

Portland Observer JOB FINDER

TRANSCRIPTIONIST IN MEDICAL RECORDS
Transcriptionist, full time position. Hours 1:30 to 10:00 p.m. for experienced transcriptionist. Tuesday through Saturday.

APPLY
Emanuel Hospital
2801 N. Gantenbein Ave.
Portland, Oregon 97227
Mondays through Thursdays.
Equal Opportunity Employer

MISCELLANEOUS CLERK
Immediate full-time miscellaneous clerk position available. Six months previous clerical experience and typing skills preferred but not required. Duties include pulling insurance forms for the typing unit. Duties are repetitive and require standing a good portion of the time. This position offers excellent advancement opportunity, good benefits and a convenient downtown location. For an interview appointment please contact Helen Albrecht, 226-3761 Ext. 240.

FIREMANS FUND INSURANCE COMPANIES
121 SW Salmon Suite 900
Willamette Center
Portland, OR 97204
An Equal Opportunity Employer M/F

CLERK-TYPIST OPS BLUE SHIELD
Skilled typist with 60 wpm, math aptitude, for production report compilation, dictating equipment helpful. Contact Pam Smith, after 8:30 am on 26 December & thereafter. 243-7406.
Equal Opportunity Employer Handicapped Welcome

MACHINIST JOURNEYMAN

We are seeking Journeyman Machinists who can set up and operate lathes, boring mills, drill presses and can read and interpret blueprints.

We are a major manufacturing company offering excellent working conditions and good benefits.

Apply Personnel Department:
WAGNER MINING, INC
442 NE 158th 255-2863
PORTLAND, OREGON
Equal Opportunity Employer

ENGINEERING

SETON, JOHNSON AND ODELL, INC.

has immediate openings for experienced Mechanical Engineer, Design Drafter and Civil Drafter.

MECHANICAL ENGINEER

With 5 years experience in industrial and commercial HVAC design. PE registration required.

DESIGN DRAFTER

HVAC industrial piping and/or plumbing experience. 4-5 years experience.

CIVIL DRAFTER

2 to 3 years experience.

Salary commensurate with ability and experience plus excellent fringe benefits.
An Equal Opportunity Employer
Please send resume to:

Seton, Johnson and Odell, Inc.
317 SW Alder
Portland, Ore. 97204
Or call:
Rosemary Adkins, 226-3921

LEWIS & CLARK COLLEGE

Financial Aide Asst. Director
Assist director in all phases of administration of financial aide monies including needs analysis, awarding of funds, counseling students and parents, and reporting. Any combination of experience and/or training equal to two yrs. in financial management or in student personnel or counseling is required. Some background in the delivery of financial aide service in a college setting is preferred. To apply submit a letter of application, resume, and 3 letters of reference to:

Personnel Services
Lewis & Clark College
0615 SW Palatine Hill Rd
Portland, Or 97219
Deadline for receipt of application material is Jan. 18, 1980. For more information call 244-6161 Ext. 330.
An Equal Opportunity Employer

INSTRUCTOR IN FORESTRY

Forestry Media Center Oregon State University
Primary responsibility is the production of packaged audio-visual teaching materials, with emphasis on slide-tape. Twelve month, fulltime, fixed term appointment. Must have experience or training in production of teaching software, and either a Bachelor's or Master's degree (forestry degree preferred). Position available immediately. Salary range: \$12,500 - \$16,500. Closing date January 31, 1980.

For further information contact Edward C. Jensen, School of Forestry, Oregon State University, Corvallis, OR 97331, (503) 754-4702. *Oregon State University is an Affirmative Action/Equal Opportunity employer and complies with Section 504 of the Rehabilitation Act of 1973.*

Personnel Supervisor
LAMB-WESTON
P.O. Box 23517
Portland, Or. 97223
Affirmative Action/Equal Opportunity Employer

SUPERVISOR HOUSEKEEPING Dept.

In accordance with the hospital and departmental objective, policies and procedures, direct the day to day housekeeping activities throughout the entire facilities. Duties to include orientation and training for new personnel, work scheduling and assignment of duties and evaluate housekeeping efficiency. Requirements include 1 yr. of hospital experience as a general housekeeping aide. Supervisory experience preferred. Apply Monday through Thursday at:

Emanuel Hospital
2801 N. Gantenbein Ave.
Portland Oregon 97227
Phone 280-4164
Equal Opportunity Employer

COMPUTER PROGRAMMER/SYSTEMS ANALYST

To coordinate programming projects, provide technical consulting, and participate in the design, development and maintenance of research and instructional computing software. Position will also involve writing technical documentation, teaching workshops, and advising faculty on microcomputer systems implementation. BS or BA degree in a Science or Engineering discipline and two years experience as a computer programmer required. MS degree and supervisory experience desirable. Annual salary \$18,000-\$20,000. Faculty rank is Research Assistant (Unclassified). Send resume before Jan. 15, 1980 to:

Jo Ann Baughman
Computer Center
Oregon State University
Corvallis, OR 97331
OSU is an Equal Opportunity/Affirmative Action employer and complies with Sec. 504 of the Rehabilitation Act of 1973.

