

JOBS & CLASSIFIED ADVERTISING

INSURANCE

SAIF Corporation

Oregon's leading workers' compensation insurance carrier is seeking individuals for the following positions.

HOSPITAL UTILIZATION REVIEW SPECIALIST

\$1,883 MINIMUM

CORPORATE HEADQUARTERS IN SALEM

The individual in this position will review and audit all hospital bills to identify over charges, unrelated charges and/or utilization issues. This individual will be responsible to make referrals for cases necessitating on-site audit and monitor results. Will serve as negotiator between SAIF claims and hospital to resolve issues and charges. Will assist in obtaining and monitoring hospital contractual networks and auditing agency agreements between SAIF and contractor.

Applicants must have a current RN license; Bachelor's degree preferred; extensive hospital clinical experience, knowledge of medical billing codes, services, diagnostic and surgical procedures; utilization and quality assurance criteria; administrative and negotiation experience preferred. Requires good verbal and written communication; speed reading, assimilation of facts and logical analysis necessary.

EXAMINER/SENIOR EXAMINER

\$1,707 MINIMUM

SALEM BRANCH OFFICE

The individual in this position will manage and process an assigned number of disability time loss claims insuring that compensation and medical benefits are paid properly. Medical bills will be reviewed and payment authorized when appropriate.

Applicants must have two years college and one year of claims adjusting experience; organization and procedures; ability to exercise judgment in applying procedures; to communicate effectively; and to evaluate technical, medical and industrial information. Workers' compensation insurance claims examiner experience preferred.

EXAMINER TRAINEE

\$1,405 MINIMUM

PORTLAND BRANCH OFFICE

Three positions. The individuals selected for these positions will be in a trainee status for a minimum of six months. During this time, the trainees will be provided with on-the-job training and formal classroom training. Training will consist of learning the examiner duties and responsibilities which include the management and processing of assigned number of disability, non-disability claims insuring that compensation and medical benefits are paid timely.

Applicants must have a minimum of two year's college; a Bachelor's degree is preferred. Applicants must have demonstrated oral and written communication skills and ability to analyze, use logic and evaluate adverse facts. Candidates must also be willing to continue their education through insurance training programs.

WORD PROCESSING CLERK

\$1,100 MINIMUM

PORTLAND BRANCH OFFICE

SAIF Corporation, Oregon's leading workers' compensation insurance carrier is seeking a Word Processing Clerk for its Portland Branch office. Duties include: production typing, creating and updating pattern letters and glossaries of stored paragraphs, maintaining logs, and giving back up support to other clerical staff.

Applicants must have production word processing experience preferably with Wang VS; secretarial skills demonstrating a good knowledge of correct spelling, grammar and editing; ability to type 60 wpm.

We offer an excellent benefits program. To be considered for this position you must complete our employment application. Please call our message phone 1-(503) 373-8047. September 29, 1988 to request your applicant packet. No resumes please.

Equal Opportunity Employer

CYTOTECHS - MEDTECHS

Relocate to Oregon. Growing regional pathologist directed laboratory seeks experienced, well qualified Cytotechs and Medical Technologists. Close by summer and winter recreation, 45 mins. To major metropolitan area.

Send letter resume to:

Capitol Medical Laboratory
3878 Beverly Ave. N.E., #11
Salem, OR 97305

Equal Opportunity Employer

ENGINEER (CITY) PUBLIC WORKS DIRECTOR

City of Tumwater, WA Salary up to \$45,360 annually depending on qualifications plus benefits and personnel PE required plus 6 years experience in Civil Engineering including 2 years in an administrative or management capacity. BS in Civil Engineering preferred. Must request application packet.

ENGINEER III

City of Tumwater

\$29,808-\$36,324 Annually plus benefits and PERS. BS in civil engineering and EIT and 2 years qualifying experience in transportation engineering. Must request application packet.

City of Tumwater

555 Israel Rd S.w.
Tumwater, WA 98501
Attn.: Personnel
(206) 754-4130

Closing 5:00 p.m., Oct. 7, 1988

Equal Opportunity Employer

TEACHER

SPECIALIST MEASUREMENT

The Multnomah Education Service District is seeking a Specialist - Measurement to assist the local districts in the area of group testing by helping them develop strategies, materials and techniques under the AERA/APA/NCME standards for educational and psychological testing. The successful applicant will possess:

- Bachelor's degree in related subject.
- Combined experience in psychometrics AND either teaching or guidance counseling in grades K-12.
- Valid Oregon Teaching or Personnel Service Certificate.
- Ability to obtain a General Aptitude Test Battery Specialist Certificate upon being trained.

