules and interfacing with other department. Must have 2-3 years inventory control experience including MRP and preferable in an electronic/computer company.

SECRETARY

To work in a busy high pressure department. Responsibilities include: typing correspondence from dictation machine, prepare presentation, set up filing systems. Must type minimum 65 wpm. Successful experience as a secretary, knowledge of electronic/computer terminology desirable.

FLOATING POINT SYSTEMS, INC.
10795 S.W. Cascade Blvd.
Portland, Oregon

Just across Highway 217 from the S.W. corner of Washington Square.



**FLOATING POINT
SYSTEMS, INC.**
PORTLAND, OR

An Equal Opportunity Employer M/F/H

CITY OF PORTLAND ASPHALT RAKER

Applicants must be experienced in all phases of working as a hot mix asphalt raker. Starting salary is \$1,158; \$1,215 after six months; and \$1,310 after one year. In addition, the City provides a generous benefit program to permanent employees which includes paid vacation, holidays and sick leave.

APPLY

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

No later than November 13, 1978.

An Equal Opportunity Employer

CITY OF PORTLAND NUTRITION PROJECT SPECIALIST

Range of approximately \$1,425 to \$1,595 per month. This is responsible administrative work in the City's Aging Services Unit of the Bureau of Human Resources. Duties of the position include contract development and modification; program monitoring and evaluation; agency site visits; report preparation and providing program orientation and technical assistance to program contractors.

APPLY

Portland Civil Service Board
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Portland, OR. 97201

No later than November 13, 1978.

An Equal Opportunity Employer

CITY OF PORTLAND ENGINEER I: CIVIL

\$1,475 approx. mo. to start. Entry level technical civil engineering work. Performs design, field and analytic work in either street, sanitary or water service engineering. Must meet knowledge and skill requirements listed on Supplemental Application Form to be filled out at time of application; must possess EIT or quality on substitute examination to be administered by the City.

APPLY

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

OPEN CONTINUOUS

An Equal Opportunity Employer

CITY OF PORTLAND BUILDING PLAN EXAMINER

Review building plans for compliance with codes; make calculations of areas, stresses; approve permits; advise builders on code requirements. Applicants must have experience or training which developed knowledge and skills required to evaluate building plans and apply code requirements. Salary starts at \$1,331 with annual increases to \$1,563 after three years. Many employee benefits include paid health, dental and life insurance.

APPLY

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

No later than November 10, 1978.

An Equal Opportunity Employer

COUNSELOR CENTER COORDINATOR

Masters in counseling or social work, 20 plus hours per week at \$103. Administrative experience helpful. Call 223-4121.

BANK PROOF MACHINE OPERATORS

10-Key Adding Machine Skills Preferred. Will Train On Proof Machines. Free Parking, Employee Cafeteria. Excellent Benefit Program.

SCHEDULES: Part-time - 3:30 pm to finish, 3-5 nights per week Mon-Fri.

SALARY: Part-time trainees - \$3.15 hr plus 7 1/2 % for night differential.

Apply Personnel Dept. 10-2:30 pm
**U.S. NATIONAL BANK
OF OREGON**
U.S. BANK PLAZA-555 SW OAK

An Equal Opportunity Employer M/F

CITY OF PORTLAND RECREATION SUPERVISOR

\$1,603 mo. to start. Responsible for conducting a major city-wide recreation program or directing a group of community centers in a designate area of the city. Minimum requirements include: knowledge of recreation theory, skill in long-range recreation planning, skill in interpersonal communication and public speaking, knowledge of modern management practices and personnel procedures, and skill in developing work programs to achieve management objectives. Application packets are available at:

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

And must be returned no later than November 3, 1978.

An Equal Opportunity Employer

CONSTRUCTION EQUIPMENT OPERATOR III

Must be thoroughly skilled in the operation of a large, track-mounted, hydraulic power shovel with one-half yard or larger bucket. Must be able to make field repairs and do own maintenance. Will also be required to operate other automotive and construction equipment. All work is in the Portland area. Salary starts at \$1,427 per month, increases to \$1,491 after six months and \$1,589 in one year. Vacations, retirement plan, paid health, dental and life insurance, plus many other benefits.

