# JOBS & CLASSIFIED ADVERTISING

## **PROGRAMMER**

Salary: \$11.76/Hourly

Designs, develops, modifies, and tests computer systems/programs based on developed or supplied specifications; develops documentation; may work in mainframe, mini or micro computer environments; requires one year of experience in compiler language or Natural on a medium or large system, preferably IBM; experience with information engineering, ADABAS and/or PCs is desirable; apply by January 19, 1990.

#### **HEALTH EDUCATOR** Salary: \$11.92/Hourly

Provides educational services designed to motivate people to adopt and maintain healthful practices and lifestyles and advocates for social and environmental changes as needed; requires a BS in health education and one year of experience; additional experience may substitute for the degree on a yearfor-year basis; apply by January

## **PROGRAM** DEVELOPMENT **SPECIALIST**

19, 1990.

**Health Services Division** Salary: \$12.59/Hourly

Specific responsibilities include developing policies, procedures and statistical reports and evaluating their effectiveness; requires one year of program planning, development and/ or evaluation experience; experience writing and using MacIntosh desktop publishing is desirable; apply by January 19, 1990.

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

Equal Opportunity Employer

## INSTRUMENT FOREMAN

James River Corporation, a major pulp and paper manufacturer, is looking for an Instrument Foreman with established supervisory skills to lead a crew of 9 instrument mechanics. Responsibilities include: planning and directing activities of the crew so that support of customers is efficient and effective and a high level of cooperation is maintained between the crew, operations, and other maintenance depts. The ideal candidate will have journey level instrumentation training and some experience in the pulp and paper industry. Candidate must be goal oriented, technically competent, good communicator, and flexible. The Wauna Mill is located on Oregon Highway 30 midway between Longview and Astoria. Address resumes to: Shelley Prouty, Rt. 2, Box 2185, Clatskanie, OR 97016.

## JAMES RIVER CORPORATION

Equal Opportunity Employer M/F

LIBRARY

CHILDREN'S LIBRARIAN **Eugene Public Library** Salary Range: \$1,974-\$2,732/Mo.

Responsibilities include reference/ reader's advisory service, collection development, program planning and implementation in combined Children's/Extension Division. Requires ALA accredited MLS and valid driver's license. Some experience in public library children's services desirable. (Required at Librarian II level.) Starting salary based on experience. CLOS-ING DATE: February 16, 1990. For application and questionnaire, contact: City of Eugene, HRRS, 777 Pearl St., Rm. 101, Eugene, OR 97401. (503) 687-5061. Equal Opportunity Employer

# **MECHANIC**

Routine skilled work maintaining and repairing transit buses, automobiles and associated equipment. Must have a valid Chauffeur's or Class 2 license. Class 2 permit acceptable for applying but employment contingent upon ability to obtain Class 2 license. \$10.36 per hour. Fill out official application by January 19, 1990, which is available at the Salem Area Mass Transit District; 3140 Del Webb Ave. N.E.; Salem, Ore-

gon 97303. Equal Opportunity Employer WASHINGTON COUNTY JOBS

DIRECTOR Department of Community Corrections:

Salary: \$46,975-\$58,706/Yearly Closing Date: Open until filled.

## **BUILDING MAINTENANCE TECHNICIAN**

Salary: \$1,671-\$2,032/Monthly Closing Date: 1/12/90.

**GROUNDSKEEPER II** Salary: \$10.31-\$12.52/Hourly Closing Date: 1/12/90.

#### ASSOCIATE PLANNER/ **PLANNING**

Salary: \$2,134-\$2,595/Monthly Closing Date: Open until filled.

Call (503) 648-8607 for information. County application forms required. Apply to Washington County Personnel. Women, minorities & the disabled are encouraged to apply. Equal Opportunity Employer

## ACCOUNTING

## ASSISTANT AUDITOR

Blue Cross and Blue Shield of Oregon is currently accepting applications for an assistant auditor position in the Medicare Reimbursement and Audit Dept. Qualified applicants will perform desk review and field audits on Medicare cost reports submitted by providers. Audits are performed at the provider site requiring 1-2 weeks per month travel with audit team.

Qualified candidates will have a college degree with major in accounting including audit course credits. Previous work in accounting or health care is desired.

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits package, flex-time work hours, and competitive salary. Pre-employment drug screening required. 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

# 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 activi-

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 N.E. 20th, Portland, OR 97232. 239-8400.

An Affirmative Action/ Equal Opportunity Employer

Newly created Council will function as

principle planning body for home-

less issues in Clark County. Coor-

dinator provides staff services to

Council on Homeless and coalition

of Service Providers. Responsible

for administration of Council busi-

ness, preparing meeting packets,

conducting research projects, issue

advocacy, community education and

fund raising. Baccalaureate degree

and three years relevant experience.