Deadline 10/7/88 to be considered for first screening. Open until filed. Applicants meeting the above qualifications should contact Jeaneen at 255-1841, Ext. 205 for MESA application form and additional information.

Equal Opportunity Employer

TEACHER SPECIAL EDUCATION

The Multnomah Education Services District has teacher vacancies in the multi-handicapped & emotionally handicapped programs. Valid Oregon teaching certificate with handicapped learner or severely handicapped learner endorsement, emotional & physical stamina to perform duties. Must be able to lift 60 lbs. according to established procedures.

Job open until filled, Call Janeen at 255-1841, Ext. 207 for Multnomah Education Service District application form & additional information or come to:

220 S.E. 102nd

Equal Opportunity Employer

TELEPHONE CALLERS

\$4.00 per hour + Bonus

Needed to recruit volunteers. Part-time and Full-time positions, days and evening. No smoking on the job applications available at:

American Heart Association

2121 S.W. Broadway
Portland, Oregon 97201

Equal Opportunity Employer

REAL ESTATE

Classy 3 Bedroom

Tastefully Redone,
Large Yard.
Asking \$37,500

Old Portland Charm

Impeccable 3 Bedroom
1-1/2 Bath, Remodeled Kitchen,
French Doors.
Asking \$58,000

Bridgetown Realty
287-9370

PERSONNEL

PROGRAM EXECUTIVE C

(Resources Coordinator)

Salary: \$2,333-\$2,976/Monthly

The Oregon Department of Transportation is accepting applications for the above position located in Salem. Duties involve managing the development of a statewide human resources plan for the State Highway Division. To qualify you must have four years experience involving steadily increasing management responsibility; or four years in a staff technical or professional function providing you the knowledge, skills, and abilities shown in "The Examination" section of the recruiting announcement; and a Bachelor's degree in business administration, engineering, economics, public administration or a related field; or three more years of responsible pertinent experience. Contact ODOT Personnel, 419 Transportation Bldg., Salem, OR 97310, (503) 378-6281 for the employment application and recruiting announcement necessary to apply for this position. Applications will be accepted until 5:00 p.m., October 7, 1988.

An Affirmative Action/
Equal Opportunity Employer

SOCIAL SERVICES PROFESSIONALS

United Way of the Columbia-Willamette, has full-time openings for professionals to organize and administrate a Technical Assistants Program. This person will work in cooperation with local Social Service Agencies to determine technical assistant needs of volunteers and staff, prioritize those needs and formulate plans to address them. Will also perform support work for allocation's panel. Candidate must have Master's degree in Social Work or Bachelor's degree and equivalent experience.

Must have strong communications in writing skills, knowledge of community resources and non-profit management, and experience with volunteers.

Salary \$19,500 to \$24,000/Yearly depending on experience.

Send resume by October 10th to:

Attn.: Robert E. Martin

Send resume by October 10th to:

United Way
Columbia-Willamette
718 W. Burnside
Portland, OR 97209

Equal Opportunity Employer

BANKING

OREGON BANK SECRETARY

Has an exciting career opportunity for qualified applicants interested in a secretary position in our Special Assets/Real Estate Dept. For a listing of other available positions, call our 24-hour job opportunity line.

(503) 796-3878

Or visit our Personnel Dept. at: 1001 S.W. 5th Ave., Second Floor, Portland, OR 97204. Applicants hours are 9 a.m. to 1 p.m.

WANTED

A relief woman for the Extended Family Home for girls ages 13-17, Friday & Saturday. Call 288-4335 from 8 a.m. to 5 p.m. Ask for Rev. Joshua Phillips.

ADMINISTRATIVE ASSISTANCE

One Church One Child Program Secretarial & Management skills required and good communication skills, B.A. Degree preferred call 288-4335 between 8 a.m. & 5 p.m.

Equal Opportunity Employer

GET PAID For Reading Books!

\$100.00 Per Title.

Write: PASE

161 S. Lincoln Way
N. Aurora, IL 60542

COUNSELING

COUNSELOR/CONSULTANT

- ★ INDIVIDUAL
- ★ COUPLES
- ★ FAMILIES

LICENSED CHILD CARE

My home, St. Johns area. Fenced playyard. Mon.-Fri. 286-4990

DESCHUTES COUNTY

INVITATION TO BID

WELCOME CENTER CONSTRUCTION FOR CENTRAL OREGON

BID DATE: DUE October 19, 1988 at 7:30 P.M.

