

JOBS & CLASSIFIED ADVERTISING

CLERICAL

Starting Salary \$15,564

The Portland Development Commission, dedicated to enhancing Portland's quality of life, is actively seeking a clerical assistant to provide receptionist and word processing support to the Commission's Single Family Housing Section.

To be considered for this position you must have experience performing a wide variety of clerical duties including typing, maintaining records, light filing and answering phones. Requires excellent typing and word processing skills in typing memos, letters, contracts, and reports, as well as a knowledge of general office procedures.

We offer the opportunity to be an integral member of a motivated team. Apply at the address below.

Portland Development Commission
1120 SW 5th Ave.
Portland, OR 97204

Equal Opportunity Employer

COMMERCIAL LOAN OFFICER

We have an excellent career opportunity for a Commercial Loan Officer with strong analytical skills. Candidate must have a minimum of eighteen months commercial lending experience with emphasis on working capital and written communications skills.

We have an excellent flexible benefits program and a highly competitive salary commensurate with experience. Qualified applicants should submit their resume and salary requirements to:

OREGON BANK
Personnel Department
1001 SW 5th Avenue
Third Floor
P.O. Box 3066
Portland, OR 97208

APPLICANT HOURS
9-1 Mon-Fri

Equal Opportunity Employer

EQUIPMENT OPERATOR III

\$9,133-\$10,713/hr.

Skilled work in operation of variety of heavy equipment including diesel powered tank trucks and field spreading vehicle used in the land disposal of BioGro. Thorough experience needed in progressively responsible equipment operation. Must possess valid OR Class 3 Chauffers license. This recruitment will establish an eligibility list through approx. May 30, 1988. Closing date is January 8, 1988 at 5:00 p.m. Apply:

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

EOE

MEDICAL CLAIMS ANALYST

Your knowledge of medical terminology, ICD-CPT coding, CRT skills and experience in a doctor's office or hospital setting may qualify you for a position as a Medical Claims Analyst.

If your New Year's resolution is to put your claims processing skills to good use, Blue Cross & Blue Shield of Oregon may be able to help you. Apply NOW for a position to begin January 18, 1988. Avoid the holiday rush!

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 S.W. Market
Portland, OR 97201

Equal Opportunity Employer

MENTAL HEALTH SPECIALIST III

DESCRIPTION: Casemanager for adult clients with chronic mental illness. Must have the ability to relate to the minority population in N/NE Portland.

QUALIFICATIONS: Masters degree in the mental health field with supervised practicum or a Bachelors degree and two years experience or any equivalent combination of experience and training.

SALARY RANGE: Comprehensive salary and benefits.

TO APPLY:

North/Northeast Community Mental Health Center, Inc.
310 N.E. Oregon St.
Portland, Oregon 97232
(503) 239-8871
Attn: Rodney R. Harry
Personnel Officer

CLOSING DATE: January 6, 1988

Equal Opportunity Employer
Minorities are encouraged to apply

JOBS

The Portland Observer is a weekly minority newspaper whose purpose is to reflect the current views and concerns of the Black and minority communities in N/NE Portland and to empower these communities by providing information about issues which impact them, locally and nationally.

The Observer is seeking employees dedicated to these purposes, who believe in the equality of all people, and who are knowledgeable about issues and concerns of minority communities.

We seek experienced newspaper people to work on a part-time basis to perform proofreading, layout design, display ad design, PMT specs, and paste-up tasks with a high degree of accuracy and productivity.

In addition, ideal candidates will be able to work swing shift hours Monday and Tuesday; and on Wednesday until final paste-up is completed.

Submit resumes to:

Leon Harris
Manager & Controller
Portland Observer
P.O. Box 3137
Portland, OR 97208

EEO/AA

TYPISTS

Hundreds weekly at home! Write:
P.O. Box 17, Clark, NJ 07066

WASHINGTON COUNTY JOBS

Survey Technician I
\$1499-\$1823/mo.

Call (503) 648-8607 for information. County application forms req. Apply by January 8, 1988 to:

Washington County Personnel

An E.O.E.

MASTERCARD

No one refused. Regardless of credit history. Also ERASE bad credit. Do it yourself. Call:

1-619-565-1522
Ext. C30260R
24 Hrs.

