

# PROFESSIONAL SERVICES DIRECTORY

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.)

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

<p><b>APPLIANCES</b></p> <p><b>WASHERS &amp; DRYERS</b> \$100.00 and Up CALL 282-4911</p> <p>CALL THE GIRLS! FOR YOUR YARD After 1:00 P.M. 289-9122 · 286-8493</p>	<p><b>BEAUTY &amp; BARBER SUPPLIES</b></p> <p><b>Look of Radiance</b> 3512 N.E. 15th Street Portland, Oregon 284-6345</p> <p><i>Nails Only • Hair Care Salon Beauty/Barber Supply • Free Delivery</i></p> <p><b>CONTRACTING-GENERAL</b></p> <p><b>Silco Construction Co.</b> 8614 N. Crawford Portland, Oregon 97203 286-8155</p>	<p><b>BEAUTY / BARBER SUPPLIES</b></p> <p><b>ja'bell's</b> <i>Beauty • Barber • Nails Supplies</i></p> <p>5832 N.E. Union Avenue Portland, Oregon 97211 (503) 281-6393 and 5287 N. Lombard Street Portland, OR 97203 (503) 283-6085 <i>Open: Mon. thru Sat. 9 a.m. - 6 p.m.</i></p>	<p><b>BEAUTY SUPPLIES</b></p> <p><b>P &amp; J's Beauty Salon &amp; Supply</b> 231 N. Lombard • Suite 200 Portland, OR 97217 • 289-0205</p> <p><i>Styles by E.J. Bates Low Prices • Quality Service • Deliveries</i></p> <p><b>CONSTRUCTION</b></p> <p><b>Donald M. Drake Construction</b> 226-3991</p>	<p><b>FLORAL - SILKS</b></p> <p><b>Eartha's Floral Connection</b> 517-1/2 N.E. Killingsworth Portland, Oregon 97211 282-3675</p> <p><i>We Do Weddings • Funerals Made-To-Order • Custom-Made</i></p> <p><b>PRINTING</b></p> <p><b>Kinko's</b> <i>Open 7 Days A Week</i> 1605 N.E. 7th Portland, Oregon 97212 284-2129</p>	<p><b>INSURANCE</b></p> <p><b>Ernest Warren - Agent</b> Auto - Home - Life Health - Group</p> <p>P.O. Box 12652 1717 N.E. 19th Portland, OR 97212 (503) 288-4513</p>
--	---	---	--	---	--

# JOBS & CLASSIFIED ADVERTISING

Portland State University seeks a Director of Alumni Affairs. Responsibilities include serving as the University's liaison with its over 30,000 alumni, planning and administering programs and activities which enhance the University and create a positive, enduring relationship with alumni. Requirements include a Bachelor's degree and minimum of five years professional experience in alumni relations, development, admissions, communication, marketing, or public relations. Essential are strong written and oral communications skills, and the ability to work well with others and manage resources. Salary range, \$32,000 - \$36,000, depending on experience and qualifications. Located in downtown Portland, Oregon, Portland State has over 16,000 students.

Send applications or nominations, plus three letters of professional reference, by March 1, 1989 to: Director of Alumni Affairs Search Committee, Office of the President, Portland State University, P.O. Box 751, Portland, Oregon 97207.

*Portland State University is an equal opportunity/affirmative action employer. Qualified minorities, women, and members of other protected groups are encouraged to apply.*

## ECONOMIC DEVELOPMENT LIBRARIAN

The Linn-Benton Cooperative Economic Development Library Project is seeking a Librarian who is innovative and interacts well with the business and professional communities. Will set up and firmly establish a network with the business and professional communities of Linn/Benton counties and will link this network with the resources in the local area libraries. Will establish and work closely with an advisory board to better assess the informational needs of the business communities.

Requires: ALA accredited MLS, strong communication and interpersonal skills, ability to do online and compact disk searching. Prefers: At least 2 years as a professional librarian, background in business reference, experience in grant-writing and in working with community groups.

Salary: \$2,200 monthly for an appointment through September 1989. Possibly extended. Application deadline: February 7, 1989. Apply to Barbara Thornburg, OSU, Kerr Library 121, Corvallis, OR 97331-4501.