NOTICE TO CONTRACTORS: Sealed bids for the construction of a Welcome Center for Central Oregon will be received from interested contractors by Neal Huston, Architect for Deschute County, at Architect's office at 921 N.W. Wall St., Bend, Oregon 97701, until 7:30 P.M. prevailing local time, on Wednesday, October 19, 1988. Bids will be publically opened and thereafter read aloud by the undersigned or his designated representative.

office and tourist information facility without a basement, totaling approximately 12,000 sq. ft. of floor area, and built of wood frame construction.

TYPE OF BID: One proposal for the entire Project, including General, Mechanical and Electrical and Landscape Work is required.

CONSTRUCTION DOCUMENTS: Drawings and Specifications, including Bid and Agreement Documents may be examined at the following locations: Architect: Barber, Barrett, Turner; 745 N.W. Wall; Suite 102; Bend, OR 97701; (503) 382-5535. Architect: Neal Huston; 921 N.W. Wall; Bend, OR 97701; (503) 389-0991. Central Oregon Builders Exchange; P.O. Box 326; Bend, OR 97709; (503) 389-0123. Eugene Builders Exchange; 135 Silver Lane, Eugene, OR 97404; (503) 688-1607. Salem Contractors Exchange; P.O. Box 12065; Salem, OR 97309; (503) 362-7957. Construction Data Plan Center; 1125 S.E. Madison; Rm. 200; P.O. Box 5005; Portland, OR 97208; (503) 234-0281. Construction Data Plan Center; 925 N.W. 12th Ave.; P.O. Box 5005; Portland, OR 97208; (503) 225-0200. Dodge/Scan; 315 N. Tower, 100 W. Harrison Plaza; Seattle, WA 98119; (206) 284-3811. Oregon Builders Exchange; 250 N.E. Garden Valley Blvd.; Roseburg, OR 97470; (503) 672-9307.

Bonafide Prime Bidders may obtain up to 2 sets at Architect Neal Huston's office upon deposit of check payable to Architect in amount of \$50 for each set. Deposits will be refunded upon return of Documents in good condition.

Sub-bidders and Suppliers may obtain personal sets of Documents and Prime Bidders additional sets by paying cost of reproduction, which is not refundable.

PREQUALIFICATION: Bidders must be prequalified in accordance with State Statutes.

NON-RESIDENT BIDDERS: In accordance with ORS 279.025 & 279.029, preference to Oregon residents will be given when awarding this Contract by adding to a non-resident's bid the same percentage, if any, given to the Bidder by the Bidders home State. Accordingly, Bidders will be required to indicate on the Bid Form whether or not the Bidder is an Oregon resident.

WAGE RATES: No Bid will be received or considered unless the Bid contains a statement assuring the Bidder's compliance with ORS 279.350, which relate to payment of prevailing rates of wage.

BID SECURITY: Bidders shall submit with their Bid Proposal a Bid Bond, Certified Check, or Bank Cashier's Check equal to 10% of the Base Bid including Additive Alternates, if any.

OWNER'S RIGHT TO REJECT BIDS: The Owner reserves the right to waive any informalities and to reject any or all Bids when it is in the Owner's best interest to do so.

By Invitation of Deschutes County

By: Mike Maier, County Administrator

Published Sept. 22, 1988

ASSOCIATION FOR PORTLAND PROGRESS

REQUEST FOR PROPOSALS

PARKING GARAGE OPERATOR

Proposals Due Date: Tuesday, October 11, 1988 at 4:00 p.m.

The Association for Portland Progress has entered into an agreement with the City of Portland to contract for the services of a parking garage operator at the First and Davis Old Town Garage located at N.W. Front and Davis. This will be a newly constructed, high usage, short term facility with a capacity of 401 vehicles.

Only parking facility operators with demonstrated experience and qualifications in the operation of facilities of similar size, complexity, equipment, and volume of parking activity should apply. Written responses to an Operator Services questionnaire will be accepted at the APP offices located at 520 S.W. 6th Ave., Suite 1015, Portland Oregon 97204 until 4 p.m. on Tuesday, October 11, 1988.

Information packet and questionnaires can be obtained at the APP offices or by calling 224-8684 between 8 a.m. and 5 p.m. weekdays. Direct all inquiries to Rick Williams, Operations Manager, Association for Portland Progress.

Published Sept. 29, 1988

CITY OF VANCOUVER, WASHINGTON

INVITATION TO BID

INTERIOR MODIFICATIONS AND REMODEL OF APPROXIMATELY 5,000 SQ. FT.

Sealed bids will be received by the Purchasing Agent of the City of Vancouver, Washington, up to the hour of 2:00 P.M. Pacific Time, Monday, October 17, 1988, and publicly opened and read aloud at 2:00 P.M. on the same day in the Conference Room on the Lower Level of the City Hall, 210 East 13th Street, Vancouver, Washington for:

Interior Modifications and Remodel of approximately 5,000 square feet comprising administration offices and meeting spaces to the Bagley Community Center for the City of Vancouver.

