

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.)

DONNIE JAMES
Men & Women's Fashion

"If you dare to be fashionable"

517 NE Killingsworth
Portland, Oregon 97211

Donnie Lewis
(503) 288-1721 James Williams

PRITCHETT'S
ELECTRICAL MAINTENANCE CO.

Specializing In:
Installation, Trouble Shooting and Repair of Electrical Appliances, Equipment & Light Fixtures

Licensed Bonded Insured
Corey Pritchett 3525 N.E. Rodney
287-9617 Portland, OR 97212

BEAUTY / BARBER SUPPLIES
ja'bell's
Beauty • Barber • Nails Supplies
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.

BEAUTY SUPPLIES
P & J's Beauty Salon & Supply
231 N. Lombard • Suite 200
Portland, OR 97217 • 289-0205
Styles by E.J. Bates
Low Prices - Quality Service - Deliveries

CONSTRUCTION
Donald M. Drake Construction
226-3991

FLORAL - SILKS
Eartha's Floral Connection
517-1/2 N.E. Killingsworth
Portland, Oregon 97211
282-3675
We Do Weddings • Funerals
Made-To-Order • Custom-Made

PRINTING
Kinko's
Open 7 Days A Week
1605 N.E. 7th
Portland, Oregon 97212
284-2129

RENT WASHERS & DRYERS

• This Coupon Good For •
• \$15 OFF DELIVERY & INSTALLATION FEE •
• 30 Delivery & Installation •
rental washer Co. Portland 231-7413
Vancouver 693-4000

JOBS & CLASSIFIED ADVERTISING

PROGRAM SPECIALIST PROJECT DARE

Addictions and aging program specialist to assist elderly alcohol and drug abuse prevention project in four county Portland/Vancouver area. Education and experience required in health education, gerontology and/or chemical dependency fields, program planning, training programs, community organizing, data collection and analysis. Excellent written and verbal skills essential. Salary negotiable. Request application and information form:
Project DARE
3835 SW Kelly
Portland, Oregon 97201
(503) 221-5265

POLICE OFFICER
Recruit/Lateral
Salary: \$1903-\$2550/mo.

The City of Eugene is currently recruiting for Recruit/Lateral Police Officers. Placement in the salary range will depend on previous experience and education level. Women and minorities are encouraged to apply. Closing date: May 19, 1989. Obtain application packet between 8:00 am - 5:00 pm at City of Eugene, Human Resource Services, 777 Pearl St., Rm. 101, Eugene, OR 97401, (503) 687-5061 AA/EOE

Research assistant position in forest engineering available May 15, 1989. BS degree in forest engineering and a MS degree in forest engineering or closely related field. Appropriate field experience required. One year appointment. Salary \$19,000-21,000 per year. Send letter of application, vita, university transcripts, and three letters of recommendation by April 30, 1989 to Dr. William A. Atkinson, Head, Department of Forest Engineering, Oregon State University, Corvallis, Oregon 97331. OSU is an Affirmative Action Equal Employment Opportunity Employer and complies with Section 504 of the Rehabilitation Act of 1973. OSU has a policy of being responsive to the needs of dual-career couples.

EARN EXCELLENT MONEY

at home
Assembly work. Jewelry, toys, others
Call 1(619) 565-1522 ext. T3759OR
24hrs.

JANITOR/HOSTLER PART-TIME

C-TRAN is seeking part-time Janitor/Hostler. Typical duties: Clean and fuel buses and support vehicles. Work days and shifts may vary, Mon. thru. Sat. Swing shift 6pm - 12:30am; Day shift 10am - 4:30pm, Saturday shift 3:30pm to 9:00pm. Starting rate \$5.55-\$8.28/hr. Must possess a valid driver's license from the state in which you reside with a good driving record. Ability to function in a non-smoking work environment and pass a pre-employment physical. Apply: Employment Security Dept., 603 W. Evergreen Blvd. Closes 4-26-89. Equal Opportunity Employer M/F/H.

WASHINGTON COUNTY JOBS

Sr. Community Health Worker
\$1258-\$1530/mo.
Bilingual Spanish/English

Library Clerk (Half-Time)
\$7.37-\$8.97/hr.

Call (503) 648-8607 for information. County application forms requested. Apply by April 21, 1989 to Washington County Personnel. An EOE.

PUBLIC WORKS AND CROSS WASTEWATER

"FIELD CONSTRUCTION/ MAINTENANCE TECHNICIAN 1, Unified Sewerage Agency, \$9.43-\$11.48/HR. Performs routine sewer line maintenance and/or construction work involving the use of light, medium or heavy automotive or other equipment; performs manual tasks. Req. some exp. in the construction and maintenance of public works projects or facilities. Agency application forms req., resumes NOT accepted. Apply by April 21, 1989 to Washington County Personnel, 150 N. First Ave., Room B-2, Hillsboro, OR 97124. An EOE."

