

CLERICAL ASSISTANT

The Port of Portland has an immediate opening for an individual to provide switchboard receptionist and mail courier support.

Preferred qualifications include experience in the operation of CBX equipment, a good working knowledge of office procedures and telephone etiquette, a knowledge of mail room procedures, and a good knowledge of the Portland area. Dependable attendance and punctuality, a valid drivers license and a good driving record are necessary.

If interested and qualified, apply at:

The Port Employment Office
12th Floor
700 N.E. Multnomh

All applications must be made in person. No applications will be mailed and all application materials must be received in the employment office by 5:00 p.m., Wednesday, October 7, 1987.

The Port is an
Equal Opportunity Employer

RESEARCH ASSISTANT

Data Analyst/Field Observer to assist investigation of ocean temperature and velocity. B.A. or B.S. in physics, computer science, engineering or earth science. Experience in computer programming (FORTRAN) and data analysis. Ability to maintain minicomputer systems. Experience in working at sea desirable, willingness required. Salary \$23,000 to \$31,000 depending on qualifications. Resume and names, addresses, telephone numbers of three references must be received by 19 October 1987 by:

C.A. Paulson
College of Oceanography
Oregon State University
Corvallis, OR 97331

Oregon State Univ., an AA/EO
Employer, Rehab. Act 1973.

MENTAL HEALTH TREATMENT COORDINATOR

Innovative treatment program for 6-12 year old emotionally disturbed children. Minimum B.A. and 1 year experience required. Half-time and full-time positions available. Salary negotiable. Excellent benefits. Resume to:

Edgefield Children's Center
ATTN: Associate Director
2408 S.W. Halsey St.
Troutdale, OR 97060-1097

Equal Opportunity Employer

Accountant

The Portland Development Commission is dedicated to enhancing Portland's quality of life. For nearly 30 years this has been accomplished by creating and implementing programs which respond to community need, and which maintain or increase the supply of housing, create business and employment opportunities, and improve areas and facilities. We are actively seeking a talented and civic-minded professional to fill this visible position.

This mid-level accounting position is responsible for maintaining accounts receivable and billings, disbursement overview, audit workpaper and report preparation, and budget assistance. Candidates should possess an accounting degree as well as strong governmental accounting and budgeting skills. Knowledge of general office procedures and fine interpersonal skills are also necessary.

In addition to a starting salary of up to \$23,800, we offer the opportunity to be an integral member of a motivated team. To apply, request a Commission application packet by calling (503) 796-5349. Completed applications must be received by Oct. 19, 1987.



*Portland Development
Commission*
1120 SW Fifth Ave.
Portland, OR 97204

PORTLAND
DEVELOPMENT
COMMISSION

Equal Opportunity Employer

COUNSELOR

Full time. To provide services to high risk youths and their families in Clackamas Co; including crisis counseling, short term individual/family therapy, arrangements for specialized evaluations, support of volunteer and foster parents, coordination of services with other agencies, etc. Work as part of a team. Some evening and weekend hours. MSW or related masters, and exper with youth and families req'd. \$16,000-\$17,500 depending on exper. Call or write for application. NO RESUMES.

Boys and Girls Aid Society
2301 NW Glisan
Portland, OR 97210
503-222-9661, Ext 231
9am-5pm, Mon-Fri.

Application deadline 5 p.m.
10/13/87.

Equal Opportunity Employer

COUNSELOR

On-call pool positions, to cover night and weekend hours. Provide crisis intervention and counseling, assessment and placements of youth referred to crisis programs, provide support and back-up to shelter parents. Opening in Mult, Clack & Wash Co. BA req, plus exper working with at risk youth or in crisis work, willing to work at night. Must have reliable transp, exc driving record. \$45 per week night shift, \$200-\$225 per weekend. Call or write for app. NO RESUMES.

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288-0020 or 288-0033