

Portland Observer JOB FINDER

INSURANCE
CASUALTY RATER
Opening with North Pacific Insurance for commercial casualty rater. 2 yrs. commercial casualty rating exp. Incl general liability, commercial and private passenger auto. Cedar Hills loc. Exc. benefits.
Call Personnel 8:30 to 4:30 p.m.
643-7661
Equal Opportunity Employer m-f

Tektronix Opportunities
We have immediate openings for the following positions. We will be interviewing for these openings Sat., November 3 from 9:00am to 1:00pm and Mon. and Tues. Nov. 5 and 6, from 4:00 to 7:00pm in addition to our regular employment hours.

Production
• **Electronic Component Assemblers**
• **Chemical Process Operators**
• **Machine Operators**
No experience required. Immediate openings for swing and graveyard shifts.

Clerical
• **PBX Operator**
Permanent part-time position. hours 5:00-10:30pm. Recent card board experience required.
• **Technical Typist**
Minimum of one year typing experience. Familiar with computerized typing equipment.

Data Entry Operators
Positions require keypunch training, plus minimum of six months recent work experience. Must be experienced in the operation of IBM 029, 129 or Inforex key-to-disc. Swing shift.

Custodians
At least one year custodial experience required. Willing to work any shift as required. Job subject to dust and some chemical fumes. Must be able to lift 50 to 100 lbs. on infrequent schedule.
For over 30 years, a leader in Electronic Instrumentation. Benefits include health insurance, profit sharing, paid holidays, 2 weeks paid vacation and a tuition reimbursement program.
Apply in person: Tektronix Employment Office, 3655 S.W. Cedar Hills Blvd. Beaverton, Oregon (South of Beaverton Mall) Mon., Tues. & Wed. 8:30am to 4:00pm an equal opportunity employer m-f-hc.

Tektronix
COMMITTED TO EXCELLENCE

SALES
Northwest largest private carrier of workman compensation, is seeking qualified persons who are interested in a sales career. Must have current Oregon general line insurance license or ability to obtain one within the first months of employment. Position available in Portland because of expansion.
Qualification: Account REP-entry level position. Degree and sales experience preferred.
Or
Account Exec. - Degree. Experience in workers compensation preferred. Salary plus commission and excellent benefits. If interested and qualified send resume to:
Personnel Department EBI Companies 10157 S.W. Barber Blvd Portland, Oregon An Equal Opportunity Employer

FILE CLERK / LEAD PERSON
Needed for large workers comp firm in underwriting department. Duties include alphabetical filing, organizing department work flow and assisting in training of other file clerks. Good spelling and interpersonal skills essential. Salary commensurate with experience. Benefits include medical/dental coverage. Apply:
Personnel EBI COMPANIES 10157 SW Barber Blvd. Monday-Friday between 1:00 p.m. - 5:00 p.m. An Equal Opportunity Employer

Community Center Director
Plans, organizes coordinates & supervises the operations & services of the community center. Responsible for day-to-day administration of the center including supervision of overall property & personnel. Require 6 yrs full time experience in social service program knowledge of social service delivery systems; local state & federal governmental processes. Salary \$1,312-\$1,592. To apply contact:
City of Milwaukie 10722 S.E. Main St. Milwaukie, OR 97222
Deadline: 11-17-79

STENOGRAPHER
60 wpm proficient in dictating machines & short hand. There are also various technical duties to perform. A challenging job. Merit salary increase annual. Excellent fringe benefits. Call Billie 226-2651
An Equal Opportunity Employer

CLERICAL CLERK TYPIST
Entry level position in to busy claims department for NW's largest private carrier of Worker's Comp Insurance. Typing of various claim forms and some general office. Accurate typing 40 wpm needed. Opportunities for advancement. Salary + excellent benefits. Contact Personnel, 245-8484 between 1 and 5 PM.
EBI COMPANIES Equal Opportunity Employer

Police Officer
Open continuous exam. Responsible police work position in the protection of life & property through the enforcement of law & ordinances responsible for prevention, protection and investigation require ability to work assigned shifts, U.S. citizen 21 yrs of age, no felony convictions, high school grad or equivalent. Exam consists of written & performance tests. Salary/ \$1,218-\$1,584 plus benefits which include employer pickup of Pens. To apply contact:
City of Milwaukie 10722 S.E. Main Milwaukie, OR 97222

RESPIRATORY THERAPIST
Flexible Days 10:30-7pm
Wide variety of treatment, from critical care to general floor patients. Excellent team approach in busy dept. On-call position available also.
Excellent starting salary and benefits including fully paid medical, dental, vision and life insurance.
Personnel Dept. EASTMORELAND General Hospital 2900 S.E. Steele Call 231-3485 An Equal Opportunity Employer

Stenographer Clerk
Takes & transcribes dictation & type reports; posts & maintains records; operates office machines. Attendance at night meetings may be required. Experience in taking dictation Knowledge business legal English, spelling punctuation and arithmetic. **Salary: \$869 \$1,056 per mo. plus excellent benefits.** To apply contact:
City of Milwaukie 10722 S.E. Main St. Milwaukie, OR 97222
Deadline: 11/10/79

FREE TRAINING
Is lack of training your problem? We can pay you while you train in a field of your choosing. We have cooks to mechanic, truck drivers to secretary, demolition to computers and endless more. We even have a program to help you find a job after training. You would be surprised to find out how the National Guard can help you. No obligation to call or come in for info. **Call 229-5168** or come in to 6700 SW Oak, Tigard.