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.



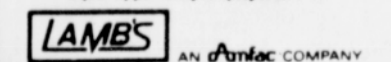
SR MARKET ANALYST

Lamb-Weston, a major frozen food company serving the food service market, is seeking an individual with market, experience in market research or business analysis.

Background experience emphasizing new product consumer research, field service and calculations, secondary business analysis or forecasting proficiency, preferably in food, is required. Superior verbal presentation skills are desirable.

The company is headquartered in an exceptional living environment that offers substantial growth opportunity with a starting salary in the mid 20's. Interested individuals should forward resumes detailing work history in complete confidence to:

Employment Administrator
Lamb-Weston
PO BOX 23517
PORTLAND, OREGON 97223
An Equal Opportunity Employer m-f-h



RESEARCH ASSISTANT UNCLASSIFIED

An immediate opening is available for a research assistant with light instrumentation experience and laboratory skills in thin-film evaporation. Work will involve vacuum deposition of metal and dielectric coatings and some instrument design. Position is available at 1/2 time at \$14,400 (\$600/month) to July 1980 and could be renewed. Minimum qualifications include a bachelor's degree in a physical science or engineering or one or more years of instrument shop and thin-film evaporation experience in lieu of degree. Closing date for applications is 7 January 1980 and the anticipated starting date is 21 January 1980. Send a letter or resume describing experience to:
Dr. S.O. Sari
Oregon State University, Physics.
Corvallis, OR, 97331
Or telephone 754-4631 for interview. OSU is an Affirmative Action/Equal Opportunity Employer and complies with Section 504 of the Rehabilitation Act of 1973.
An Equal Opportunity Employer

COMPUTER PROGRAMMERS

with experience in scientific applications are invited to apply for a position as Research Assistant Unclassified with the Climatic Research Institute of Oregon State University. Duties will include working with geophysical fluid dynamics models of the atmosphere and oceans. Requires at minimum a B.S. degree and three years experience programming for research in the physical sciences. Starting salary \$14,000 to \$18,000 depending on previous experience and salary. Application deadline is 1 March 1980 with duties beginning approximately 1 April 1980. Please send resume to: Robert L. Mobley, Director of Computations, Climatic Research Institute, 811 S.W. Jefferson, Oregon State University, Corvallis, Oregon 97330
Oregon State University is an Equal Opportunity/Affirmative Action Employer and complies with Section 504 of the Rehabilitation Act of 1973.

TECHNICIAN (Research Assistant Unclassified)

wanted to prepare and analyze cellular components. Starting date January 15 or somewhat later. Applications accepted until January 15. Application should include names of two references. Also arrange to have academic transcript sent. Salary \$10,200/yr.
Dr. K.E. Van Holde
Dept. of Biochemistry and Biophysics
Oregon State University
Corvallis, Or 97331
Oregon State University is an Affirmative Action/Equal Opportunity/Section 504 Employer.

ADMITTING CLERKS

Three on call positions available. Must be available all shifts including weekends. Medical terminology and typing required. Please apply Monday through Thursday at:
EMANUEL HOSPITAL
2801 N. Gantenbein Ave
Portland, Oregon 97227
Phone 280-4165
Equal Opportunity Employer

CITY OF PORTLAND

DANCE SPECIALIST
\$1,345/mo to start plus benefits. To instruct & coordinate dance program at new Multnomah Art Center facilities starting 4/80. Requirements include skill in two of the following: ballet, jazz, modern dance. Apply to:

PORTLAND CIVIL SERVICE
510 SW MONTGOMERY STREET
PORTLAND, OR 97201
no later than Tuesday, January 8, 1980. Women & Minorities are encouraged to apply.
An Equal Opportunity Employer

MAINTENANCE SUPERVISOR

Familiar with welding and steel fabrication equipment, electrical and N-C experience preferred. Must be able to set up preventive maintenance program and supervise maintenance of equipment and facilities. Liberal benefit pkg. Apply:

PORTLAND WIRE & IRON WORKS
1624 S.E. Pardee
Portland, Or 97208
Equal Opportunity Employer

BID INVITATIONS

CITY OF PORTLAND INVITATION TO BID

Sealed proposals will be received in Room 113, City Hall, Portland, Oregon 97204 for items detailed herein until 2:00 p.m. on the dates indicated.

Plans and specifications may be obtained at the above address. For additional information telephone Buyer at number listed.

When Bid Surety is required, proposals shall be accompanied by a certified check, cashier's check or a bid bond, payable to the City of Portland for an amount not less than ten percent (10%) of the aggregate amount of the bid as guaranty that the bid shall be irrevocable for the period specified in the proposal. Said bond to be forfeited as fixed and liquidated damages should the bidder seek to revoke his offer for any reason not authorized by law and not consented to by City within the irrevocable period, or neglect or refuse to enter into contract and provide a suitable bond for the faithful performance of the contract, in the event the said contract is awarded to him.