*OSU has a policy of begin responsive to the needs of dual career couples and is an Affirmative Action/Equal Opportunity Employer and complies with Section 504 of the Rehabilitation Act of 1973.*

## CLERK SPECIALIST PARTS MARKETING

Immediate opening exists for an experienced Clerk Specialist in our Parts Marketing Department. Individual will be responsible for order entry, invoicing, and information retrieval utilizing the computer terminal. Coordinate truck and air freight shipments and other clerical functions.

Individual should possess 2-3 years of directly related experience with emphasis on customer phone contact. We offer a competitive salary with an excellent benefit package. Send resume or make application Monday through Friday 7:30 a.m. - 4:30 p.m.

**Wagner Mining Equipment Co.**  
4424 N.E. 158th Ave.  
Portland, OR 97230  
*Equal Opportunity Employer*

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

## MENTAL HEALTH COUNSELOR V

CODA INC, seeks qualified applicants for Counselor in drug treatment services program. Position will supervise a structured intensive outpatient 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 \$1,644-\$2,222 per month plus excellent benefits package.

## COUNSELOR SUPERVISOR

CODA INC, seeks a Clinical Supervisor for methadone maintenance program. Primary responsibilities include program development, clinical and administrative supervision of clients, provision of individual and group counseling and crisis clinical supervision, master's degree preferred. Salary \$1,644-\$2,222 month, excellent benefits package. Application and screening questions available, 210 N.E. 20th Ave., Portland.

*An Affirmative Action/Equal Opportunity Employer*

## RESEARCH SECRETARY

Consider a career in the Health Care industry with a Fortune 500 company.

This position requires a high degree of professional responsibility, confidentiality and mature judgement.

As a valuable member of the R&D Team, provides clerical support to staff members (Engineers, Designers and Technicians) as they design/Test new and innovative electromechanical equipment.

Candidates must have excellent secretarial, organization and interpersonal skills, with good command of written/oral communication. Must be familiar with personal computers; WordStar and lotus 1-2-3 helpful.

Send resumes and salary requirements to:

Atten.: Sherrie Firman  
13520 S.E. Pheasant Court,  
Portland, OR 97222  
*Equal Opportunity Employer*

## DATA PROCESSING SYSTEMS PROGRAMMER

A major health insurance company is seeking a Systems Programmer for its Technical Support Department.

The Systems Programmer will generate & maintain operating system (MVS/XA) using SMP/E which will include:

- Analyzing system problems.
- Isolating & debugging operational problems.
- Documenting system procedures.
- Installing, maintaining, testing & documenting software program products.

To qualify, applicants must have 2-3 years of systems programming experience, SMP/E knowledge and overall general understanding of data processing. A college degree is desirable, but equivalent work experience may be substituted.

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 Fl.  
100 S.W. Market  
Portland, OR 97201  
*Equal Opportunity Employer*

## EXECUTIVE DIRECTOR

For homeless shelter. Private Non-Profit. Experience necessary.

Send resume reference and salary requirements to:

P.O. Box 242, Salem, Oregon 97308  
*Equal Opportunity Employer*

## SECRETARY

Part-time, temporary position (20 to 30 hours per week for approximately six months), with option of advancing to administrative assistant level, depending on qualifications. Two or more years clerical experience and/or training; must be proficient in word processing, especially Word Perfect, type 50 wpm or better, have good writing, math, and interpersonal skills; be able to work independently; office management, Lotus, research, and public or social agency experience preferred. \$6.54 to \$7.44 per hour, depending on experience. Send resume and cover letter to: Federal Grant Program, Juvenile Services Commission, 530 Center St., N.E., #232, Salem, OR 97310.

*Equal Opportunity Employer*

## OMSI

4015 S.W. Canyon Rd.  
Portland, Oregon 97221  
222-2828  
Atten.: Barbara Curtis

## TEACHER/ ASSISTANT TEACHER

3 Part-time positions teaching classes at Alberta Service for Kids Center (ASK). Part-time, 10 to 15 hours per week.

Teaches: Minimum 2 years experience in teaching or related work, preferable in Sciences.

Ability to obtain chauffeurs license, pay rate, assistant. \$5.50 to \$6.00 per hour. Teachers- \$7.00 to \$10.00 per hour.

