

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.

Bill Kelley's Upholstery

28 years experience
Quality work, Fair prices
Furniture, auto, & boats

2403 NE Alberta,
Portland, OR
281-1786

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

MENTAL HEALTH - TREATMENT COORDINATOR

Search reopened for seasoned clinician to join innovative YWCA's Girls Emancipation Program. Seeking talented therapist with expertise in group counseling and case management with troubled girls if varied cultural backgrounds. Application deadline 5:00pm, June 14th. applications available at YWCA, 1111 SW 10th.

The YWCA is an Equal Opportunity Employer.

MECHANICAL ENGINEER

East Multnomah County industrial firm with excellent salary and fringe benefits seeks applicants for Mechanical Engineer. Position requires BS degree with 4+ years experience in plant engineering or plant maintenance engineering. Work experience in Aluminum Reduction Plant and PC literacy will be helpful. Interested persons should mail resume to:

Personnel Manager, Reynolds Metals Company, Sun Dial Road, Troutdale, OR 97060.
An equal opportunity/Affirmative Action Employer

DAY CARE

Teacher: 3Yr Old Class
Must have experience and Training in ECE

Jeannette Fegan
287-5656

WORK WITH YOUTH

Outward Bound conducts outdoor adventure programs of 1 to 24 days for youth 12 and up to increase self-esteem, teamwork, tenacity and initiative. Participants backpack, rock-climb, raft rivers and do community service work. Outward Bound seeks people who are interested in youth for employment as instructors. An affirmative action training program is available for those needing increased outdoor skills. Contact Jodi Smith at 243-1993 for more information.

Secretary

Secretary for downtown YWCA social service programs. Type 60 wpm, Wordperfect and data base. One year experience. Closing date June 14, at 3pm. Applications available at YWCA, 1111 SW 10th, Equal Opportunity Employer.

WASHINGTON COUNTY JOBS

Associate Accounting Clerk: \$1457-\$1771/mo.
Call (503) 648-8607 for information. County application forms req. Apply by June 16, 1989 to Washington County Personnel. An E.O.E.

HELP WANTED

UP TO \$339.84 PER WEEK
ASSEMBLING OUR PRODUCTS FROM HOME
AMAZING RECORDED MESSAGE REVEALS DETAILS
503 274-9198 EXTENSION 14

PSYCHIATRIC REVIEW COORDINATOR

This position conducts psychiatric reviews including pre-certification, pre-authorization and inpatient claim review; maintains utilization guidelines; establishes close working relations with provider & internal personnel and assists with psychiatric & chemical abuse program review & policy modifications.

This position will require:

- Currently OR licensed RN
- 3-5 years recent hospital or ambulatory psychiatric-substance abuse experience.
- Experience with hospital claims review and/or audit, demonstrated ability to work in a fast-paced environment under high pressure conditions.
- A strong commitment to cost containment
- Excellent interpersonal skills

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits package, competitive salary and flex time work hours. 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

UR/QA Assurance Coordinator

Capital Health Care, a member of Blue Cross and Blue Shield of Oregon's group of companies, is seeking qualified applicants for the position of UR/QA Assurance Coordinator.

Responsibilities of the position include coordination of a variety of utilization review activities including preauthorization/pre-certification, concurrent review and utilization audits. The UR/QA Coordinator will be involved with case management of individual member's care including discharge planning. Responsibility also includes conducting quarterly assurance studies to assess the impact of service utilization on patient outcome.

Applicants must possess a current Oregon RN license and have experience in utilization review/quality assurance. Background in a managed health care plan, HMO or PRSO is desirable.

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

HELP WANTED

Would you like to be earning \$2,000 a month within 5 weeks using just 1 evening a week? Reward yourself personally and financially through subliminal Tapes. No financial risks. Write M & H Enterprises

Mary Hansen
6700 SW 67th St.
Redmond, Oregon 97756

LEGAL ASSISTANT

Blue Cross & Blue Shield of Oregon, a major health insurance company is currently accepting applications for a legal assistant.

