

**Jobs****Classifieds****Jobs****Classifieds****COMMUNICATIONS****Specialist III**

City of Salem, \$8,792-\$10,673/hr.

Rotating shifts and days off. Receives requests and dispatches units to provide emergency police, fire and medical services; train personnel; act as shift supervisor when necessary. Considerable progressively responsible training/experience in emergency radio dispatching; business practices, typing and supervision. Closing date: 5/10/85. Apply:

City of Salem Pers. Dept.

555 Liberty S.E., Room 225

Salem, Oregon 97301

Equal Opportunity Employer

**SECRETARY****Full Time**

Position available in the Financial Development Office. Duties to include recording and tabulating cash receipts, compiling reports for grant application, assisting in research and development of new sources of funding, participate in special fund raising events and responsible for general secretarial duties. Must have 10-key by touch and enjoy working with figures. Must type accurately 60 WPM. Please apply in person between 1:30 and 3:00 p.m. by Friday, May 3rd at:

American Red Cross

4200 SW Corbett

Portland, OR 97201

Equal Opportunity Employer

**COMMUNICATIONS****Dispatcher**

Washington County

\$1,434 - \$1,741/mo.

Operates complex communications equipment to dispatch police, fire, ambulance and other emergency and non-emergency calls. Requires previous experience. County application forms required, resumes NOT accepted. Apply by May 9, 1985 to

Washington County Personnel

150 N. First Ave., Room B-2

Hillsboro, OR 97124

Equal Opportunity Employer

**LET ME TYPE YOUR**

Resumes • Terms Papers • Letters

Fast

Accurate

Reasonable

Phone (503)666-7423, ask for Cathy

**INTERNAL AUDITS****Supervisor A**

\$2,114 - \$2,698 Monthly

This position is with the Oregon Department of Transportation, located in Salem. Duties involve conducting independent and complex audits and supervising work of other auditors. To be considered, applicants must have three years progressively responsible audit experience, including one year experience in audit of governmental agencies and one year in supervising professional accountants or auditors; AND a Bachelor's degree or three more years professional accounting or auditing experience. Contact

ODOT Personnel

(503)373-7663

for further details and application.

Equal Opportunity/

Affirmative Action Employer

**PROGRAM DEVELOPER****(Vista Position)**

Responsibilities include developing and coordinating direct mail, corporate, and foundation fundraising programs for non-profit as well as agency publicity. Prefer strong verbal and written skills. Non-profit fundraising and media experience desirable. This is a VISTA position. \$400/month plus monthly stipend. Medical and dental insurance and transportation benefits. Pick up application package at

Shared Housing

519 SW Third Avenue, Room 412

Portland, OR 97201

Completed applications must be returned by 5 p.m. May 20, 1985. Shared Housing is a Program of the Center for Urban Education. Starting date: May 27, 1985.

The Center for Urban Education

is an Equal Employment/

Affirmative Action Employer

**PART TIME RADIO****Air Personality**

Must have on-air experience. Please send tape and resume to:

Project Director

P. O. Box 2125

Portland, Oregon 97222

Equal Opportunity Employer

**COMMUNICATIONS****Specialist I**

City of Salem, \$6,998-\$7,517/hr.

Rotating shifts and days off. This is to fill vacant positions and to establish a 6-month eligibility list. Receive emergency and non-emergency requests for police, fire and medical services; prepare incident reports; operate computer terminals. Experience/training in handling full range of non-dispatch functions for public safety communications; business practices and typing. Must pass Emergency Medical Dispatch course by end of 6 month probation. Eligible for promotion to Comm. Spec. II upon completion of probation and promotional examination. Closing date: 5/10/85. Apply:

City of Salem. Pers. Dept.

555 Liberty S.E., Room 225

Salem, Oregon 97301

Equal Opportunity Employer

**DATA PROCESSING****Programmer/Analyst**

Rapidly growing EDP department seeks individuals interested in program design and development. Incumbent will gather and analyze information for systems development or modification, design and specify systems requirements, construct, test, and implement systems and prepare systems operation and user documentation. Qualified applicants should have a minimum 2 years experience in business application-type systems development, with prior experience in COBOL and OS/JCL required. Knowledge of CICS, VSAM, ADABAS, and large IBM-like mainframes preferred.

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits package, flex-time work hours, and competitive salary. Please apply or send resume to:

Blue Cross and

Blue Shield of Oregon

Personnel Department, 5th Floor

100 S.W. Market

Portland, OR 97201

Equal Opportunity Employer

**HOUSE FOR RENT**

1241 N.E. 74th

Call any day except Monday or Tuesday,

\$300 mo., 2 Bdrms.

252-8864, after 6 p.m.