

JOB FINDER

RESEARCH ASSISTANT

Position in forest hydrology available Oct. 1, 1982. Background in hydrology, forestry, soils. One year appointment. Masters Degree, practical experience required. Salary \$17,000 per year. Send letter of application, vitae, university transcripts, and three letters of recommendation by September 15, 1982 to Dr. George W. Brown, Department Head, Forest Engineering Department, Oregon State University, Corvallis, OR 97331. OSU is an Affirmative Action Equal Opportunity Employer and complies with Section 504 of the Rehabilitation Act of 1973.

MULTNOMAH COUNTY

MANAGER ALCOHOL & DRUG PROGRAMS (Programs Manager I Unclassified)

\$27,019-\$35,120 depending upon qualifications. This position is responsible for the management of alcohol and drug abuse services, including \$3.5 million contracted service system. To qualify applicants should have a relevant Master's Degree and two years of significant, successful substance abuse and management experience, including contract management.

MEDICAL DIRECTOR CORRECTIONS HEALTH (Physician)

\$18,656-\$24,263 (part-time). The Medical Director for Corrections Health is responsible for all health care judgments for persons in custody or detention in County facilities. In addition to administrative responsibilities, duties include providing clinical (medical and psychiatric) services on a regular basis as a member of the medical staff; and providing on-call services as required by schedule. The position is scheduled for 20 to 24 hours per week, Monday through Friday; on-call availability evenings and weekends is required. Security clearance and background check from Corrections Division will be required. To qualify: a one-year internship; possess a current license to practice medicine in the State of Oregon, and board eligibility in the areas of internal medicine, family practice or psychiatry; and two years of professional experience in the practice of internal medicine, family practice or psychiatry. Experience working with justice service programs is desirable. Apply for the above positions no later than 4:30 p.m., Monday, August 30, 1982.

CORRECTIONS COUNSELOR

\$1,573 per month. Social casework and counseling performed in service to adult inmates of County correctional institutions or clients of County rehabilitation programs. Must have BA in psych, soc., soc. work, couns., corr., or a related field PLUS one yr of prof. exp. in counseling

Attention Sericus Job Seekers

Would you like to set your own hours with practically no limit on earnings and have vacations as desired? If so, then why not conveniently work with us sorting/bundling mail. Receive work and payments by mail. Start immediately! For information, a self-addressed stamped envelope assures a prompt reply.

Mail Marketing Services, P.O. Box 2590, Ocala, Florida 32678

SAFE HOMES

Everybody needs one. Will you volunteer to share yours with a "battered woman" or a "woman and her children"? Short term shelter needed for "Women in Crisis." "Confidentiality" of home guaranteed. Contact Tya Anderson, Portland Women's Crisis Line, 232-9751.

or casework in a social welfare or correctional agency. Apply for this position no later than 4:30 pm, Wednesday, September 3, 1982.

DIRECTOR, DIVISION OF SOCIAL SERVICES (Program Manager 3 Unclassified)

\$35,767-\$46,500 depending upon qualifications. This position is responsible for the management of the Social Services Division and serves directly under the Director of the Department of Human Services. The Division consists of approximately 150 staff with a budget of \$14 million. Programs include direct and contracted mental health services and social services and advocacy for low-income and elderly clients. To qualify: applicants must have at least six years working in the social services field, including three years participating in the management of a complex social services system; and academic training and degrees in social work, clinical psychology, public health administration, business or public administration. Extensive work with citizen boards, interest groups and elected officials is required. Applicants must have strong leadership, interpersonal and advocacy skills. Resumes may be submitted, but will not be considered as a substitute for completion of the standard application form. Apply for this position no later than 4:30 pm, Wednesday, September 22, 1982.

CORRECTIONS OFFICER

\$1,470/mo. This is work in the custody, care, and humane treatment of adult male and female inmates in a jail or other detention environment. Applicants must be 21 yrs old, and possess valid OR drivers license. Must have 2 yrs college level trng. in corr., law enf., psych., soc., social work, or related field or H.S. equiv. and 1 yr exp., in a corr., program or social service related work. Applications for this position are being accepted on an open-continuous basis until further notice.