Classes - February 3, 1989

Send resume to: OMSI, Personnel, 4015 S.W. Canyon Rd., Portland, OR 97221  
*Equal Opportunity Employer*

## TELEVISION STATION ASSISTANT

We need a conscientious hard-working individual to organize the processing of commercial time orders. You should have hands-on word processing and 10-key pad skills, if you now work in Traffic at a radio station, or have worked with BIAS in the past, you may fit the position. This is not a production or sales entry position. Include salary history with resume to: Walt Adler, P.O. Box 49, Portland, OR 97207.

*Equal Opportunity Employer*

## COUNSELING

Adolescent/Family Therapeutic. Part-time, experience working with SED children preferred.

Resume by 1-30-89 to Tio Nick's, 7025 N. Lombard 97203. Atten.: Program Director

*Equal Opportunity Employer*

## \$60.00 PER HUNDRED

Remailing letters from home! Details, send self-addressed, stamped envelope. Associates, Box 309-T, Colonia, NJ 07067.

Interested in becoming a Catholic or returning to the Catholic Church? Call Fr. Ted or Sis. Kathleen at St Andrew's Catholic Church 281-4429

## ACCOUNTING INTERNAL AUDITOR

Blue Cross and Blue Shield of Oregon, a major health insurance company, is currently seeking an Internal Auditor for their Internal Audit Department. This position will assist in the planning of all audit engagements, perform financial & operational audits involving all plan operations, and draft audit reports regarding audit findings & recommendations.

Requirements include a Bachelor's degree in Business Administration with an emphasis in accounting, and 2 years auditing experience, preferably in public accounting, plus experience in EDP systems & statistics. A CPA or CIA certificate is highly desirable. The position requires strong human relations and communication skills.

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits package, flexible work hours, and competitive salary. Please apply or send resume to:

**Blue Cross and Blue Shield of Oregon**  
Human Resources Dept., 5th Fl.  
100 S.W. Market  
Portland, OR 97201  
*Equal Opportunity Employer*

## LOT ATTENDANT NEEDED

Flexible Hours  
Contact:  
Bill or Deb  
**SAFeway**  
5920 N.E. Union  
*Equal Opportunity Employer*

## MISCELLANEOUS HELP WANTED

**GET PAID!**  
**For Reading Books!**  
\$100.00 per title.  
Write: PASE-J6143,  
161 S. Lincolnway,  
N. Aurora, IL 60542

## HOUSES/APARTMENTS RENTALS

**CAMBRIDGE COURT APARTMENTS**  
New Manager needs great tenants. 2 BR Townhouse apartment with D/W, Carpets, Bus Access. Rent is \$280.00 + Moving Fee. Come by or call manager: 5224 N. Vancouver Ave., 282-4723. Manager - Apt. #10, Section 8 Welcome.

## ATTORNEY

Eugene Branch  
SAIF Corporation, Oregon's leading workers' compensation insurance carrier is seeking an Attorneys for its Portland Branch Office. The individual in this position will work with contested workers' compensation claims, prepare cases for hearings and represent the organization in administrative hearings before the Workers' Compensation Board. Significant trial experience or administrative hearings experience required, Workers' Compensation or insurance defense background preferred. Applicants must be a member of the Oregon State Bar.

We offer an excellent salary and 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., January 30, to request your applicant packet. No resumes please.

**SAIF Corporation**  
*Equal Opportunity Employer*

## LEGAL ASSISTANT

High volume criminal defense firm seeks legal assistant with experience, organizational and communication skills, flex-ability and attention to detail are a must, and computer experience is considered a plus. Must be able to interact with a variety of personalities. Salary \$1,386.00 monthly with liberal benefit package

Please apply in person with resume and cover letter.

Atten.: Sheri Lyman  
1020 S.W. Taylor, Suite 400  
Deadline For Application:  
February 10, 1989.

*Equal Opportunity Employer*

**STATE OF OREGON**  
Department of Human Resources  
Children's Services Division (CSD)  
Multnomah Branch

## SOCIAL SERVICE SPECIALISTS

Multnomah Branch, CSD, Recruiting for: 2 Social Service Specialists (\$1,891-\$2,392 Mo.) Announcement #OC 880379. Parent Trainer responsible for presentation of parenting information to CSD clients. Adoption Worker - responsible for adoption home studies and supervision in conjunction with the Albina Ministerial Alliance.