INSURANCE

MANAGER GROUP ACCOUNTING

Blue Cross and Blue Shield of Oregon is currently accepting applications for a Manager in their Membership Accounting Department. The incumbent will manage the group billing and reconciliation functions, the processing of subscriber eligibility records and develop systems improvements to achieve greater operating efficiency.

Further responsibilities include management of personnel issues, development of subordinates including area supervisors and staff members.

Position requires 5 years prior management experience in administrative Data Processing environment and degree in Business Administration with emphasis in Accounting or Management preferred. Equivalent work experience may be considered. Proven flexibility, oral and written communication skills a must. Occasional travel required.

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

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

Interested in becoming a Catholic or Returning to the Catholic Church? please call Fr. Ted or Sr. Kathleen at St. Andrew's Catholic Church (503) 281-4429.

INSURANCE

Medical Claims Analyst

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:

- 1 Year recent clerical work experience in a doctors 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.

STATISTICAL ASSISTANT

Statistical Assistant provides research, analysis and report preparation to contribute to statistical requirements of the organization. The incumbent researcher, maintains, prepares, data and checks logic for reports and projects. Is responsible for maintaining and updating PC files and obtaining data from mainframe computer. Statistical Assistant is responsible for preparing mutualization settlements on District Groups with other BC or BS plans.

Qualified candidate will have minimum two years of college with an emphasis in business or math; two years experience in insurance or research may be considered in lieu of college. Strong oral and written communication skills. Must have the ability to organize "raw" data in a form which is readily understood by other personnel. Demonstrated aptitude in math and/or statistics required.

ASSISTANT ACTUARY

Responsibilities include calculation of pending unreported claims liability rate preparation & corporate statistical reporting. Knowledge/exper on programming mainframe & microcomputers is necessary. Prior use of SAS, Easytrieve, COBOL, or BASIC a plus.

College degree in Mathematics, Statistics or Quantitative Analysis required. Equivalent experience in health care field or research may be acceptable.

Ability to communicate effectively both orally & in writing is crucial. Strong time management skills & ability to work under pressure are also nec.

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

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

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

Oregon Department Veterans' Affairs DEPUTY DIRECTOR \$42,216 - \$53,904

This position is located in Salem, Or. Responsible for directing activities, resources and personnel of the veterans' benefits program and home loan program with a \$4 billion portfolio. Requires high level management and mortgage banking exp. Liberal benefits. CALL IMMEDIATELY to receive your announcement packet (503) 373-2380.

Equal Opportunity Affirmative Action Employer STATE OF OREGON

Director

Salary negotiable, full time.

Send resume, cover letter and salary requirements to:
Bradley-Angle House Inc.
P.O. Box 14694
Portland, Oregon 97214
Equal Opportunity Employer

Shelter Program Coordinator

Full time, \$1,127/mo.

Send resume and cover letter to:
Bradley-Angle House Inc.
P.O. Box 14694
Portland, Oregon 97214
Closing date April 17, 1989
Equal Opportunity Employer *

EXECUTIVE DIRECTOR

Oregon Coalition Against Domestic & Sexual Violence. Exp. nonprofit mgmt, organizing, grant writing. Exp. dom & sex assault issues pref. Able to work w/people of diverse backgrounds, commitment to feminist principles req'd. \$18-20,000, health/dent. EEO employer. Call 503-239-4486 for application.
Deadline: May 8.

ENGINEERING

The City of Gresham is looking for an individual to perform entry level professional civil engineering work. Performs computation, analytical and design work for sewer and storm water drainage facilities. Req's: BS in civil engineering; EIT certificate within 6 mo. of employment. Salary: \$2456-\$3135/per mo. plus excellent benefits. Apply by April 25, 1989 to: Human Resources Division, 501 NE Hood, Suite 100, Gresham, OR 97030. (503) 669-2309. CITY APPLICATION AND SUPPLEMENTAL QUESTIONNAIRE REQUIRED. Equal Opportunity Employer

Teacher

For pt. pre-school at N.E. YMCA
Qualif: ECE credential 2 yrs. exp. w/ ages 3-5
Ability to work w/ diverse cultural groups, have strong communication and creative skills.
Responsibilities include, developing program activities and monthly parent support group. Pay: 6:00-6:50 per hour.
Applications can be obtained at all 3 YWCA locations.
Call 282-0003. Closing date May 2nd 5pm.

