

JOBS & CLASSIFIED ADVERTISING

AIRPORT INFORMATION SPECIALIST (Part-Time)

The Port of Portland has an opening at Portland International Airport for a part-time Airport Information Specialist to operate the Airport Information Booth, perform page receptionist duties, provide the traveling public with information on a variety of subjects, and handle other customer service duties.

Preferred qualifications include the ability to communicate effectively, orally and in writing, with a wide variety of groups and individuals.

Applicants must be available to work any days, including weekends, between 6:00 a.m. and 11:00 p.m.

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 N.E. Multnomah, 12th Floor, by 5:00 p.m., Friday, July 1, 1988.

Equal Opportunity Employer

WASHINGTON COUNTY JOBS

ASSOCIATE CLERK

Graveyard & Swing Shift
Salary: \$1,218 - \$1,481/mo.

Call (503) 648-8607 for information. County application forms required. Apply by July 8, 1988 to Washington County Personnel.

Equal Opportunity Employer

CLERICAL ASSISTANT

American Data Services is currently interviewing for a temporary, part-time position. This summer position will be responsible for general office duties, light typing, speed of 45 wpm, phones, filing, photocopying, and misc. tasks. Qualified applicants must possess good organization, communication, and accurate typing skills. Hours are Mon.-Fri. 8:00 a.m.-12:00 p.m.

Qualified candidates should submit resume to:

American Data Services
Personnel Dept.
1001 S.W. 5th Ave.
Second Floor
Portland, OR 97208
796-3878

APPLICATIONS:
9:00 a.m.-1:00 p.m. Mon.-Fri.
Equal Opportunity Employer

COMPUTER PROGRAMMER

Provide computer assistance and reports. Participate in systems development, application programming, operations. Must have demonstrable programming experience in universal languages such as Fortran, Pascal, etc. and microcomputer experience. A minimum three years experience in computer programming/systems analysis with DEC experience and/or ADMINS programming and data processing is preferred. Knowledge of accounting principles and practices a plus. Starting salary - \$24,192 to \$26,376. This is a temporary position for 6 months with possibility of permanent appointment. Please send detailed resume to:

Portland Development Commission
1120 S.W. Fifth Avenue, Suite 1102
Portland, Oregon 97204
Equal Opportunity Employer

COUNSELOR

For Multi-Cultural A&D Program
Full-time. Send resume by 6/23 to:

C.C.M.H.
6329 N.E. Orion
Portland, OR 97211

PORTLAND OBSERVER

"The Eyes and Ears of the Community"
288-0033

DIRECT SALES (Full-Time)

Qualifications: Must have a driver's license and dependable transportation. Previous experience in cable TV and working on a commission only basis. Training provided.

Applications accepted until position filled. Interested parties may submit applications/resumes by mail to:

TCI CABLEVISION OF OREGON, INC.
P.O. Box 8677
Portland, OR 97207
Atten.: Marketing

Interviews will be arranged based on selection of potential candidates from applications/resumes submitted. No interviews will be granted from telephone or walk-in requests. Qualified applicants not hired at this time will be considered for future openings if they so desire.

Equal Opportunity Employer

ENGINEERING

ELECTRICAL INSPECTOR II

The Port of Portland is accepting applications for the position of Electrical Inspector II, Construction Engineering.

As Electrical Inspector II, objectives will be to: Provide electrical, technical, and inspection skills for the construction of new facilities, refurbishing, or rebuilding of existing facilities in accordance with plans, specifications, and contract terms. Provide technical and practical knowledge in electrical work to Port Design Division. Establish Port Contractor relationship that is maintained with high standards of ethics and integrity.

Qualified individuals will have a demonstrated knowledge of City, State and National electrical codes, practical experience in commercial and industrial building construction methods, industrial electrical equipment, machinery and their code requirements. Individuals must possess, or be capable of obtaining within 60 days of hire, an Oregon Unlimited Supervisors license and a valid drivers license.

Qualified applicants may call for application materials and further job description details at 231-5000, ext. 700, or apply in person at the Port of Portland employment office, 700 N.E. Multnomah, 12th Floor. Applications must be received or postmarked no later than Friday, July 1st, 1988.

Equal Opportunity Employer

EARN EXCELLENT MONEY AT HOME

— Assembly Work —
Jewelry • Toys • Others
Call 1-619-565-1657,
Ext. T3026OR (24 Hours)



CD Medical, Inc.

ELECTRONIC ENGINEER

This position requires an electronic engineer with BSEE and 2-4 years experience. Must have good working knowledge of analog and digital circuitry. Experience with servomechanisms, electromechanical devices, testing and microprocessor development desirable.

The successful candidate will have familiarity with manufacturing processes and be able to interface effectively with our QA Department and customers on field performance.

We offer competitive salary, comprehensive benefit package, and a chance to grow in a secure future. Smokers need not apply. Qualified applicants should send their resume and salary history to: Ramona Karjalainen, CD Medical, Inc., 13520 SE Pheasant Court, Portland, OR 97222. (Located 2 blocks West of I-205 on Highway 224 at Pheasant Court).