## PROGRAM EXECUTIVE A

Salary: \$2,056-\$2,500/Mo.  
Announcement #OC 780343. Casework Supervisor - responsible for supervision of casework staff and delivery of services to CSD clients. Position is located at the Albina/King Center Satellite Office.  
TO APPLY: Applications (PD100) and Announcements may be obtained from The State of Oregon Personnel Center, 2850 S.E. 82nd Ave., Portland, OR 97266. For information contact Debbie Wharton, (503) 238-7510. Recruitment closed February 3, 1989.

## EXECUTIVE DIRECTOR

Executive Director needed for homeless shelter a non-profit organization. Experience necessary. Send resume, references, and salary requirements to:

**Salem Outreach**  
Shelter Council  
P.O. Box 242  
Salem, Oregon 97308  
*Equal Opportunity Employer*

## SOCIAL SERVICES PLANNER

Major non-profit organization has full-time professional position community organization and planning director. Individual will promote efficiency of the Social Service System in four (4) county area through the development of plans for human services improvement in the community. Will work with community member service providers and volunteers requires Master's degree in social work or related field or Bachelor's degree in social work or related field plus a minimum of 2 years directly related experience must work well independently and possesses excellent oral and written communication skills demonstrated. Ability with organize program development data input and analysis and/or administration preferred. Salary 19,000 to 23,000 depending on experience. Send resume by Feb. 10th to:

Carol Lewis  
U W of the C W  
718 W. Burnside  
Portland, Oregon 97209  
228-9131  
*Equal Opportunity Employer*

## EXECUTIVE DIRECTOR

Portland area Council of Campfire, Inc. a co-ed non-profit youth organization seeks qualified candidate for Executive Director.

This position administers an annual budget of \$900,000, direct staff of 20 and provides managerial support to the Board of Directors.

Minimum qualifications include a Bachelor's degree and 5 years experience in youth agency administration or comparable experience in related field.

Salary commensurate with experience including competitive benefits. Submit resume by February 20, 1989 to:

**SEARCH COMMITTEE**  
P.O. Box 82455  
Portland, Oregon 97282-0455  
*Equal Opportunity Employer*

## SENIOR ECONOMIST

Salary \$32,508-\$41,328/Yearly

The Oregon Public Utility Commission is recruiting for a senior economic analyst to analyze regional energy issues including load/resource balance, construction planning, avoided costs, and utility resource choices. To qualify, you must have four years of experience in engineering, economic research and analysis, or utility auditing or accounting, AND a Bachelor's degree in engineering, economics, accounting, or a relevant scientific discipline or three more years of responsible pertinent experience. A Master's degree in engineering, economics, accounting, or a relevant scientific discipline can substitute for up to one year of the required experience. For application materials, call (503) 378-6662, or write Public Utility Commission, Human Resource Services, 400 Labor & Industries Building, Salem, OR 97310-0335.  
*Equal Opportunity Employer*

## WELDER

4 Day Work Week

This position requires ability to precision weld to tolerance of +/- .015 in, read micrometers and calipers, be proficient in MIG, TIG and spot welding and have good reading and verbal communication skills, minimum 4 years experience required, or combination of 2 years work experience and training in welding technology.

Send Resume or apply in person Monday-Thursday - 8 a.m. to 4:00 p.m. include appropriate job number on application. Job number #89009.

**Electro Scientific Industries**  
Recruitment Administrator  
13900 N.W. Science Park Drive  
Portland, Oregon 97229  
*Equal Opportunity Employer*

## PRECIOUS STONES FOR SALE

**Blue Star S**  
8.39 Carat  
Appraised at \$4,000.  
*Our Price - \$950.00*

2.40 Carat Emerald  
Excellent Quality & Color  
Beautiful Stone  
**\$2,500**

**CALL 652-5840**

## COUNSELORS

Yaun Youth Care Center seeks qualified applicant for on-call and part-time Night Counselors for residential youth care program. Experience in residential setting. Salary: \$5.00 to \$5.50 per hour. Apply at 5728 N.E. Rodney.  
*Equal Opportunity Employer*