

# 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

## ACCOUNTING-COST ANALYST

Make a move to one of the country's largest paper companies, and share in both career growth and excellent compensation, including profit-sharing and a 401K program.  
The qualified applicant will have a BS or BA in Accounting or finance, microcomputer and electronic spreadsheet skills, knowledge of computerized accounting systems a plus. 1-2 years accounting experience preferred. For immediate consideration, qualified applicants should forward a resume indicating recent salary to: Personnel Services Supervisor JAMES RIVER CORP N.E. 4th & Adams Camas, WA 98607  
Equal Opportunity - Affirmative Action Employer

## NURSING FACULTY

Tenure-track position in a coastal Washington community college. Masters in Nursing required. Summer teaching in alternate years. Salary competitive, xlt benefits. Contact Lucy Fridell, Grays Harbor College, Aberdeen, WA, 98520 (206)532-9020.  
EOE

## 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.  
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

### TEACHER, SPECIAL EDUCATION MULTIHANDICAPPED PROGRAM

To provide direct instruction to students  
Appl. Deadline: 07/21/89 by 2pm  
Call Jeaneen 255-1841, Ext 207 for Multnomah  
Education Service District, application form and additional information.  
An Equal Opportunity Employer

## BANKING

### TELESERVICING SUPERVISOR

Security Pacific Bank Oregon has an opportunity available for individuals interested in working in the Teleservicing Department. Responsible for supervising the Teleservicing Department, to include establishing and monitoring client service levels, ensuring compliance with bank policies and procedures, and promoting the cross-sale of bank products and services. Requires a four-year degree from an accredited college or university or equivalent work experience, a minimum of two years experience in teleservicing type unit, one year of supervisory experience, and excellent verbal, written, and telephone communication skills. PART-TIME, WEEK-END HOURS.

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 apply in person or send a resume 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

## BANKING

### PERSONAL BANKER

Security Pacific Bank Oregon has an opportunity available for a Personal Banker in our Dealer Direct Sales. Position is responsible for developing and maintaining dealer relationships for direct loan referrals through aggressive sales effort. Requirements include a minimum of three years consumer lending sales experience, the ability to analyze financial statements, and knowledge of real estate financing is highly desirable.

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 or apply in person to:

**SECURITY PACIFIC BANK OREGON**  
Personnel Department  
1001 SW 5th Avenue  
PO Box 3066  
Portland, OR 97208  
(503) 796-3878  
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Equal Opportunity Employer

### WASHINGTON COUNTY JOBS

Equipment Service Worker: \$1586-\$1916/mo.  
Mental Health Serv. Coord. I (MRDD)-Part-Time: \$10.63-\$12.93/hr.  
Shop Intern (Temporary/6 mo): \$5/hr.  
Call (503) 648-8607 for information. County application forms req. Apply by July 21, 1989 to Washington County Personnel.  
An E.O.E.

## BANKING

### STAFF AUDITOR

Security Pacific Bank Oregon has an immediate opening for a Staff Auditor. Responsibilities include internal control reviews and general audits of head office departments and banking offices. Requirements include a four-year degree from an accredited college or university, or five years acceptable audit experience, or a combination of college and audit experience totaling five years. Must have strong analytical skills, excellent written and verbal communication skills, and proficiency using personal computers. Knowledge of banking operations and data processing beneficial. Ability to travel at 20% annually required.

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**SECURITY PACIFIC BANK OREGON**  
Personnel Department  
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(503) 796-3878  
APPLICANT HOURS  
9-1 p.m., Mon-Fri  
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### ECONOMIC ANALYST \$26,148-\$33,156

The Oregon Public Utility Commission is recruiting for an Economist to conduct applied research concerning the development of long-range policies for utility regulation. Responsibilities include conducting research on a wide range of current concerns in energy, telephone, and affiliated interest issues, and aiding the Commission in evaluating the role of regulation and in developing policies. To qualify, you must have 2 years experience in engineering, economic research and analysis, or utility auditing or accounting; AND a Bachelor's degree in engineering, economics, or a relevant scientific discipline or 3 more years of relevant experience. A Master's degree in engineering, economics, or a relevant scientific discipline can substitute for up to one year of the required experience. Coursework in engineering, economics, or a relevant scientific discipline beyond a Master's degree can substitute for up to one additional year of the required experience. For application materials, call 503/373-7949, or write Public Utility Commission, Personnel Services, 400 Labor & Industries Bldg, Salem OR 97310-0335.

### INSTRUCTIONAL ASSISTANT/LPN (4hr per day)

To assist in activities as planned and scheduled by the classroom teacher and to assist in the provision of school health services under supervision of the Registered Nurse. Appl. Deadline: 07/21/89 by 2PM  
Call Jeaneen 255-1841 Ext. 207 for Multnomah Education Service District application form and additional information.  
An Equal Opportunity Employer

## PROJECT ENGINEER II, ELECTRICAL (Grade 14)

The Port of Portland is recruiting a Project Engineer for its Design Division, Engineering Services Department. This is a full-time position responsible for providing electrical engineering design skills, along with related administrative and time management abilities, under the direction of the Design Engineering Manager, to Port related projects.

