Jobs

Classifieds Jobs

1 2.14

ASSISTANT DIRECTOR for Research and Reference Services

Administrative responsibility for reference departments, including bibliographic instruction, interlibrary loan, information retrieval. Qualifications required: ALA-accredited degree; second master's degree, for appointment to Associate Professor; minimum 5 years increasingly responsible administrative experience in university/college library as public services department head; demonstrated leadership ability; superior communication/interpersonal skills; experience with bibliographic instruction, online bibliographic services, reference. Desired: Evidence of university service and/or significant participation in library professional activities; experience with other library services. 12-month faculty tenure track appointment. Usual vacation/ fringe benefits. Minimum: \$30,000. Submit letter of application, resume, and names, address and telephone numbers of three references to:

Marjorie Reeves, Chair Assistant Director Search Committee Oregon State University Library Corvallis, Oregon 97331

Closing date: August 15, 1985 Oregon State University is an A.A./EOE and complies with Section 504 of the Rehabilitatin Act of 1973.

SECRETARIAL Accounting Secretary

DRAKE WILLOCK, a manufacturer of medical equipment, is looking for an individual with 1-2 years secretarial experience in an accounting environment, to include good statistical typing skills, accurate 60 WPM; 10-key by touch; and some general accounting knowledge. Applicant selected must be able to work well under pressure and be able to work well with people. Send qualified resumes and salary history to:

> Drake Willock Division, CD Medical Inc. 13520 S.W. Pheasant Court Portland, OR 97222 (No phone calls, please) An Equal Opportunity, Affirmative Action Employer

DATA BASE Administrator \$2,766 - \$3,366/Mo.

Five years' data processing experience, three of which must have been spent performing systems analysis, design and programming for online systems using data base management system software in an IBM MVS environment; experience with ADR products is desirable. Bachelor's degree in Computer Science or related field, or graduation from a two-year vocational or technical school with a data processing major and subsequent additional courses in data base design or theory. Perform administrative and technical tasks to identify and manage information architecture models, data dictionary and data base.

Closing date: July 31, 1985. Resume to: Eugene Water & Electric Board P. O. Box 10148 Eugene, OR 97440 Attn.: Personnel

Equal Opportunity Employer

APPRAISERS

HUD is now accepting applications for participation on the HUD/FHA single family private fee appraiser panel. Only a limited number of individuals will be added to the panel at this time. For qualification criteria and application form call

(603)221-3077

Equal Opportunity Employer

9 POSITIONS OPENED in YMCA After-School Program 3 Onelte Supervisore, 6 Childcare Aldes Job Announcements and applications at North/Inner Northeast YMCA. Closing date: July 24, 1985

283-3477

HOUSE FOR RENT \$335 Mo. plus Deposit Clean, 3 bedroom w/full basement. Sec. 8 welcome. 4217 N.E. Mellory 760-8140

APARTMENT FOR RENT 2 Bedroom, Appliances, Carpets, drapes, weatherized, St. Johns From \$259, no move-in fee. S. Bluestone Reelty 222-3807

STOCK CLERK

Classifieds

The Housing Authority of Portland is looking for a ½-time Stock Clerk for its Maintenance Shop at 8910 N. Woolsey Ave. The employee occupying this position is responsible for receiving, storing, inventorying and issuing materials, supplies, tools, parts, equipment, and other items used in construction, maintenance, and office activities.

Knowledge and skills: Knowledge of the practices, forms, and terminology used in the receipt, storage, and issuance of stores; some knowledge of the names, sizes, types, and uses of a wide variety of materials, supplies, tools, and parts; ability to perform simple arithmetic problems; ability in completing forms; and ability to follow oral and written instructions.

Compensation: \$5.99 per hour.

Apply at: Housing Authority of Portland 1605 N.E. 45th

between 8:30 a.m. and 4:00 p.m.,

Mon.-Fri. A HAP employment application must be completed. Applications accepted until 4:00 p.m., Wednesday, July 24, 1985.

Equal Opportunity Employer M/F

EVALUATOR Earn \$4.87 Hr.

We need assistance in evaluating and responding to daily work reports submitted by our agents throughout the state. No experience necessary; Paid to complete training. Work at home. For information send self-addressed, stamped envelope 9½ inches long to

> AWGA, Dept. E Box 49204 Atlanta, GA 30359

HOUSE FOR RENT \$360.00

Beautiful Victorian home, 3 bedrooms, 2 baths, modern kitchen, dining room, utility room and garage. Delightfull Drive by 3945 N. Borthwick, then call:

635-8284

Evenings & Sundays. Available for occupancy July 22, 1985. Section 8 participants welcome.

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