

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 Infotex 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.

Tektronix
COMMITTED TO EXCELLENCE

STUDENT PROGRAMS SPECIALIST

Length of Employment
Full-time, 11 months per year
Minimum Selection Criteria
Bachelors Degree required, including validated experience as advisor and/or supervision of planning student activities and all programs related.

Assignment
Assist the Director of Student Activities with a program for Student Government and Student Activities. Serve as an advisor and supervisor of student planned activities including the hiring of entertainment/lectures; facility reservation, promotion, carrying out activity, evaluation and follow-up.

Salary Range
\$1,066 - \$1,173 per month (79-80 Support Salary Schedule)

Starting Date
May 1, 1980 is desirable
Application Deadline
Postmarked no later than March 28, 1980.
Finalist Interviews
April 3, 1980

Nursing Program Instructor

Associate Degree Nursing/Practical Nursing

Length of Employment
Full-time, 9 months per year.
Minimum Selection Criteria
Master's Degree, preferably in Nursing, plus current R.N. licensure in the State of Oregon.

Nursing Experience
No less than three (3) years, preferably five (5) years of current nursing experience in medical/surgical nursing with geriatric, obstetrical/pediatric nursing desirable. Also desired experience in supervision, coordination, liaison work with students and/or community health agencies.

Assignment
Primary instructional assignment will be clinical and theory instruction in advanced medical/surgical for Associate Degree Nursing; other teaching assignments may include practical Nursing or other health occupation courses.
Starting Date: June 16, 1980

Salary Range
\$14,244 - \$17,544 (79-80 Faculty Salary Schedule) initial placement based on educational background and experience, plus full benefit program.
Application Deadline: April 18, 1980 (postmarked by)
Finalist Interviews: April 28 thru May 2, 1980.

Contact:

**CLACKAMAS
Community College**

Personnel Office
19600 S. Mollala Ave., Oregon City, Or. 97045
666-2631, Ext. 318

Clackamas Community College is an Equal Opportunity/Affirmative Action Employer

STENOGRAPHER CLERK

(Planning Division)
Takes and transcribes dictation, types reports, etc. maintains office records, prepares purchase requests, operates office machines, operates filing system, takes and transcribes shorthand. Requires some exp. in taking and transcribing shorthand and gen. clerical wk. Knowledge of bus. Eng. spelling & punct. & arithmetic. Salary: \$817 to \$994. Excellent benefits. Deadline for apps: 4-11-80. Apply to:
City of Milwaukie
10722 SE Main St.
Milwaukie, OR 97222

EMPLOYMENT OPPORTUNITY

As a leading company in the kidney dialysis industry, B-D DRAKE WILLOCK employs approximately 300 people in the Portland metropolitan area.

Employment opportunities at B-D DRAKE WILLOCK are varied and provide employees the opportunity to demonstrate their ability to accept increased responsibility.

An Equal Opportunity Employer, B-D DRAKE WILLOCK encourages all interested job applicants to inquire direct through the Industrial Relations Department. Also employment opportunity inquiries may be directed to any Oregon State Employment Service.

B-D DRAKE WILLOCK
13520 S.E. Pheasant Ct.
Portland, Oregon 97222
(503) 659-3355
An Equal Opportunity Employer m/f

ACCOUNT PAYABLE CLERK

Sub-professional account and related clerical work. Keep records, prepare information for data processing, prepare hand written checks, adjust balance and summarize accounting records. High school plus 3 yrs experience or equivalent. \$952/mo. Send resume to:
Linda Campbell
P.O. Box 13220
Portland, OR 97213

CLEANER POSITION

The Portland Oregon Post Office will be accepting applications for the Cleaner position from March 24, 1980 thru April 4, 1980. There is no examination but applicants will be rated on experience in the cleaner field. The Civil Service Commission has reserved the Cleaner position for Veterans however, applications will be accepted from non-veterans. The salary range will be from \$14,337 per year to \$16,335 per annum. All persons who are 18 years of age or a high school graduate are eligible to apply. Applications must be made at the:

**Main Post Office
Personnel Section
Room 2023
715 NW Hoyt**
Monday thru Friday,
8:00 AM to 5:00 PM.

CITY OF PORTLAND ELECTRICIAN

Two immediate openings to be filled now. Salary \$22,942 plus paid vacations, sick leave, health and dental insurance covers dependents too. Requires an Oregon general journeyman electrician's license.

