

**ASSISTANT EQUIPMENT
MECHANIC
Utility Worker I**

Performs skilled work in repairing and maintaining automotive and related equipment. In addition may perform a variety of manual and semi-skilled tasks in the maintenance and construction of city facilities as work load requires. Requires education and experience equivalent to one year of work relating to repair of automotive equipment plus some knowledge of general construction work including some experience in operating light motorized equipment. Must possess Oregon driver's license with class 3 endorsement by date of hire. Salary: \$1351 - \$1647 plus excellent benefits. City application must be received by deadline, 5 p.m., Friday, March 20, 1987. Apply to:

**City of Milwaukie
10722 SE Main St.
Milwaukie, OR 97222**

Equal Opportunity Employer

CLERICAL

**ASSOCIATE CLERK/
BILINGUAL
SPANISH/ENGLISH**

\$1189-\$1445/mo. Performs a variety of clerical duties requiring the exercise of judgement in receiving, processing and distributing information and reports. Req. demonstrated exp. in clerical work and training in secretarial courses including typing, word processing and office machines. Applicant must speak and write Spanish and English fluently. Successful candidates may be placed in a medical setting and be req. to interpret in a clinic and examination room setting. County application forms req., resumes NOT accepted. Apply by March 20, 1987 to:

**Washington County
Personnel
150 N First Ave., Room B-2
Hillsboro, OR 97124**

An E.O.E.

BUYER'S ASSISTANT

\$8,198-\$9,923/hr. Technical and complex clerical work supporting the City's purchasing programs. Considerable experience in progressively responsible clerical and procurement work; thorough skill in operation of typewriter, calculator, personal computer. Closing date: 3-20-87. For more info, contact:

**City of Salem
Personnel Dept., Rm 225
555 Liberty St. SE
Salem, OR 97301**

EOE

ACCOUNTING

GROUP ACCOUNTANTS

Blue Cross and Blue Shield of Oregon is currently accepting applications for Group Accountant positions. Qualified candidates must have previous experience in bookkeeping and/or accounting requiring knowledge & use of accounting principles. Completion of the three Community College-level accounting courses with "C" or above grade average will substitute for experience. Applicants must also have general office experience, phone experience interacting with the public, 10-key, as well as good written communication skills. Previous insurance experience and CRT or PC experience are desirable. The Group Accountants are responsible for establishing & maintaining accurate up-to-date eligibility records for all groups.

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
Human Resources Dept.
5th Floor
100 SW Market
Portland, OR 97201**

Equal Opportunity Employer

INSPECTOR I

The Port of Portland is recruiting an individual to provide construction inspection expertise for Port facilities.

Preferred qualifications include:

- Coursework or experience equivalent to an associate degree in construction engineering.
- Demonstrated knowledge of engineering, surveying, and construction terminologies, and standard practices.
- Ability to read and interpret plans and specifications.
- An inspector's certificate or the ability to obtain one within one year of employment.
- Ability to work on multiple projects.
- Ability to function in year-round weather conditions, and get around in all types of terrain.
- Valid driver's license or the ability to obtain one immediately upon hire.

Salary: \$18,400 to \$26,600 commensurate with experience.

Apply in person:

**Port of Portland
Employment Office
700 N.E. Multnomah
12th Floor
or call
(503) 231-5000,
extension 700**

for application materials. This position will remain open until sufficient applications are received, but may close anytime after 5:00 p.m., Friday, March 20, 1987.

An Equal Opportunity Employer

HELP WANTED

AMERICAN INTERCULTURAL Student Exchange is seeking responsible persons willing to work with foreign high school students and host families. For information call toll free 1-800-SIBLING.