

# JOBS & CLASSIFIED ADVERTISING

## Executive Dean

Portland Community College invites applications for Executive Dean - Rock Creek Campus. The Executive Dean reports to the President.

**Responsibilities:**  
Develop and implement program goals for all areas of responsibility. Supervise all instructional and management personnel.  
Develop and manage the campus budget.  
Supervise the Rock Creek physical facilities.  
Serve as a member of the President's staff.  
Represent the college to the campus community and to outside agencies. Perform collegewide responsibilities as assigned by the President.  
**Qualifications:**  
Earned doctorate preferred; Masters degree required.  
Four years in educational administration required; community college experience preferred.  
Budgeting, supervision and educational planning required.

**Position Information:**  
Closing Date: July 20, 1989.  
Anticipated starting date: September 1, 1989.

**Salary Range:** \$53,000-\$58,000 with starting salary commensurate with experience.

Excellent fringe benefits including prepaid retirement with some cash options.

The college serves about 60,000 students annually with an increasingly part-time, female, older and ethnically/racially diverse student population.

Write or call Portland Community College, Staff Employment Office, P.O. Box 19000, Portland, Or 97219-0990. Phone (503) 273-2823 for application information. Deadline for receipt of application materials is July 20, 1989.  
.An Affirmative Action Equal Opportunity Institution

## Minority Family Specialist

needed to provide case management, counseling, family treatment, networking in the African American community, and supervision to adjudicated or emotionally disturbed adolescents in a day treatment and out-client program. Required: Bachelor degree in social work or related field plus 2 years experience working with delinquent or emotionally disturbed youth, and demonstrated competency and familiarity in networking with the African American community and with extended families. \$1,750 per month plus excellent benefits. Send resume by July 10, 1989, to L. Larson, Morrison Center, 5205 SE 86th Avenue, Portland, OR 97266.  
EQUAL OPPORTUNITY EMPLOYER

## SECRETARY/WORD PROCESSOR

The Private Industry Council (TPIC) is recruiting for a Secretary/Word Processor for TPIC North East Employment and Training Center. This position is responsible for reception, document development and clerical support to staff.

**Preferred requirements:** High School diploma or GED; Three years' experience in general office setting including two years' word processing experience; excellent grammar and spelling; familiarity with Word Perfect, Lotus and Macintosh systems; telephone and reception experience; demonstrated ability to meet multiple deadlines and to work with a variety of people.

**Salary Range:** \$14,060 to \$19,820 plus excellent benefit package.  
Closing date 5 PM Wednesday, July 5, 1989. Applications available at The Private Industry Council, 520 SW 6th Ave., Suite 400, Portland, OR 97204.  
An Affirmative Action/Equal Employment Opportunity Employer.

## YOUTH PROGRAM COORDINATOR

**The NE YWCA CENTER**  
630 N.E. Martin Luther King Blvd.  
Outgoing and innovative person needed to plan and provide direct service to youth ages 6 to 14 after school Summer program. Two years experience working with "risk" youth. Application available at Northeast and Downtown YWCA Centers. Deadline June 30, 1989 at 5PM.

## SYSTEMS SUPERVISOR \$2808-\$3588 Mo.

The Oregon Dept. of Transportation is recruiting for a Data Processing Supervisor to direct the Department's automated Financial Management System.

Applicants must have at least one year of supervisory experience in application system support; 3 years. experience in accounting & financial management application design and analysis; and 3 yrs. experience in the structured programming of IBM-compatible mainframe and COBOL/VSAM/CICS applications required.

The outstanding candidate will have excellent skills in supervision & project development, oral and written communications, application system design and development, structured analysis and programming system and program level documentation, VSAM, JCL, IBM ANS COBOL and CICS.

Contact ODOT Personnel, 120 Transportation Bldg., Salem, OR 97310, (503) 378-6281 for employment application and Qualification Evaluation Questionnaire. Applications and completed questionnaires will be accepted until 5:00 p.m., July 10, 1989.

