

Jobs**Classifieds****Jobs****Classifieds****ADMINISTRATIVE ASSISTANT 3****(Special transportation Coordinator)**
\$1,500 - \$1,898 Monthly

This position is with the Oregon Department of Transportation, Public Transit Division, located in Salem. Duties involve managing a federal grant to provide transportation to the elderly and handicapped in the State of Oregon. To be considered, applicants must have five years of progressively responsible experience involving supervision, coordination and/or technical evaluation (college level coursework may be substituted on a year-for-year basis for up to three years of the required experience). Contact

ODOT Personnel

419 Transportation Bldg.
Salem, OR 97310
(503)373-7663

for details and application.

*An Equal Opportunity/
Affirmative Action Employer***UTILITIES ENGINEER
CIVIL ENGINEER II****City of Salem, Oregon**
\$1,946 - \$2,492/mo.

Advanced professional and supervisory civil engineering work with emphasis on planning, design, construction and rehabilitation of municipal water, sewer and storm drain systems. Considerable experience and 4-year degree in civil engineering or any equivalent combination of experience and training. Oregon registration or temporary permit to practice civil engineering required. Closing date 4/19/85. Apply:

City of Salem Personnel Dept.
555 Liberty S.E., Room 225
Salem, Oregon 97301

*Equal Opportunity Employer***PHOTOGRAPHY**

Geoffry A. Parks, 9360 SW Wilshire St., Portland, OR 97225, 297-4245. Seeks position on daily or weekly in Oregon. Prefers Willamette Valley area but will consider all offers. Has worked for five years as news-feature photographer for four suburban editions, main sections, sports sections and tabloid magazine for The Oregonian.

PERSONNEL**Personnel Technical Specialist
Personnel Office, Office of the
Associate Executive Director**

Qualifications: BA in Business Administration, Education or related field preferred. Experience working in a personnel office (experience working with educational personnel desired); knowledge of federal and state EEO laws and compliance regulations; experience in records management, personnel analysis and report writing; demonstrated confidences in handling confidential information; experience in working with staff committees; experience in affirmative action planning; capabilities and experience in conducting orientation sessions; excellent written and oral communication skills; ability to work independently under pressure; 60 wpm typing, word processing skills preferably Wang. Starting salary \$15,810 to \$17,000 depending on background and training. Letters of application and resumes must be received in the Personnel Office by 5 p.m., April 10, 1985. In letter of application, indicate that you are applying for the Personnel Technical Specialist position. Additional information available at the Personnel office. Apply to

Personnel Office

Northwest Regional Educational Lab.
300 S.W. 6th
Portland, OR 97204

*Equal Opportunity Employer***SENIOR MODEL MAKER****\$1,583 - \$1,743 Monthly**

This position is with the Oregon Department of Transportation, Highway Division, located in Salem. Duties involve constructing three-dimensional scale models of complex highway facilities. To be considered, applicants must have two years experience in the construction of complex scale models, preferably of highway or architectural facilities. Satisfactory training may be substituted on a year-for-year basis for up to one year of the required experience. Contact

ODOT Personnel
419 Transportation Bldg.
Salem, Oregon 97310
(503)373-7663

for details and application.

*Equal Opportunity/
Affirmative Action Employer***VOLUNTEERS**

The Epilepsy Association sponsors a community education program to promote understanding and a healthy attitude toward this widely misunderstood condition. Volunteer public speakers are needed to address students and community groups in the tri-county area. A six to eight week training session is provided for all volunteers doing public speaking.

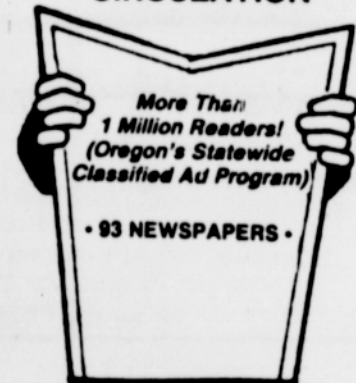
The Multnomah County Library relies on volunteer workers to help provide many of its services. Library volunteers serve as storytellers, office assistants, book repairers and perform yard maintenance at various locations around Portland.

The Volunteer Bureau, a United Way agency, matches prospective volunteers with the needs of approximately 200 local agencies and programs. To find the right volunteer job, call

The Volunteer Bureau
222-1365

REPORTING

Kirby Neumann-Rea, 5215 NE 20th, Portland, OR 97211, 287-5635. Former city reporter and sports editor of Polk County Itemizer-Observer seeks position. Has camera, darkroom, VDT, design and layout skills.

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