Prefer experience in grant writing

and broad knowledge of social serv-

MENTAL HEALTH

#### **COUNSELOR V** FAMILY SERVICE COORDINATOR Beginning Salary: \$1,700-\$1,800/Monthly

Plus Excellent Benefits CODA Inc. seeks supervisor for Family Services Program. Responsibilities include development and operation of residential and outpatient programs, supervision of 2-5 child care counselors, supervision of all clinical activities, performance of program development, contract management and liaison.

To Qualify: Masters degree in human services, experience in staff supervision, and 2 years supervised human services experience are required.

To Apply: Complete and submit standard CODA application form with answers to screening questions. Application materials available at CODA INC., 210 NE 20th, Portland, OR 97232. 239-8400.

An Affirmative Action/ Equal Opportunity Employer

**ACCOUNTING** 

#### PORTLAND PUBLIC SCHOOLS GENERAL LEDGER **SUPERVISOR**

Manages all phases of general ledger dept functions including supervision of staff. Responsible for supervision of A/R, cash transactions, bank reconciling, and employee travel. Minimum qualifications: bachelor's degree in accounting, business, management, or other applicable fields. 3 years experience in supervisory role in accounting/business office. Lotus 1-2-3 and P/C knowledge essential. Salary range: \$27,254-\$30,533 based on experience and preparation. Excellent fringe benefits. Job description and application form may be obtained by writing or calling personnel services (503) 249-2000, ext. 549 or apply in person at 501 N. Dixon, Portland. Closing for application material, 5 p.m., Jan. 19. Equal Opportunity Employer

TEACHING

### ECONOMIC OPPORTUNITY COMMITTEE OF CLARK COUNTY, INC. HEAD START OF CLARK COUNTY

TEACHER

B.A. in Education, prefer ECE. 1 year paid experience with 3-5 yr. olds in preschool setting. Experience supervising adults. Salary range: \$8.66-\$10.53/hr.; 30 hrs./wk.

# TEACHER ASSISTANT II

A.A. in ECE or CDA and 1 yr. experience with 3-5 yr. olds in preschool setting. Salary range: \$6.06-\$7.37/ hr.; 28 hrs./wk.

## FAMILY SERVICE WORKER

High School graduate. Prefer A.A. in Human Services or related field, with experience working with children and families. Direct involvement in Head Start helpful. Act as family advocate. Knowledge of Clark County and its resources. Salary range: \$5.80-\$7.05/hr.; 40 hrs./wk.

All positions require dependable automobile, driver's license and insurance. Obtain EOC application, position announcement and job description 9:00 a.m.-4:00 p.m., Mon.-Fri., at Head Start Office, 10619 N.E. Coxley Dr., Vancouver, WA 98662. (206) 896-9912. Completed applications must be received in Head Start Office by 4 p.m., Wednesday, January 17, 1990.

An Affirmative Action/ Equal Opportunity Employer

ices and homeless issues. Must have

excellent communication skills and

the demonstrated ability to work

well with a wide variety of people.

\$2,083.00 per month. Excellent

benefits. Call (206) 694-2501 for

application and supplemental ques-

Vancouver Housing Authority

500 Omaha Way

Vancouver, WA 98661

by 5:00 p.m. Wednesday,

January 17, 1990

Equal Opportunity Employer

tionnaire. Submit to:

COORDINATOR

COUNCIL ON HOMELESS

**INSURANCE** 

#### SENIOR MEDICAL UNDERWRITER

Blue Cross and Blue Shield of Oregon is accepting applications for a 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. Pre-employment drug screening required. 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

**EDUCATION** 

# PORTLAND PUBLIC SCHOOLS BILINGUAL EDUCATION

**ASSISTANTS** Assists in orientation and instruction of limited English proficient students. Assists ESL bilingual or classroom teacher. Contacts parents at direction of school staff, provides cultural and language information to main stream staff. Qualifications: HS diploma, oral fluency, reading and writing skills in English and the target languages: Russian, Vietnamese, Spanish, Chinese, Romanian and Korean. Public school experience desirable. Familiarity with culture of students. For additional information call the ESL office, Minh Tran, 280-5834.

An Affirmative Action/ Equal Opportunity Employer

# **OREGON** HOUSING **ADMINISTRATOR**

The State of Oregon Housing Council is recruiting for an Oregon Housing Administrator. The Housing Agency currently consists of 41 positions segmented into six sections: Administration, Financial Operations, Home Ownership Programs, Rental Programs, Housing Resource Assistance and Technical Assistance.

This position is responsible for planning, supervising and controlling the overall operation of the Oregon Housing Agency. Preference will be given to applicants who have a background in the area of housing for lower and moderate income families, and experience in working successfully with State, Federal and local officials, and diversified housing interest groups.