Economics

PROJECT COORDINATORS

Exciting New Projects With The Portland Development Commission!

For nearly 30 years, the Portland Development Commission has been dedicated to enhancing Portland's quality of life through a variety of programs. We have several new long-term projects in the works that have created the following positions:

Convention Center Area Project Coordinator

You will implement a development strategy in cooperation with public/private agencies to maximize the use of the new convention center to be opened in 1990, and to provide support facilities including transportation and commercial projects. You will also be responsible for development section finance. We require 5 years' experience in a development or urban renewal agency, and an education in Economics, Planning, or Real Estate Financing. A thorough knowledge of development finance, budgeting, grants, bonding, as well as experience in public/private negotiations is essential. Salary range: \$33,000-\$43,000.

Waterfront Development Project Coordinator

You will be responsible for the completion of the Waterfront Park improvement projects, as well as coordinating possible public/private ventures with other city bureaus. Requires 5+ years experience with a development or urban renewal agency, and an education in Planning/Design or Real Estate Development. Experience with publicly oriented design and construction projects is essential. Salary range: \$33,000-\$43,000.

We offer the opportunity to be an integral member of a motivated, successful team. To apply, request a Commission application packet by calling (503) 796-5295.



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

Equal Opportunity Employer

REAL ESTATE

UNION STATION AREA DEVELOPMENT ASSISTANT

The Portland Development Commission, dedicated to enhancing Portland's quality of life, is actively seeking an assistant to the Union Station area development Project Coordinator.

You will provide technical assistance for Union Station and other development projects, including providing data bases for project information, site research, development planning and strategies. Requires 1-plus years' experience with a design planning or development oriented organization, and an education in Planning, Real Estate, or Business. Experience in working with the business community, citizens group and government agencies is also helpful. Salary range: \$24,000-\$31,000.

We offer the opportunity to be an integral member of a motivated team. Apply at the address below.

Portland Development Commission
1120 SW 5th Ave.
Portland, OR 97204

Equal Opportunity Employer

YOUTH PROGRAM ADVOCATE

The Private Industry Council is recruiting for a youth advocate for STEP (Summer Training & Employment Program). This position is responsible for year-round in-school activities of youth in East Multnomah County Private Industry Council Program. Preferred requirements include a Bachelor's degree with major coursework in education, counseling, sociology, or closely related field; 2 years' experience with low-income, at-risk youth in a teaching, counseling and/or vocational guidance position. Experience with public school system, social service agencies, employers and JTPA programs is desirable. This is a regular full-time position through Dec. 31, 1988. Renewal is subject to funding availability and program continuation. Salary range: \$16,603 to \$24,391 plus benefit package. Closing date: 5:00 p.m., Jan. 8, 1988. Applications available at:

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

An Affirmative Action/
Equal Opportunity Employer

Safety rules to live by. RULE NO. 2:

Water and electricity don't mix.

Everybody knows water and electricity don't mix. Touching any electric appliance with wet hands, or while you're in the bath or shower, is a no-no. So why are we reminding you? Because a "repeated" reminder can't hurt you as much as a moment's forgetfulness. Better safe than sorry.



FGE

SUB-BIDS REQUESTED

FOR

Air Force Para-Rescue Facility
Bid Date: January 14, 1988 at 7:00 P.M.



P.O. Box 7867
Eugene, OR 97403-6606
(503) 345-8100

We are an equal opportunity employer and request sub-bids from small business and small disadvantaged business sub-contractors and women and minority enterprises.

Lower down payments. Lower interest.



We've made buying a HUD home a whole new ball game.

Buy an FHA-insured HUD-owned home now and enjoy a lower down payment and interest rate with our all new Double Play offer.

Now for a limited time, HUD has dropped the down payment to just 3% for owner-occupants and 10% for investors on all HUD-owned properties eligible for FHA Mortgage Insurance. Plus, HUD will pay up to 6 additional points to help cut your interest rate up to one full percent . . . or more! Check the HUD listings ad in the classified section of your Friday or

Sunday Oregonian. Then for details, see your real estate agent.

Lower down. Lower interest. Our all new Double Play will help you come home a winner. HUD and your real estate agent. We're The Home Team.®

