

# 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**



rental  
washer Co.

This Coupon Good For  
**\$15 OFF**  
DELIVERY &  
INSTALLATION FEE  
\*30 Delivery & Installation  
Portland 231-7413  
Vancouver 693-4000

# JOBS & CLASSIFIED ADVERTISING

## NURSING 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/precertification, 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.

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

## INSURANCE MEDICAL CLAIMS ANALYSTS

Blue Cross and Blue Shield of Oregon is currently accepting applications for Medical Claims Analysts. 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.

Position begins July 5, 1989. 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

## WASHINGTON COUNTY JOBS

**Utility Worker: \$1457-  
\$1760/mo.**

Call (503) 648-8607 for information. County application forms req. Apply by July 7, 1989 to Washington County Personnel. An E.O.E.

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

## SUPERVISING FORESTER C ASSISTANT TO THE AREA DIRECTOR

The Oregon Department of Forestry is seeking an individual for a current vacancy in Prineville. Duties: Assists the Eastern Oregon Area Director in planning and directing all Department programs within Eastern Oregon.

Requires: 2 years of experience in technical, Administrative, or professional forestry practices, which included at least one year at the level of Forester 2 or Supervising Forester B. Experience must have included supervising and assisting in forest management and sale of timber, assisting in district or unit administration, supervising fire control work, or performing technical forestry studies; AND a Bachelor's degree in forestry or related field (such as wildlife management biology, botany, plant pathology) or three more years of pertinent, responsible experience.

Announcement closes: July 20, 1989. Contact Personnel Test Center, 775 Court Street, Salem, OR 97310, 378-3146 for job announcement, test questions and applications.

## EARN MONEY

Earn \$10.00 a month per store for approximately 40 minutes of work. We are a toy manufacturer looking for an inventory representative to arrange, count and restock our toys in your local Toys R Us store. Interested people write to Dorothy Currie, Amav Industries Ltd., 2345 Lapierre St., LaSalle, Quebec H8N 1B7.

## TEACHER

For Parenting skills for teen parent. Apply NE YWCA 5630 NE King Blvd. By July 7th by 5p.m. Equal Opportunity Employer

## SYSTEMS ANALYST II INFORMATION TECHNOLOGY

The Port of Portland has a challenging opportunity to gather and analyze information used to develop or modify computerized information systems, participate in project organization, scheduling and coordination with users, understand the business functions to be processed and understand information technology so that the following duties may be carried out:

- Develops/modifies information systems with minimum supervision. Evaluation of user requirements and design of alternatives. System design. System implementation and documentation.
- Manages medium-size projects of medium risk. Prime responsibility for system development. Time and cost estimates. Monitor systems design development and implementation. Team player.
- Maintains a continuing liaison with user departments.
- Maintains a knowledge of the Port's business functions in order to analyze user applications.
- Maintains a knowledge of information technology, including hardware, software, communications, data base management, and on-line and distributed processing.

Preferred qualifications include:

- Course work or experience equivalent to a degree in Computer Science, Business Administration, or related area.
- Successful experience in developing or modifying computerized information systems.
- Successful experience directing a project from the design phase through implementation.
- Demonstrated ability to: Think logically and make logical choices from given data. Work in an independent and responsible manner, using sound judgment. Communicate well, orally and in writing. Work with people in a friendly, helpful, tactful, and courteous manner. Lead meetings and reach users how to maintain and use their system.
- IDMS experience, and experience with financial or Purchasing and Inventory systems is a plus.

In addition to a comprehensive benefit package, the Port offers a starting salary range of \$29,500 - \$34,467, with a full salary range of \$29,500 - \$44,400.

If interested and qualified, apply at the Port Employment Office, 14th floor, 700 N.E. Multnomah, or call 503-231-5000, ext. 700 for complete application materials. All applications must be in no later than 5 pm, Friday, June 30.

Minorities and females encouraged to apply.

The Port is an Equal Opportunity Employer

## Lane Community College

## Reference Librarian Learning Resource Center (Half-time)

Application and job description are available at Personnel Service, Lane Community College, 4000 E. 30th Avenue, Eugene, Or 97405. (503) 726-2211.

LCC application must be postmarked no later than July 31, 1989. An Affirmative Action/Equal Opportunity Institution.

## Executive Assistant 2 (C0028) and 3 (C0029) Limited Duration Positions

In  
Adult and Family Services Division (AFS)  
Salary (\$2178-\$2762) and (\$2392-\$3040-Monthly)  
Excellent Benefit Package

State of Oregon, AFS needs energetic and innovative persons with experience in designing, evaluating or managing health care delivery systems for one year limited duration positions in the Health Services Section in Salem, Oregon.

Qualifications:

For The Executive Assistant 3: (EA3) ...four years of progressively responsible administrative experience or professional function related to a health care program; two of the four years in either of the above must be progressively responsible experience in designing, implementing, operating, evaluating or managing health care delivery systems. The applicant's background must clearly demonstrate how you have gained ... skill in marketing and/or negotiation of contracts; and knowledge of HCFA Waiver and demonstration projects and Federal Medicaid rules and regulations.

In Addition, you must have a Bachelor's degree in health care or a related field or three more years of pertinent experience.

For The Executive Assistant 2 (EA2) positions:

...the same as the EA3 except only three years of the same experience is needed with one of the three years the same related managed health care systems experience.

Obtain a State of Oregon Application (PD100) and Announcement #OC890273 (EA3) and OC890274 and OC890275 (EA2) from Personnel Center, 775 Court Street, Salem, Oregon 97310.

