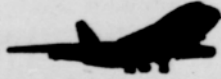


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ATTEND FREE 2-HOUR SEMINAR

Thurs., July 30, 1987, 7:00-9:00 p.m.
Portland Urban League Office
(Please use back entrance.)



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WESTERN KENTUCKY UNIVERSITY HEAD, DEPARTMENT OF ADMINISTRATIVE OFFICE SYSTEMS

The University is seeking qualified applicants to head the Department of Administrative Office Systems, one of five in the College of Business Administration with seven full time faculty and 288 students in department programs. The department offers an Associate Degree in Secretarial Administration with four options: a Bachelor of Science with majors in Administrative Support Management (ASM) and Business Education and a minor in ASM; and in cooperation with the Department of Teacher Education, a major and minor in Business Education at the master's level.

Qualifications include an earned doctorate in Business Education or closely related field, college teaching experience, establish research/publication record, evidence of active participation in university and public service, evidence of leadership ability, and evidence of active participation in professional organizations. College administrative experience desirable.

Responsibilities include budgeting, student recruitment and advising, program development, representing faculty interests, and a reduced teaching load. Candidates must be able to relate well to students, faculty, and other administrators. Candidates should be qualified for appointment at a senior rank. Western Kentucky University enrolls over 12,000 students in four undergraduate colleges and the graduate college and is located in Bowling Green, a southcentral Kentucky city of approximately 50,000, 60 miles north of Nashville, TN and 100 miles south of Louisville, KY. Position available August 16, 1987. Review of applicants will begin July 31, 1987. Send nominations and applications with names and telephone numbers of at least three references to:

Dr. Marvin Albin
Chairman, Office of Academic Affairs
AOS Department Head Search
Western Kentucky University
Bowling Green, KY 42101
Western Kentucky University
is an Affirmative Action/
Equal Opportunity Employer

PORT OF PORTLAND INVITATION TO BID

Sealed bids will be received by the Purchasing Manager of the Port of Portland, 700 N.E. Multnomah Street, Portland, Oregon (mailing address: P.O. Box 3529, Portland, OR 97208) for items detailed herein until the individually specified dates and times indicated, and thereafter publicly opened and read.

Plans and specifications may be examined and/or obtained at the above address. Contact the Purchasing Department at 231-5000, Ext. 588.

Bids must be on the bid form provided to prospective bidders and, when Bid Surety is required, must be accompanied by a certified or cashier's check drawn on a United States bank, or a bid bond payable to the Port of Portland in an amount equal to at least 10 percent of the total amount bid.

When prequalification is required, the prequalification statements should be received at least 5 days prior to the time set for bid opening. Applications for prequalification may be submitted less than 5 days before bid opening, but consideration by the Port cannot be assured.

Attention is called to the provisions of the Oregon Revised Statutes 279.350, providing that workers be paid prevailing wage rates.

DESCRIPTION	BID OPENING DATE
PDX Military Perimeter Road	July 30, 1987 2:30 p.m. MBE - 10%, WBE - 3%

Scope:

Construction of approximately 4,100 lineal feet of asphalt concrete road and the removal of one taxi-way light.