APPLY

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

OPEN CONTINUOUS

An Equal Opportunity Employer

CLACKAMAS COMMUNITY COLLEGE Help Wanted CUSTODIAN

Graveyard shift, full-time. Two years previous experience as a Custodian, minimum. Work and primary responsibilities involve the cleaning, repairing, maintenance, and general care of buildings; also, the use of proper methods and materials in cleaning and caring of buildings and equipment. \$777 per month.

NOTICE: DEADLINE NOVEMBER 3, 1978

COMMUNITY DEVELOPMENT COORDINATOR

Full-time, BA or BS Degree required. POSITION DESCRIPTION: Provides outreach services to individuals; serving as facilitator in needed community projects or problem solving activities; establishing cooperative relationships among agencies in the communities where they work; and serving as a College rep in communities to better identify needed College services. \$985 per month.

Contact:
Clackamas Community College
Personnel Office
19600 S. Molalla Ave.
Oregon City, OR. 97045
656-2631, Ext. 318

Clackamas Community College is
An Equal Opportunity/Affirmative
Action Employer

ASSISTANT COOK On Call

Responsibilities: Fill in for cook and assistant cook, ingredients assembly and salad maker. Must be experienced in institutional quantity cookery and follow recipes. Salary range: \$4.16 to \$4.67 per hour. Apply between 9 am to 2 pm.

Employee Relations
Good Samaritan Hospital & Medical Center
2183 N.W. Northrup

An Equal Opportunity Employer

DRAFTING TECHNICIAN - ELECTRICAL

National engineering firm needs drafting technician with ability to handle drafting of electrical facilities for buildings and plants. Salary depends on qualifications. Send resume to: STRAAM Engineers, Inc., 5505 S.E. Milwaukie Ave., Portland 97202.

An Equal Opportunity/Affirmative Action Employer

The U.S. Civil Service Commission is seeking applications for: Clerk, Dict. Mach. Trans., GS-3/4, Portland; Data Trans., GS-3, Portland; Med. Radiology Tech., GS-5, Oregon & Washington; Med. Technologist (general), GS-7, Oregon & Washington; Stenographer, GS-3/4, Portland; Test Monitor (part-time), GS-2, Portland; Telephone Operator, GS-3, Portland; Typist, GS-2/3/4, Portland.

Salaries: GS-2 - \$7,422 GS-5 - \$10,507
GS-3 - \$8,366 GS-7 - \$13,014
GS-4 - \$9,391

For more information call the Federal Job Information Center in Portland Metro area, dial 221-3141. Other locations in Oregon call toll free 800-452-4910. From Southwest Washington call toll free 800-642-9027.

An Equal Opportunity Employer

Invitation to Bid

INVITATION TO BID

Sealed Proposals for the construction of Bend Sewage Collection System, Contract No. 11, Subsystems D1, D2, and D3 addressed to the Recorder-Treasurer, City of Bend, Oregon, will be received at the office of the Recorder-Treasurer, City Hall, Bend, Oregon, until 10:30 a.m., local time, on the 14th day of November, 1978, and then will be publicly opened and read in the City Commission Room, 710 Wall Street, Bend, Oregon.

The work contemplated consists of construction of Schedule A (Subsystem D1) and Schedule B (Subsystems D2 and D3), as follows:

SCHEDULE A - PART 1 - SEWERS

Approximately 28,350 linear feet of 6-inch through 27-inch gravity sewer; complete with manholes, surface restoration, and related appurtenances.

SCHEDULE A - PART 2 - SERVICE CONNECTIONS

Approximately 9,000 linear feet of 4-inch and 6-inch service connection pipe, with surface restoration and other appurtenances.

SCHEDULE B - PART 1 - SEWERS

Approximately 42,750 linear feet of 6-inch through 27-inch gravity sewer; complete with manholes, surface restoration, and related appurtenances.

SCHEDULE B - PART 2 - SERVICE CONNECTIONS

Approximately 13,500 linear feet of 4-inch and 6-inch service connection pipe, with surface restoration and other appurtenances.

Plans and specifications may be examined in the office of the Engineers, Bend Engineering Consultants, 61360-S South Highway 97, Bend, Oregon. A copy of the Documents may be obtained at the Engineer's office upon payment of \$30 for each Document. No return of Documents is required and no refunds will be made.

Before a Contract will be awarded for the work contemplated herein, the Owner will conduct such investigation as is necessary to determine the performance record and ability of the apparent low Bidder to perform the size and type of work specified under this Contract. Upon request, the Bidder shall submit such information as deemed necessary by the Owner to evaluate the Bidder's qualifications.