The incumbent will spend approximately 85% of time drafting non-standard insurance contracts, policies and endorsements for new groups and renewals of existing groups. The legal assistant will also research and analyze case histories of disputed claims/legal cases and prepare written summaries for review by staff attorneys and outside counsel. This position is also responsible for responding to inquiries from other departments on contract interpretation/clarification.

Qualified candidates will have college-level technical writing experience, analytical skills, and an ability to understand benefit and/or administrative concepts and draft them into contract language. Time management skills and the ability to effectively manage new and unfamiliar material and concepts are critical; as well as demonstrated ability to work independently.

Typing/keyboard skills and use of 8100/DOSF word processing systems are necessary.

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

ACCOUNT EXECUTIVE

Security Pacific Bank Oregon has an excellent opportunity for an individual to sell tax deferred annuities 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 a high energy level to help satisfy our clients' financial needs. A 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, excellent flexible benefits program, and superior advancement potential. Please send a resume with salary requirements to:

SECURITY PACIFIC BANK OREGON
Personnel Department
1001 SW 5th Avenue
PO Box 3066
Portland, OR 97208
(503) 796-3878
APPLICANT HOURS
9-1 p.m., Mon-Fri
Equal Opportunity Employer

GROUP COUNSELOR

Relief position providing support staff on an on-call basis. Prior experience working with S.E.D youth, and able to work with a culturally diverse population required. \$6.50/hr. Send resume and references to C.C.M.H. 6329 N.E. Union 97211.

HELP WANTED

Pipe fitters
Shipfitters
Outside Machinists
Structural Welders
Pipe Welders
Inside Machinists
Marine Electricians
Riggers
Insulator/Laggers
Immediate Openings Call Today!
1-800-874-8465
1-800-874-8366
CISCO
eoe

MENTAL HEALTH

RESIDENTIAL ON-CALL BACK-UP WORKER

CODA Inc., seeks qualified applicants for on-call back-up workers

to provide sole facility and client supervision at adult residential treatment centers, Alpha House & New Directions. Variable shifts. Experience with residential or alcohol/drug clients preferred. \$5.48 per hour. Application materials available at CODA, Inc. 210 NE 20th Ave, Portland, OR 97232. Equal Opportunity/Affirmative Action Employer

MENTAL HEALTH

C-V CHILDRENS PROGRAM

Salary range \$1644-\$2222 per month plus excellent benefits.
CODA Inc. seeks qualified applicants for Program Supervisor in the Childrens Program. Responsibilities include assisting program manager in development and operation of Childrens Program, Supervision of 2-5 child care counselors, diagnosis, evaluation and treatment of drug affected infants, preschool and school aged children. Parent training, family assessment, treatment in individual, group and family settings, program development, contract management, liaison with CSD, schools and medical providers. Assist in Human Services, 2 years human services experience, and staff supervision experience. Complete job description and application materials including screening questions are available at 210 NE 20th, Portland, OR. 97232. Equal Opportunity/Affirmative Action Employer

CHILD CARE

Loving Christian mother will provide child care in spacious N.E. home, meals and snacks provided weekdays only. 284-3638

AMA Headstart

Assistant Teacher
Opening for assistant teacher AMA Headstart
Apply at 1425 NE Dekum
283-1267

MECHANIC

one of the nation's largest LTL trucking companies, Yellow Freight System, is taking applications for truck and trailer mechanics to work part and/or full time. Good working knowledge of trucks, chauffeurs license, and current DMV record required. Call 289-8822 for interview appointments, ask for Jeff. EEOC"

SOCIAL SERVICE

EMPLOYMENT & TRAINING COUNSELING

In Portland for non profit. Background in employment counseling and management. Experience with migrant/seasonal farm workers or economically disadvantaged clientele. Supervisory experience and good writing/communication skills. Bilingual English/Spanish required. \$7.84/hr plus exc fringe benefits.
Closes 6/2/89, 5 pm.