Portland, Oregon 97204. Phone: (503) 248-5015. An Equal Opportunity Employer

CITY OF PORTLAND

HUMAN RESOURCES EXECUTIVE DIRECTOR

Approximate yearly salary, \$41,995 entry rate. Executive position directing activities of City's Bureau of Human Resources. Responsibilities include: developing Bureau policies, procedures, and objectives; personnel supervision; budget preparation, identifying community's human service needs and advocating service programs to meet those needs. Considerable contact with public officials, citizens groups and other service agencies is involved. Work is performed under the administrative direction of the Commissioner-in-Charge, who reviews and evaluates performance based on the effectiveness of the programs implemented. Applicants must have knowledge and skill in direction of complex human service programs. Applications must be completed and in the possession of the Civil Service no later than 5:00 p.m., Friday, September 10, 1982. Resumes will not be accepted in lieu of the completed application form but may be included. Please apply to:

Portland Civil Service
510 SW Montgomery
Portland, OR 97201
OR

Urban League
5329 N.E. Union
Portland, OR 97211

MENTAL HEALTH SKILL TRAINER

For semi-independent living program for chronically mentally ill adults in NE Portland. Will work as part of case management team and be responsible for client assessment of volunteer program. Must be able to work with mentally ill clients, work with minimum supervision, and work flexible hours. Requirements: Associate degree in social science, occupational therapy or related field and one year's experience with direct client contact. Experience may be substituted for education on a year-for-year basis. Beginning salary range: \$12,800-\$14,000. Agency application required. N/NE Community Mental Health Center, 310 NE Oregon, Portland, OR 97232, 310 NE Oregon.

EDITOR

of Weekly & Quarterly. Duties: Writing, editing, reporting, photography, layout. Qualifications: 3 years experience in same (including 1 year supervisory experience). \$16,485. Send resume, references to: News & Info Services, Portland State Univ., PO Box 751, Portland, OR 97207. Deadline: Sept. 13, 1982. PSU is an Equal Opportunity Affirmative Action Employer. Qualified minorities, women & members of other protected groups are encouraged to apply.

JEeps, GOVERNMENT SURPLUS

Listed for \$3,196; sold for \$44. For bargains like these, call for the Directory, (312) 931-1961, ext. 2141.

SECRETARY-TYPIST

Must type 60+ wpm. Backup receptionist as needed. Excellent company benefits, salary based on experience. Resumes only, no phone inquiries please. Delaney Mental Health Center, 5215 N. Lombard, Portland, 97203. Affirmative Action Equal Opportunity Employer. Resumes must be received by Sept. 10th.

CITY OF PORTLAND

PERSONNEL ANALYST I

\$1614/mo entry rate. Employee is responsible for performing basic professional and technical personnel work involving recruitment, examination and classification. The analyst receives training and assistance and is given increasingly more difficult and responsible assignments as experience is gained on the job. Upon successful completion of the formal training program, the trainee is eligible for appointment as a Personnel Analyst II.

Applications must be received by Civil Service Board by 5:00 pm, Friday, September 3, 1982. Resumes will not be accepted.

ENGINEER IV WATER/HYDROPOWER

\$2798/mo entry rate. Must be registered as a Professional Engineer in the State of Oregon or be eligible for reciprocal registration. Specialization in Civil Engineering is preferred. Applications must be received by Civil Service Board by 5 pm Friday, September 3, 1982. Resumes will not be substituted in lieu of completed applications, but may be included. Candidates are responsible for any travel expenses. Please make applications to:

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OR

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COMPUTER SCIENCE

Instructor and Academic Advisor

The Department of Computer Science, Oregon State University, invites applications for a position as instructor and academic advisor. This position is a fixed-term academic appointment. Duties will include participation in undergraduate specialty areas, and academic advising of computer science majors and pre-majors. Qualifications should include an MS degree in Computer Science or equivalent. Send complete resume to Fred M. Tonge, Department of Computer Science, Oregon State University, Corvallis, Oregon 97331 by 1st October, 1982. Oregon State University is an Affirmative Action/Equal Opportunity Employer and complies with Section 504 of the Rehabilitation Act of 1973.

REFERRAL RESOURCE SPECIALIST

Education Agency Resource person for school districts, community agencies, and parents requesting assistance to meet special learning needs of children in Multnomah County. Assist in compliance with Public Law 94-142. Requires: Valid Oregon Basis or Standard Teaching Certificate with a Handicapped Learner's Endorsement; or Basic or Standard Personnel Certificate with a School Psychologist Endorsement. Salary: Placement on salary schedule commensurate with education & experience. Maximum 8 years' experience credited.

LIBRARIAN

Interlibrary Loan Science Reference Librarian to serve half-time in an active Interlibrary Loan division, and half time in the Science Technology Reference division. Duties in ILL will include the bibliographic verification of ILL requests and some supervision of clerical and student workers. The Science reference work will include reference duty, book selection, user education, online searching, etc. Occasional evenings and weekends. Require ALA accredited masters in library science. Prefer academic library experience and/or training in home economics, nutrition, or biology. Full-time 12-month tenure-track academic appointment, rank of instructor. Salary \$14,000 to \$16,000 depending upon qualifications. To apply, send letter of application, resume, and 3 letters of reference by Sept. 15, 1982 to: Michael Kinch, Acting Personnel Librarian, Oregon State University Library, Corvallis, OR 97331. EEO/AA Employer; complies Sec. 504 Rehab. Act 1973.