CITY OF PORTLAND GARDENER
\$1,466 approx. mo.
Responsible skilled horticultural work planting, transplanting, propagating, pruning and spraying a variety of trees, flowers, shrubs, and plants at various locations. May be assigned responsibility for planning and coordinating special clinics and programs.
APPLY
Portland Civil Service Board 510 S.W. Montgomery Portland, OR 97201 No later than Friday, November 2, 1979 An Equal Opportunity Employer

CONSTRUCTION INSPECTOR
Inspects construction work being done by contractors for conformance of materials & procedures with codes, standards & specifications requires education & training equivalent to 2 yrs experience in field of construction inspection or Civil Engineering work, knowledge of surveying desirable. Salary \$1030-\$1,253 per mo. To apply contact:
City of Milwaukie 10722 S.E. Main St. Milwaukie, OR 97222
Deadline: 11-17-79

CLERK TYPIST II
General clerical position: Requirements: typing skills and knowledge of office procedures. Maintains files, forms and reports. Types letters, reports, etc. Operates standard office equipment. Requirements: combination of education and work experience equivalent to one yr. general office work. Knowledge of business English, spelling and arithmetic. **Salary: \$726 - 885 per month.**
To apply contact:
CITY OF MILWAUKIE 10722 S.E. Main Street Milwaukie, Oregon An Equal Opportunity Employer

TELLERS
Full and part time tellers throughout Portland metro area. Experience preferred but will train.

PROOF OPERATORS
Immediate full time opening for proof operators in downtown location. Will train person with 10-key skills. Swing shift with variable hours. Benefits include free parking and cafeteria facilities. Minimum starting salary \$600 plus 9% shift differential. Apply in person 10am to 2pm.
FIRST NATIONAL BANK OF OREGON 1300 SW 5th 13th Fl. An Equal Opportunity Employer

CITY OF PORTLAND PARKS PLANNING & DEVELOPMENT MGR
\$31,075 approx. year
Will be part of executive management team reporting to Superintendent of Parks and Recreation. Responsible for planning, organizing, directing and controlling activities of Planning and Development Division. As team member, will also participate in formulation of bureau policies, procedures, and operational and management improvements.
APPLY
Portland Civil Service Board 510 S.W. Montgomery Portland, OR 97201 No later than Friday, November 2, 1979 An Equal Opportunity Employer

COMMERICAL PROPERTY RATER
Opening with North Pacific Insurance Company. Two years experience in commercial property and multi-peril. Excellent benefits. Cedar Hills location. Call Personnel 643-7661.
An Equal Opportunity Employer

Precision Dimensional Inspector
We need a Precision Dimensional Inspector to measure tools and equipment utilizing optical comparator electronic height gages, micrometers and calipers and depth gages to the nearest .0001 of an inch. If you are interested in working for one of the most progressive companies in Oregon and have three years of experience as a precision dimensional inspector, apply to Pete Barnett, Oregon Saw Chain Division, 4909 International Way, Milwaukie, OR 97222, or call 654-6532 for more information.

OREGON SAW CHAIN
Div. of Omark Industries
An Equal Opportunity Employer

PHYSICAL THERAPIST CHIEF PHYSICAL THERAPIST
Progressive 100 bed community hospital offers excellent opportunity for professional growth.
Management position to include supervision, scheduling and public relations.
Excellent starting salary commensurate with experience. Excellent benefits to include fully paid medical, dental, vision and life ins.
Personnel Department EASTMORELAND General Hospital 2900 S.E. Steele Call 231-3485 An Equal Opportunity Employer

PRINTING COORDINATOR
Permanent part time position. Involves skilled operation and maintenance of printing and reproduction equipment. Responsible for equipment, supplies, records and quality control. Operates offset press, plate making camera, bindery, padding press and photocopy machine. Requirements: Understanding of printing technology, knowledge of equipment and materials, basic graphic skills. Work experience equivalent to 2 yrs operating offset printing equipment. **Salary: \$5.11 to 6.21 per hour.**
To apply contact:
CITY OF MILWAUKIE 10722 SE Main Street Milwaukie, Oregon An Equal Opportunity Employer

COMPUTER SCIENCE
Instructor-during the 1979-80 academic year, the Department of Computer Science may occasionally retain instructors on a temporary part-time basis to teach in its undergraduate courses, or to conduct topical seminars in its graduate program. Minimal qualifications include a Masters degree, or equivalent teaching experience, in Computer Science, or related M.S. plus computer-related experience. For inclusion in the pool of qualified persons available on short notice, please write to Curtis R. Cook, Acting Chairman, Computer Science Department, Oregon State University, Corvallis, Oregon, 97331. Include a brief resume of your experience, education, availability, and instructional specialties. Oregon State University is an affirmative action, equal opportunity employer and complies with section 504 of the Rehabilitation Act of 1973.

