

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>APPLIANCES</p> <p>WASHERS & DRYERS \$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>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 Beauty • Barber • Nails Supplies</p> <p>5832 N.E. Union Avenue Portland, Oregon 97211 (503) 281-6393 and 5287 N. Lombard Street Portland, OR 97203 (503) 283-6085 Open: Mon. thru Sat. 9 a.m. - 6 p.m.</p>	<p>BEAUTY SUPPLIES</p> <p>P & J's Beauty Salon & Supply 231 N. Lombard • Suite 200 Portland, OR 97217 • 289-0205</p> <p>Styles by E.J. Bates Low Prices • Quality Service • Deliveries</p> <p>CONSTRUCTION</p> <p>Donald M. Drake Construction 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>INSURANCE</p> <p>Ernest Warren - Agent Auto - Home - Life Health - Group</p> <p>P.O. Box 12652 1717 N.E. 19th Portland, OR 97212 (503) 288-4513</p>
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JOBS & CLASSIFIED ADVERTISING

MENTAL HEALTH WEEKEND NIGHT SUPERVISOR

CODA, Inc seeks qualified individual for weekend night supervisor for residential treatment facility, 27 hours per week. Experience in residential or drug treatment preferred. Closing date 2/23/89.

Application material may be obtained at CODA, Inc. 210 NE 20th, Ave. Portland, OR., 97232. Coda is an Equal Opportunity/Affirmative Action Employer

MENTAL HEALTH COUNSELOR SUPERVISOR

CODA, Inc. seeks qualified applicants for counselor supervisor in methadone program. Responsibilities include clinical supervisor/ training of professional counselors; assisting the program manager in the clinical aspects of a program providing treatment services to opiate addicted clients. Preferred candidates will have direct experience and knowledge of drug dependent women's issues. Graduate degree in health services required. Salary range \$1644-\$2222/month plus excellent benefits. Application material may be obtained at CODA, Inc. 210 NE 20th, Ave. Portland, OR., 97232. Coda is an Equal Opportunity/Affirmative Action Employer

INSURANCE MEDICAL CLAIMS ANALYSTS

Blue Cross & Blue Shield of Oregon is currently accepting applications for a Medical Claims Analyst. This position is responsible for accurate and timely payment of Blue Cross & Blue Shield of Oregon's medical claims. Experience necessary to perform this task will include:

- * 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.

Previous claims processing or insurance billing experience highly desirable. Position begins March 27, 1989

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

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

REAL ESTATE/SALES

REAL ESTATE WANTED

Realtor/investor desires to purchase low-priced vacant lots and repairable houses in close-in Northeast and North Portland. All cash or your terms. Leave message at 286-7239.

\$60.00 PER HUNDRED
Remailing letters from home! Details, send self-addressed, stamped envelope. Associates, Box 309-T, Colonia, NJ 07067.

INSURANCE CLAIMS ASSISTANT \$1177/MINIMUM

SAIF Corporation, Oregon's leading workers' compensation insurance carrier is seeking temporary Claims Assistant for its Portland Branch Office.

Applicants must have successful office experience demonstrating basic clerical skill; ability to communicate well by telephone; ability to use a calculator, dictaphone and CRT. Knowledge of workers' compensation insurance is desirable.

To be considered for this position you must complete our employment application. Please call our message phone (503) 1-373-8047 by 5pm, February 13, to request your applicant packet. No resumes please.

SAIF Corporation
Equal Opportunity Employer

TRAFFIC SIGNAL TECHNICIAN

\$1,908-\$2,433 Monthly

Oregon Department of Transportation, Highway Division, is accepting application.

Requires: two years maintaining/repairing traffic signals/controllers in the field and an Associate degree in electronics; OR five year experience.

Contact ODOT Personnel, 419 Transportation Bldg., Salem, OR 97310, (503) 378-6281 for employment application and recruiting announcement.

AN AA/EEO EMPLOYER

NEED EXTRA MONEY OUTSTANDING OPPORTUNITY

Dick Gregory Ambassador of C.C.I. nutrition products from Washington D.C. will be holding a meeting at Y.W.C.A. Sunday, February 19th at 2pm, 5630 N.E. Union Ave.

If you need information call Judy Wilson (503) 643-3500 or Donnie James (503) 282-3675

INSTRUCTORS

(Reading, writing, ESL, math, electives & PE). U of O Upward Bound Program summer session June 18 - August 13, 1989. Applications available at UB, 1859 E. 15th, Eugene, OR 97403. Deadline March 1, 1989.

COUNSELORS

(Live-in) U of O Upward Bound Program summer session June 18 - August 13, 1989. Applications available at UB, 1859 E. 15th, Eugene, OR 97403. Deadline March 1, 1989.

