

Portland Observer JOB FINDER

PART-TIME ASSISTANT PROFESSOR

Oregon State University, March 27-June 11. Graduate level teaching land use planning. MF plus 5 years or PhD plus 2 years experience required. Closing date February 15, 1979. Vita and letter of recommendation to R.M. Highsmith, Dept. Geography, O.S.U., Corvallis, OR. 97331. An Affirmative Action/Equal Opportunity Employer. Complies with Section 504 of the Rehabilitation Act of 1973.

CIVIL ENGINEER I

City of Salem, \$6.95-\$8.47/hr. Review subdivision plans; assist in design of traffic related systems, planning studies; collect and analyze traffic data. 4-yr. degree in Civil Engineering or equivalent combination of experience and training. Knowledge and experience in Traffic Engineering principles, statistical and technical research, design and preparation of specifications and plans for traffic and street systems. Closing date: 2/9/79. Apply: City of Salem, Pers. Dept., 555 Liberty SE, Salem, OR 97301.

An Equal Opportunity Employer

CITY OF PORTLAND OPERATIONS DIVISION SUPERVISOR

\$1,992 approx. mo. This is responsible program management work in controlling the activities of the City's long-term assigned vehicles. The employee is responsible for vehicle purchasing, vehicle assignment, used vehicle disposal, establishing and modifying usage rates, budgeting, purchasing, inventory control, fleet information system maintenance and modification, and billing procedures. Work involves analysis of financial data and operating reports; developing and updating internal operating procedures; reviewing usage and recommending vehicle assignment levels. Work also involves preparation of vehicle specifications and standards, and establishment and updating of an effective user relations program with users of Fleet Services. Work also includes development of vehicle replacement plans. Supervision is exercised over clerical, accounting, and store-keeping staff.

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

No later than Wednesday, February 7, 1979.

An Equal Opportunity Employer

CITY OF PORTLAND SENIOR ACCOUNTANT

\$1,265 approx. mo. High level professional accounting work analyzing, adjusting, auditing and maintaining computerized general ledgers, appropriation systems and other accounting sub-systems. Supervises accounting and clerical employees or lower levels. Applicants should have knowledge of municipal accounting procedures, cost and grants accounting and governmental auditing procedures; skill in interpreting and applying laws, regulations and codes and in preparing accounting and auditing reports.

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

No later than Friday, February 9, 1979.

An Equal Opportunity Employer

CITY OF PORTLAND ADMINISTRATIVE SERVICES OFFICER II

Employee is responsible for the financial administration of a major City government organization. Involves financial planning, budget preparation, program and policy development. Supervision is exercised over clerical and accounting personnel.

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

No later than Friday, February 9, 1979.

An Equal Opportunity Employer

AFFIRMATIVE ACTION OFFICER

\$18,792-21,486 (D.O.E.) Multnomah County is seeking an individual with substantial knowledge of EEO/AA law and exceptional interpersonal skills to lead its compliance efforts.

Qualified applicants must have two years of experience in the EEO/AA Field which afforded a knowledge of plan development, recruitment, complaint resolution, program analysis and reporting.

This position offers an exciting opportunity and an excellent fringe benefit package. For further information contact:

Multnomah County Personnel Office 426 S.W. Stark, 7th Fl. Portland, Oregon 97204 (503) 248-5015

An Equal Opportunity Employer

Apply for the above position no later than 4:30 PM, Friday, February 23, 1979.

FOR SALE

Ice machine, instant ice - 2 1/2 ton flaker. Completely rebuilt. Longview, WA. (206) 577-1976.

FOR SALE

1969 3-quarter ton Chevrolet catering truck. V8, automatic, power steering, immaculate. \$3,500 firm. Longview, WA. (206) 577-1976.

Interested in current books about African Liberation?

Visit: JOHN REED BOOK STORE in the Dekum Bldg. 519 S.W. 3rd Ave. Sixth Floor

Or Call: 227-2902

PRODUCTION ENGINEER

For listener supported radio station. Need knowledge of broadcast and recording equipment, ability to work well with others. Must be CETA II eligible, resident of Mult. or Wash. county outside Portland City Limits. \$3.51 per hour. An Equal Opportunity Employer, women and minorities encouraged to apply. Applications close February 8th. 256-0535.



