

JOBS & CLASSIFIED ADVERTISING



TEACHER
ENGLISH/SECOND LANGUAGE PROGRAM
SUBSTITUTES
ON-CALL ONLY

To provide direct instruction to students. QUALIFICATIONS: Valid Oregon Teaching Certificate. APPLICATION DEADLINE: Open Until Filled. Call 255-1841, Ext. 207, Jeaneen between the hours of 8:00 a.m. and 11:30 a.m., for Multnomah Education Service District application form and additional information or come to Personnel, 220 S.E. 102nd, Portland.

TEACHER
EMOTIONALLY HANDICAPPED PROGRAM
OTHER HEALTH IMPAIRED PROGRAM
SUBSTITUTE
ON-CALL ONLY

To provide direct instruction to students. QUALIFICATIONS: Valid Oregon Teaching Certificate. Handicapped Learner or Severely Handicapped Learner Endorsement preferred. APPLICATION DEADLINE: Open Until Filled. Call 255-1841, Ext. 207, Jeaneen between the hours of 8:00 a.m. and 11:30 a.m., for Multnomah Education Service District application form and additional information or come to Personnel, 220 S.E. 102nd, Portland.

EDUCATIONAL ASSISTANT/LPN
OTHER HEALTH IMPAIRED PROGRAM
SUBSTITUTES
ON-CALL ONLY

To assist in activities as planned and scheduled by the classroom teacher and to assist in the provision of school health services under the supervision of the Registered Nurse. QUALIFICATIONS: Current LPN License. APPLICATION DEADLINE: Open Until Filled. Call 255-1841, Ext. 207, Jeaneen between the hours of 8:00 a.m. and 11:30 a.m., for Multnomah Education Service District application form and additional information or come to Personnel, 220 S.E. 102nd, Portland.

EDUCATIONAL ASSISTANT
EMOTIONALLY HANDICAPPED PROGRAM
OTHER HEALTH IMPAIRED PROGRAM
SUBSTITUTES
ON-CALL ONLY

To assist in activities as planned and scheduled by the classroom teacher. QUALIFICATIONS: High school graduate. At least 18 years of age. APPLICATION DEADLINE: Open Recruitment. Call 255-1841, Ext. 207, Jeaneen between the hours of 8:00 a.m. and 11:30 a.m., for Multnomah Education Service District application form and additional information or come to Personnel, 220 S.E. 102nd, Portland. Equal Opportunity Employer

CLERK TYPIST II

The City of Milwaukie is seeking responsible person(s) for both full and part time clerical work. This process will establish an eligibility list from which positions will be filled during the next 12-30 months. Current opening is 20 hours/week, confidential clerk in the Office of the City Manager. Tasks include: typing, filing, and general office duties. Experience must reflect 2 years' work employing technical skills: word processing, record keeping, and composition. Salary: \$7,17-8,71 hr. plus excellent benefit package. Supplemental questionnaire and application must be received by 5 p.m., Friday, November 17. Apply to City of Milwaukie Personnel Office, 10722 S.E. Main Street, Milwaukie, OR 97222.

CARS FOR SALE

ATTENTION: GOVERNMENT SEIZED VEHICLES
From \$100.
Fords, Mercedes, Corvettes, Chevys. Surplus Buyers Guide. 1-602-838-8885, Ext. A12859.

POLICE OFFICER/ POLICE RECRUIT

The City of Milwaukie is seeking person(s) for responsible police work in protection of life and property through the enforcement of laws and ordinances. Work consists of patrol of assigned areas, traffic regulation, accident and criminal investigation. Requirements: Ability to work without direct supervision in emergencies, exercise considerable judgment and skill in investigation and prevention of crime. U.S. Citizen, 21 years old, H.S. grad or GED, not have been convicted of felony, valid drivers license. Salary: Recruit \$1,875-\$1,966. Officer \$2,099-\$2,563, excellent benefit package. Supplemental questionnaire and application must be received by 5 p.m., Friday, November 17. Apply to City of Milwaukie Personnel Office, 10722 S.E. Main Street, Milwaukie, OR 97222. Equal Opportunity Employer

NURSING ASSISTANT/ ASSOCIATE PROFESSOR

Tenure track positions available beginning September, 1990, in Medical-Surgical and Community Health Nursing to teach baccalaureate students. Possibility of teaching in developing master's program. Doctorate in nursing or related field and master's degree in nursing required. Send letter of application, curriculum vita and three letters of reference by March 1, 1990 to: Dr. Dorothy Kellmer, Dean, School of Nursing, Pacific Lutheran University, Tacoma, WA 98447. P.L.U. embraces the goal of Equal Opportunity and Affirmative Action, and actively encourages applications from men and ethnic minorities.

