

# Portland Observer JOB FINDER

## TWO CUSTODIANS

**Length of Employment:**  
Full-time, 12 months per year

**Minimum Selection Criteria:**  
Two (2) years previous experience as a Custodian. Knowledge of cleaning methods, materials and equipment.

**Position Description:**  
Work and primary responsibility involve the cleaning, repairing, maintenance, and general care of buildings; also, the use of proper methods and materials in cleaning and caring of buildings and equipment.

**Salary:**  
\$777.00 per month (79-80 Support Staff Salary Schedule)

**Hours:**  
Graveyard Shift 10:00 p.m. to 5:30 a.m.

**Starting Date:**  
Open until sufficient applications are received.

**Application Deadline:**  
Open until sufficient applications are received.

**Minimum Selection Criteria:**  
Two (2) years previous experience as a Custodian. Knowledge of cleaning methods, materials and equipment.

## PUBLIC INFORMATION SPECIALIST

**College Exhibit**  
Length of Employment  
Full-time, 12 months per year.

**Minimum Selection Criteria:**  
Bachelors degree in Communication, or a related field, and/or two (2) years full-time experience in a position of similar responsibility. Demonstrated skills in public relations and information work including written and oral communication, design, and photography are required. Experience in display development, marketing, slide-tape and videotape production is desirable.

**Position Description:**  
Responsible for the development and maintenance of the college exhibit including photography, writing, editing, and production supervision. Responsible for the coordination of college participation in community fairs and festivals. Responsible for the coordination and distribution of class schedules and the distribution of college literature within the community.

**General Information:**  
The applicant must be able to meet deadlines, possess sound judgement and organizational skills, and to be capable of working both independently and in a "team" environment. Applicants are encouraged to provide samples of work relevant to the position.

**Salary:**  
\$985-\$1083 (70-80 schedule) will increase July 1 to approximately \$1093-\$1202.

**Starting Date:**  
July 1, 1980

**Application Deadline:**  
Application form or inquiry postmarked by May 30, 1980. All supportive materials must be postmarked by June 6, 1980.

**Finalist Interviews:** June 9 - 13, 1980

## PUBLIC INFORMATION SPECIALIST

**News Media**  
Length of Employment:  
Full-time, 11 months a year.

**Minimum Selection Criteria:**  
Bachelors degree in Communication or a related field, and/or two (2) years full-time experience in a position of similar responsibility. Experience working with a newspaper, radio or television station news department is desirable.

**Position Description:**  
Responsible to serve as the primary news and information source for metropolitan area print and non-print media outlets. Responsible for the maintenance of good relations with media outlets. Responsible for the production of college news releases, a calendar of events and other news/information services as required.

**General Information:**  
The applicant must be able to meet deadlines, possess sound judgement and organizational skills, and be capable of working both independently and in a "team" environment. Clackamas Community is served by four (4) television stations, 27 radio stations, three (3) daily newspapers and 15 weekly newspapers. Applicants are encouraged to provide samples of work relevant to the position.

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\$985-\$1083 (79-80 schedule) will increase July 1 to approximately \$1093-\$1202.

**Starting Date:**  
July 1, 1980.

**Application Deadline:**  
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June 9 - 13, 1980.

Contact  
**CLACKAMAS**  
Community College

Personnel Office  
19600 S. Mollalla Ave., Oregon City, Or. 97045  
656-2631, Ext. 318

Clackamas Community College is an Equal Opportunity/Affirmative Action Employer

## RESTAURANT

### ASST COOKS

Positions available for Assistant Cooks on full & part time basis. Prepares food for commercial use. Must be able to meet deadlines. \$4.45 per hr.

### DIET AIDES

Full & part time positions. Processes & records diet orders, type patient menus & perform general clerical tasks. Some knowledge of modified diets, experience in a hospital diet kitchen as Diet Aide or training in nutrition desirable. \$4.30 per hr.

