

PROFESSIONAL SERVICES DIRECTORY

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

Phone 288-0033 — To Place Your Ad

Ad Rates: 5 Lines - 1 Week — \$7.50 4 Weeks — \$25.00 (add \$2.50 Per Line)

Deadline: 5:00 P.M. - Tuesday (All ads are subject to the approval of this paper, which reserves the right to edit, reject or properly classify any ad.)

<p>AUTO REPAIR</p> <p>Eddie's Auto Repair</p> <p>Low Rates - While You Wait!</p> <p>625 N.E. Killingsworth Portland, Oregon 281-7591</p>	<p>BEAUTY & BARBER SUPPLIES</p> <p>Look of Radiance 3512 N.E. 15th Street Portland, Oregon 284-6345</p> <p>Nails Only • Hair Care Salon Beauty/Barber Supply • Free Delivery</p> <p>CONTRACTING-GENERAL</p> <p>Silco Construction Co. 8614 N. Crawford Portland, Oregon 97203 286-8155</p>	<p>BEAUTY / BARBER SUPPLIES</p> <p>ja'bell's</p> <p>Beauty • Barber • Nails Supplies</p> <p>(Retail & Wholesale)</p> <p>Cosmetology Consultant</p> <p>5832 N.E. Union Avenue Portland, Oregon 97211 (503) 281-6393</p> <p>Open: Mon. thru Sat. 9 a.m. - 6 p.m.</p>	<p>BEAUTY SUPPLIES</p> <p>P & J's Beauty Salon & Supply</p> <p>231 N. Lombard • Suite 200 Portland, OR 97217 • 289-0205</p> <p>Styles by E.J. Bates</p> <p>Low Prices - Quality Service - Deliveries</p> <p>CONSTRUCTION</p> <p>Donald M. Drake Construction</p> <p>226-3991</p>	<p>FLORAL - SILKS</p> <p>Eartha's Floral Connection 517-1/2 N.E. Killingsworth Portland, Oregon 97211 282-3675</p> <p>We Do Weddings • Funerals Made-To-Order • Custom-Made</p> <p>PRINTING</p> <p>Kinko's Open 7 Days A Week 1605 N.E. 7th Portland, Oregon 97212 284-2129</p>	<p>RESTAURANT</p> <p>Cleo's</p> <p>Ethnic Cuisine Southern Style</p> <p>3041 N. Williams • Portland 284-7150</p> <p>SPORTS MEDICINE</p> <p>North Portland Medical Clinic 105 N. Killingsworth Portland, OR 97217 285-3323</p>
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JOBS & CLASSIFIED ADVERTISING

