

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
Portland 231-7413
Vancouver 693-4000

JOBS & CLASSIFIED ADVERTISING

ENGINEERING/DRAFTING TECHNICIAN 2

Unified Sewerage Agency, \$10.41-\$12.65/hr. Performs a variety of technical tasks associated with the design & construction of sanitary sewers, design & drafting of sewer systems plans; mapping; inspection of sewer construction; provides customer service and assists on construction surveys. Req. increasingly responsible exp. in engineering, drafting, graphics, survey or inspection and possession of an associate degree in civil engineering. Agency application forms req., resumes NOT accepted. Apply by April 28, 1989 to Washington County Personnel, 150 N First Ave., Room B-2, Hillsboro, OR 97124. An E.O.E.

WASHINGTON COUNTY JOBS

Civil Deputy Supervisor: \$1771-\$2154/mo.
Vegetation Control Supervisor: \$2051-\$2494/mo.
Call (503) 648-8607 for information. County application forms req. Apply by April 28, 1989 to Washington County Personnel. An E.O.E.

ACCOUNTANT

Georgia-Pacific Corporation, has an opening for a Property Accountant to coordinate all aspects of property, plant, and equipment for the Western Region. Responsibilities will range from month end closing to coordinating PP&E physical inventories at the plant site. Will also monitor PP&E physical inventories at the plant sites. Will also monitor PP&E activity to assure that all PP&E transactions are being captured by the appropriate accounting system. Requires a bachelors degree in accounting, 2-3 three years of related experience and strong Lotus 1-2-3 skills. Ideal candidate will be highly organized and efficient. Prefer applicants apply in person, Monday - Friday, 8:30-11:30a.m. and 1:00-4:00 p.m. If unable to apply in person, send resume with salary history by April 28 to:
Georgia-Pacific Corporation
Attn: EEO Coordinator
Human Resources Department-17th Floor
Portland, Or 97204
E.O.E.

MENTAL HEALTH

Intensive Case Manager to work on innovative ICM team with CMI clients at high risk of hospitalization. Strong emphasis on team work. Outreach & creative solutions to problems of non compliance. Low case load. Program has shown successful impact on rate of rehospitalization. Minimum BA in Human Services field & 2 yrs exper with CMI, Masters Degree prefrd. Exper with minority clients highly desirable. Resume to: Kim Burgess, Program Manager, N/NE Community Mental Health Center, 5019 N. Williams, Portland, Or. 97217, 249-0066
Equal Opportunity Employer

MULTNOMAH COUNTY

Operational/Performance Auditor - \$28,438 - 36,978 depending on certification and experience; performs operational and performance audits to evaluate efficiency and effectiveness of County departments and functions; requires an undergraduate degree and two years of experience; highest consideration will be given applicants who possess any of the following: CPA, CIA, CMA, MBA, or MPA; apply by May 5, 1989.

Operations Support Manager - Developmental Disabilities Program - \$29,420 - 38,252 annually; responsibilities include establishing policies and directing activities of the Operations Support Unit, coordinating development of automated information system, coordinating program evaluation and training activities and serving as member of Developmental Disabilities program management team; requires a related BS and five years of progressively responsible related work experience; apply by May 30, 1989.

Health Educator - \$11.42 per hour; performs HIV/AIDS prevention education work directed toward intravenous drug users and others at risk; responsibilities include assessing training needs and developing a training program for Outreach Workers, developing educational resources, and developing and implementing HIV/AIDS education for workplace settings; requires a health education degree and one year of experience; apply by May 5, 1989.

WHERE TO APPLY Multnomah County Employee Services, Room 1430, 1120 SW Fifth Avenue, Portland, OR 97204

"An Equal Opportunity Employer"

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

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-9CPT-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. 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, OR 97201
Equal Opportunity Employer

DATA PROCESSING

OPERATIONS SUPPORT ANALYST

Blue Cross & Blue Shield of Oregon is currently seeking an Operations Support Analyst to work graveyard.

Qualified candidates must have proficient knowledge of JCL, TSO/ISPF, CLIST, IDCAMS, file structures and possess good oral communications skills.

The Operations Support Analyst resolves production processing abends, maintains production file integrity, processes change requests and reviews new production jobs for adherence to standards.

DATA COMMUNICATIONS SPECIALIST

We are expanding our multi-state SNA Network and need a team oriented specialist familiar with current protocols and technologies data communications. Must have at least two years experience w-communications hardware & network control software. Should have working knowledge of network design & problem analysis and T-1 systems. Knowledge of voice communications is a plus. A degree in computer Sciences is preferred, however experience may be substituted for education.

