

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.)

**ONE on ONE
Tax Service**
317 N.E.
Killingsworth
Portland, OR 97211
(503) 289-0851
Valerie Currie
Tax Consultant

McMurphy's
Buying Appliances
Working Or Not

288-3233

**Dr. Jewell Crawford,
M.D.**
**Optimum Family
Health Clinic**
4722 N.E. Glisan
Portland, Oregon
(503) 232-5879

*"A good product is
your best advertisement"*
**Rene's
Exotic
Seasonings**

236 S.W. Salmon,
Suite A
Portland, OR 97204
(503) 240-5323

**M.J. Toys
& Games, Inc.**
573 N. Killingsworth St.
Portland, OR 97217
(503) 240-5378
Ameera Saahir
President

**RENT
WASHERS & DRYERS**

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

JOBS & CLASSIFIED ADVERTISING

BENEFITS MANAGER

The Port of Portland has an immediate opening for a Benefits Manager to design, develop, implement and manage benefits plans, procedures and policies.

Preferred Qualifications:

- * Demonstrated knowledge of current, state of the art employee benefit programs, laws and regulations.
- * Demonstrated ability to manage benefits and claims programs.
- * Excellent interpersonal and communication (oral and written) skills.
- * Experience with deferred compensation plans.
- * Experience managing benefits programs in the public sector.

In addition to a starting salary range of \$36,670 to \$42,573 per year commensurate with experience the Port offers a comprehensive benefit package.

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 NE Multnomah, 14th floor, or call (503) 231-5000, ext. 700 for complete application materials. All applications must be received by Friday, December 15, 1989, at 5:00 p.m.



The Port is an
Equal Opportunity Employer

ECONOMIC ANALYST

Salary: \$29,724-\$39,639

The Oregon Public Utility Commission is recruiting for an Economist to provide financial, accounting, and economics oriented analytical expertise in the regulation of energy and telephone utility rates. Responsibilities include analyzing utility costs, developing periodic management information reporting systems, dealing with affiliated interest issues, and presenting expert testimony in support of recommendations. 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. For application materials, call (503) 373-7949, or write Public Utility Commission, Personnel Services, 400 Labor & Industries Bldg., Salem, OR 97310-0335.

**LANE COMMUNITY COLLEGE
BUSINESS DEPARTMENT
CHAIR ELECTRONICS
INSTRUCTOR**

Application and job description are available at Personnel Services, Lane Community College, 4000 E. 30th Avenue, Eugene, OR 97405. 1 (503) 726-2211. LCC application must be postmarked no later than January 19, 1990.

An Affirmative Action/
Equal Opportunity Institution

HOUSEKEEPER

General cleaning, sanitation and laundry responsibilities. Some heavy lifting. Full-time day position includes weekends. Very good wages and benefits. Apply at Downtown YWCA, 1111 SW 10th Ave., Portland.

Equal Opportunity Employer

**ENGINEERING
MANAGEMENT TRAINEE**

Northwest Natural Gas Company seeks qualified candidates for an entry-level supervisory position in its Gas Supply Department - Portland area office. Rotational shift position - requires 24-hour coverage on a rotating basis, 365 days a year. Preferred candidates will possess a minimum of two years engineering/science education willing to pursue degree; should have strong oral/written communication skills. Computer experience is desirable; Aptitude Test administered. Excellent Benefit Package.

Please direct resume and letter of application to:
**Northwest Natural Gas Company
P.O. Box 3410
Portland, OR 97208-3410
JOB LINE: (503) 220-2434
Equal Opportunity Employer**

**CUSTOMER SERVICE
REPRESENTATIVE
(Part-Time)**

C-TRAN is seeking an energetic, personable individual to conduct facility tours for school children and the public; as well as give route information over the phone and at our customer service office at our 7th Street Transit Center. This position also handles a variety of clerical tasks and conducts passenger count surveys.

This individual must have excellent administrative and public relations skills. Position requires 50 wpm typing, 10-key by touch, a valid driver's license, excellent work references, and the ability to comply with our non-smoking policy. Position will be approximately 20 hours per week, salary range: \$6.34/Hrly. - \$8.11/Hrly..

Apply at: Employment Security, 603 W Evergreen Blvd., Vancouver, WA.

Closes: Upon selection of Successful candidate.
Equal Opportunity Employer

QUAD MILL FITTER

A minimum of 2 years experience fitting. Willing to work overtime when necessary. Ability to communicate well with co-workers. Wage, \$10.10 per hour PLUS a unique production bonus. Please send resumes to Philomath Forest Products, P.O. Box 109, Philomath, Ore. 97370. Attn.: Shelly.