No phone calls, please

EXECUTIVE DIRECTOR

Lesbian Community Project

The Lesbian Community Project seeks Executive Director. Responsible for overall management, coordination of volunteers, staff support for projects, committees and board, maintain financial records, coalition building, newsletter, fundraising. Must be able to support LCP's commitment to diversity. Send resume and cover letter to: P.O. Box 5931, Portland, OR 97228 by July 22. For more information, call (503) 223-9079.

INSURANCE

Blue Cross And Blue Shield Of Oregon

Blue Cross & Blue Shield of Oregon is currently accepting applications for the following positions:

PRESS OPERATOR

The Internal Reprographics Dept. of Blue Cross & Blue Shield of Oregon, a major health insurance company, is accepting applications for a Press Operator.

This position is a swing shift position with regular working hours from 3:30 p.m. - Midnight; however, applicant must be willing to work overtime hours if required.

Qualified applicants must have at least 2 years work experience on similar type equipment. Two-color offset press knowledge & experience helpful.

Education in graphics art or printing program is desirable. Applicant must be able to lift 50 lb.

SENIOR UNDERWRITER

The Senior Underwriter will have a college degree (preferably in business & mathematics), a minimum of 2 years health underwriting experience, knowledge of various group funding and rating alternatives, CRT experience, and strong analytical & decision making skills. Good oral & written communication skills a must.

ASSISTANT ACTUARY

Qualified candidates will have a college degree with emphasis in mathematics, statistics, or quantitative analysis. A minimum of 2 years of directly related experience is required. Supervisory experience is preferred. Good oral & written communications skills a must.

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. Apply now for positions to begin on August 15, 1988.

Blue Cross & Blue Shield of Oregon offers an excellent employee benefits package and competitive salaries. Flex-time work hours available. For additional information on job openings please call our Job Information Number of 225-5402, or apply in person to:

Blue Cross & Blue Shield Of Oregon
Human Resources Dept., 5th Flr.
100 S.W. Market Street
Portland, OR 97201

Equal Opportunity Employer

LABORERS

LONG/SHORT TERM INDUSTRIAL JOBS AVAILABLE
OWN CAR & HOME PHONE REQUIRED
CALL FOR APPOINTMENT

MANPOWER Temporary Services

Call For An Appointment:

Portland 226-6281
Jantzen Beach 285-1415
Vancouver 690-8410
Salem 585-6147

EXCELLENT BENEFITS

LOCALLY OWNED & OPERATED SINCE 1956

Equal Opportunity Employer

INSTALLER (Full-Time)

Qualifications: Valid driver's license, good driving record, good attitude. Trained in pole climbing, able to handle 28' span ladder, basic electronics. Ability to work well with public. Training provided.

Applications accepted until July 8, 1988. Interested parties may submit applications/resumes by mail to:

TCI CABLEVISION OF OREGON, INC.
P.O. Box 8677
Portland, OR 97207
Atten.: Steve Petersen

Interviews will be arranged based on selection of potential candidates from applications/resumes submitted. No interviews will be granted from telephone or walk-in requests. Qualified applicants not hired at this time will be considered for future openings if they so desire.

Equal Opportunity Employer

LEGAL ADVOCATE

Paralegal for welfare rights hotline. Experience with welfare/food stamp procedures preferred. Temporary one-year position, 36 hours/week, beginning mid to late July. Salary: \$11,343 + dependent on experience, plus medical benefits. Open until filled. Send resumes to: Lorey Freeman, Multnomah County Legal Aid Service, 310 S.W. 4th, #900, Portland, OR 97204.

Equal Opportunity Employer

— MANICURIST NEEDED —

New new salon in N.E. Metro area. 6 openings. Commission only.

Call 288-4527

PROGRAMMER ANALYST

Unified Sewerage Agency
Salary: \$12.25 - \$15.04/hr.

Designs, codes, tests, implements, documents and maintains computer programs as specified by the systems design; assists in training of users in program applications. Required training and increasingly responsible experience in Fortran computer language programming; experience in systems design; experience with Digital Equipment Corp. or comparable computer systems; college level training in computer science or general sciences and previous experience in laboratory-oriented programming applications desirable. Agency applications required. Resumes NOT accepted. Apply by July 8, 1988 to Washington County Personnel, 150 N. First Ave., Room B-2, Hillsboro, OR 97124.

Equal Opportunity Employer

D'JON ENTERPRISE

— Reasonable Rates —
Large or Small

EVENINGS BETWEEN
4:00 P.M. - 8:00 P.M.

281-9703

SECRETARIAL SECRETARY/ WORD PROCESSING

ALL SYSTEMS AND SOFTWARE
55 WPM MINIMUM

EXCELLENT BENEFITS



MANPOWER Temporary Services

Call For An Appointment:

Portland 226-6281
Jantzen Beach 285-1415
Vancouver 690-8410
Salem 585-6147

LOCALLY OWNED & OPERATED SINCE 1956

Equal Opportunity Employer

PROJECT MANAGER

Unified Sewerage Agency
Salary: \$15.04 - \$18.29/hr.

