

## Portland Observer JOB FINDER

**SOCIAL WORKER**  
Social worker to provide counseling and coordinate activities of Washington County Branch of Social Service Agency. Masters plus experience in counseling and community work required. \$16,000 plus, depending on experience; good benefits. Send resumes to:  
**Personnel Officer**  
2281 N.W. Everett  
Portland, OR 97210  
By 5:00 August 11.  
*An Affirmative Action Equal Opportunity Employer*

**CLERKS**  
Full time openings for persons with excellent typing, 10-key skills and math oriented. Downtown and SW locations. Excellent working conditions and fringe benefits.  
**U.S. NATIONAL BANK OF OREGON**  
10-2:30pm  
U.S. Bank Plaza  
555 S.W. Oak  
*Equal Opportunity Employer*

**ACCOUNT CLERK**  
Sub-professional accounting work in the maintenance of fiscal records. Duties: Maintains and balances ledgers and reconciles bank accounts, prepares customer's statements for month end billing; follows up on unpaid bills; etc. Qualifications: knowledge of bookkeeping principles and procedures, office practices, procedures and equipment. Salary: \$1021-1241 m.o. Deadline: 8-15-80. Contact:  
**City of Milwaukie**  
10722 SE Main St.  
Milwaukie, OR 97222  
*Equal Opportunity Employer*

**THE PORTLAND WOMEN'S HEALTH CENTER**  
**A WOMEN'S CHOICE CLINIC**  
Complete Gynecological Services  
Abortions in a clinic Setting  
4160 SE Division  
239-8004

### ACCOUNTING

#### COST ACCOUNTING ACCOUNTS RECEIVABLE CLERK

Full time position requiring experience in cost accounting or accounts payable. Responsible for maintaining computerized cost files, preparing periodic financial reports and matching of purchase orders with receiving documents and invoices for payments.

Our benefits include medical-dental-life insurance, tuition reimbursement, savings plan; and many others.

To apply, contact our Human Resources Department:

**B-D DRAKE WILLOCK**  
500 NE Multnomah Suite 1300  
Portland, Oregon 97232  
(503) 659-3355

*An Equal Opportunity Employer M-F-H*

### CITY OF PORTLAND ADMIN SERVICE OFFICER I

\$1,936 to \$2,307  
Will manage a support service unit (budget, accounting and personnel) for a major city bureau. Will work with bureau information systems, monitor and compile data for bureau executives, analyze impact of proposed mgmt., actions, prepare unit budgets, supervise unit employees, and work with bureau heads and representatives from other agencies.

APPLY  
**Portland Civil Service**  
510 S.W. Montgomery  
Portland, OR 97201  
No later than Friday, August 15, 1980.  
Women and minorities are encouraged to apply.  
*An Equal Opportunity Employer*

**NEWS ANNOUNCER**  
Immediate openings for qualified news reporter-anchor person, good salary and benefits at leading radio station. Contact:  
**Brian Jennings**  
231-0750  
*An Equal Opportunity Employer*

**KQFM RADIO**  
Has opening for Sales Assistant, 70 wpm typing, secretarial background and interest in sales required. Must have excellent organizational skills and willingness to learn. Call Cindy at 226-0100 for an appointment. Applications accepted no later than Friday August 15th. Goldenwest Broadcasters is  
*An Equal Opportunity Employer*

### JOB OPPORTUNITIES

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.

As an Equal Opportunity Employer, **B-D DRAKE WILLOCK** encourages all interested job applicants to inquire directly through the Human Resources Department. Also employment opportunity inquiries may be directed to any Oregon State Employment Service.

**B-D DRAKE WILLOCK**  
13520 SE Pheasant Ct.  
Portland, OR 97222  
(503) 659-3355

*An Equal Opportunity Employer m-f-h*

**WASHINGTON COUNTY  
CLERK TYPIST 3**  
\$904-\$1098 per month, two years of experience in clerical work of a progressively responsible nature and graduation from a senior high school including or supplemented by courses in typing, or any satisfactory equivalent combination of experience and training.