Each Proposal must be submitted on the prescribed form and accompanied by a certified check or bid bond executed on the prescribed form, payable to the City of Bend, Oregon, in an amount not less than 10 percent of the amount bid.

The successful Bidder will be required to furnish the necessary additional bond(s) for the faithful performance of the Contract, as prescribed in the Contract Documents.

Bidders on this project will be required to comply with the provisions of the President's Executive Order No. 11246 and requirements issued thereunder. The requirements for Bidders and Contractors under this Order are specified in the Contract Documents.

The Bidder's attention is directed to the provisions of these Documents that relate to the utilization of minority business enterprises during the performance period of the Contract. The Environmental Protection Agency Region X has adopted the following goals for this Contract:

Ten to fifteen percent of construction work (on a dollar basis) shall be performed by minority subcontractors.

Ten to fifteen percent of construction supplies and materials shall be procured from minority-owned suppliers.

Prior to award of a contract, EPA will review the proposals with respect to the Bidder's degree of compliance with the above goals; a low bidder who has not achieved these goals must demonstrate to the satisfaction of the Director, Office of Civil Rights and Urban Affairs, EPA Region X, that the goals are not attainable on the Contract work.

The attention of Bidders is directed to the federal and state government requirements and conditions of employment to be observed and minimum wage rates to be paid under the Contract.

Any Contract awarded under this INVITATION TO BID is expected to be funded in part by a grant from the United States Environmental Protection Agency. Neither the United States nor any of its departments, agencies, or employees is or will be a party to this INVITATION TO BID or any resulting Contract.

Before a Contract will be awarded, compliance with all EPA requirements specified in the Contract Documents will be subject to EPA review and approval.

For information concerning the proposed work, or for an appointment to visit the site of the proposed work, contact Bend Engineering Consultants, telephone 503-382-4114.

A pre-bid conference for representatives, Bidders, and potential Bidders will be held prior to the date of bid opening. Information on the date, time, and place for the pre-bid conference will be sent by certified mail to all known holders of Bidding Documents.

The Owner reserves the right to reject all Proposals or any Proposal not conforming to the intent and purpose of the Contract Documents, and to postpone the award of the Contract for a period of time which, however, shall not extend beyond 45 days from the bid opening date.

Dated this 14th day of October, 1978.

CITY OF BEND, OREGON

By: James W. Kerfoot
Recorder-Treasurer

PERSONNEL DIRECTOR

\$23,835-\$31,370. Minimum of 5 years experience in public administration that includes 2 years of supervisory experience, working knowledge of employment laws, classification and pay administration, direct experience in labor contract negotiations and in organizational development and operations analysis. College degree in related field desired. Send resume to the City of Salem, Personnel Department, 555 Liberty SE, Salem, Oregon 97301 by October 30, 1978.

T.H.E.C.R.I.B.
N.E. pre-school child care coop offering 24 hour, 7 days/week care for children all ages. Call 284-2692 or 281-8197.

EARN EXTRA \$\$\$ For the Holidays - Now!

We now have openings for N.A.'s and orderlies, homemakers and companions. Choose your hours and assignments in private homes or facilities. Good pay. Insured and bonded. Quality Care, 1133 S.W. Market, 224-3247.

PUBLIC UTILS. SPEC.
Portland, OR, \$15,920 to \$23,087 per annum. 5/6 yrs. exp. and educ. req'd. Experience in Public Utils. req'd. For info call US Civil Service Job Info Cntr, Portland, OR, 221-3141. Outside Portland, call toll free 800-452-4910.

Equal Opportunity Employer

WANTED

The City of Portland CETA program is accepting applications for 14 Public Service positions. Applicants must live within the City Limits of Portland and be Title II or Title VI eligible. Veteran applications will be taken Thurs. and Fri., Nov. 2nd and 3rd and general public applications Mon. and Tues., Nov. 6th and 7th until 4 pm, 522 S.W. 5th Ave., 6th Fl.

WOMAN; if you've noticed my ad before, why have you not called me? I have good phone manners, I'm a single parent 29-years-old with a 6-year-old son. I work days and care for him at night. I don't have time to chase at bars. I would like to meet someone for friendship. Why not be curious enough to give me a call? Dave 658-5663 eves.