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

found to find help



The bristlecone pines growing in California's White Mountains are estimated to be more than 4,600 years old, making them the oldest living trees in the world.

BANK

ACCOUNTING CLERK

\$788-\$1006/month, 3 yrs. exp. in bookkeeping work including 1 yr. exp. on a bookkeeping machine, H.S. grad. supplemented by business school training in bookkeeping/accounting, or equiv. comb. of exp. and trng.

BOOKKEEPER

\$715-\$913/month, 1 yr. exp. in office work which includes fiscal record keeping and/or bookkeeping, supplemented by courses in bookkeeping methods and procedures, H.S. grad. or equiv. comb. of exp. and trng. Last filing date, February 16, 1979. Apply 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.

BOOKKEEPER

\$822 per month, 6 month temporary position. Duties: check writing, reconciling bank statements, double entry bookkeeping system. Requirements: 1 year bookkeeping experience or 1 year vocational/college level course work or equivalent combination. Use 10-key calculator, ability to foot and balance payroll and disbursement sheets, understanding of chart of accounts system, and accrual accounting system. Need not be CETA eligible. Must be available for personal interview. REFER TO JOB NO. BK-39. Resumes to: Mult-Wash CETA, 806 S.W. Broadway, Suite 325, Portland, OR. 97205. Closes February 5, 1979 at 5 p.m.

An Equal Opportunity Employer

Extra money! Mailing circulars, guaranteed. Send stamped, addressed envelope for details to: Powers Publication, 1320 S.E. 158th, Portland, OR. 97233.

An Equal Opportunity Employer

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. Full-time - 3:30 pm to finish, Mon-Thurs, 5:30 pm to finish Fri.

SALARY: Part-time trainees - \$3.15 hr plus 7 1/2 % for night differential. Full-time - \$550 per mo + 7 1/2 % night differential.

For more information call Barbara Miller 225-6241 only between 3:30-8:30 pm. Apply Personnel Dept 10-2:30 pm.

U.S. NATIONAL BANK OF OREGON U.S. BANK PLAZA - 555 SW OAK Equal Opportunity Employer

WOMEN! SOMETHING NEW IS WAITING FOR YOU!

This is big news. Hundreds of Army skills are open for women. Only a few specialties remain available to "men only." Move fast while the opportunities last. Call your local Army representative now. Join the Army and be the future.

234-7209 3637 NE Sandy Blvd.

CITY OF PORTLAND ACCOUNTING ASSISTANT

\$849 approx. mo. Maintain subsidiary budgeting and accounting records. Applicants should have knowledge of bookkeeping and accounting principles. A knowledge of obligations and contracts is desirable.

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No later than Friday, February 9, 1979.

An Equal Opportunity Employer

CITY OF PORTLAND ASSOCIATE ACCOUNTANT

\$1,063 approx. mo. Professional accounting work involving the recording, classification and analysis of data. Applicants should have knowledge of accounting and auditing principles, governmental accounting and budgeting procedures.

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No later than Friday, February 9, 1979.

An Equal Opportunity Employer

ADVERTISEMENT FOR BIDS

Sealed proposals will be received at the office of the City Recorder, 10722 S.E. Main Street, Milwaukie, Oregon, until 2:00 p.m., on Monday, February 26, 1979, for construction of Ardenwald Storm Drainage Improvements in the City of Milwaukie, Oregon, at which time they will be publicly opened and read at the City Council Chambers. Bids will be accepted or rejected within thirty (30) days after the date of opening.

The City of Milwaukie is an Equal Opportunity Employer.

Each proposal for bid shall be completely sealed in a separate envelope, properly addressed as specified, with the name and address of the bidder and the name of the project plainly written on the outside of the envelope.

The principle items of work are as follows:

1. Installation of approximately 2800 linear feet of 15-inch to 30-inch diameter storm sewer pipe.
2. Installation of 12 manholes.
3. Installation of 21 catch basins.
4. Installation of approximately 400 linear feet of 8-inch and 10-inch diameter storm sewer inlet piping.
5. Restoration of approximately 1376 square yards of asphalt concrete paving.
6. Approximately 2265 square yards of asphalt concrete overlay.
7. Approximately 30 cubic yards of crushed rock surfacing.
8. Approximately 76 cubic yards of select backfill.