<p>MEDICAL</p> <p>PHYSICIANS ASSISTANT</p> <p>CODA, Inc. seeks Physicians Assistant to provide medical services to clients in substance abuse treatment facility. Responsibilities include compiling written medical histories, performing complete physical exams, client medical evaluation, managing caseload, emergency medical treatment, consulting with and assisting medical director. Preferred applicant will have current registration and have knowledge of substance abuse treatment. Excellent benefit package. Position will close once vacancy filled.</p>	<p>OUTSIDE SALES POSITION</p> <p>For leading metro business association. Excellent opportunity for salary plus commission plus benefits. Two (2) years outside sales experience plus two (2) years of sales accomplishment required. Send resume by 11-14-88 to:</p> <p>Portland Chamber of Commerce 221 N.E. 2nd Portland, OR 97209 Atten.: Membership</p> <p>Equal Opportunity Employer/ Women & Minorities Are Encouraged To Apply</p>	<p>MAINTENANCE</p> <p>BUILDING MAINTENANCE ASSISTANT</p> <p>Assist in the maintenance, repair and general upkeep of our facilities. Applicants must have a good working knowledge of the electrical, plumbing and mechanical systems of a major office building, be able to interpret technical information, make math calculations, have good communication skills. Must be able to meet physical demands of the job and pass a security check. Starting salary range \$5.48 - \$6.85/hourly depending on experience plus full benefits.</p>	<p>WASHINGTON COUNTY JOBS</p> <p>HEALTH OFFICER Salary: \$4,939 - \$6,003/Monthly</p> <p>COOK I Salary: \$1,003 - \$1,220/Monthly</p> <p>MENTAL HEALTH SERVICES COORDINATOR I Salary: \$1,771 - \$2,154/Monthly</p> <p>EVIDENCE OFFICER I Salary: \$1,498 - \$1,820/Monthly</p> <p>COMPUTER OPERATOR Unified Sewerage Agency Salary: \$9.91 - \$12.04/Hourly</p> <p>Operates and monitors the performance of a DEC computer and peripheral equipment in real-time and/or time-sharing systems. Requires coursework in computer operations or technology and experience in the operation of a computer and peripheral equipment; experience with Digital VMS and RSX operating system preferred. Agency application forms required, resumes NOT accepted.</p>	<p>COUNSELING</p> <p>CHEMICAL DEPENDENCY COUNSELOR II</p> <p>For Marion/Yamhill Counties for full-time bi-lingual counselor with non-profit team delivering outpatient and DUI Programs with primary service delivery focused for Hispanics. Minimum of 4 years documented experience as a progressively responsible treatment service provider with minimum 1 year experience working with mandated clients preferred. If recovering, minimum 4 years continuous sobriety. \$8.64 hourly plus excellent fringe benefits. Bilingual English/Spanish required. Driver's license and reliable insured transportation, flexible hours and some travel required. Closes 11-18-88, 5 p.m. Send resume to:</p> <p>Atten.: Sharon White Oregon Human Development Corp. 9620 S.W. Barbur Blvd. Suite 110 Portland, Oregon 97219</p> <p>Equal Opportunity Employer</p>	<p>ACCOUNTING</p> <p>CPA</p> <p>NW grocery wholesaler seeks energetic, organized individual to administer small business client accounts. Must have excellent communication skills due to high client contact in addition to the following requirements:</p> <ul style="list-style-type: none"> • Certificate in any state. • Minimum 2 years client writeup. • IBM PC literacy. • Tax experience helpful, but not required. • Salary range \$22,800 - \$25,000. • Excellent benefits package. <p>Please send detailed resume and salary history by 11/18 to:</p> <p>United Grocers, Inc. Human Resources Dept.-CPA P.O. Box 22187 Milwaukie, OR 97222</p> <p>Equal Opportunity Employer</p>
<p>MENTAL HEALTH</p> <p>COUNSELOR</p> <p>CODA, Inc. seeks qualified applicants for counselor position in drug treatment services program. Some responsibilities include providing diagnosis, evaluation and treatment to caseload of clients including complex cases which require a variety of clinical expertise; conducting individual group, youth and family counseling therapy; maintaining client records; may provide administrative supervision to counselors. Graduate training in human services and 2 years supervised human service experience. Salary range \$1,393 - \$1,950 month plus excellent benefits package. Position will close once vacancy is filled.</p>	<p>RESTAURANT</p> <p>Now accepting applications for:</p> <ul style="list-style-type: none"> ★ Lead Cook ★ Wait Staff ★ Bar Back ★ Espresso Maker <p>Apply in person.</p> <p>Parchman Farm Jazz Club 1204 S.E. Clay St. Mon.-Fri. 2:00 - 5:00 p.m.</p> <p>Equal Opportunity Employer</p>	<p>MEDICAL</p> <p>CELL SALVAGE EQUIPMENT OPERATOR</p> <p>Position available to perform all aspects of autologous transfusion in the intra-operative and peri-operative setting. Load, transport and monitor equipment, maintain instruments, initiate and maintain records, provide verbal and written documentation perform hospital in-service orientations.