

Portland Observer JOB FINDER

PROVIDER SERVICES REPRESENTATIVE

Position require a degree in Business Administration, major in accounting and a minimum 2 years experience in the Health Care of Public Accounting field.

A high level of proficiency in oral and written communication skills is necessary for effective presentation of financial information to both internal and external management. Responsible for developing and maintaining good professional relations with providers of service through effective presentation and communication of Blue Cross policies. Develops and assist in the implementation of alternative reimbursement programs. Assist in development and presentation of educational workshops and seminars. Analyze and prepare documents and reports, assist in establishing and maintaining cooperative relationships with providers, financial and administrative personnel.

We offer an excellent benefits package + flex time hours.

Please apply or submit resumes to Personnel Department.

BLUE CROSS OF OREGON

100 SW Market St
Portland, OR 97201

An Equal Opportunity Employer

INDUSTRIAL NURSE

Registered nurse with clerical skills and typing required. Must be able to work any day, any shift. Salary \$1600 per mo. Telephone 289-5506 (Portland) for interview appointment

Aluminum Company of America
Vancouver, WA
An Equal Opportunity Employer

BANK

CLERK

Full and part time positions for persons with good typing, 10-key skills and math oriented. Downtown location. Excellent working conditions and fringe benefits. Cafeteria provided.

U.S. NATIONAL BANK OF OREGON

10-2:30 pm
U.S. Bank Plaza
555 S.W. Oak
Equal Opportunity Employer

SECRETARY

\$926/mo, Housing Authority of Portland. Type with speed and accuracy, answer phone, public contact. 4 yrs office experience. Must have current driver's license and available car. To apply prepare resume and call for appointment to test. Call Kathy Wilson, 249-5533. Position at 1605 NE 45th.

Tektronix Opportunities

Food Service Attendant

On call temporary cafeteria work available both day and evening shifts. 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 IBM card punch or Teletype 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. Hillsboro, OR 97127.
An equal opportunity employer m-f

Tektronix

CITY OF PORTLAND AUTOMOTIVE SERVICER I

\$7.35 - \$8.32
Performs basic service tasks in maintaining City-owned vehicles. Repair/replace tires using standard shop machines, replaces filters, lubes changes batteries and wipers. Requires shop knowledge and skills and a valid driver's license. Most positions involve shifts and weekends.

APPLY
Portland Civil Service Board
510 S.W. Montgomery Portland, Oregon 97201
No later than Tuesday, March 4, 1980. Women and minorities are encouraged to apply.

An Equal Opportunity Employer

CLERICAL

No experience? Find out how 16 hrs/mo plus 2 wks annual training in the Army Reserve can start you toward a full time job in a civilian firm. Openings for typists, legal clerks, stenographers. Call Army Reserve Opportunities, 234-7209 - Jim Browning.

An Equal Opportunity Employer

PART-TIME EMPLOYMENT

Editors, Illustrators, Interpreters, Communication System Operators. No experience necessary. We train. Do something for your country and yourself. Call Army Reserve Opportunities, 234-7209 - Jim Browning.

An Equal Opportunity Employer

RESEARCH TRAINING

See ad under Survey Training.

ANALYSIS SUPERVISOR

Under general direction of the director of medical records, supervises general completion of medical records. Assist director of medical records in achieving departmental goals and objective. Assist director in compiling and displaying health care, statistical data for departmental and medical staff research studies. 2 years of supervisory experience required or equivalent, educational background in medical records administration. Accredited with the American Records Association. Registered with the American Records Association. Graduate of Record Technology program required. Bachelor degree in medical records administration preferred. Please apply personnel office:

EMANUEL HOSPITAL
2801 N. Gatenbein Ave.
Portland, OR 97221
Equal Opportunity Employer

CITY OF PORTLAND PARKING PATROL DEPUTY

\$1,163/mo to \$1,402/mo
Will patrol assigned areas of the city on foot or in 3-wheel vehicles identifying violations of the City's parking code; issuing citations; appearing in court and responding to requests for information from the public. Must be prepared to work outdoors in all weather.

APPLY
Portland Civil Service Board
510 S.W. Montgomery Portland, Oregon 97201
No later than Monday, March 3, 1980. Women and minorities are encouraged to apply.

An Equal Opportunity Employer

BUS DRIVERS

Excellent part time positions open for school bus drivers. No experience necessary. We provide free training \$4.45-\$4.92 per hour.

COLUMBIA BUS SERVICE

6755 NE Columbia Blvd
Portland, Oregon
284 6466

An Equal Opportunity Employer

ENGINEERING TECHNICIAN II

City of Salem, seasonal position, \$6.49/hr. Represent the City of Salem as Construction Inspector for Public Works contracts and private developers' projects involving street improvements, water, sewer and storm drain installations. Experience in performing engineering, surveying and drafting tasks, completion of a 2-year technical course with an AA degree and major course work in engineering or math or equivalent combination of experience and training in engineering surveying, construction staking, reading and interpreting plans, blueprints and specification, testing of construction materials, soil compaction and density testing and in place pipe pressure testing. Valid Oregon driver's license required. Requires use personal vehicle on the job. Must provide proof of insurance. Mileage is reimbursed. Closing date: 3/14/80. Apply:

City of Salem,
Personnel Department
555 Liberty SE,
Salem, Oregon 97301
EOE

C3G \$370.00/thousand for envelopes you mail postage paid free.