## SOCIAL WORKER

Client advocate to assist people with AIDS & HIV diseases. MSW preferred or BA with two years clinical experience. Send cover letter and resume to:

Executive Director  
408 S.W. 2nd, Suite 412  
Portland, OR 97204

Women, minorities, and people affected by AIDS encouraged to apply.

## JOBS & CLASSIFIED

## STATE OF OREGON

Acting by and through its Department of General Services is looking for a site to house its Albina Human Resources Center.

### Requirements for Building:

- \*41,150 gross square feet, approximately 35,775 net usable square feet.
- \*135 of street parking spaces.
- \*Primary area of interest is within a quarter mile radius of the intersection of Mason street and Williams Avenue, bounded on the north by Alberta Street on the west by Albina Avenue, on the south by Fremont Street, and on the east by 7th Avenue.
- \*Secondary area of interest is within three quarter mile radius of intersection of Mason and Williams, bounded on the north by Jarrett/Jessup Streets, on the west by I-5 on the south by 15th Avenue.
- \*7 year term beginning approximately July 1, 1990.
- \*Existing facility or build to suite, single story structure preferred.
- \*Full service lease, must be fully handicapped accessible and usable.
- \*Proof of ownership or full authority to represent property required.

### THE STATE WILL:

\*Hold an informational meeting for interested offerers on July 12th, 1989 at 9:30 a.m. at Portland State Office Building, Room 26, 1400 S.W. Fifth Avenue for the purpose of answering questions from offerers.

If you are interested in receiving an informational package, please, call 378-2864 in Salem on or before July 10, 1989.

### DEPT. OF GENERAL SERVICES

1225 Ferry St. S.E.  
SALEM, OREGON 97310

State reserves the right to refuse any and all offers.

### Volunteers needed

### Nutrition - Blood Pressure Study

Researchers at OHSU are looking for volunteers for free, experimental studies of nutrition and blood pressure. If you are between 20 and 80, in general good health, and able to attend weekly appointments, you may be a candidate for these studies. Volunteers with normal or high blood pressure will be included. Candidates will be thoroughly screened by the research team and will receive a free physical examination and lab tests. Convenient appointments can be arranged. For information please call 279-8490, Division of Nephrology.

OREGON HEALTH SCIENCES UNIVERSITY

### SUB-BIDS REQUESTED

Chambers Creek Wastewater Treatment Plant  
Expansion Phase II \* Pierce County, WA  
Bid Date: June 30, 1989 \* 9:00 A.M.

### PACIFIC VENTURES, INC.

P.O. Box 3407 · Bellevue, Washington 98009  
(206) 455-5506 FAX #(206)455-0614

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

### SUB-BIDS REQUESTED

Durham Advanced Waste Water Treatment Plant  
Phase I Expansion  
Bid Date: July 13, 1989 - 2:00 P.M

### WRIGHT SCHUCHART HARBOR CO.

P.O. Box 3764 Seattle, WA 98124  
(206) 447-3433 FAX (206) 447-7535

We are an equal opportunity employer and request sub-bids from small business and small disadvantaged business subcontractors and women & minority business enterprises.  
Washington License: WRIGHSH219CO, Oregon License: B84-411

### Systems Analyst/Programmer

The Portland Development Commission (PDC), the redevelopment agency for the City of Portland, Oregon, needs a Systems Analyst/Programmer to:

- a) provide programming support to the PC financial system and
- b) assist in the management of the VAXCluster system and network.

We seek a strong programmer who either has ADMINS experience or is able to put past programming experience to work to quickly learn the ADMINS application program. This position will supervise one other systems programmer. Together, this portion of the computer staff provides direct, daily support to the extensive financial

system. Knowledge of financial systems, governmental budgeting, and/or accounting principals and practices is required.

This position also serves as the VAX System Manager. Applicants who are strongly experienced with VAXclusters, performance tuning, DECnet Ethernet networking and VMS system programming are encouraged to apply.

Starting salary - \$32,868 - \$35,820  
Please send detailed resume to:  
Portland Development Commission  
1120 S.W. Fifth Avenue, Suite 1102  
Portland, Oregon 97204

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Ad Prices Effective 6/28 Thru 7/4/89