NON-DISCRIMINATION: No proposal or bid will be considered unless the bidder is certified as an EEO Affirmative Action Employer as prescribed by Chapter 3.100 of the Code of the City of Portland. All bidders not currently certified should file the required documentation with the Contract Compliance Division, Room 209, City Hall, 1220 SW Fifth Avenue, Portland, Oregon 97204, 248-4696, at least five (5) days prior to the Bid Opening. Failure to achieve certification by the Bid Opening Date and Time shall result in the return of your Bid Unopened.

| BID NO. | DESCRIPTION | BID OPENING DATE |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 68 | Furnishing Nuisance Abatement Services for S.E. Portland Service District. For information call Michael Metroke, Buyer, 248-4003. | 01/15/80 |
| 70 | Re-Powering One Seagrave Fire Truck. For information call Michael Metroke, Buyer, 248-4003. 10 per cent Bid Surety Required. | 01/10/80 |
| 71 | RFP - One or More Bond Issues of up to \$25 Million of General Obligation Bonds Payable from Water Revenue. For information call Michael Metroke, Buyer, 248-4003. Special Prequalification Required. | 5 P.M. 01/11/80 |
| 72 | Furnishing Criss/Data Entry Computer System for Police Bureau. For information call Harold Vaughan, Purchasing Manager, 248-4138. | 01/11/80 |
| 74 | Labor, Equipment & Materials for Construction of Stanton Yard Refueling Facility. For information call Michele Ackerman, Buyer, 248-4191. 10% Bid Surety Required. Prequalification of Bidders Required. | 01/10/80 |
| 75 | Labor, Equipment & Materials for Addition of Engine No. 105. For information call Michele Ackerman, 248-4191. 10% Bid Surety Required. Prequalification of Bidders Required. | 01/10/80 |

Invitation to Bid

The Housing Authority of Portland will accept sealed bids at 1605 NE 45th, Portland, Oregon 97213 until 2:00 pm (PST) Tuesday, January 15, 1980 for the following:

For 70-unit apartment at SE 47th and Clinton, Peaceful Villa (Ore 2-8) furnish all material and labor to remove existing oil burners from boilers and replace with natural gas fired burners and cap off existing oil piping. Pipe gas supply to each boiler room and to each boiler from meter location. Furnish and install gas fired domestic water heater and pump in each boiler room and disconnect existing domestic water storage tank heater and cap piping etc. as indicated on drawings and specifications.

Bid forms and specifications available at the Housing Authority Maintenance Dept. 8910 N. Woolsey Ave. Portlan, Oregon 97203 or call Mr. Max Fagg or Mr. Richard Jones at 249-5555 (503).

All bids must contain a statement that the provisions of ORS 279-350 relating to the prevailing rates of wage will be complied with.

PUBLIC NOTICE

Request for Proposals for Planning Consultants

As an Urban County Community Development Block Grant recipient, Clackamas County is soliciting proposals from interested architectural or planning firms to prepare a Commercial Design Handbook for the City of Oregon City. The handbook will serve as a design guideline and development policy for both public and private improvements in the Oregon City Downtown Business District. It should be a comprehensive guide for building and public improvements and should contain plans for obtaining financing.

Copies of the Request for Proposals may be obtained by contacting Dale Query at 655-8592. Proposals will be accepted no later than 5:00 p.m., January 18, 1979.

JOBS & training

WHAT: Training and placement program for production jobs with major electronics company new to Portland, jobs related to growing, slicing, polishing silicon crystals.

WHERE: Training at Portland Community College; jobs on St. Helens Road near St. John's Bridge.

WHEN: First phase training starts August 1, taking 16-32 weeks, depending on job, full-time jobs start March 1, 1980.

WAGES: Eligible trainees receive training allowances for training program, starting wages vary depending on job.

HOURS: Plant will run 3 shifts daily, 7 days a week; employees work rotating shift schedule.

ELIG: No experience required. To be eligible to apply for training program you must be:

- unemployed or underemployed,
- 18 years of age or older,
- a U.S. citizen or alien with work permit
- with-in U.S. Dept. of Labor low-income standards,
- a resident of City of Portland.

BRING: Applicants must bring documents to verify eligibility. Items should include:

- Social Security Card,
- Proof of last 6 months family income,
- Proof of Residency/Address.

If appropriate also bring:

- Alien Work Permit,
- Unemployment Claim Card,
- Public Assistance Card,
- Veteran Status Papers.

Call 248-5878 to learn more about documenting your eligibility.

APPLY: Call the Training and Employment Division of City of Portland, 248-5848 or come to 310 SW 4th, 2nd floor, Board of Trade Building, to arrange intake appointment. Applications open through July 16. Minorities, veterans, displaced homemakers, women, handicapped urged to apply.

The Training & Employment Division is an Equal Opportunity Agency.