Specifications and instructions will be available after Friday, September 23, 1988, at Eby, Lein & Associates, 303 East 16th Street, Suite 20, Vancouver, Washington 98663, 206/694-8571. A \$25.00 deposit is required on bid specifications.

All bids shall be addressed to the attention of the Purchasing Agent, Vancouver City Hall, 210 East 13th Street, P.O. Box 1995, Vancouver, Washington 98668, and placed in an envelope which is sealed and which clearly states the name of the bidder, the date of the bid opening and appropriate wording to indicate definitely the nature of the contents.

Each bid must be accompanied by a certified check, cashiers check, or bid bond in the amount equal to 5% of the bid. The City of Vancouver reserves the right to reject any or all bids submitted or to waive any minor informality of this call if in the judgment of the City Council the best interest of the City would be served.

No bidder may withdraw his bid after the hour set for the opening thereof, unless the award of contract is delayed for a period exceeding thirty (30) days.

Larry Smith, Purchasing Agent

PORTLAND OBSERVER

"The Eyes and Ears of the Community"

288-0033

PORTLAND OBSERVER

Distribution Outlets

- Albertson's
905 N. Killingsworth
- Multnomah County Public Library
North Portland Branch
512 N. Killingsworth
- Portland Community College
Cascade Campus
705 N. Killingsworth
- Walnut Park Liquor Store
903 N. Killingsworth
- Tipplin Inn
838 N. Killingsworth
- Barb's Stop-A-Minute Mart
2 N. Killingsworth
- Golden's House of Style
125 N.E. Killingsworth
- Hair Elegance
603 N.E. Killingsworth
- Ebony Choice Barber Shop
543 N.E. Killingsworth
- Franklin Ready Ribs
230 N. Killingsworth
- Seven Stars Market
503 N.E. Killingsworth
- Multnomah County Health Clinic
Northeast Center
5239 N.E. Union
- Mult. County Adult & Family Serv.
Albina Branch
5411 N.E. Union
- Safeway Store
920 N.E. Union
- Steen's Kitchen
7382 N.E. Union
- Community Mental Health
6329 N.E. Union
- Jabell's
5832 N.E. Union
- Y.W.C.A.
5630 N.E. Union
- Phil's Smoke Shop
5266 N.E. Union
- Wabs Gift Shop
N.E. Union
- Wilshire Park Sentry Market
5322 N.E. 33rd
- Beaumont Liquor Store
3334 N.E. Killingsworth
- Chuck Hinton Rib Express
3328 N.E. Killingsworth
- 7-11
3275 N.E. Killingsworth
- Albertson's
4405 N.E. Cully Blvd.
- Hattie's
42nd & Killingsworth
- Tiffany's
33rd & Prescott St.
- Brandel's - Killingsworth Foods
1616 N.E. Killingsworth
- One-Stop Records
N.E. Killingsworth
- American State Bank
2737 N.E. Union
- U.S. Post Office
715 N.W. Hoyt
- Portland State Book Store
1880 S.W. 6th
- Budget Records & Tapes
6th & Alder
- Portland City Hall
1120 S.W. 5th
- Multnomah County Court House
S.W. 5th
- Mrs. C's Shop
707 N.E. Fremont
- Safeway Store
Lloyd Center
- Bonneville Power Administration
905 N.E. 11th
- Video Mania
801 N.E. Broadway
- Wigland
1105 N.E. Broadway
- 1-Hour Martinizing
1419 N.E. Fremont
- Portland Plasma Center
3726 N.E. Union
- King Neighborhood Facility
4815 N.E. 7th
- Dr. Friestat's Office
North Portland Medical Center
105 N. Killingsworth
- Love-Lee Lady
106 N. Killingsworth
- Chuck's Market
2415 N. Williams
- Elk's Lodge
6 N. Tillamook
- Emanuel Hospital
2801 N. Gantenbein
- B & R Sport Shoes
2940 N.E. Alberta
- Royal Esquire Club
1708 N.E. Alberta
- Joe's Place
1801 N.E. Alberta
- Welcome Inn
26th & Alberta
- Alberta Fish & Poultry
1824 N.E. Alberta
- Boss's Bar-Be-Que
N.E. Alberta
- Craig's
106 N. Beech
- Plaza Place
N.E. Union
- D & M Auto Parts, Inc.
710 N.E. Killingsworth
- Grocery Store
N.E. Killingsworth
- Learning World
1407 Lloyd Center
- American Red Cross
3131 N. Vancouver
- Union Ave. Liquor Store
3532 N.E. Union