Preferred qualifications include:  
• Formal training and/or practical experience in electrical engineering design work, including the preparation of contract plans and specifications for commercial and light industrial projects.  
• Have, or have the ability to obtain within one year, Oregon State Professional Engineer electrical registration.  
• Have good written and oral communication skills.  
• Have good project and time management skills with the ability to work on several concurrent activities.  
• Must have or be able to obtain a valid Oregon or Washington drivers license upon hire, and meet Port driving standards.

Typical incumbent will have a minimum of five years of electrical design experience coupled with demonstrated ability to manage engineering projects with minimal direct supervision. In addition to an excellent benefit package, the starting salary range is \$35,430 to \$47,500 annually, commensurate with experience, with a full salary range of \$35,430 - \$53,990.

If interested and qualified, apply in person at the Port of Portland Employment Office, 14th floor, 700 N.E. Multnomah, or call 503-231-5000, extension 700 for complete application materials. All applications must be received by Wednesday, July 26, 1989. Resumes will not be accepted in lieu of an applications but may be included.  
The Port is an Equal Opportunity Employer

### 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 net-work.

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-\$53,820  
Please send detailed resume to:  
**PORTLAND DEVELOPMENT COMMISSION**  
1120 S.W. Fifth Avenue, Suite 1102  
Portland, Oregon 97204

## INTERNAL AUDITOR II FINANCE AND ADMINISTRATION

The Port of Portland has an immediate opening for an Internal Auditor II to conduct or assist in conducting financial, operational and contract audits, evaluate the adequacy and effectiveness of management controls, plan and execute complete reviews, of limited audit assignments, report audit findings and make recommendations to Port management, assist in the performance of special reviews, perform other auditing duties as assigned. Anticipated duties to include, but are not limited to, the following:

- Determines or assists in direction of audit and procedures to be used.
- Prepares or assists in preparing audit program.
- Obtains, analyzes and appraises evidentiary data.
- Prepares formal written reports on audit conclusions.
- Develops and maintains cooperative audits relationships.
- Special projects as assigned.

Preferred qualifications include:  
• Course work or experience equivalent to a degree in accounting or in business administration, with emphasis in accounting or related field. CIA or CPA preferred or candidate.  
• One to two years prior auditing experience.  
• Experience in Lotus 1-2-3 and MultiMate and/or other related software.  
• Demonstrated oral and written communications skills.  
• Solid human relations skills.

In addition to a comprehensive benefit package the Port offers a starting of \$22,410 - \$27,740, with a full salary range of \$22,410 - \$33,070. If interested and qualified, apply in person at The Port of Portland employment office, 700 N.E. Multnomah, 14th floor, or call 503-231-5000, extension 700 for complete application materials. Resumes will not be accepted in lieu of application, but may be included. All applications must be received by Friday, July 21, 1989.  
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### PROJECT COORDINATOR

The Portland Development Commission is seeking a Project Coordinator to assist with the Development Department's North Downtown projects. Experience in the following is required: development and redevelopment projects; hiring, contracting and managing consultants, particularly architects and engineers; coordination of public agencies, private interest, committees, commissions and other groups associated with public development projects. Looking for someone with the ability to work effectively with people, government agencies and private contractors. College degree in Urban Planning, Urban Design, Architecture or Real Estate required, as well as three to five years experience in a related field. To apply, contact:

The Portland Development Commission, Human Resources Section at (503) 796-5295 or write to the Portland Development Commission, 1120 SW 5th Avenue, Portland, Oregon 97240 (Attention: Human Resources) for an application and supplemental questions.

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## NURSING - RN

Blue Cross & Blue Shield of Oregon is accepting applications for the following two positions:

### 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

### MEDICAL REVIEWER/COORDINATOR

This position is responsible for reviewing professional & outpatient hospital medical claims by gathering & reviewing medical information and communicating medical necessity & utilization review determinations in both verbal and written form.

The qualified applicant will be a registered nurse with a current Oregon license; detailed working knowledge of anatomy, physiology & medical terminology. Excellent communication skills will be required for the purpose of assisting in the training of BCBSO personnel.

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

### AIDS PROGRAM MANAGER (Minority Programs)

Manager for AIDS program with multiracial/multicultural focus. 90% of program focus in Black communities and 10% Asian youth. Assist in the development and implementation of AIDS education programs. Provide administrative and staff support for organization. Develop and maintain volunteers and community workers. Coordinate funding development. Other general management duties.

**QUALIFICATIONS:**  
• 5 yrs. administrative/coordinating exper.  
• Exper which demonstrates excellent writing/verbal skills.  
• 2 yrs volunteer development/coordinator experience.  
• Experience which demonstrates ability to develop funding base.  
• Direct involvement in service to minority groups.  
Send resume, cover letter and salary requirements to:  
**Oregon Minority AIDS Coalition**  
1336 E. Burnside  
Portland, OR 97214  
Closing Date: July 31, 1989  
Minorities and women encouraged to apply.  
EOE