OFFICE ASSISTANT

The City of Gresham is recruiting for an Office Assistant in the Community Development Division. Cashiers fees for permits and police reports; acts as back-up receptionist; completes various construction application forms; and maintains filing systems. Requires 2 years general clerical/reception work. Secretarial education may substitute for part of the required experience. Salary Range: \$1,212-\$1,515/Mo. plus excellent benefits. CITY OF GRESHAM APPLICATION AND SUPPLEMENTAL QUESTIONNAIRE REQUIRED. Completed application packets must be received by 5:00 p.m., Nov. 9, 1989. Apply at: City of Gresham, 501 N.E. Hood, Suite 100, Gresham, OR 97030. (503) 669-2309. TDD: 665-8519 Equal Opportunity Employer

BUYER-TRAINEE

Georgia-Pacific Corp, a leader in the Forest Products Industry is looking for an energetic, self-motivated individual to fill an entry level position of Buyer-Trainee. This position includes coordinating and purchasing western plywood needs for various company distribution centers throughout the U.S. Requires excellent communication and interpersonal skills combined with a strong math aptitude. Bachelor's degree in Business Administration or Marketing preferred. Please apply in person Thursday, 11/9 and Friday, 11/10 from 8:30 a.m. - 4:30 p.m. If unable to apply in person, please send cover letter and resume with complete salary history by 11/13 to: Georgia-Pacific Corporation Attn.: Employment Recruiter Human Resources Department 17th Floor 900 S.W. Fifth Avenue Portland, Oregon 97204 Equal Opportunity Employer

WASHINGTON COUNTY JOBS CORRECTIONS OFFICER TRAINEE

Salary: \$1,864/Monthly

TRAFFIC ENGINEER

Salary: \$2,725-#3,312/Monthly
Call (503) 648-8607 for information. County application forms required, resumes NOT accepted. Apply by November 24, 1989 to Washington County Personnel. Equal Opportunity Employer

DRIVER SUPERVISOR

West Coast Grocery Company is accepting resumes for the position of Driver Supervisor. Individual must have excellent human relations/supervisory and leadership skills capable of effective delegation, coaching and developing people. Excellent time management, organizational and communication skills with ability to train, motivate and direct drivers. Proven problem solving and decision making skills. Capable of learning and administering DOT rules, regulations and files. Salary commensurate with experience. Medical, WDS dental and profit sharing are available. Qualified candidates should send resume and career references by November 10, 1989 to: Attn: Human Resources, REF: 11-10-89.

WEST COAST GROCERY CO.
a Super Valu Company
P.O. BOX 12909
Salem, OR 97309

BACKHAUL COORDINATOR

West Coast Grocery Company offers a challenging career opportunity for a Backhaul Coordinator with our transportation department. Prefer individual with knowledge in methods, procedures and regulations of motor vehicle dispatching and/or buying systems and procedures. Individual must have proven interpersonal, problem solving, and organizational skills. Demonstrated high initiative skills in negotiation, communication, time management capable of routing drivers and motor vehicles. Highly skilled clerical ability and capable of efficiently using a personal computer. Salary commensurate with experience. Medical, WDS dental and profit sharing are available. Qualified candidates should send resume and career references by November 10, 1989 to: Attn: Human Resources, REF: 11-11-89.

WEST COAST GROCERY CO.
a Super Valu Company
P.O. BOX 12909
Salem, OR 97309

SCHEDULING SUPERVISOR

West Coast Grocery Company offers a challenging career opportunity for a Warehouse Scheduling Supervisor. Knowledge of wholesale meat and grocery warehouse techniques and systems preferred. Individual must have proven supervisory, leadership and problem solving skills with ability to direct scheduling, motivate people and administer Company policies. Excellent written and verbal skills in communication with ability to lead group meetings. Skilled time management and clerical ability. Must be willing to work any shift or day of the week. Salary commensurate with experience. Medical, WDS dental and profit sharing are available. Qualified candidates should send resume and career references by November 10, 1989 to: Attn: Human Resources, REF: 11-9-89.