Performs professional and technical engineering work in the investigation, location, design or construction of engineering projects; administers Industrial Waste Program and Customer Services Section. Required increasingly responsible, experience in the field of civil engineering; or a Bachelors degree in Civil Engineering. Position pending final budget approval. Agency application forms required. Resumes NOT accepted. Apply by July 1, 1988 to Washington County Personnel, 150 N. First Ave., Room B-2, Hillsboro, OR 97124.

Equal Opportunity Employer

PROPERTIES MANAGER AVIATION

The Port of Portland is seeking a Properties Manager to manage and lease property at the Port's three general aviation airports: Hillsboro, Troutdale and Mulino. The Property Manager is responsible for coordinating marketing programs and negotiating leases of terminal space, improved property and undeveloped land.

Preferred Qualifications include:

- Ability to manage and lease general aviation properties.
- Develop and manage General Aviation customer relations program.
- Knowledge and experience in general aviation business.
- Demonstrated ability to design, manage and implement projects.
- Ability to communicate effectively both orally and in writing.
- Demonstrated ability to work well within groups.
- Ability to analyze complicated legal documents and to develop strategies.
- Ability to analyze real estate problems and recommend solutions.
- Demonstrated writing and research abilities.
- Knowledge of FAA regulations and advisory circulars as they apply to airports is helpful.

In addition to a comprehensive benefit package, the Port offers a starting salary range of \$31,200 - \$36,600, commensurate with experience.

If interested and qualified, apply in person at the Port of Portland Employment Office, 12 floor, 700 N.E. Multnomah, or call 231-5000, extension 700 for complete application materials. All applications must be received by 5:00 p.m., Friday, July 8, 1988, or until sufficient applications are received.

Equal Opportunity Employer

PUBLICATIONS EDITOR

Portland State University

Responsible for writing and editing for a broad, diverse University publications program. Requires experience in use of desktop publishing systems and word processing, two years experience in newspaper, magazine or other publications work and Bachelor's degree in Journalism, Communications, or related field. Salary \$1,654 - \$2,094 monthly. Call 464-4926 for application and announcement. Deadline July 5.

Affirmative Action/
Equal Opportunity Employer

RECEPTIONIST

Full-time, energetic, hard worker to greet and schedule patient appointments with the clinical team. Must type, answer phones retrieve and file patient charts and perform general clerical duties, some data entry experience helpful.

Closing 7/15/88. Competitive salary and benefits. Resume to:

Rodney R. Harry
Personnel Office
N-N.E. Community
Mental Health Centers
5019 N. Williams Ave.
Portland, OR 97217
(503) 249-0066

Minorities encouraged to apply/
Equal Opportunity Employer

SECRETARY

Full-time and half-time positions available. Positions require one-three years secretarial experience, typing 55 to 65 wpm, and work processing skills. Excellent interpersonal and communication skills required plus the ability to organize and prioritize work. For consideration, apply:

KAISER PERMANENTE
Human Resources, Room 110
3600 N. Interstate Ave.
Portland, OR 97227

Equal Opportunity Employer/
Handicapped Hired

SECRETARY

Join our team of professionals, serving as secretary to our Business Recruitment Department. If you are a self starter who wants to be part of the action, this is the job for you.

Duties include heavy telephone, word processing, managing your supervisor's calendar, arranging meetings and "events". We require excellent secretarial skills including word processing, public contact and thorough knowledge of business English, spelling, punctuation, grammar and proofreading.

We offer a starting salary of up to \$19,248 and excellent benefits. Apply at:

Portland Development Commission
1120 S.W. Fifth Ave., 11th Floor
Portland, OR 97204

Equal Opportunity Employer

Northeast Health Resource Center MINORITY AIDS TASK FORCE

- VOLUNTEERS NEEDED -
(Health Background Helpful)

Positions Part-Time:

ADMINISTRATIVE ASSISTANT

SECRETARY

FOR INFORMATION CALL
281-0681

FOR SALE

'67 PLYMOUTH SIGNET

Runs good; fixer-upper or dependable work car. \$275.00 firm. Call 288-0033 - 8:30 a.m. - 5:00 or 234-9436 after 6:00 p.m., ask for Danny.

PORTLAND OBSERVER

"The Eyes and Ears of the Community"
288-0033

— MARINE PIPEFITTERS —

- WHEN:** July 1st through July 14th
- WHERE:** 1400 S.W. 5th St., Room 407
Portland, Oregon — 229-6008
- AGE:** Must be at least 18 years of age
- EDUCATION:** Must be a high school graduate or GED graduate
- REQUIREMENTS:** Must provide reliable proof by non-returnable copies of birth certificate or driver's license. High school transcripts with a minimum G.P.A. of 2.0 or GED transcripts with a minimum score of 255 points.