

PERSONNEL

TRAINING & DEVELOPMENT SPECIALIST

Blue Cross & Blue Shield of Oregon, a major health insurance company, is currently accepting applications for a Training and Development Specialist. Individual will develop, coordinate, present and follow up on assigned training programs to contribute to Blue Cross & Blue Shield of Oregon's employee skills and management of development objectives; will contribute to the development of the training curriculum by recommending possible course additions and participate in the design, development & implementation of such programs.

Successful candidate must have progressive responsibility & experience in the training & development field, with extensive experience conducting classes for entry level through management positions. College degree with emphasis in education/adult learning is preferred, although equivalent work experience in training and/or adult education is acceptable. Must have excellent presentation skills and a knowledge of audiovisual equipment.

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

Blue Cross and
Blue Shield of Oregon
Human Resources Dept.
5th Floor
100 S.W. Market
Portland, OR 97201

Equal Opportunity Employer

FOR SALE

10x15 Chandler and Price Automatic Press. Excellent condition. Extra parts. Static eliminator included. Some hard set type available. \$1,000 or offer. (503) 466-5311, ask for Ralph.

MANAGEMENT ANALYST

\$1937-\$2355/mo. Performs a variety of mgmt tasks for the Area Agency on Aging including analysis of budget, fiscal mgmt & mgmt procedures. Req. responsible exp. working in local gov't; college level training in public admin, bus. admin, political science, communication or related field; exp. working with Medicaid, Older American Act or other Federal Grant Funds pref. County application forms req., resumes **NOT** accepted. Apply by June 5, 1987, to:

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

An E.O.E.

SECRETARY

Evaluation/Assessment Program
NW Regional Educational Lab

Responsibilities incl typing, proof reading, maintaining files, coordinating meetings, and production of reports/products using microcomputers for work processing or data management.

Qualifications incl 2 yrs exp, type 60 wpm, ability to work independently on multiple tasks, good grammar, punctuation & interpersonal skills. Experience w/ microcomputers desired. Salary: \$12,578 with excellent benefits.

Apply to:

Personnel Office
NWREL
101 SW Main St., Suite 500
Portland, OR 97204

Indicate you are applying for the Evaluation & Assessment Secretary position. Deadline 3 pm 6/4/87.

An Equal Opportunity Employer

HOUSE FOR RENT

3 Bedrooms plus, clean & carpeted, Section 8 Welcome, 4712 N.E. 31st St. Call 236-2508 after 5 p.m.

ACCOUNTANT

Maintains the Private Industry Council accounting records under supervision of Director of Finance. Preferred qualifications: Bachelor's degree in accounting plus minimum of three years progressive accounting experience; exposure to fund accounting and automated accounting systems required; LAN experience desirable. Responsibilities include: supervision of payroll, accounts and contract payable functions; maintaining integrity of accounting records; preparation of financial statements and non-profit tax returns; managing cash flow.

Salary range: \$19,592-\$30,008 plus benefit package.

Closing date: 5 pm, June 5, 1987.

Applications available:

The Private Industry Council
520 SW 6th Ave., Suite 400
Portland, OR 97204

An Equal Opportunity/
Affirmative Action Employer

OPENING

Ground floor business opportunity, in one of the fastest growing industries in country. Call:

(206) 265-6071

or write to:

P.O. Box 1955
Gig Harbor, WA 98335

HELP WANTED

FEDERAL, STATE & CIVIL SERVICE JOBS \$16,707 to \$59,148/Year, Now Hiring. CALL JOB LINE.

1-518-459-3611 Ext. F-6061A
for info. 24 HR

Own your own home-based business for under \$1,000. Excellent opportunity for men or women, glass shops and fleets to get into windshield repair (not replacement). 1 (206) 794-9509.