WEST COAST GROCERY CO.
a Super Valu Company
P.O. BOX 12909
Salem, OR 97309

CHEMICAL DEPENDENCY SOCIAL WORKER

Full-time opportunity to provide psycho-social & drug treatment elements of managed care for pregnant drug users & their families. MSW or Masters in counselling or related field required. Min. 3 years experience in chemical dependency field & familiarity with women's & minorities' issues preferred. Send resume to Emanuel Hospital & Health Center, Kandis Miller, Human Resources, 2801 N. Gantenbein, Portland, OR 97227. Member of Legacy Health System Equal Opportunity Employer

TEACHER

MULTIHANDICAPPED PROGRAM
To provide direct instruction to students. Application Deadline: 11/22/89 by 2 P.M. Call 255-1841, Ext. 207 Jeaneen between the hours of 8:00 and 11:30, for Multnomah Education Service District application form and additional information or come to Personnel, 220 S.E. 102nd, Portland. Job offer will be contingent upon successful passage of a pre-employment physical exam. Equal Opportunity Employer

GROCERY

SAFeway

You too can become a part of Safeway Stores, Inc. in providing exceptional customer service in virtually any aspect of the retail food store.

Opportunities available to highly motivated, outgoing applicants who enjoy public contact. Positions available in:

- Bakery
- Cashiering
- Deli
- Floral
- Grocery
- Meat
- Produce

Comprehensive benefit package upon qualification to include paid vacation, medical/dental/vision, and flexible hours and shifts available.

If you enjoy public contact and have a sincere interest in succeeding in serving people, please come see us at the:

SAFeway

Phone: 285-5060
Between 8:00 a.m.-5:00 p.m.
Monday - Friday
For further employment information.

Positions also available at various other Safeway Stores
Equal Opportunity Employer

SECRETARY PROGRAM AND OFFICE ASSISTANT I

Part-Time Secretary
Executive Services Division
Oregon State Bar
(.6 FTE / 24 hours per week)
Responsibilities include typing from hand-written copy and dictaphone, setting up files, xeroxing, filing, and special projects. Requires high school diploma and at least one year experience in general secretarial work. Word processing and personal computer background necessary. Word Perfect software (4.2 or 5.0) experience preferred.

STARTING SALARY RANGE: \$717 to \$788 per month depending on experience. Includes various benefits paid on a pro rata basis.

Apply immediately - Send resume and cover letter to: Personnel Officer, Oregon State Bar, 5200 S.W. Meadows Rd., Lake Oswego, OR 97035. DEADLINE: FOR APPLICATION November 14, 1989 Equal Opportunity Employer

SOCIAL WORK SERVICES DIRECTOR

Current Salary: \$2,276-\$2,906/Monthly (Effective: January 1, 1990: \$2,768-\$3,898)
Immediate opening at Dammasch State Hospital in Wilsonville, Oregon. The Director of Social Work services plans, directs, develops and supervises the hospital's social service program. The Director is responsible for leading, directing and controlling all hospital social work services. Must have a Masters Degree in Social Work and at least 5 years of social work experience, including 2 years of supervisory experience; two years of the above experience must be in mental health treatment. ACSW and RCSW (Oregon) or RCSW eligible credentials preferred. Call (503) 682-4611 for an application or write: Dammasch State Hospital Personnel Department P.O. Box 38 Wilsonville, OR 97070 Equal Opportunity Employer

SECRETARIAL ASSISTANT OPERATIONS

Perform clerical duties for Operations Department. Primary front desk receptionist relief. Research supply orders, reconcile/prepare invoices for payment, handle return items and billing corrections. Coordinate equipment maintenance and service. Sort and route mail. Knowledge of and skill in the use of multi-line telephone equipment. Knowledge of word processing (WordPerfect 5.0) and computer.

We offer a starting salary of up to \$17,904 and excellent benefits. PLEASE NO PHONE CALLS. CLOSING DATE: NOVEMBER 10, 1989. APPLICANTS MUST APPLY IN PERSON TO:

PORTLAND DEVELOPMENT COMMISSION
1120 S.W. 5th, Suite 1100
Portland, Or 97204
Equal Opportunity Employer

MECHANIC JOURNEY-LEVEL INSTRUMENT MECHANIC

The James River Corp., Wauna Mill, has an opening for a journey-level instrument mechanic with at least 4 years experience in industrial process control. Experience in distributive control system maintenance and configuration is required, as well as experience with single loop controllers, control valves and both electronic and pneumatic instruments. An Oregon state electrical license is also desired. Proof of journey-level status, a resume, and a copy of Oregon electrical license (if applicable) must accompany the application. Journey-level rate is \$19.91 per hour plus fringe benefits.