**GRAVEYARD
MILLWRIGHT**

A minimum of 3 years Sawmill Millwright experience. Willing to work over-time when necessary. Ability to communicate well with co-workers. Wage, \$10.20 per hour PLUS a unique production bonus. Please send resumes to Philomath Forest Products, P.O. Box 109, Philomath, OR 97370. Attn.: Shelly.
Equal Opportunity Employer

**P-U-L-I-C S-E-R-V-I-C-E
A-N-N-O-U-N-C-E-M-E-N-T
POLICE OFFICER**

The Portland Police Bureau is now accepting applications for the position of Police Officer. If you're interested in making a positive change in your community and looking for a challenging, fulfilling career, with excellent salary and benefits, the Portland Police Bureau can offer you that opportunity. For more information contact the Portland Police Bureau's Personnel Unit at 796-3200. That's 796-3200.
Equal Opportunity Employer

**MENTAL HEALTH
C-III DRUG TREATMENT
SERVICES**

Starting Salary: \$1,232-\$1,300/ Monthly plus excellent benefits.

CODA Inc. seeks applicants for a counselor position providing structured intensive outpatient treatment to mandated pregnant women. Responsibilities include diagnosis, evaluation and treatment to clients; individual, group, and family counseling. Consultation, coordination and liaison with community health nurses and case managers. Maintenance of client records, participation in marketing and promotion activities.

To qualify candidates will have a bachelor's degree in health services and at least 2 years supervised human services experience. Knowledge of chemical dependency and experience in the treatment of chemically dependent women is very strongly desired.

To apply: Complete and submit standard CODA application form including answers to screening questions. Detailed position announcement, application forms and screening questions available at CODA INC., 210 NE 20th, Portland, OR 97232 - 239-8400.

**FOREST PROTECTION
SUPERVISOR**

Salary: \$1,622-\$2,065/Mo.

The Oregon Department of Forestry is seeking two individuals for current vacancies in Central Point and Grants Pass. Duties: Supervises the Fire Suppression Program activities in the field and assures those accomplishments are within Program guidelines.

To Qualify: Your background must have included experience or training that provided you the following knowledge, skills and abilities. Your application must clearly indicate your experience or training in these areas.

- * General knowledge of forest fire suppression and fire prevention practices; forest fire investigation techniques; and wildland fire behavior.
- * Basic knowledge of crew and equipment production capabilities in fighting forest fires;
- * Skill in directing fire crew in wildfire situations; in operating and instructing others in the operation of vehicles and equipment used in fighting forest fires; and in oral and written communications;
- * Ability to supervise (e.g., hire, train, assign and review work, motivate, prepare performance evaluations and handle disciplinary actions).

Announcement closes: December 29, 1989. Contact Personnel Test Center, 775 Court Street, Salem, OR 97310, 378-3146, for job announcement, test questions, and applications.
Equal Opportunity Employer

**DEVELOPMENT
DIRECTOR**

Oregon Shakespeare Festival Portland, Portland, Oregon. Applicants must have minimum 5 years experience in fund raising at management level: Baccalaureate degree; strong skills in making written and oral presentations; ability to motivate and direct Board members and volunteers. Computer literacy helpful. Salary range: \$25,000-\$30,000 annually with growth potential. Full benefits. Application deadline Dec. 31st. Please respond with letter and resume ASAP to: James L. Cox, Development Director-Operations, Oregon Shakespeare Festival, P.O. Box 158, Ashland, OR 97520.
Equal Opportunity Employer

**JANITOR/HOSTLER
(Part-Time)**

C-TRAN is seeking two part time Janitor/Hostlers. Typical duties: clean and fuel buses and support vehicles. Workdays and shifts may vary, Mon. thru Sat. Swing shift 6 p.m.-12:30 a.m.: Day shift 10 a.m.-4:30 p.m., Saturday shift 3:30 p.m.-9:00 p.m. Start range \$5.61/Hr.-\$8.28/Hr. Must possess a valid drivers license from the state in which you reside with a good driving record. Ability to function in a non-smoking work environment and pass a pre-employment physical. Apply at: Employment Security Department, 603 W. Evergreen Blvd., Vancouver, WA. Closes 12/15/89.
Equal Opportunity Employer
M/F/H

**INSURANCE
REIMBURSEMENT
MANAGEMENT
SPECIALIST**

Blue Cross and Blue Shield is accepting applications for a Reimbursement Management Specialist. Major duties of this position include developing, analyzing and maintaining reports related to hospital reimbursement. Must act as liaison with hospitals, providers, and health care organizations to ensure success of payment methodologies.

Qualified applicants should have:

- * Experience in health care field.
- * Knowledge of reimbursement methodologies.
- * Knowledge of hospital and/or insurance industry accounting systems helpful.
- * Ability to work effectively with highly technical team.
- * Strong statistical abilities.
- * Familiarity with SAS and Natural programming languages very helpful.

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits package, flex-time work hours, and competitive salary. 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**

**CUSTODIAN
ALTERNATIVE SCHOOLS
210 Days (24/Hr. Week)**

Assuring that scheduled work is done in order to accomplish routine cleaning and maintenance of assigned areas.

Application Deadline: 12/21/89 by 2:00 p.m.