Salary range \$44,568 - 62,700 Annually. Applications and resumes must be received no later that February 16, 1990, at 5:00pm. For minimum qualification information, job announcement, and application please contact Susan Bibelheimer, Management and Career Services, Personnel and Labor Relations Division, Executive Department, 155 Cottage Street NE, Salem, Oregon 97310, (503)378-3040.

STATE OF OREGON

Equal Opportunity

# NOTICE!

Witnesses to incident at Lloyd Center Shopping Mall on Friday, Dec. 15th, 1989, approximately 8:35 p.m. between African-American female accompanied by five children, and white security guard employed by J.C. Penney's. Please contact (503) 286-3254.

### ATTENTION: GOVERNMENT SEIZED VEHICLES From \$100.

Fords, Mercedes, Corvettes, Chevys. Surplus Buyers Guide. 1-602-838-8885, Ext. A12859.

**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 taks will include:

- 1 year recent clerical work experience in a doctor's office or hospital
- \* 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, flex-time work hours, and competitive salary. Please apply or send resume to:

# **Blue Cross Blue Shield** of Oregon



Human Resources Dept., 5th Floor 100 S.W. Market Portland, OR 97201

Equal Opportunity Employer

### PROJECT DEVELOPMENT DIRECTOR

DIRECTOR, PROJECT DEVELOPMENT, for Northeast Community Development Corporation in Portland, Oregon. Minimum 5 years experience in property acquisition, construction management, contract negotiations, working knowledge of federal and state housing programs. Computer skills highly desirable.

Salary negotiable. Send resume and cover letter to:

NECDC 1726 N.E. Alberta Portland, OR 97211 Equal Opportunity Employer

## **DATA PROCESSING PROFESSIONALS**

There's a Million Reasons Why We Speak Your Language!

Blue Cross and Blue Shield of Oregon, a major health insurance company provides health insurance to over Requires a degree in Computer Science one million people. You expertise in new development and large scale enhancements will help all of them. Several large projects and new business efforts will be requiring In addition to significant technical individuals with experience working in a large scale IBM mainframe environment.

All positions require strong communication, interpersonal and user skills. Candidates must also have experience in the following:

\*VSAM

\* TSO/ISPF \* COBOL \* OS/JCL LEAD ANALYST

Requires extensive background in the development of CICS based systems and demonstrated success in a project

## PROGRAMMER ANALYSTS

Requires a minimum of 2 years experience in performing systems analysis and design, coding, testing and implementation assignments. CICSW skills a definite plus.

# **PROGRAMMERS**

or at least 1 year of experience performing program design, coding, testing and implementation assignments.

challenge and professional growth, we offer flex-time work hours, excellent benefits and a competitive salary. Send your resume or apply in person at:



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

Equal Opportunity Employer

#### RESEARCH ASSOCIATE The Western Regional Resource Cen-

management role.

ter, University of Oregon is extending its search for an Educational Consultant (Research Assistant or Research Associate). The search has been extended to January 26, 1990 or until a sufficient applicant pool has been identified. Appointment is fixed-term, beginning February 1990, with possibility of renewal. Primary responsibility: coordination of technical assistance to state education agencies. Master's degree required (earned doctorate preferred) in special education or related field. Experience in consultation, in service training, and delivering technical assistance to education agencies. Extensive travel required. Expertise in early childhood special education, LRE, SEA monitoring, transition or special education policy preferred. Salary: \$26,000-\$33,500. Closing date: 1/ 26/90 or until a sufficient applicant pool has been identified. Send resume or vita and names, addresses, and telephone numbers of at least three references to: Richard Zeller, Director, WRRC, Clinical Services Building, University of Oregon, Eugene, OR 97403-1215.

The University of Oregon Is an Equal Opportunity/ Affirmative Action Institution

#### FINANCIAL ASSISTANCE COORDINATOR (PROGRAM COORDINATOR 3) \$2,393 - \$3,041/Monthly)

The Oregon Department of Environmental Quality is seeking an individual to coordinate the development and implementation of the Underground Storage Tank (UST) grant reimbursement, loan guarantee and interest rate subsidy/tax credit programs with the Department's regional offices, UST cleanup program, the business office, commercial lending institutions and UST owners & permittees. To qualify you must have four years of

experience including steadily increasing management responsibility; or four years experience in a staff technical or professional function related to budget management, forecasting and analysis or environmental pollution control programs; AND a Bachelor's degree or three more years of responsible experience.

This position is located in downtown Portland. If you are interested in this challenging opportunity, please call 229-5119 by Wednesday, January 10, 1990 to request a detailed announcement and application.

Equal Opportunity Employer