Glenna
P.O. Box 13403
Portland, Ore. 97213

GROUNDSPERSON TRAINEE

Temporary position assisting transplanting trees, landscaping, various grounds-keeping duties.

Oregon Regional Primate Research Center
505 N.W. 185th
Beaverton, OR 97005
845-1141
An Equal Opportunity Employer

CITY OF PORTLAND ANNEXATION ASSISTANT

\$19,094 to \$20,280
Will develop and propose annexation policies consistent with established city policy and will assist in the revision and maintenance of Portland's annexation policy. Will provide annexation information and assistance to owners, developers, realtors, city bureaus and other governmental bodies.

APPLY
Portland Civil Service Board
510 S.W. Montgomery Portland, Oregon 97201
No later than Monday, March 3, 1980. Women and minorities are encouraged to apply.

An Equal Opportunity Employer

SECRETARY/ RECEPTIONIST

Civil engineering and planning firm needs a sharp, motivated person to fill the position of secretary/receptionist. This is a growth position with room to advance. Skills required are: ability to handle clients with poise and courtesy, typing skills of 60 WPM minimum with excellent grammatical skills, and general organizational ability. Minimum five years experience. Pleasant working conditions, good benefits, salary negotiable. For appointment call:

227-0455
Wilsey & Ham
222 SW Harrison #4
Portland, OR 97201
We are an Equal Opportunity/Affirmative Action Employer

MEDICAL RECORDS ANALYSIS CLERK

Under the specific directions of the analysis supervisor, does qualitative analysis of medical records and assist in other areas as assigned. 1 yr of medical records experience or comparable academic experience. Please apply personnel office.



EMANUEL HOSPITAL

2801 N. Gatenbein Ave.
Portland, OR 97227

An Equal Opportunity Employer

SURVEY TRAINING RESEARCH TRAINEE

Unique training program on special public survey project. Entry level positions combine individual and classroom training at a local community college with supervised area-wide survey work. 40 hrs per week for 1 year. Starts immediately. Applicants must be CETA eligible and must be residents of Multnomah County outside of Portland City Limits. Deadline for applications is March 6th. Apply early. For complete information about RESEARCH TRAINEE contact between 9 to 11 am and 1 to 4 pm:

Public Service Employment
110 NE 122nd, Rm 280
Portland, Oregon
Telephone: 256-0535
Equal Employment Opportunity
Affirmative Action Employer

LIVE IN MANAGER

Experienced apartment manager needed to manage elderly and family unit will receive salary (\$600/mo) less monthly rent. Company paid benefits. To apply call Debrah Mann, 249-5561 or apply in person at 8920 N Woolsey Ave. Hiring immediately. All qualified applicants will receive consideration without regard to race, color, religion, national origin, age, sex, sexual orientation or political affiliation.

Equal Opportunity Employer

CITY OF PORTLAND POLICE IDENT TECH TRAINEE

\$5.27/hr. Trainees work in the Criminalistics Division of the Portland Police Bureau. After a six month training program of class study, on the job training and self-study, trainees are eligible for appointment as a Police Ident Tech I. Full performance Techs obtain, classify and identify fingerprints and perform simple photography. Involves fingerprinting and photographing suspects, victims, employees and job applicants. Shift work may be required.

APPLY:
Portland Civil Service Board
510 SW Montgomery St
Portland, OR 97201
No later than Friday, March 7, 1980. Women and Minorities are encouraged to apply.

CITY OF PORTLAND PUBLIC SAFETY ANALYST

\$1,494/mo to \$1,780/mo. Public Safety Analysts design, conduct and coordinate research, data collection and analysis in support of the Portland Police, Fire and Emergency Communications Bureaus. Some positions will involve assisting in the development and maintenance of automated information systems; while others involve the use of complex statistical analysis. Two openings exist now in the Police Bureau.

APPLY:
Portland Civil Service Board
510 SW Montgomery St
Portland, OR 97201
No later than Friday, March 7, 1980. Women & Minorities are encouraged to apply.

An Equal Opportunity Employer

TYPIST

Immediate opening in downtown insurance. No experience necessary, but helpful. 45 WPM MINIMUM. Excellent benefits, working conditions, hours, starting pay. Call Ms. Harris, U.S.F. & G., An 221-0221

An Equal Opportunity Employer

FULL SERVICE PERSONNEL AGENCY 1220 SW MORRISON, SUITE 400 CALL (503) 221-0885

Fee Paid & Non Fee Paid Positions Available
We Are An Equal Opportunity Employment Agency

WAREHOUSE

No 393N12289. Electrical supply person with one or more yrs exp is needed for this estab local firm. All bfts. St \$950 to \$1040 mo. Call MIKE.