WORD PROCESSING

DESKTOP PUBLISHING SPECIALIST

Computer Services Center
NW Regional Educational Lab

Duties include converting documents into camera ready form using Microsoft Word & Ventura Publisher software, assisting users of Wang, Microsoft Word, and Ventura Publisher, providing assistance w-printer usage data entry, terminal scheduling & telecommunications.

Qualifications: Min 1 yr exp in Microsoft Word & Ventura Publisher, exp in Wang word proc, type 60 WPM w-accuracy, able to organize work, set priorities, & complete assignments with minimum supervision. Able to utilize creative, solution-oriented approaches to work, & meet short timelines, good interpersonal skills & professional presence.

Salary: \$16,759-\$17,250 per annum -- exceptional benefits & work environment.

Letter of application and resume must be received in the Personnel Office by 3pm, Wed, April 19, 1989. In letter, indicate you are applying for the above position. Apply to:

Personnel Office
NW Regional Educational Lab
101 SW Main St. Suite 500
Portland, OR 97204

Equal Opportunity Employer

EDUCATION

RESEARCH ANALYST
Planning & Service
Coordination Unit
NW Regional Educational Lab

The Planning & Service Coordination Unit assists State & local educational agencies in analyzing needs & planning & implementing programs. The Research Analyst will assist in collecting & conducting analyses & syntheses of qualitative and quantitative data, technical research, and policy information.

Qualifications include Bachelor's degree (Master's degree preferred), able to write clearly, manage priorities, and take initiative to complete tasks. Exp w-microcomputer based MS DOS OPERATING SYSTEMS, exp in design, development & use of bibliographic, statistical and/or fiscal databases required. Exp preparing analyses for educational & other policy groups & in completing, summarizing & reporting into desirable. Must be effective team member.

Salary: \$20,956-\$22,956 dep on exp -- plus excellent benefit pkg.

Letter of application and resume must be received in the Personnel Office by 2pm, Wed, April 19, 1989. In letter, indicate you are applying for the above position. Apply to:

Personnel Office
NW Regional Educational Lab
101 SW Main St, Suite 500
Portland, OR 97204

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288-0033

SALES

ACCOUNT EXECUTIVE

Security Pacific Bank Oregon has an excellent opportunity for an individual to sell life insurance in a financial institution environment. Qualified candidates will be client service oriented with 2-3 years experience in life insurance sales. Requires self-motivation, excellent client service skills, and high energy level to help satisfy our clients financial needs. Life insurance license is also required. Experience in a bank or other financial institution is preferred.

As part of Security Pacific, the 6th largest Bank Holding Company in the country, we offer a competitive salary commensurate with experience, participation in a commission plan, excellent flexible benefits program, and superior advancement potential. Please send a resume with salary requirements, to:

SECURITY PACIFIC BANK OF OREGON

Personnel Department
1001 SW 5th Avenue
PO BOX 3066
Portland, OR 97208
(503) 796-3878

APPLICANT HOURS
9-1 P.M., Mon-Fri

An Equal Opportunity Employer

ASSISTANT/ASSOCIATE PROFESSOR IN SEDIMENT GEOCHEMISTRY

The College of Oceanography at Oregon State University is seeking applicants for a tenure track position in sediment geochemistry at the Assistant or Associate Professor level. Applicants who have ongoing research programs which complement and augment one or more of the existing OSU programs in Pleistocene paleoclimatology, sedimentation and fluid circulation at convergent margins, contemporary sedimentary cycling, benthic fluxes, geochemical tracers of ocean circulation and productivity, or seawater hydrothermal systems are urged to apply. The College of Oceanography is well equipped for research in these areas with facilities for: stable isotope and noble gas mass spectrometry, XRF, XRD, AAs, electron microprobe, neutron activation, particle flux measurement, radiochemistry, and a UNIX computer network. Although the successful applicant is expected to teach, the usual teaching load is limited to one or two courses per year. Salary, a portion of which is state-supported, is commensurate with experience and academic rank. Applications including vitae, grant list, and names, addresses, and phone numbers of three references must be received by 1 May 1989. Send to: Douglas R. Caldwell, College of Oceanography, Oregon State University, Oceanography Admin Bldg 104, Corvallis, OR 97331-5503. Oregon State University is an AA/EO employer, complies with Section 504 of the 1973 Rehabilitation Act, and has a policy of being responsive to the needs of dual-career couples."

Fitness Instructor

Big & Beautiful & Senior Exercise
\$7.00/\$10.00 Per hour - Experience Required
N.E. YWCA - 5630 N.E. Union
282-003