An Affirmative Action/ Equal Opportunity Employer Minorities and Women Encouraged To Apply

NURSING/CNA

Tired of Geriatrics?
Work with your spinal cord injured adults in a Apartment complex.

Up to \$5.00 to start regular raises, excellent benefits, and flexible hours.

Apply at:
2600 N. Williams
(503) 249-1765

MEDICAL Chief Medical Officer Pendleton, OR

This is an opportunity to lead an outstanding team of clinicians and to realize your vision for rural public psychiatry. The Chief Medical Officer must be a creative and skillful psychiatric administrator who is committed to participate management and innovation.

The Eastern Oregon Psychiatric Center is a state operated 60 bed general psychiatric inpatient component of a 16 country rural mental health network. The Center and its associated country mental health programs have a long history of close cooperation and coordination. This facility is known for its teamwork, commitment to innovation, and high morale. It is associated with the Oregon Health Sciences University in Portland, and a joint appointment in the Department of Psychiatry may be available to the CMO.

EOPC is located in a town of 15,000 at the foot of the Blue Mountains and in the center of world class fishing, hunting, wind surfing, skiing, and mountain climbing. Pendleton's schools are excellent, real estate is exceptionally affordable, and three major metropolitan areas are within three hours drive.

You should be a Board eligible or Board certified psychiatrist with at least five years of inpatient experience and three years of administrative training and/or experience. Salary to \$72,204 with an excellent fringe benefit package.

Contact Stephen H. Feinstein, Ph.D., Superintendent, Eastern Oregon Psychiatric Center, 2575 Westgate, Pendleton, Oregon 97801. Telephone 503-276-0810.

COORDINATOR PART-TIME TEEN PARENT PROGRAM

Experience working with teens, good clerical skills, own transportation.

Apply---AMA Family Day Care
1425 NE Dekum
(503) 285-0493

Closing Date--February 24, 1989

HUMAN RESOURCES MGR

CODA, INC is seeking qualified applicants for a Human Resources Manager. This position is responsible to the executive director for an agency human resources program. The human resources manager is responsible for the coordination and administration of personnel services, as well as staff training and professional development. Minimum qualifications include an undergraduate degree in business administration, public administration, social sciences or a closely related field, at least 2 years of experience working as a personnel generalist, and excellent verbal and written communication skills. A certificate in personnel administration and additional years of experience may be substituted for the degree requirement. Salary range \$1950-\$2638. Closing date 2/23/89. Application material may be obtained at CODA, Inc. 210 NE 20th Ave, Portland, Oregon, 97232. CODA is an Equal Opportunity/Affirmative Action 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

MENTAL HEALTH

Occupational Therapist OTR, SW, MS or Equivalent with two years experience in mental health sought for leadership position in Psych-Social Rehabilitation program.

Ideal spot for innovative therapists who enjoy working with people. Background in program assessment and development experience with multi-ethnic population preferred.

Comprehensive salary and benefits.

Send Resume to:
Carol Reinesch
Rehabilitation Program Manager in N/NE Community Health. 5019 N. Williams, Portland, Oregon 97207.
Telephone 249-0066 An Equal Opportunity Employer

DISADVANTAGED (DBE) BUSINESS ENTERPRISE PROPOSAL Supportive Services for DBE Firms

PURPOSE: To assist minority and women construction firms secure participation on Federal-aid highway construction projects.

CONTRACT: Duration of services from March 15, 1989 to September 30, 1989.

AMOUNT: \$75,000

DBE: The supportive services contract has a DBE participation goal of 25%.

WRITTEN PROPOSAL: Must be submitted by March 1, 1989 to:

Vernell West
OJT/DBE Supportive Services Programs Coordinator
1158 Chemeketa Street NE
Salem, Oregon 97310

Interested persons may contact Vernell West by telephone at: (503) 378-6314.

MULTNOMAH COUNTY

DEPUTY SHERIFF - \$12.32 PER HOUR; PATROLS ASSIGNED AREA IN RADIOEQUIPPED CAR PROVIDING NUMEROUS COMMUNITY SERVICES; DEALS WITH A WIDE VARIETY OF STRESS AND NON-STRESS SITUATIONS INDEPENDENTLY, MATURELY AND WITH DISCRETION; APPLICANTS MUST HAVE OR BE WITHIN 90 DAYS OF RECEIVING A BS, BE 21 OR OVER AND HAVE A VALID DRIVER'S LICENSE; APPLY BY FEBRUARY 24, 1989.

WHERE TO APPLY MULTNOMAH COUNTY EMPLOYEE SERVICES, ROOM 1430, 1120 SW FIFTH AVENUE, PORTLAND, OR 97204.