WAREHOUSE

No 342M12209. Immed hire for person with a solid work record, warehouse backgrnd, electrical supply exp. All bfts. St \$800 to \$1800. Call MIKE.

COMPUTER OPERATOR

No 106X0180. Immed hire for person with computer science degree or math degree. Must be familiar with IBM 370 & if possible, some working exp. All bfts thru profit sharing. Start during training \$1450 mo. Call MIKE.

COMPUTER PROGRAMMER

No 115G01110. Must have IBM 360 exp & able to program more than 1 language. Must be willing to work swing or grave. St \$1200. Call MIKE.

RATER

Fee pd 398A12289. Lge local co needs a rater now. All bfts, excel future. \$750-\$900. Call MIKE.

MGR'S ASSISTANT

\$850 UP
Fee pd No 51H01040. Reasonable typing speed, dictating machine, shrtnd or speedwriting & other gen'l ofc exp nec. Excel growth position, good future, all bfts. Call MIKE.

RECEPTIONIST

\$800 +
No 294H12179. Type 50 wpm, good phone voice necessary. Bookpg backgrnd helpful. Good advmt potential, excel bfts. Call MIKE.

HOSPITAL

Immediate part-time openings in the Army Reserve. Clinical specialist, ward attendant, medical lab specialist, x-ray specialist. We provide training. Call Army Reserve Opportunities, 234-7208 - Jim Browning.
An Equal Opportunity Employer

WORK OVERSEAS

Make more money working abroad. Regardless of your age, sex or present job. All types of workers urgently needed. For details send self-addressed stamped envelope to:
Foreign Employment
701 Washington St.
Buffalo, NY 14205

MGMT TRAINEE

Fee pd 190Bx01170. Nat'l co wants enthusiastic personality. Coll degree helps, excel training program w/ unlimited advmt. All-bfts. \$1000 up. Call MIKE.

TERRITORY MANAGER TRAINEE

No 382B12289. Start with a lge nat'l co in an existing training program. This is one co you will learn to manage early in your career. Excel bfts, fast hire! \$1400-\$1600. Call MIKE.

FIELD REP

Fee pd 396B12289. Degree nec, outside sales exp helps, excel training program, unlimited advmt in future. All expenses * co car. St \$1200-\$1600 + annual bonuses. Call MIKE.

MARKETING REP

Fee pd 397B12289. Lge local co needs successful salesperson to increase market share. Full bfts, car, expenses. St \$1000-\$1300. Call MIKE.

COUNTER SALES

Fee pd No 180C12179. Nat'l co will hire person to learn the biz starting in counter sales. Growth position, will move to outside sales, excel bfts, good training. St \$1000 up. Call MIKE.

ASSISTT BOOKKPR

\$650-\$900
Co pays fee for exp'd one with good bookpg backgrnd Customer service & some payroll. variety + excel bfts, Hurry, co needs you now. No 53P010440. Call MIKE.

WAREHOUSE

Lge local co wants stable individual to work & learn. Adv. fast, quick hire! Good bfts. \$6.42 hr. No 392K12289. Call MIKE.

PSNS Estb. 1891

CHALLENGING OPPORTUNITIES

Experienced Journey/Limited for work on Submarines, Aircraft Carriers and other types of surface vessels

- Boiler Repair
- Electricians (Marine)
- Electric Power Controller
- Forgers
- Pipe Insulators (Loggers)
- Machinists (Inside)
- Maintenance Machinists
- Pattern makers
- Pipelitters
- Sheetmetal Mechanics
- Shiplitters
- Tool and Cutter Grinders
- Toolmakers

U.S. Citizenship Required

All Federal Civil Service Benefits. Liberal vacation allowance, paid sick leave, partially employer funded life & health insurance programs, excellent retirement plan.
Seaside Bremerton is located on a deep water arm of Puget Sound, and is a semi-rural community only one hour from Seattle, recently recognized by several publications as the city with the best "quality of life" in the country.

For More Information:
Residents outside state of Washington
Call toll free 1-800-426-5996
State of Washington residents
Call toll free 1-800-562-5972
(You may leave a message at these numbers outside of our working hours.)
or mail resume to:

PUGET SOUND NAVAL SHIPYARD

ATTN: Code 170.2 (PP)
BREMERTON, WA 98314
An equal opportunity employer m-f-h

Working with you . . .

The Portland Homebuilders Association fosters a close working arrangement with the District Council of Carpenters. Jim Goodrich, Homebuilders executive Vice President and the union often cooperate in matters of mutual interest. Union people have testified at various land use planning conferences aimed at bringing about realistic land development for the benefit of all. The association and union participated in joint efforts to bring about lower home mortgage interest rates. They are working together on fairer workmens compensation legislation. The Homebuilders Association also has a representative on the various union trusts.

Working for you . . .

We're Building the 20th Century . . . In Many Ways.

DISTRICT COUNCIL of CARPENTERS

(United Brotherhood of Carpenters and Joiners)
2828 S.W. Corbett / Portland, Oregon 97201 / 227-3291