CLERICAL MAIL ROOM CLERK
Responsible for posting, sorting and distributing incoming mail and materials throughout school district. Reproduces, collates, binds and distributes printed material. Monitors supplies and forms. Responsible for record keeping and maintenance of duplicating equipment. Knowledge of postal regulations and mailing equipment helpful.
\$665 to \$700 per month depending upon experience. Benefit package incl: medical and dental ins, paid vacation and sick leave, retirement and educational benefits.
NORTH CLACKAMAS SCHOOL DISTRICT 4444 SE Lake Rd. Milwaukie An Equal Opportunity Employer

INSURANCE
POLICY ASSEMBLER
Good typing skills, 40-50 wpm. *600 mo to start - excellent benefits Cedar Hills location
Call Personnel 8:30 to 4:30 pm
643-7661
Equal Opportunity Employer m-f


Assemblers
Tektronix has immediate openings for part time, temporary assemblers in the Tigard and North Plains areas.
Excellent opportunity to learn basic assembly operations. Successful applicants will be trained to assemble a variety of component parts into a circuit board. Requires use of small hand tools. **Salary: \$3.50 hr. Hours: 6:00am to 11:00am OR 11:30am to 4:30pm.**
Applicants must be 18 years of age and not attending high school. Ability to lift 20 lbs.
Apply in person Monday through Wednesday, 8:30 to 4:00pm at the Tektronix Employment Office, 3655 S.W. Cedar Hills Blvd., Beaverton, (located at the south end of the Beaverton Mall area).
an equal opportunity employer m-f-hc.

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OREGON STEEL MILLS
Career Opportunities. Expansion and promotions have created the following immediate openings:
MACHINIST
DUTIES: Able to perform layout work; operate all types of heavy lathes; uses milling planer with 16 ft. bed; work with close tolerance; dismantle, fit and assemble machine parts. Will also be required to interpret blueprints and occasionally make sketches.
EXPERIENCE: Min. 3 to 4 yrs. as a maintenance machinist in heavy industry.
STARTING WAGE: \$9,998 + incentive pay (\$2.51) and applicable shift differential (22¢ or 33¢).
In addition to starting wage, all jobs also offer excellent company paid benefits program. Applicants must be available to work all shifts. If interested, call Employment Manager at (503) 286-9651 ext. 392 or send resume or a statement of employment history to:
Oregon Steel Mills P. O. Box 2760 Portland, Oregon 97208 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.
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-hc.

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**CORPS OF ENGINEERS
PORTLAND DISTRICT**



EMPLOYMENT OPPORTUNITIES

If you are a responsible individual with undiscovered potential and are interested in establishing a career with a Federal agency historically dedicated to a civil works mission -- **APPLY TODAY.**

The Corps of Engineers is continuously seeking qualified applicants for the following positions open to future advancement and promotion:

ENGINEER - CIVIL/MECHANICAL/ELECTRICAL \$1,218-\$1,609 per mo.
Engineering degree and appropriate experience for various level positions required.

SURVEYING AID \$3.91-\$4.30 hr.
Six months appropriate experience preferred, but not necessary. Large amount of traveling.

KEY PUNCH OPERATOR (DATA TRANSCRIBER) \$3.91-\$4.30 per hr
Six months appropriate experience. Part time available.

TYPIST \$3.47-\$4.30 per hr.
Forty words per minute. Part time available.

POSITIONS ABOARD SEA-GOING HOPPER DREDGES; DECKHAND - WIPER \$5.85 - \$6.12 hr.
No experience necessary. Trainee level position.

THIRD ASSISTANT ENGINEER, THIRD MATE \$10.62 hr.
Appropriate U.S. Coast Guard endorsement required.

The Corps offers major medical insurance, 13 days sick leave per year, group life insurance, 10 paid Federal holidays, 13 days paid vacation in the first year, a credit union, upward mobility through on & off the job training with tuition reimbursement, and an excellent retirement plan.
Contact the Special Placement Coordinator for further information at (503) 221-6964:

CORPS OF ENGINEERS, PERSONNEL OFFICE
P. O. BOX 2946, 319 S.W. PINE (M-15)
PORTLAND, OREGON 97208
An Equal Opportunity Employer

CLERK/AUDIT
Entry level person needed for large worker comp. firm. Duties include filing, general office and figure computation work. Good spelling and computation skill essential. Opportunity for advancement and great benefits. Apply:
Personnel Department EBI Companies 10157 S.W. Barber Blvd Portland, Oregon An Equal Opportunity Employer

TYPIST/STATISTICS
Entry level person needed for large workers comp firm in stat department. Accurate typing of numbers essential and some office experience helpful. Great people and benefits. Apply:
Personnel Department EBI Companies 10157 S.W. Barber Blvd Monday-Friday between 1:00 p.m.-5:00 An Equal Opportunity Employer

FILE CLERK
Opening with North Pacific Insurance Company. Light typing. Requires being on feet. \$525 monthly to start. Excellent benefits