"AN 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

ADMINISTRATION FACILITIES MGMT ADMINISTRATOR

Oregon State Dept of General Services

Salary: \$3192-\$4072/Mo.
Deadline: 5pm Monday, March 20, 1989.

Coordinates the acquisition, construction, leasing and Management of State office buildings, public lands, and other real property. Acts as liaison to the Capital Planning Commission and advises public policy makers on space utilization and land use implications of proposed development. You must have the equivalent of a BA degree and 6 yrs of steadily increasing Mgmt responsibility. Preference will be given to those with Management experience in building design, construction and maintenance or in land and site development or leasing. The State of Oregon is an Affirmative Action/Equal Opportunity Employer; women and minorities are strongly encouraged to apply. For a detailed announcement and application contact: Personnel Office, 1225 Ferry St., SE Salem, OR 97310. 503-378-4688

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

INFORMATIONAL ADVERTISEMENT DEPARTMENT OF TRANSPORTATION HIGHWAY DIVISION CALL FOR BIDS SUPPLEMENTAL

SEALED BIDS WILL BE RECEIVED UNTIL 9 A.M. ON FEBRUARY 23, 1989, FOR THE PROJECT LISTED BELOW:

COUNTY

CLATSOP YOUNGS BAY BRIDGE SECTION OF THE OREGON COAST HWY. FENDER REPLACEMENT.

PLANS, SPECIFICATIONS, AND BID DOCUMENTS MAY BE OBTAINED IN RM. 1, TRANSPORTATION BUILDING, SALEM, OR 97310. PRIME CONTRACTORS MUST BE PREQUALIFIED TEN DAYS PRIOR TO THE BID OPENING DAY. FOR ADDITIONAL INFORMATION, PLEASE CONTACT COMMISSION SERVICES AT 378-6526.

IF YOUR BUSINESS IS NOT CERTIFIED AS A DISADVANTAGED BUSINESS ENTERPRISE (DBE) OR A WOMEN BUSINESS ENTERPRISE (WBE), PLEASE CONTACT THE OFFICE OF WOMEN AND MINORITY BUSINESS AT 155 COTTAGE, SALEM, OR 97310, PHONE (503) 378-5651.

CITY OF GRESHAM REQUEST FOR PROPOSAL

TO PROVIDE REAL PROPERTY APPRAISAL SERVICES FOR SANITARY SEWER EASEMENT ACQUISITION FOR THE EAST JOHNSON CREEK SANITARY SEWER L.I.D. PROJECT #3041

The City of Gresham requests proposal to provide Real Property Acquisition Services for the East Johnson Creed Sanitary Sewer L.I.D. Project. There are seven properties with approximately 1400 linear feet of sewer line requiring permanent and/or temporary easements. Services to be in full accordance with all State and Federal laws relating to land acquisition and appraisal by public agencies.

Proposals must be submitted by 3:00 PM, February 28, 1989 to the City of Gresham, Engineering Department, 1333 NW Eastman Parkway, Gresham, Oregon 97030.

R.F.P.'S and project descriptions may be obtained at Gresham Engineering Department.

SUB-BIDS REQUESTED

OREGON HEALTH SCIENCES UNIVERSITY EYE CENTER & PARKING GARAGE
BID DATE: Wednesday, March 1, 1989 at 3:00 P.M.

DONALD DRAKE CONSTRUCTION
1740 N.W. Flanders - Portland, Oregon 97209
(503) 226-3991

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

PORTLAND CABLE ACCESS TELEVISION

SECRETARY/RECEPTIONIST -20 hr.wk. 60 words per min, gd oral and written communication skills. Able to deal with diverse public in a professional manner. Cover letter and resume to General Manager, PCA-TV, 2766 NE Union, Portland, 97212. PCA is an EEO/Affirmative Action Employer. Application due by 3/4/89.

PLAYBACK OPERATOR - 20 Hr. wk. Hands-on experience in video editing and automated and manual playback systems. Gd communications skills; attention to detail important. Includes evenings and weekend work. Cover letter and resume to General Manager, PCA-TV, 2766 NE Union, Portland 97212. PCA is an EEO/Affirmative Action Employer. Applications due by 5pm, 3/4/89.

ACCESs TECHNICIAN - full time. Must possess working knowledge of audio and video equipment and an understanding of TV production techniques. Strong oral and written communication skills and the ability to deal effectively with a diverse public a must. Includes evenings and weekend work. Cover letter and resume to General Manager, PCA-TV, 2766 NE Union, Portland, 97212. PCA is an EEO/Affirmative Action Employer. Applications due by 5pm, 3/4/89.