</p>	<p>MANAGEMENT ANALYST (Public Information) Unified Sewerage Agency Salary: \$10.93 - \$13.28/Hourly</p> <p>Performs a variety of administrative and communication tasks with emphasis on public and employee information; provides support to the Office of the General Manager and Agency divisions. Requires college-level training or combination of training and experience in communications, journalism, public relations or related field. Agency application forms required, resumes NOT accepted. Apply by November 18, 1988 on all positions above to:</p>	<p>DATA PROCESSING</p> <p>DOCUMENTATION SPECIALIST</p> <p>American Data has an excellent opportunity available in our Information Resources Department. Responsibilities include the writing and updating of all user manuals and technical communication to bank clients, and the production, inventory and distribution of all user manuals. Qualified applicants must have excellent writing and organizational skills, general knowledge of banking applications, data processing or Desktop Publishing on a personal computer. The position is located on SW Macadam Ave.</p>	<p>MEDICAL CLAIMS ANALYSTS</p> <p>Blue Cross and Blue Shield of Oregon is currently accepting applications for positions to begin November 28, 1988.</p> <p>This position is responsible for accurate and timely payment of Blue Cross and Blue Shield of Oregon's medical claims. Experience necessary to perform this task will include:</p> <ul style="list-style-type: none"> • 1 year recent clerical work experience in a doctor's office or hospital setting. • Demonstrated knowledge of medical terminology and anatomy. This may be obtained through a classroom setting or office experience. • ICD-9/CPT-4 Coding. • A minimum of 6-12 months experience using a CRT in a production oriented environment. • Fast, accurate use of a 10-key calculator. <p>Previous claims processing or insurance billing experience highly desirable.</p>
<p>COUNSELOR V</p> <p>CODA, Inc. seeks qualified applicants for Counselor position in drug treatment services program. Position will supervise a structured intensive out patient program for felony offenders. Preferred applicant should have graduate training in human services, 2 years supervised human service experience and experience in supervision of staff and treatment of criminal mandated clients. Salary range \$1,581 - \$2,137 month plus excellent benefits. Position will close once vacancy fills.</p> <p>Application and screening questions available at 210 N.E. 20th Ave., Portland, OR</p> <p>An Affirmative Action/ Equal Opportunity Employer</p>	<p>STAFF ASSISTANT</p> <p>Assists Operations and Maintenance Department supervisory staff in responsible clerical, technical and routine administrative tasks. Candidate must be well-organized and resourceful with excellent all-around clerical skills, ability to operate word processing equipment, familiarity with spread sheet software such as Lotus 1, 2, 3, and ability to type 60 wpm. Wage range \$9.21 to \$11.48/hourly. Submit official application form available at Salem Area Mass Transit District, 3140 Del Webb Avenue N.E., Salem, Oregon 97303 no later than November 18, 1988.</p> <p>Equal Opportunity Employer</p>	<p>MED TECH</p> <p>Full-time position available, 9:30 p.m. - 8 a.m., Mon.-Thurs., perform HBsAg testing and confirmation, HIV antibody testing, anti Hbc test and other TD related tests as required on donor units and outside samples. Must be MLT-ASCP or equivalent. Apply at:</p> <p>American Red Cross Human Resources Dept. 3131 N. Vancouver Ave. Portland, OR 97208</p> <p>Equal Opportunity Employer</p>	<p>Washington County Personnel 150 N. First Ave. Room B-2 Hillsboro, OR 97124</p> <p>Equal Opportunity Employer</p> <p>ADMIN. ASST. III Salary: \$2,152 - \$2,744/Monthly</p> <p>Advanced professional, administrative work providing direct support to agency heads in carrying out major staff functions. Will conduct research, procedural and administrative studies; prepare reports. Consider experience in organizational management; degree in business or public administration; or equivalent experience and training. Ability to plan, organize, direct staff operations. Experience using personal computers; WordPerfect; Lotus, R-Base Software desired. Closes: 11-18-88.</p>	<p>PROGRAMMER ANALYST</p> <p>The Systems Dept. at American Data is currently interviewing for a Programmer Analyst in our Financial Group. Qualified applicants must have 4 years of mainframe programming experience in an OS environment, the ability to write and test structured COBOL programs in VMS/CMS, or TSO and OS/MVS environments, and experience with structure design methodology and financial applications. Must possess accurate and clear verbal and written communication skills, be able to work effectively in a team, and capable of supervision. This position is located on SW Macadam Avenue.</p>	<p>Blue Cross and Blue Shield of Oregon Human Resources Dept., 5th Flr. 100 S.W. Market Portland, OR 97201</p> <p>Equal Opportunity Employer</p>