JOB DEVELOPER

In Hillsboro. Background in employment counseling and job placement, exp with farm workers and/or economically disadvantaged clientele, bilingual English/Spanish, good writing skills and communication ability. \$7.46/hr. Exc fringe benefits.
Closes 6/2/89, 5 pm.
Both positions require reliable insured transportation and clean driving record. Send resume to: Sharon White, Oregon Human Development Corp, 9620 SW Barbur Blvd, Suite 110, Portland, Or 97219. Equal Opportunity Employer.

ENGINEERING TECHNICIAN 2

\$1566-1980/MO

The Oregon Water Resources Dept. is currently recruiting to fill vacancies in Salem, Grants Pass, and Pendleton. Call Terry by May 26th for more info: 378-3741 (EOE)

BAKERY SALES PERSON

SAFeway
Union & Ainsworth
Thurs & Fri 10 am & 2 pm
Apply in Person
Equal Opportunity Employer

JOB ANNOUNCEMENT

POSITION: Secretary/Receptionist
SALARY: \$15,000 to \$16,500
STARTING DATE: Open
Applications are now being accepted for the position of Secretary/Receptionist for the Oregon Food Bank. Interested applicants should mail their resumes and cover letter to:

Oregon food Bank
38308 N. Williams Avenue
Portland, OR 97227
Attn: Rachel

JOB DESCRIPTION ADMINISTRATIVE SECRETARY

Assistant to the director (subject to change) 3808 N. Williams Avenue, Portland, OR Assist staff with secretarial tasks. Create and maintain work flow and information systems for the office, including proper handling of confidential information. Serves as a member of the central office clerical team. Provides secretarial support to:

- Development Officer and Development Staff
- Volunteer Coordinator
- Operations Manager

HUNGRY; NEED MONEY?
OUT OF WORK, NEED A JOB?
CALL AMERICAN HANDICAP WORKERS
235-3536

CUSTOMER SERVICE FULL & PART TIME

Blue Cross and Blue Shield of Oregon is currently accepting applications for full time and part time Customer Service Representatives in their Customer Service Department.

This position is responsible for in depth knowledge of all aspects of Blue Cross & Blue Shield of Oregon business. Qualified candidates will possess the ability to communicate effectively and professionally both orally and in written form.

Qualified applicants will be able to work autonomously in fast paced environment, and must have demonstrated excellent attendance in previous employment.
Other requirements include:

- 1 year work experience in insurance industry
- 6 months experience in customer relations
- Medical/dental terminology
- Organizational skills
- CRT experience & ability to type 40wpm
- Procedural codes helpful

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Human Resources Dept, 5th Flr
100 S.W. Market
Portland, OR 97201
Equal Opportunity Employer

RADIO

Production Assistant/Continuity Director for major radio station. Must be strong on detail, have good computer skills, and at least two years overall radio experience.
Send resume to P.O. Box 14957, Portland, OR 97214.
Equal Opportunity Employer.

Director of Membership Oregon Public Broadcasting Foundation

Seeking experienced development professional to oversee and manage membership activities for foundation supporting statewide radio and television public broadcasting network with 76,000 contributors.

Activities include member acquisition, renewal, member services and additional gifts for donors contributing up to \$1000. Qualified candidates will have a bachelors degree, and three or more years fundraising experience including direct mail, telemarketing and computerized membership systems. Experience with broadcast fundraising desirable.

Excellent benefits, competitive salary, and attractive working conditions in new state of the art broadcast center.

Please send letter of application and resume by June 15, 1989 to Yvonne Deligiorgis, Manager of Office Services, OPB Foundation, P.O. Box 69485, Portland, OR 97201.

Affirmative Action/Equal Opportunity Employer

NOTICE!!

The Phase self enhancement used in the Whitaker Middle School article has no Bearing on self Enrichment Inc.