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

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

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, \$1,127mo.

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 SPECIAL EDUCATION REGULAR & SUBSTITUTES

To provide direct instruction to students.
Appl Deadline:
Open Until Filled
04/28/89 by 2pm for first screening.
Call Jeanen 255-1841, Ext 207 for Multnomah Education Service District, application form and additional information.
An Equal Opportunity Employer

MENTAL HEALTH COUNSELOR V

CODA Inc seeks qualified applicants for clinical counselor supervisor for outpatient drug and alcohol treatment services. Primary responsibilities include assisting the program manager in all aspects of the operations of the outpatient treatment program. Clinical supervision of counseling staff, individual group & family counseling to adults and youth with chemical dependency problems, coordination of client services with area agencies.

To qualify applicants must possess a masters degree in human services, 5 years supervise experience in the chemical dependency field and thorough knowledge and experience in the clinical supervision of chemical dependency treatment staff & issues related to this field.

Salary range \$1644-\$2222 month.
Application materials may be submitted to CODA, Inc. 210 NE 20th Ave, Portland, OR 97232. 503-239-8400

ADMINISTRATIVE PROGRAM EXECUTIVE B
Affirmative Action Officer

Current opening, State of Oregon Employment Division, located in Salem. \$2199-\$2808/monthly, plus liberal fringe benefits, including family health, dental insurance and fully paid retirement. Because this position is assigned confidential duties the incumbent will be excluded from the collective bargaining unit.

TO QUALIFY for this position you must have 3 yrs experience involving steadily increasing management responsibility; OR 3 yrs of responsible experience. Your background must clearly demonstrate working knowledge of State and Federal Affirmative Action and Equal Opportunity statutes. For recruiting announcement and required State application call 1-378-3253. Applications must be returned to Employment Division, Personnel & Training Unit, 875 Union St NE, Salem, OR 97311, by 5 pm, May 2, 1989.
Equal Opportunity & Affirmative Action Employer

DATA PROCESSING COMPUTER OPERATOR

Immediate opening for a Computer Operator with at least 2 years exper under MVS operating system and exper on IBM 308x to 3090 computers desired.

Individual will operate computer, disk drive, tape drives, and multiple printers. Will monitor system performance by means of console terminal; identify system or program malfunctions & initiate corrective action.

Blue Cross and Blue Shield of Oregon offers and 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 Flr
100 S.W. Market
Portland, OR 97201
Equal Opportunity Employer

SECRETARY/TRANSPORTATION CLERK

Georgia-Pacific is looking for an individual to provide secretarial and clerical support to the transportation department. Individual will maintain freight rate tariff files, type correspondence and statistical reports, and handle miscellaneous traffic functions. Must have proficient PC and 10 key skills, accurate typing ability, and excellent phone technique. Prefer applicants apply in person, Wednesday to Friday from 9:00 - 11:30 a.m. and 1:00 - 4:00 p.m. If unable to apply in person, send resume with salary history to:
(CLOSING DATE - April 28)
Georgia-Pacific Corporation
EEO Coordinator
Human Resources Department, 17th Floor
900 S.W. Fifth Avenue
Portland, OR 97204

Equal Opportunity Employment

MENTAL HEALTH

Mental Health counselor needed full time for innovative residential treatment program. Lead daily group therapy and provide casework for delinquent and troubled girls. Exp. and training counseling youth of diverse cultural backgrounds is req. YWCA application due by 5/1/89 to YWCA/Girls' Emancipation Program, 1111 SW 10th. Minority applicants are encouraged to apply.

BANKING

Statement Clerks Batch Barnacles

Now interviewing for several part-time Statement Clerk and Batch Balancer positions. Prior Banking, proof or transit experience required.

Must have good penmanship, be able to lift up to 30 pounds, 10-key by touch, and work under pressure. All shifts available.

Qualified applicants should submit their resume or apply at:

AMERICAN DATA SERVICE, INC.
4550 S.W. Macadam Avenue
Portland, Or 97201

Applicant hours: 9a.m. - 2p.m.
Equal Opportunity Employer

HOUSE FOR SALE
5625 N.E. 19TH AVE
GOOD NE NEIGHBORHOOD
3 BED 1 1/2 BA
Across from Park
New Paint, Fenced Yard, Large Kitchen
\$37,500/offer
274-0875

Fitness Instructor

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