APPLY
Portland Civil Service
510 S.W. Montgomery
Portland, OR 97201
Open continuous.
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

CITY OF PORTLAND SURVEYING AIDE I

\$1,168 to \$1,355
Field work involving application of basic knowledge of survey practices. Will work as chainman and rodman; hold rods and targets; relocate survey markers; sharpen and drive hubs and stakes; assist in calculations and computations and other survey work as assigned.

APPLY
Portland Civil Service
510 S.W. Montgomery
Portland, OR 97201
No later than Friday,
March 28, 1980. Women and minorities are encouraged to apply.
An Equal Opportunity Employer

MULTNOMAH COUNTY

BUILDING INSPECTOR I

\$19,418-20,567 per annum. Performs on-site inspections of construction of conformance with plans, specifications and applicable sections of the building code, mechanical code and zoning ordinance. Serves notice of violation of zoning ordinance after response to citizen complaints. **TO QUALIFY** applicants must have four years of experience in the building trades, leading to a working familiarity with all phases of construction and basic building code principles **AND** a current Oregon State Building Inspector B Level Certification **AND** be able to obtain A Level Certification within one year of appointment.

YOUTH SERVICE CENTER COORDINATOR (Program Development Technician)

\$1,169-1,362 per month. This program development and activity coordination work involving the operation of a Youth Services Center. Specific duties include program planning, implementing, organizing and coordinating various recreational, employment and counseling activities at the center. The position will require primarily evening work during the hours the center will be open: Tuesday - Thursday, 3:00 p.m. - 10:00 p.m.; Friday and Saturday, 4:00 p.m. - 12:00 a.m. **TO QUALIFY** applicants must have six months experience in program planning, development or evaluation of a youth program or closely related program.

APPLY for the above positions no later than 4:30 PM, Friday, March 28, 1980.

REGISTERED NURSE CORRECTIONS

\$1,197-1,691 monthly. Performs professional nursing duties for incarcerated persons at various County correction facilities; specific duties involve physical assessments, sick call, medication and treatment rounds. Applicants must be available for all shifts and weekends on a rotating basis. **TO QUALIFY** applicants must have graduated from a school of professional nursing with accreditation at the time of graduation, and possess a current license to practice as a registered professional nurse in the State of Oregon. Applicants may be examined but not employed prior to obtaining a license.

APPLICATIONS for the above position are accepted until a sufficient number are received to schedule an examination.

WHERE TO APPLY
**Multnomah County
Personnel Office**
426 SW Stark, 7th Floor
Portland, Oregon 97204
PHONE: (503) 248-5015.
An Equal Opportunity Employer

RECEPTIONIST SECRETARY

Independent self starter needed for responsible Receptionist Secretary with state wide health agency. Varied assignments, typing 65 wpm, apply in person:
**1020 S.W. Taylor
Room 830
Portland, Oregon
224-5146**
Affirmative Action
Equal Opportunity Employer

The Port of Portland is currently recruiting for the following positions:

SECRETARY - AIRPORT MANAGER

This secretary provides all secretarial services for the Airport Manager as well as coordinating various projects and administrative functions under his direction.

Preferred qualifications include case work in office procedures, previous office experience and familiarity with management and administrative office functions.
Starting salary \$9,900 with full benefit package.

PART-TIME MARINE TARIFF CLERK

The tariff clerk maintains tariff books by filing revised pages pertaining to water, rail, truck and freight forwarders, transportation as they become effective. In addition this clerk may be called upon to perform other Mis. office duties. Flexible work hours, generally 17 to 20 hours per week, at \$3.46 per hour with no benefits.