Candidates must apply in person, if possible, or by mail only at the Oregon Employment division, 818 Commercial Street, Astoria, or at the Washington Employment Service, 711 Vine Street, Kelso, WA beginning Monday, November 6, from 8 a.m.-5 p.m., and closing November 20.

JAMES RIVER CORPORATION
Equal Opportunity Employer

ACCOUNTING

SALES TAX
Colonial Pacific Leasing, a Pitney Bowes company, has an opening in their Accounting Department for a Sales Tax Processor. REQUIREMENTS: 2 years office experience, ability to meet deadlines, be detail oriented and possess good communication skills. Prior experience is filing multi-state sales and use tax forms would be helpful, but company is willing to train. Send resume and salary history to: Manager, Human Resources - OB, P.O. Box 1100, Tualatin, OR 97062. Tri-Met #96 or #38 provides weekday rush-hour service to within one block of office. Colonial is an Affirmative Action! Equal Opportunity Employer

PORTLAND DEVELOPMENT COMMISSION ATTORNEY

\$32,868-\$42,552

Provide legal services to Commission departments, specifically in the areas of housing and economic development loans. Drafting of legal documents; litigation in areas of loan servicing, real estate, foreclosures, construction financing, bankruptcies. Must be a member of the Oregon State Bar. Three to five years experience in real estate, finance and litigation preferred. Knowledge of common law and of state and federal laws relating to real estate, bankruptcies, legal issues relating to loan programs.

CLOSING DATE: November 15, 1989. Request application and supplemental questions from:

PORTLAND DEVELOPMENT COMMISSION
1120 S.W. FIFTH AVE.
SUITE 1100
PORTLAND, OR 97204
(503) 796-5295
Equal Opportunity Employer

CUSTODIAL SERVICES SUPERVISOR

Salary: \$1,424-\$1,781

We are seeking a person with at least 2 years experience or training who can supervise general cleaning and floor care at Fairview Training Center. This person should have knowledge of the materials, equipment and techniques used in custodial activities. He/she should have the ability to establish work schedules, keep records, train new employees, and inspect completed work. This position receives state of Oregon Management Benefits. To apply, submit PD 100 Application to Fairview Training Center, Personnel Office, at 2250 Strong Rd., S.E., Salem, OR 97310. Equal Opportunity Employer

SUB-BIDS REQUESTED

Brookings Waste Water Treatment Plant And Conveyance System Improvement
Brookings, Oregon
Bid Date: November 17 at 2:00 P.M.
KIEWIT PACIFIC
P.O. Box 1769 · Vancouver, WA 98668
(206) 693-1478 FAX (206) 693-5582

We are an equal opportunity employer and request sub-bids from small business, minority owned and disadvantage business enterprises.

SUB-BIDS REQUESTED

Autzen Stadium Improvements - Phase II
Eugene, OR
Bid Date: November 16 at 4:00 P.M.
ELLIOT-JOCHIMSEN
1740 - 22nd Ave., S.E. · Salem, OR 97302
(503) 362-1164 FAX (503) 399-9673

We are an equal opportunity employer and request sub-bids from small business, minority owned and disadvantage business enterprises.

SUB-BIDS REQUESTED

Columbia River Correctional Facility
Portland, Oregon
Bid Date: November 21 at 3:00 P.M.
WILDISH BUILDING COMPANY
P.O. Box 7428 · Eugene, OR 97401
(503) 485-1700 FAX (503) 683-7722

We are an equal opportunity employer and request sub-bids from small business, minority owned and disadvantage business enterprises.

SUB-BIDS REQUESTED

Columbia River Correctional Facility
Portland, Oregon
Bid Date: November 21 at 3:00 P.M.
MARION CONSTRUCTION COMPANY
P.O. Box 12218 · Salem, OR 97309
(503) 581-1920 FAX (503) 399-0823

We are an equal opportunity employer and request sub-bids from small business, minority owned and disadvantage business enterprises.

SUB-BIDS REQUESTED

Civil Engineer Reserve * Training Facility (AFRES)
Bid Date: November 16th at 2:00 P.M.
TRIPLETT WELLMAN
P.O. Box 672 * Woodburn, OR 97071
(503) 982-4188 FAX #: (503) 982-0390

We are an equal opportunity employer and requests sub-bids from women and minority owned business enterprises.