### GOOD SAMARITAN

Hospital & Medical Center  
2183 NW Northrup  
An Equal Opportunity Employer

## HOSPITAL

### AIDE

Material Service Ctr. Responsibilities include: Decontamination, cleaning, assembling & sterilizing all reprocessible supplies. Distribute sterile & non-sterile supplies through out the hospital.

Manual dexterity necessary to handle & manipulate equipment supplies & materials. Rotating shifts & weekends when necessary. Will train. \$4.31 per hr.

### GOOD SAMARITAN

Hospital & Medical Center  
2183 NW Northrup  
An Equal Opportunity Employer

## CITY OF PORTLAND

### ECONOMIC DEV. DIRECTOR

\$36,650

Administrative and professional work planning, organizing, directing, and evaluating the city's Economic Development Program. As head of the Economic Development Bureau the Director will assist in facilitating the private market expansion of jobs for city residents and to attract and retain business and industry within the City of Portland. Will establish long-term goals and objectives, administrative policies and procedures and prepare the annual budget.

## APPLY

**Portland Civil Service**  
510 S.W. Montgomery  
Portland, OR 97201  
No later than, June 2, 1980. Women and minorities are encouraged to apply.  
An Equal Opportunity Employer

## INSURANCE

### CASUALTY RATER

### PART TIME & FULL TIME

Opening for commercial casualty rater with 2 years commercial casualty rating experience, including general liability, commercial and private passenger auto.

### COMMERCIAL PROPERTY RATER

This position requires 1 to 2 years experience in commercial property and multiple peril.

### POLICY TYPIST

Looking for responsible person with good accurate typing skills, 40-50 wpm. Must enjoy form and statistical typing. \$700 month start.

### FILE CLERK

Looking for responsible person. Requires being on feet all day. Must be familiar with typewriter keyboard. \$600 per month.

We are located in the Cedar Hills area and offer excellent benefits to support competitive salaries. Free parking and use of employee cafeteria. For further details, call Personnel Dept at 643-7661, or send resume to:

**NORTH PACIFIC INSURANCE CO.**  
P.O. Box 74  
1675 SW Marlow Rd  
Portland, Or 97207

Equal Opportunity Employer

## JOB OPENING

### SECURITY AGENTS

(Part-time)

Position requires high degree of judgement and skills in dealing with people in stressful crowd control situations. Applicants must be over 21 or over, have a high school diploma or GED, be in good physical condition, have a good employment records, and a clear criminal record as an adult. Prior police, military or specialized security experience is desirable. All uniforms and equipment will be furnished by the Commission. Positions offer varied assignments at Memorial Coliseum Complex and Portland Civic Stadium. Applications accepted through Friday, May 30, 1980, 9:00 am - 5:00 p.m.

### Memorial Coliseum Complex

1401 N. Wheeler Ave.  
Portland, Oregon  
Affirmative Action  
Equal Opportunity Employer

### SUMMER DAY CAMP

2 Full Time Child Care Specialist, \$880 month, one Full Time Office Assistant, \$760 month. Apply at:

### North Portland Youth Service Center

7704 N. Hereford  
Portland, OR 97203  
285 0627

### ASSISTANT MANAGER FOR WATER RESOURCES AND DEVELOPMENT

Port of Chelan County  
Primary responsibility to develop programs leading to extension of river navigation to North Central Washington.

Resumes to: Manager  
Port of Chelan County  
P.O. Box 849  
Wenatchee, WA 98801  
Phone: (509) 663-5159  
Call or write for job description.

### KQFM

Radio is considering expanding sales staff. Looking for highly motivated self starter with enthusiasm. Contact Andrea Reimer, Sales Manager between 9:00 a.m. and 12 noon on Friday 5-23-80 at 226-KQFM, Golden West Broadcasters, is an Equal Opportunity Employer M/F.