The contractors for this work shall furnish labor, materials, equipment, and services of all kinds and complete the work in accordance with the plans and specifications therefore.

Plans and specifications may be examined at the Public Works Department, City Hall, 10722 S.E. Main Street, Milwaukie, Oregon. Plans and specifications may be obtained by application to the Public Works Department. A ten dollar (\$10) non-refundable deposit is required with each application.

Funding for the project is provided by the Department of Housing and Urban Development (HUD), Act of 1974, Grant #B-77-DS-41-004, and local contribution.

Bidders on this work must comply with all applicable government requirements including, but not limited to, affirmative action programs and other Equal Opportunity actions as explained in the specifications.

A pre-item bid conference will be held on February 20, 1979 at 1:00 p.m., in the Milwaukie City Council Chambers.

A certified check, cashier's check, or bid bond in the amount of not less than five percent (5%) of the bid shall accompany each proposal.

The City of Milwaukie reserves the right to reject any or all bids, waive informalities, or to accept any bid which appears to serve the best interests of the City.

The work is divided into sections and it is the intent of the City of Milwaukie to award as many sections of the work as it has funds available.

By order of the City Council of Milwaukie, Oregon

Camp Fire begin candy drive

Nearly 10,000 Camp Fire youngsters in Washington and Multnomah Counties will begin knocking on doors on February 8th kicking off the Portland Area Council of Camp Fire's annual candy sale.

The boxes of Heath Toffee Miniatures and Mint Truffles will sell for \$1.50 a piece, the same price as last year.

Profits from this sale benefit the whole council, contributing thousands of dollars to the area's

programs as well as helping to keep resident and day camp fees low.

Individual groups also benefit, earning a percentage of each sale to use on projects, field trips or programs that each group chooses.

This sale is extremely important to Camp Fire, as it helps to fill the gap between small membership fees, donations and United Way allocations, enabling Camp Fire programs to benefit thousands of youths each year.

Library shows Valentine movies

School age children can join the Albina Branch Library, 3605 N.E. 15th Avenue, for Valentine's Day movies on Wednesday, February 14th at 3:30 p.m. Featured will be "The Dancing Princess" and "The Music Box," a Laurel and Hardy comedy.

The program is free. For more information call the Albina Branch at 287-7147.

The North Portland Branch Library, 512 N. Killingsworth Street, will be celebrating Valentine's Day with a movie and valentine crafts on Wednesday, February 14th at 3:30 p.m.

Admission is free and children of all ages are welcome. For further details call the North Portland Branch at 284-5622.



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Call: 288-8768 For more information

INVITATION TO BID

The City of Portland encourages bidding by Minority and small business enterprises and will assist you in understanding and participating in the City's bid process.

For information on the formal bids listed below or City purchasing in general contact the Purchasing and Stores Division, Room 113, City Hall, 1220 SW 5th Avenue, Portland, Oregon 97204 or phone 248-4001.

Formal Bid Projects presently advertised:

BID NO.	DESCRIPTION	BID OPENING DATE
90	Construction of Conduit Intertie	02/13/79
91	Construction of Powell Butte Reservoir	02/08/79
95	Construction of St. Johns Indoor Tennis Center	02/08/79
96	Furnishing One 1500 GPM Triple Combination Pumper	02/15/79
97	Removal & Installation of 3 Traffic Signals	02/08/79
98	Construction of Anaerobic Digester, Phase I	03/22/79
99	Sludge Lagoon Rehabilitation	03/22/79
101	Furnishing Microfiche Processing, Pre-Bid Meeting 02/07/79	02/13/79
103	Construction of Phase IV of Cathedral Park	02/22/79

AUTO FOR SALE

1971 SEDAN DE VILLE CADILLAC

Power Steering, Power Brakes, Radio, Heater, and air conditioner, tilt wheel. Blue with white vinyl top. Needs tune-up and paint. Call after 5 - Home 289-8473. Call at work anytime 283-2487, ask for Al. Must sell.