<p>MULTNOMAH COUNTY</p> <p>PARKS PLANNER Salary: \$12.50/Hourly</p> <p>Performs professional planning work in park development; duties include drafting construction specifications, evaluating bids, master planning, and planning and promoting special events; requires three years of parks planning experience; related college coursework is desirable; apply by November 18, 1988.</p> <p>WHERE TO APPLY: Multnomah County Employee Services Room 1430 1120 S.W. Fifth Avenue Portland, OR 97204</p> <p>Equal Opportunity Employer</p>	<p>ACCOUNT REPRESENTATIVE/TRAINEE \$1,451 - \$2,116</p> <p>SAIF Corporation, Oregon's leading workers' compensation insurance carrier is seeking an Account Representative/Trainee for its Portland Office. The individual in this position is responsible for the retention and marketing of small business accounts and provides information and assistance concerning workers' compensation insurance to employers and other interested parties.</p> <p>Applicants should have one year of technical experience in workers' compensation insurance in the areas of marketing or underwriting; excellent skills in communication and public relations; basic math and clerical skills. Applicants must possess or have the ability to obtain an Oregon General Agents Insurance License and also possess a valid Oregon driver's license. Applicants who do not meet all of these requirements will be considered as a trainee.</p> <p>We offer an excellent benefits program. To be considered for this position you must complete our employment application. Please call our message phone (503) 1-373-8047 by 5 p.m., November 10, 1988 to request your applicant packet. No resumes please.</p> <p>SAIF Corporation Equal Opportunity Employer</p>	<p>LIVE-INS/ HOUSEKEEPERS</p> <p>Taking resumes along with references for live-ins and housekeepers. Contact: Personal Choice at 289-0005 between 9 a.m. - 5 p.m.</p> <p>Dependable transportation a must. Equal Opportunity Employer</p> <p>★ JOB OPPORTUNITIES ★ Call our 24-Hour job line at 280-4727 for a listing of current opening at:</p> <p>Emanuel Hospital & Health Center A HealthLink Member Equal Opportunity Employer</p>	<p>EQUIPMENT OPERATOR II Salary: \$9,121 - \$10,667/Hourly</p> <p>Do you have experience operating street sweeper, flusher, 4 and 10 yard dump truck, backhoe and pavement roller? Job Opening for person with experience in street related equipment operation. Must perform minor maintenance or repair on Equipment in the field. Preference given for Class III driver's license. Closes: 11-18-88.</p> <p>Apply to:</p> <p>City of Salem Personnel Dept. Room 225 555 Liberty S.E. Salem, OR 97301</p> <p>Equal Opportunity Employer</p>	<p>American Data Services Personnel Dept. 1001 S.W. Fifth Ave. Second Floor P.O. Box 3066 Portland, OR 97208 (503) 796-3878</p> <p>Applicant Hours: 9 a.m. to 1 p.m. Mon.-Fri. Equal Opportunity Employer</p>	<p>TECHNICAL WRITER</p> <p>Join a worldwide developer and producer of biotechnical equipment. Research and write operator and maintenance manuals. The successful candidate will combine a BS in a scientific field with writing skills and computer literacy. Excellent professional challenge, compensation and benefits exist with a team dedicated to the development of the technology of tomorrow. Send resume & salary history to:</p> <p>Application Desk for Tech Writer 13520 S.E. Pheasant Court Portland, OR 97222</p> <p>An Affirmative Action/ Equal Opportunity Employer</p>
<p>SALES HELP WANTED (No Investment)</p> <p>URGENTLY NEED DEPENDABLE PERSON</p> <p>To work without supervision for Texas Oil Co. in Portland area. We train. Write R.A. Dickerson, Pres., SWPECO, Box 961005, Ft. Worth, TX 76161.</p> <p>Equal Opportunity Employer</p> <p>TYPISTS Hundreds Weekly At Home! Write: P.O. Box 16, Clark, NJ 07066</p>	<p>HAIRSTYLIST/MANICURIST WANTED TO LEASE SPACE 285-6362</p> <p>E.J.'s Beauty Salon 231 N. Lombard Portland, Oregon 97211</p>	<p>HOTEL</p> <p>THE PORTLAND HILTON</p> <p>★</p> <p>We are currently seeking applicants for the following positions:</p> <ul style="list-style-type: none"> • ROOM ATTENDANTS • LAUNDRY WASH PERSON • FRONT DESK CLERKS • PBX OPERATOR <p>Apply direct at 921 S.W. 6th, Mon.-Thurs., 10 a.m.-12 Noon. Job Hotline Number 220-2560.</p> <p>Equal Opportunity Employer</p> <p>COUNSELING</p> <p>ISAAC WHITE, RCSW Counselor/Consultant</p> <ul style="list-style-type: none"> ★ Individual ★ Couples ★ Families <p>281-5943</p>	<p>BUSINESS OPPORTUNITIES</p> <p>SERV-U-1ST</p> <p>JANITORIAL SERVICE OWN YOUR OWN</p> <p>Complete Training Included Low Investment</p> <p>244-7628</p>	<p>\$1,000 WEEKLY EARNING POSSIBILITIES!</p> <p>Earn Your Christmas Cash Now! Our firm needs people to work from HOME. Weekly Paychecks! To Apply - Send self-addressed, stamped envelope to:</p> <p>Austin Enterprises P.O. Box 1806 Union, N.J. 07083</p> <p>Equal Opportunity Employer</p>	<p>ESTATE/GARAGE SALE</p> <p>Household Items & Furniture 44 N.E. Baldwin Portland Nov. 11, 12 & 13 Time 9:00 a.m. - 4:00 p.m.</p> <p>PORTLAND OBSERVER "The Eyes and Ears of the Community" 288-0033</p>