**DELIVERY CLERK**  
Unified Sewerage Agency, \$820 per month with periodic step increases, experience in inventory record-keeping and stockroom procedures; exp. in the pick-up and delivery of materials from vendors and stockrooms; and education providing basic arithmetical and reading abilities; ability to handle bulky or heavy stock items; have the skill to drive a manual transmission; ability to obtain a valid Oregon driver's license. Last filing Date August 15, 1980. Apply for the above positions at:  
**Washington County Personnel, Room 306**  
150 N. First Ave.  
Hillsboro, OR 97123  
648-8606  
Women and minorities urged to apply.  
*An Equal Opportunity Employer*

### PERSONNEL DIRECTOR

Lewis & Clark College Private, liberal arts college in Portland, OR is seeking an individual to be responsible for personnel policy review, personnel records, recruitment, classification and wage reviews, EEO, benefit package administration, and labor relations. Three years of professional personnel experience required. Background in higher education preferred, but not required. Starting salary range is \$20,995 to \$23,720. To apply, Submit letter of application, resume, and three current letters of recommendation by August 29, 1980 to:  
**Personnel Services**  
Lewis & Clark College  
0615 S.W. Palatine Hill Rd.  
Portland, OR 97219  
For further information, call (503) 244-6161, ext. 330.  
*An Equal Opportunity Employer*

### BUS DRIVERS

\$4.60 - \$5.10 per hour  
Free training now for permanent, part-time positions driving a school bus. No previous bus driving experience necessary. Excellent working conditions and benefits. Homebased. Students and retirees welcome.

**COLUMBIA BUS SERVICE**  
6766 NE Columbia Blvd  
Portland, Oregon  
284-6466  
*Equal Opportunity Employer*

**FOR SALE**  
66 Ford 1/2 ton pickup truck, V-8, runs good, \$600.00 or best offer. Call anytime 287-8303.

**LEWIS & CLARK  
COLLEGE  
SECRETARY**  
International Affairs and Political Science Departments. \$4,37/hr. starting; full time, academic year.  
244-6161, ext. 330  
*An Equal Opportunity Employer*

**SECRETARY**  
School of Music \$3.93/hr., starting; full time academic year.  
244-6161, ext. 330  
*An Equal Opportunity Employer*

**CITY OF PORTLAND  
HISTORIC  
RESOURCES  
INVENTORY  
COORDINATOR**  
\$1,737 to \$1,846

Professional level planning-related work coordinating and collecting data relevant to historic landmarks, structures, objects and cultural resources in the Portland metro area. Will research architecture, historic design, local and regional history, and legal, social and environmental considerations.

APPLY  
**Portland Civil Service**  
510 S.W. Montgomery  
Portland, OR 97201  
No later than Friday, August 15, 1980.  
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**CITY OF PORTLAND  
ENGINEER VII  
PUBLIC WORKS**  
\$37,540

High level administrative and professional engineering position directing a major bureau in the Department of Public Works. An immediate appointment to the Bureau of Maintenance is scheduled to be made as a result of this announcement. Must be a registered P.E. in Oregon or be capable of obtaining Oregon registration. Will have full responsibility over bureau staff. Work will be reviewed by Public Works Administrator. For complete information and application materials, call or write:  
**Portland Civil Service**  
510 S.W. Montgomery  
Portland, OR 97201  
(503) 248-4352  
Women and minorities are encouraged to apply.  
*An Equal Opportunity Employer*

### ADMINISTRATIVE ASSISTANT I

City of Salem \$7.21/hr. Position funded through June 30, 1981, at 40 hours per month. Provides staff support to Salem Human Rights Commission. Ability to assemble, organize and present statistical and factual information. Ability to exercise resourcefulness, tact and perspective in developing solutions and recommending causes of action. Ability to establish and maintain effective working relationships with employees, officials and the public. Closing date: August 15, 1980. Apply:  
**City of Salem Personnel Dept.,**  
555 Liberty SE,  
Salem, OR 97301  
*Equal Opportunity Employer*

### PROOF MACHINE OPERATORS

10-Key Adding Machine Skills Preferred  
Will Train On Proof Machines. Free Parking, Employee Cafeteria. Excellent Benefit Program.