SOME SEWING

Mending, alterations, car seat covers, other items. Trade or cash. 235-6042.

PROGRAMMERS NORTH TO ALASKA EXPERIENCED BASIC

PROGRAMMERS: Support time-sharing customers on DEC-POP 11/79's as part of a team in a growing company in Juneau, Alaska. Excellent promotion opportunities. Contact Steve Petershoare, Systems Northwest, 114 Franklin St., Juneau, AK 99801; (907) 586-6140.

DATA PROCESSING COMPUTER SERVICES

Qualifications: BS in computer science or equivalent. 5 yrs experience in programming and systems analysis in business and other applications; 1 year experience in managing computer activities; COBOL and BASIC programming experience; experience with large and small scale computer systems; good interpersonal skills.

We currently use CDC 6500-Cyber 71 on a Remote Job Entry basis and WANG systems. Starting salary range: \$21,465 to \$28,989 depending on qualifications and experience, plus a liberal benefit package. Letters of application and resumes must be received in the personnel office by 5 pm, Aug. 31, 1982. In letter of application, indicate the position for which you are applying. Send letter of application and resume to Personnel Office, Northwest Regional Educational Laboratory, 300 SW 6th, Portland, OR 97204.

Call For Bids

MULTNOMAH COUNTY CORNELL ROAD BRIDGES

Bids due September 14, 1982, at 2:00 p.m. Bid No. B61-200-8142

Sealed bids will be received by the Director of Purchasing, Multnomah County Purchasing Division, 2505 S.E. 11th Ave., Portland, OR 97202 for:

Bridge Replacement, Grading, Paving, and Drainage for Cornell Road Bridge in N.W. Portland

Plans and Specifications are filed with the Purchasing Director and copies may be obtained from the Engineering Office, 2115 S.E. Morrison, Portland for a \$5.00 non-refundable fee.

PREQUALIFICATION OF BIDDERS: Pursuant to the Multnomah County Public Contract Review Board Administrative Rules (40.030). Prequalification shall be required for this project.

Prequalification applications or statements must be prepared during the period of one year prior to the bid date and must be actually received or postmarked to Multnomah County by not later than 10 days prior to bid opening.

Details of compliance are available from the Purchasing Division, Department of Administrative Services, 2505 S.E. 11th Avenue, Portland, OR 97202, (503) 248-5111.

MINORITY BUSINESS ENTERPRISE UTILIZATION: All bidders are hereby advised that these conditions require a minimum of nine (9%) per cent of the total bid amount for Minority Business Enterprise participation in sub-contracts.

NON-DISCRIMINATION: Bidders on this work will be required to comply with the provisions of Federal Executive Order 11246. The requirements for Bidders and Contractors are explained in the Specifications.

No bid will be received or considered unless the bid contains a statement by the bidder as part of his bid that the requirements of 279.350, 279.352, 279.355 and 279.356 shall be met.

No proposal will be considered unless accompanied by a check payable to Multnomah County, certified by a responsible bank, or in lieu thereof, a surety bond for an amount equal to ten per cent (10%) of the aggregate proposal. The successful bidder shall furnish a bond satisfactory to the Board in the full amount of the contract.

Multnomah County reserves the right to reject any or all bids.

Sharon Jacob
Purchasing Director

CITY OF PORTLAND INVITATION TO BID

Sealed proposals will be received in Room 412, 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 L. 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
7	Furnish One 1/2 Yd Crawler Mounted Crane with Attachments. For information call Duane Gullixson, Buyer, 248-4486. No Bid Surety Required for 1st Step. Bid Surety Required for 2nd Step.	09/09/82
11	Furnishing Vertical Turbine Can Pumps, Valves, and Electrical Equipment for the Bureau of Water Works. For information call Carlton Chayer, Asst. Purchasing Mgr., 248-5374. 10% Bid Surety Required.	09/09/82
12	Furnish One (1) Emergency Care Vehicle, for the Bureau of Fleet Management. For information call Duane Gullixson, Buyer, 248-4486. 10% Bid Surety Required.	09/02/82
13	Furnishing Brass Service Fittings for the Bureau of Water Works. For Information Call Maxine Albright, Buyer, 248-4003. 10% Bid Surety Required.	09/14/82
14	Furnishing Cast Iron Pipe Fittings for the Bureau of Water Works. For Information Call Maxine Albright, Buyer, 248-4003. 10% Bid Surety Required.	09/14/82

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Sharon Jacob
Purchasing Director

Sub-Bids Requested Willamette River Bridge Salem, Oregon

Bid date: Sept. 2, 1982 at 9:00 a.m.
Donald M. Drake Company
1740 NW Flanders, Portland, OR 97209

We are an Equal Opportunity Employer and request sub-bids from small business and small disadvantaged business contractors and women and minority business enterprises.