Apply As Soon As Possible, Applications Must Be Postmarked By July 13, 1989.

Follow The Detail Instructions On The Announcements.

An Equal Opportunity Employer.

## DIRECTOR OF MEMBERSHIP

Oregon Public Broadcasting Foundation is seeking experienced development professional to direct and manage the membership division of the OPB Foundation. Responsibilities include member acquisition, renewal, member services and additional gifts for donors contributing up to \$1000. Supervise five staff members. Qualified candidates will have a bachelors degree, and three or more years fundraising experience preferably including direct mail, Tele-marketing and computerized membership systems. Experience with broadcast fundraising desirable.

Excellent benefits and attractive working conditions in new state of the art broadcast center. Salary range 40,000-\$45,000.

Please send letter of application and resume by July 15, 1989 to Yvonne Deligiorgis, Manager of Office Services, OPB Foundation P.O. Box 69485, Portland OR 97201. Affirmative Action/Equal Opportunity Employer

## Multnomah Education Service District

## REGISTERED NURSE/ OHI REGULAR & SUBSTITUTES

Providing school health services as required to assist other Health Impaired students to benefit from Special Education  
Appl. Deadline: 07/14/89 by 2pm

## LIAISON, GIFTED AND TALENTED PROGRAM OPERATIONS

To plan, schedule, implement, provide feedback and keep records on Gifted and Talented Program activities assigned annually by the Curriculum Coordinator  
SALARY: \$9.45/hr  
Appl. Deadline: 07/15/89 by 2pm  
Call Jeaneen 255-1841, Ext 207 for Multnomah  
Education Service District, application form  
and additional information.  
An Equal Opportunity Employer

## FACILITIES PROJECT MANAGER City of Eugene, Oregon

As Project Manager for construction, remodel, and renovation of City-owned facilities, this position is a member of the Facilities Section with the Engineering division of Public Works. Requires considerable experience in project planning, construction and professional service contract administration as it relates to facilities construction projects. Knowledge of construction practices, codes, budgeting and scheduling required. Demonstrated strong written and oral communication skills as well as ability to work with people at all levels of the organization and the business community. Requires minimum 3 years experience in facilities management or construction-related field and valid driver's license. Salary Range: \$2657 - \$3349/month plus benefit package including City-paid retirement. CLOSING DATE: July 14, 1989. Obtain application and supplemental questionnaire between 8:00 am - 5:00 pm at City of Eugene, Human Resource & Risk Services, 777 Pearl St., Room 101, Eugene, OR 97401. (503) 687-5061. AA/EOE

## JOURNEY LEVEL ELECTRICIAN

The James Rivers Corporation, Wauna Mill, has an opening for a journey level Electrician. 5 years experience as a Journey level Electrician required; Pulp and paper Mill experience preferred; programmable controls, dc and drive experience required. Candidates must have an Oregon Electrical license: Journey level rate is \$19.91 per hour with fringe benefits.

Candidates must apply in person only at the Oregon Employment Division, 444 8th street, Astoria or at the Washington Washington Service, 711 vine street, Kelso Wa, beginning Friday June 30, Equal Opportunity Employer

## James River Corporation

## Environmental Specialist 2 Environmental Generalist

State Of Oregon  
Health Division  
Salary: \$1980 - \$2514 Monthly

The Oregon Health Division Environmental Services and Consultation Section is currently recruiting for an Environmental Specialist. This individual will provide environmental health services in Coos and Curry counties. These services include inspection and enforcement of State statutes in licensed food establishments, tourist and swimming pool facilities. Additional duties include: assistance in communicable disease investigations, in resolving toxic and hazardous substance issues, and responding to emergency situations as required.

Applicants must have a Bachelor's degree with major study in environmental or physical science or closely related field, and two years of experience in environmental control or resource management programs; or five years of the required experience. Applicant must also be registered or eligible to be registered as a sanitarian in the state of Oregon at time of employment.

The position is located in North Bend, and includes excellent benefits of medical, dental, vacation, holidays, and retirement. Questions may be directed to Oregon Health Division, Personnel Services, phone 503/229-5888. Applications and required announcement material may be obtained from the Oregon Health Division. Application packages must be mailed to Executive Personnel Department in Salem by July 17, 1989.

An Equal Opportunity/Affirmative Action Employer

## Data Processing PROGRAMMER ANALYSTS

Evergreen International Aviation, Inc. is seeking a Programmer Analyst to analyze, design and program our computer systems. Must have experience with HP300 MPE/XL Operating System, experience and skills working with Cobol and Pascal, and experience on IM-AGE or equivalent. Would like a minimum of 2 years experience in systems analysis and design. Candidate should have a 4 year degree, preferably in Computer Science. If interested and qualified, please send your resume to: Evergreen International Aviation, Inc., ATTN: Recruiting/EA-IS, 3850 Three Mile Lane, McMinnville, OR 97128.

**EVERGREEN**  
Equal Opportunity Employer

## CORPORATE SUPPORT REPRESENTATIVE

Oregon Public Broadcasting Foundation is seeking an innovative person to assist in the acquisition of corporate underwriting. Qualifications: college degree, 3 or more years experience in fundraising, marketing, public relations, broadcast sales or allied field. Experience with public broadcasting and excellent oral and written communications skills preferred. OPB is a statewide public television and radio network.

Send resume and letter of application by July 15, 1989 to OPB Foundation, PO Box 69485, Portland, OR 97201. Affirmative Action/Equal Opportunity Employer.