SCHEDULES: Part time 3:30pm to finish, 3-5 nights per week Mon-Fri.

SALARY: Part time trainees \$3.50 hr plus 7 1/2% for night differential.

For more information call 225-6241

only between 3:30-8:30pm.  
Apply Personnel Dept 10-2:30pm  
**U.S. NATIONAL BANK  
OF OREGON**  
U.S. BANK PLAZA—555 SW OAK  
*Equal Opportunity Employer*

**TV DIRECTOR**  
KAOP TV 10 Portland  
Duties include: Directing instructional TV and public TV programs in the studio and in the field, designing and lighting studio sets, shooting and editing both film and small format video. Requirements: BA or BS in telecommunications, TV studio directing experience, electronic field production experience, experience in shooting and editing film, experience in lighting for TV and film.  
**Application Deadline:** August 15. **Salary:** \$11,500. Send resume, job reference and cassette resume tape to:  
**Steve Johnson**  
KOAP-TV  
2828 SW Front  
Portland, OR 97201  
*OEPBS is an Equal Opportunity Employer*

**SECRETARY**  
KMJK Radio is looking for right person. Typing a must. 2 to 3 years of office experience is desirable (altitude goes the extra mile) KMJK is an Equal Opportunity Employer. Call Lisa 245-1433 for interview.

**ELECTRICIAN II**  
The Port of Portland has an immediate need for an Electrician II, located at Portland International Airport. Preferred qualifications include valid general (unlimited) journeyman electrician license, background in building maintenance, and air conditioning servicing, and an ability to work around the public. The Electrician II, must be available to work day and evening shift, including weekends and holidays. Starting salary is \$11,84 hr. If interested and qualified apply in person to:  
**Personnel Office**  
15th Floor  
700 N.E. Multnomah  
All applications must be received by 5 p.m. Friday August 15, 1980.  
*An Equal Opportunity Employer*

**EXECUTIVE  
SECRETARY, OEPBS**  
2828 SW Front  
Portland, OR 97201  
OCPB is an  
*Equal Opportunity Employer*

**BOOKKEEPER**  
Milwaukie wholesale grocery firm seeks full charge bookkeeper. Must have 2 years recent experience or education in bookkeeping which would enable the individual to take books to closing. Knowledge of payroll reports essential. Call:  
**United Grocers, Inc. Personnel Dept.**  
for appointment. 653-6330.

### ADMITTING CLERK

(Admitting Department)  
Positions available for admitting clerks in a large metropolitan hospital. Qualifications include: medical terminology, accurate typing, excellent communication, organizational and public relations skills. Shifts 3pm - 11:30pm and 3:30 pm - 12:00 pm (midnight).

To arrange for interview, please contact Evelyn Williams, Personnel Department 280-4373.

### EMANUEL HOSPITAL

2801 N. Gantenbein  
Portland, OR 97227

*An Equal Opportunity Employer*

### EMANUEL HOSPITAL

### ENGINEERING MANUFACTURING ENGINEER

An immediate opening is available for a Manufacturing Engineer with knowledge and experience of injection mold tooling and processes. Familiarity with Plastic and Metal Fabrication Techniques is essential. Must have general knowledge of manufacturing operations and systems. Job will include tooling liaison on a variety of molded and fabricated parts as well as manufacturing technical support. Technical education/experience equivalent to B.S. in mfg engineering, I.E., M.E. or a related field required. Our benefits include: medical-dental-life insurance; tuition reimbursement; savings plan; and many others. To apply, contact our Human Resources Department: **B-D DRAKE WILLOCK**  
13520 SE Pheasant Ct.  
Portland, OR 97222  
(503) 659-3355  
*An Equal Opportunity Employer M-F-H*