Call 257-1501 Jeaneen between the hours of 8:00 and 11:30, for Multnomah Education Service District application form and additional information or come to Recruitment Office, 11611 NE Ainsworth Circle, Portland.
Equal Opportunity Employer

**NURSING
DIRECTOR OF NURSING**

The position requires a commitment to patient centered nursing care and a team building management philosophy. Must possess registered nurse licensed and ability to problem solve. Excellent benefits and salary. Relocation expenses paid. Send resume, call or apply in person to:

Hazel Batchelor,
**Administrator of Life Care Center
of Kennewick
1508 W. 7th Ave.
Kennewick, WA 99336
(509) 586-9185
Equal Opportunity Employer**

**INSURANCE
SR. MEDICAL
UNDERWRITER**

Blue Cross and Blue Shield of Oregon is accepting applications for a Senior Medical Underwriter. The Senior Medical Underwriter will perform the following duties:

- * Determine underwriting risk on new non-group enrollment.
- * Review health statements to determine enrollment eligibility.
- * Analyze medical data to eliminate risk.

Qualified applicants will have a minimum of three years experience in underwriting individual health and/or life insurance with a strong medical background or a degree in Nursing, and will possess excellent demonstrated communication skills. Leadership and problem solving background and the ability to handle daily stressful situations in a professional manner is a must.

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits package, flex-time work hours, and competitive salary. 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**

MECHANIC

C-TRAN is seeking a journeyman level mechanic. Requires 3 years heavy duty diesel or 5 years gas engine experience supported by excellent work references. Transit coach experience desired. Shifts vary. Salary range \$9.13/hr.-\$13.49/hr. to start depending on experience. Resume requested. Apply at: Employment Security Department, 603 W. Evergreen Blvd., Vancouver, WA. Closes with selection of candidate.
Equal Opportunity Employer
M/F/H

**TEACHER, SPECIAL
EDUCATION**

Multi-Handicapped Program
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 (503) 257-1501, Jeaneen between the hours of 8:00 and 11:30, for Multnomah Education Service District application form and additional information or come to Personnel, 11611 NE Ainsworth Circle, Portland, Oregon.
Equal Opportunity Employer

**TEACHER, ALTERNATIVE
SCHOOLS
190 Days**

Providing direct instruction to pupils.

APPLICATION DEADLINE: 12/21/90 by 2:00 p.m.

Call (503) 257-1501, Jeaneen on 12/05/89 between the hours of 8:00 and 11:30, for Multnomah Education Service District application form and additional information or come to Recruitment Office, 11611 NE Ainsworth Circle, Portland.
Equal Opportunity Employer

CUSTODIAN

General cleaning and sanitation of fitness facility, offices, etc. Some heavy lifting. Nights, full-time, includes weekends. Very good wages and benefits. Apply at Downtown YWCA, 1111 SW 10th Ave., Portland.

**MENTAL HEALTH
CHILD & ADOLESCENT
PROGRAM DIRECTOR**

Mental Health Center seeks a Program Director.

Responsibilities include: Program development, Implementation, Community and agency liaison. Must be able to work with Multi-Cultural and Inter-Disciplinary Program.

Minimum Qualifications: P.H.D. in Psychology or related field and 3 years. Post graduate experience in clinical supervision and program management.

We offer comprehensive salary and benefits. Send Resume to:

**Atten.: Rodney R. Harry
N/NE Community
Mental Health, Inc.
4950 N.E. M.L.K. Jr. Blvd.
Portland, OR 97211
(503) 249-0066
Closing Date: 12/29/89
Equal Opportunity Employer/
Minorities are Encouraged to Apply**

**MULTNOMAH COUNTY
DIRECTOR**

Office of Justice Planning
Salary: \$39,797-\$45,832/Annually

Direct the activities of the Office of Justice Planning including: develop policy plans, prepare fiscal analyses, develop data analyses, coordinate criminal justice planning with various agencies, monitor and coordinate implementation of an integrated criminal justice information system, evaluate and monitor legislation and supervise staff; requires a BS in a field and three years of increasingly responsible experience in the criminal justice system and two years of criminal justice policy making and data analysis experience; apply by February 2, 1990.

WHERE TO APPLY: Multnomah County Employee Services, Room 1430, 1120 SW Fifth Avenue, Portland, OR 97204.
Equal Opportunity Employer

**REPROGRAPHICS
SUPERVISOR**

Salary Range: \$1,974-\$2,484/Mo.

Supervises the daily operations of the City's central printing/graphics services, a self-funding, internal service fund operation functioning similar to a small business operation, and also the daily operations of the City's courier services. Requires four years increasingly responsible experience in reprographics operations and one year of supervisory experience. CLOSING DATE: December 22, 1989. Obtain application and supplemental questionnaire at City of Eugene, HRRS, 777 Pearl Street, Rm. 101, Eugene, OR 97401. (503) 687-5061.

COUNCIL COORDINATOR

Salary Range: \$2,142-\$2,732/Mo.

Position will direct, oversee, and provide support in processing formal work of the City Council including meeting agendas, logistics, ordinances/resolutions, minutes, and goals sessions; also oversees the boards/commissions/committees system and provides support to individual City Councilors. Requires 2-3 years responsible professional program development, development & administration experience, preferable in local government and equivalent to Bachelor's degree in business administration, public administration, or related field.

CLOSING DATE: December 22, 1989. Obtain application & supplemental questionnaire at City of Eugene, HRRS, 777 Pearl Street, Rm. 101, Eugene, OR 97401. (503) 687-5061.

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Equal Opportunity Employer