### CASH

Located on any real property. Credit not important. Farmers Mortgage Corporation 503 245 6456  
1348 S.W. Bertha Blvd  
Portland, OR 97219

## MT. HOOD COMMUNITY COLLEGE

### INSTRUCTOR POSITIONS

For Sept. 1980

#### FULL TIME

Physical Education and Coach  
Speech and Forensics Coach  
Computer Science

#### PART TIME

Dental Hygiene, (50%)  
Graphic Design, (60%)  
For full qualifications and application information write to:

Director of Personnel  
Mt. Hood Community College  
26000 S.E. Stark Street  
Gresham, Oregon 97030

An Equal Opportunity Affirmative Action Employer

## ELECTRONICS INSTRUCTOR

Length of Employment:  
9 month, full time 181 day contract.

**Assignment:**  
The Electronic instructor must have competency to: Develop course materials and instruct classes in basic and advanced electronics, teach electronic theory, repair and diagnosis on such equipment as computers, industrial controls, radar systems, telemetering, missile and control systems.

**Minimum Selection Criteria:**  
Verify a minimum of three (3) years of full time work experience, beyond the learning level in electronic system repair and maintenance.

**Starting Date:**  
September 10, 1980

**Salary:**  
\$15,672 to \$19,296 (approx 1980 81 salary schedule)

**Application Deadline:**  
May 30, 1980 (postmarked by)

## CATALOGING LIBRARIAN

Length of Employment:  
Full time (40 hours per week), 9 months per year, mid September through mid June Vacation periods taken during school recess. (Christmas and Spring breaks)

**Minimum Selection Criteria:**  
Must have MLS degree, must have had experience in cataloging, using the LC Classification System, must be familiar with AACR II and library automation, must have had at least two year's library experience, preferably in cataloging.

**Assignment:**  
Catalog and classify all library materials according to the LC Classification System, and train and supervise the part time music cataloger, supervise the maintenance of the card catalog and the shelf list.

**Starting Date:**  
September 15, 1980.

**Salary:**  
From \$14,244 to \$17,544 (1979 80 salary schedule) \$15,672 to \$19,296 (approx 80 81 salary schedule)

**Application Deadline:**  
Closing date: June 18, 1980. Screening will take place June 24, 25, and 26. Finalist interviews will take place July 1, 2, and 3, 1980.

## WELDING INSTRUCTOR

Length of Employment:  
Full time, 9 month contract position

**Assignment:**  
The Welding instructor must have competency to: Teach oxyacetylene welding, all positions, teach electric arc and inert gas (mig & tig) welding, all positions, teach welding of ferrous and non-ferrous metals.

**Minimum Selection Criteria:**  
A minimum of three (3) years of industrial experience, beyond the learning period, as a qualified combination welder. Applicants must meet the standards of the Oregon Department of Commerce Welding Performance Test, an Associate Degree in welding or industrial education required; BS Degree is desirable.

**Starting Date:**  
June 16, 1980 (Summer Quarter)

**Salary Range:**  
Initial placement on the salary schedule is to be based on the applicant's educational background and experience. Range: Approx \$15,696 - \$19,332 (181-Day Contract)

**Application Deadline:**  
May 30, 1980 (postmarked by)

**Finalist Interviews:**  
June 2 through June 6

**Board Approval:**  
June 11, 1980.

Contact  
**CLACKAMAS**  
Community College

Personnel Office  
19600 S. Mollalla Ave., Oregon City, Or. 97045  
656-2631, Ext. 318

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## 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 per cent (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 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 4636, at least five (5) days prior to the Bid Opening. Failure to achieve certification by the Bid

BID NO.	DESCRIPTION	BID OPENING DATE
128	Labor, Material & Equipment for Portland City Hall Mechanical Improvements. For information call Maxine Albright, Buyer, 248 4486. 10% Bid Surety & Prequalification of Bidder Required.	05/27/80

