

JOBS & CLASSIFIED

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

GOLDEN'S HOUSE OF STYLE

125 NE Killingsworth
289-6448



Look your Best
Come to Golden's

We provide complete hair care and design
Home of Wet Wave

Hair Designers Delores Alexander &
Jerry Duckett

INFORMATIONAL ADVERTISEMENT

PORTLAND PUBLIC SCHOOLS

CALL FOR BIDS

Sealed bids will be received until 1:00 p.m. on the dates indicated in the Purchasing Department, Multnomah County School District #1J, 501 N. Dixon, Portland, Oregon for the items listed herein:

BID FILING DATE	BID TITLE
August 1, 1989	Roosevelt High School Counseling Center Remodel
August 8, 1989	Beaumont Middle School Addition And Remodeling
August 8, 1989	Barkdust For Various Sites
August 8, 1989	Concert Piano For Grant High School
August 8, 1989	Ice Cream Bars For High Schools, Middle Schools, Select Elementary Schools And Offices
August 8, 1989	Musical Instruments For Various Schools 1989-90
August 8, 1989	Paint And Miscellaneous Painting Supplies (Requirement Contract)
August 8, 1989	Paper Supplies For Warehouse Stock, 1990-91
August 8, 1989	Staples And Processed Foods, 1990-91
August 8, 1989	Television Equipment

Formal announcement, detailed specifications and bidding document may be obtained at the above address. For additional information, please contact M. J. Hutchens, Dir. of Purchasing, 249-2000, Ext. 581.

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.



The Port is an Equal Opportunity Employer

METRO ELECTRICAL JATC

Will accept applications weekdays from 9:30 A.M. August 1, 1989 until 4:00 P.M. August 14, 1989. Minimum requirements are high school graduate with a 2.0 GPA or Ged of 230 and a "C" grade for one year of Algebra.

(Official transcripts must be mailed to metro by the school, and college transcripts are helpful). Score of "high" of VG score of 45 on aptitude test. Must be 18 years or older and resident of the committee's area.

Starting pay is \$6.93 per hour. Accepted apprentices must certify they are physically able to do electrical construction work and may be subject to substance abuse testing.

Metro Electrical Training Center
5600 NE 42nd Avenue
Portland, OR., 97218; Call 287-0756

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

WANTED

Over Weight People to lose up to 30 lbs. in 30 days for under \$38
ALL NATURAL
Dr. Recommended
100% Guaranteed
Call Diane
288-1281 or 288-1371



DOMINICA HARRIS: CHANGING FACES

Once more African American women living within the environs of the City of Roses will be able to acquire some of those mysterious beauty potions, the likes of which made it possible for Cleopatra to intrigue such notables as Julius Caesar and Marc Antony.

Dominica (Koko) Harris, well-known for her association with Debonaire Productions has accepted a position as a beauty consultant at J. C. Penney and she is the Oregon representative for Flori Roberts Cosmetics. Long known for her association with Debonaire Productions' youth development program, "Project Communication" in the Portland Public Schools, Miss Harris will now devote her attention to aiding some of our Portland African American women to put their best foot forward with the way they might appear in the various settings that the modern women is compelled to face.

Whether at home, in the office or out painting the town, it is the desire of every woman to want to look her best. For sometime those special makeup ingredients made especially for the African American woman have been difficult if impossible to find in our local community. Those with the wherewithal have made special trips to New York City to replenish some of the very special agents of beauty enhancement. Such an extreme no longer will be necessary. It is the intention of Miss Harris and her associates to provide all of the needs necessary to make the modern women look her best. It is especially encouraging to observe that Flori Roberts in cooperation with J. C. Penney had the good sense to add this very important line to their already fabulous cosmetic collections. The smooth velvet skin of the Black women is something that has intrigued poets and musicians for ages. It now will be possible to make such trances a decidedly rewarding reality for women of color. All Portland salutes this very special new adjunct to the business community. Within due time, Dominica Harris is going to change the face of Portland's African American women.

BEEF it up
PORK it down
but don't
CHICKEN out if you
want the greatest
BAR-B-Q in town



Go to

Tues.-Sat. 11:AM-10PM
(503) 287-9249

Doris' Cafe
3240 N. Williams
Portland, OR 97212

PROGRAM ANALYST

Responsibilities: Adult Program contract development including negotiation and related budget development and analysis; program performance evaluation; design and implementation of monthly and quarterly performance reports; planning, research and development projects as assigned.

Preferred qualifications: Degree in public administration, business, economics, planning or related field; two years relevant work ex-

perience in contract development, contract negotiation, program design, project development and evaluation; excellent technical writing skills and oral communication skills; valid driver's license and reliable transportation. Qualifying experience may be substituted for education.

Salary Range: \$21,551 to \$33,009 plus excellent benefit package
Closing date: 5 PM Thursday July 27, 1989.

TRAINER

Responsibilities: Responsible for training in The Private Industry Council adult program: instructing participants in effective job search techniques; testing and interviewing individuals with employment barriers; assisting individuals in selecting appropriate vocational goals; placing individuals in appropriate training programs.

Preferred qualifications: Degree with major coursework in counseling, sociology or closely related field; two years work experience in edu-

cation or social casework; knowledge of vocational testing. Successful candidate will have broad understanding and experience in both public and private sector employment and training, and will bring creativity and energy to the position. Qualifying experience may be substituted for education.

Salary Range: \$18,263 to \$27,831 plus excellent benefit package
Closing date: 5 PM Monday, July 24, 1989

Applications available at The Private Industry Council, 520 SW 6th Ave., Suite 400, Portland, OR 97204. An Affirmative Action/Equal Opportunity Employer

Advertisement For Bid

Sealed bids for the President's Residence Reroofing project will be received by the Oregon State Board of Higher Education until 2:30 PM, August 10, 1989.

Additional information may be obtained by contacting the OSU Physical Plant, Adams Hall, Corvallis, Oregon 97331-2001 or telephone 503-754-4921.