**GENERAL OFFICE**  
We have several openings which require accurate typing and 10-key plus good math aptitude. Organizational and communication skills necessary. Apply 9-1, week days.  
**EQUITABLE SAVINGS & LOAN**  
*An Equal Opportunity Employer*

### ENERGY CONSERVATION

Portland Energy Conservation, Inc., a non-profit corporation established by the City of Portland announces the following positions:

**PUBLIC INFORMATION VOLUNTEER COORDINATOR ENERGY REPRESENTATIVE**  
(Full & Part time)  
Call 248-4579 to receive a job description and application. Applications must be submitted by August 18. This is a one year position with extension dependent on future funding. Salary negotiable.  
*Equal Opportunity Employer*

**ENERGY CONSERVATION**  
Portland Energy Conservation, Inc., a non-profit corporation established by the City of Portland, extends the application deadline for the following position:  
**SECRETARY**  
Call 248-4579 to receive a job description and application. Applications must be submitted by August 18. This is a one year position with extension dependent on future funding. SALARY RANGE: \$900-1100 month.  
*Equal Opportunity Employer*

### CITY OF PORTLAND HUMAN RELATIONS SPECIALIST

\$1,109 to \$1,319  
Research and analysis of issues relating to human relations, civil rights, inter-group and inter-cultural problems. Will gather, interpret and analyze data or information. Community contact limited to information gathering rather than conflict intervention or resolution.  
APPLY  
**Portland Civil Service**  
510 S.W. Montgomery  
Portland, OR 97201  
No later than Friday, August 15, 1980.  
Women and minorities are encouraged to apply.  
*An Equal Opportunity Employer*

### TRANSPORTATION EQUIPMENT MECHANIC

Journeyman's status industrial vehicle experience including hydrolics required. Starting salary - \$11,79 per hr. Excellent benefits call 289-5506 for interview appointment.  
**Aluminum Company of Vancouver, Washington**  
*Equal Opportunity Employer*



Alexander the Great is said to have camped under an Indian banyan tree that was large enough to cover his army of 7,000 men.

### 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 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

BID NO.	DESCRIPTION	BID OPENING DATE
16	Furnishing 7 pickup Chassis with Utility Bodies & Hydraulic Systems. For information call Nancy Kearney, Buyer, 248-4003. 10% Bid Surety Required.	08/12/80
17	Labor, Material & Equipment for Janitorial Services at Water Service Building. For information call Bill Morrissey, Buyer, 248-4486. 10% Bid Surety Required.	08/12/80
18-A	Furnishing Annual Refuse Disposal Service for Various City of Portland Bureaus. For information call Duane Gullixson, Buyer, 248-4004.	08/12/80
20-A	Furnishing Estimated 500,000 Rounds of .38 Calibre Practice Ammunition. For information call Maxine Albright, Buyer, 248-4002. 10% Bid Surety Required.	08/19/80
21	Furnishing Radio Control and Matrix Switch for Emergency Medical Services. For information call Bill Morrissey, Buyer, 248-4486. 10% Bid Surety Required.	08/14/80
22	Furnishing Portable Radio & Vehicular Chargers for Emergency Medical Services. For information call Bill Morrissey, Buyer, 248-4486. 10% Bid Surety Required.	08/19/80
23	Furnishing Proposal for Paper Recycling Program, Phase I. For information call Harold Vaughan, Purchasing Manager, 248-5375. 10% Bid Surety & Special Prequalification of Bidder Required.	08/22/80
24-A	Furnishing Annual supply of Tires. For information call Nancy Kearney, Buyer, 248-4003. 10% Bid Surety Required.	08/26/80
25	Labor, Material & Equipment for 66-Inch SE Feeder Line. For information call Carlton Chayer, Ass't Purchasing Mgr., 248-5374. 10% Bid Surety & Prequalification of Bidder Required.	08/26/80

Lake Superior is the only body of fresh water in the world that is larger than Africa's Lake Victoria.