## FURNISHING ANNUAL SUPPLIES

130 A	Ductile Iron Pipe	For information call Duane Gullixson, Buyer, 248-4001. 10% Bid Surety Required.	05/27/80
131 A	Large Service Meters		
132 A	Cold Water Meters		
133 A	Cast Iron Valve Box, Lids & Exteriors		
134 A	Publishing Council Calendar & Bids		
135 A	Typewriter Maintenance		

136	Labor, Material & Equipment for 60-Inch Transmission Main. For information call Carlton Chayer, Ass't Purchasing Mgr., 248-5374. 10% Bid Surety & Prequalification of Bidder Required.	06/03/80
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137	Labor, Material & Equipment for 5 Catholic Protection Stations. For information call Maxine Albright, Buyer, 248 4486. 10% Bid Surety & Prequalification of Bidder Required.	06/03/80
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138	Labor, Material & Equipment of NE 13th Ave Combined Sewer Relief, Phase IV, Unit I. For information call Carlton Chayer, Ass't Purchasing Mgr., 248-5374. 10% Bid Surety and Prequalification of Bidder Required.	06/03/80
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139	Labor, Material & Equipment for SW 56 Ave. Bridge over Fanno Creek. For information call Maxine Albright, Buyer, 248 4002. 10% Bid Surety & Prequalification of Bidder Required.	06/03/80
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140	Labor, Material & Equipment of SE 36 & Lambert Sewer Reconstruction. For information call Maxine Albright, Buyer, 248 4002. 10% Bid Surety & Prequalification of Bidder Required.	06/03/80
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141	Labor, Material & Equipment for Woodlawn Park Pathway Lighting. For information call Maxine Albright, Buyer, 248 4002. 10% Bid Surety & Prequalification of Bidder Required.	06/03/80
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142	Labor, Material & Equipment for Trenton Park Basketball Lighting. For information call Maxine Albright, Buyer, 248 4002. 10% Bid Surety & Prequalification of Bidder Required.	06/03/80
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143	Labor, Material & Equipment for Columbia Pool Handicapped Access. For information call Maxine Albright, Buyer, 248 4002. 10% Bid Surety & Prequalification of Bidder Required.	06/05/80
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144	Labor, Material & Equipment for Installation of New Basketball Court at North Park Blocks. For information call Maxine Albright, Buyer, 248 4002. 10% Bid Surety & Prequalification of Bidder Required.	06/05/80
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145 A	Furnishing Dress Uniforms, House Uniforms & Miscellaneous Accessories for 1 year Beginning 07/01/80. For information call Bill Morrissey, Buyer, 248-4486. 10% Bid Surety Required.	06/03/80
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147	Labor, Material & Equipment for Handicapped Renovation at Firehouse Theater. For information call Maxine Albright, Buyer, 248 4002. 10% Bid Surety & Prequalification of Buyer Required.	06/05/80
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148	Furnishing 1 TV Sewer Inspection Van. For information call Nancy Kearney, Buyer, 248-4003. 10% Bid Surety Required.	06/10/80
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## CITY OF PORTLAND BUILDING MAINTENANCE SUPERVISOR II

Approx. annual salary \$22,922 with excellent benefits. Coordinates and supervises custodial and maintenance repair activities in a number of public buildings. Extensive knowledge of modern building systems and in energy conservation highly desirable.

**APPLY**  
**Portland Civil Service**  
510 S.W. Montgomery  
Portland, OR 97201  
No later than May 30, 1980. Women and minorities are encouraged to apply.

An Equal Opportunity Employer

## RESEARCH ASSISTANT

Research Assistant. Full time position beginning June 15, 1980. B.S. degree and coursework or experience in biochemical techniques, physical measurements, and computer programming. Statistical methods desirable. Starting salary \$11,000. Send vitae, two letters of recommendation, and college transcripts to:

**W.C. Johnson**  
Department of Biochemistry  
and Biophysics  
Oregon State University  
Corvallis, OR 97331

Closing date June 6, 1980.

Oregon State University is an Affirmative Action/Equal Opportunity Employer and complies with Section 504 of the Rehabilitation Act of 1973.