If interested and qualified for either position, apply in person to:

PERSONNEL OFFICE
15th Floor
700 N.E. Multnomah St.
All applications must be received by 5 P.M. Monday, March 31, 1980.
An Equal Opportunity Employer

LANDSCAPING
CONSUME BEWARE!
Hiring a landscape contractor? Be sure there is a license and bond for your protection. Check with us first!
**Landscape
Contractors Advisory
Board 1-800-452-7813
Ext. 4458**

AUTOMOBILES FOR SALE

1968 Chrysler 300. Ex. running condition, \$400. DEQ-4-82.
Joe 222-5339
1967 Ford Galaxie 500. Rebuilt engine and trans. \$500.
Joe 222-5339

RECEPTIONIST

KMJ Radio needs a cheerful front desk person; phone, typing 50 to 60 wpm, and general office skills are required. Call:
Stacie White at 245-1433 for appointment or more information. **KMJ** is 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

Mail and Supply Clerk

We are looking for a responsible, energetic person who would like to grow with a large Insurance Co.

Responsibilities: include sorting, and distributing in-coming and out-going mail, operate various equipment and other supplies.

6 months work exp. and ability to do light manual labor is required.

Salary: \$153 to \$200 a week. Salary commensurate with experience.

Our company offers excellent benefits and opportunities for advancement.

To schedule appointment for interview please call Helen Alerech 226-3761. Ex. 240.



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

COLLEGE OUTDOOR PROGRAMS DIRECTOR

Lewis & Clark College
1/2 time May 1980; 1/2 time Sept. 1980 to May 1981, and each year thereafter. \$500 per month, 1/2 time status + additional compensation when serving as individual event leader.
224-6161 Ex. 330
An Equal Opportunity Employer

SUPERVISORY ACCOUNTANT

The City of Portland Training and Employment Division is seeking candidates for an interim appointment as supervisory accountant in the Division Fiscal Unit.

Responsibilities include grants accounting, accounts payable, payroll and staff supervision.

Permanent appointments will be based on a Civil Service examination to be given at a future date.

Salary: \$10.15 per hour.

Interested persons should submit resumes to the

**Training and Employment Division
Fiscal Unit
522 S.W. 5th
Room 612
Portland, Oregon 97204**

INDUSTRIAL RELATIONS

Recent promotion and expansion have created the following openings in our Industrial Relations Department:

EMPLOYMENT MANAGER

Looking for an employment pro with a quality track record. Responsibility will include the employment of professional, supervisory, technical, craft and shop personnel. Position also carries responsibility for the full range of EEO matters and plant security.

The successful candidate will have:
1. Minimum of 5 years experience in Steel or other heavy industry, with at least 2 years of employment area.
2. Working knowledge of EEO and plant security.
3. Excellent communication skills, both written and oral.
4. High professional standards.

HEALTH & SAFETY MANAGER

Looking for an innovative manager with proven ability to make a positive contribution in area of health and safety. Responsibilities will include supervision of a staff of 5 professionals in following areas: Workers compensation; sickness and accident; industrial safety; and first aid.

The successful candidate will have:
1. 8-10 years managerial experience in area of health and safety, preferably within the steel industry.
2. Working knowledge of workers compensation laws in Oregon, Washington and California.
3. Working knowledge of OSHA and of related state regulations.
5. High professional standards.

We offer attractive salaries; excellent benefits including complete insurance package, profit sharing, etc; and the opportunity for growth and challenge.

Interested candidates should send complete resume and salary requirement to:



**GILMORE
STEEL CORP.**

P.O. Box 2760, Portland, OR 97208
Attn: Mr. Jack Longbine
or call 503-286-9651, ext 392
Equal Opportunity Employer

Boiler Repair

PSNS

Estb. 1891

CHALLENGING OPPORTUNITIES Experienced Journey/Limited Submarines, Aircraft Carriers and other types of surface vessels

• Boiler makers
(boiler repair)

• Electricians (marine)
• Insulators (pipe coberers)

• Pipefitters
• Sheetmetal mechanic

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.
Scenic 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