

JOBS & CLASSIFIED ADVERTISING

PROGRAM DEVELOPMENT SPECIALIST

Coordinate delivery of courses through the Professional Development Center. Qualifications: MS or MBA, business/higher education administrative and supervisory experience, professional level business experience. The ability to relate in a multi-cultural environment is expected of candidates. Letter of application, resume, names and telephone numbers of three references by February 16, 1990, 5 p.m. to: Search Committee, Portland State University, School of Business Administration/ Continuing Education & Summer Session, SBA/PDC, P.O. Box 751, Portland, OR 97207.

Equal Employment Opportunity/Affirmative Action Employer.

Minorities and women are encouraged to apply. PSU is committed to increasing the ethnic and cultural diversity of the faculty.

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. CLOSING DATE: February 16, 1990. For application and questionnaire, contact: City of Eugene, NRRS, 777 Pearl St., Rm. 101, Eugene, OR 97401. (503) 687-5061.

An Affirmative Action/Equal Opportunity Employer

ENGINEER

CITY ENGINEER

The City of Hood River is currently seeking applications for the position of City Engineer. Minimum qualifications: 4 year Bachelor's degree in engineering, 5 years of municipal government engineering experience, possession of or ability to obtain in 6 months Oregon Certified Engineer License. Desired qualifications LID, infrastructure, auto-cad; building inspection a plus. Excellent fringe benefits including medical, dental & city-paid retirement. Salary depending on qualifications.

The City of Hood River, located in the scenic Columbia River Gorge is a major tourist & vacation destination. Population 4500 off season; 7500 in season. For applicants please contact City Recorder, City of Hood River, PO Box 27, Hood River, OR 97031. (503) 386-1488. Applications must be received by 5 p.m., February 16, 1990. The City of Hood River is

An Affirmative Action/Equal Opportunity Employer

EXECUTIVE DIRECTOR

With strong leadership for developing urban youth corps. Minimum 5 years high level management in non-profit organization or youth corps. Experience with youth development, fiscal management, fundraising, PR, and agency coordination. Must work well with public officials and youth. Strong communication skills essential. \$33,000-\$37,000 with benefits. Closing February 15, 1990. Send resume to: Urban Youth Corps, Youth Program Office 426 SW Stark, 6th, Portland, OR 97204.

Equal Opportunity Employer

MENTAL HEALTH

MENTAL HEALTH WORKER

Seeking a mental health worker to supervise 5 mental ill patients in respite care setting. Record and supervise medication. Maintain and record client contact and support counseling. Purchase and prepare meals. Room and board provided. Hours: 3 1/2 - 12 hour days. Must be able to work on an interdisciplinary team. Minimum qualifications: Bachelor's degree and 2 years experience in social services. Must have desire to work with mentally ill patients. Resume to: Rodney R. Harry, Personnel Officer, 4950 NE Martin Luther King Jr. Boulevard, Portland, OR 97211. Closing date: January 31, 1990

An 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 Department. 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 SW Market
Portland, OR 97201

An Equal Opportunity Employer

ACCOUNTING

GROUP ACCOUNTANT I

Qualified candidates must have previous experience in bookkeeping and/or accounting requiring knowledge and use of accounting principles. Completion of the 3 community college level accounting courses with "C" or above grade average will substitute for experience. Applicants must also have general office experience, interaction skills. Previous insurance experience and CRT/PC experience are desirable. The Group Accountant is responsible for establishing and maintaining accurate up-to-date eligibility records for all groups.

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100 SW Market
Portland, OR 97201

Equal Opportunity Employer

CRIMINAL INVESTIGATOR

Metropolitan Public Defender is accepting applications to create an eligibility list for Criminal Investigator positions.

Investigators work as part of a team with attorneys and trial assistants providing legal defense services for indigent clients in Multnomah, Washington, and Clackamas Counties.

Applicants must have: ability to identify legal issues and conduct comprehensive investigations; strong written and verbal communication skills; a strong commitment to the philosophy of indigent defense, and the ability to work independently as well as in a team.

Duties include: preparation of case materials, conducting interviews, writing reports, viewing and photographing evidence and crime scenes, and testifying in court.

Work hours vary and may include evenings, weekends, or holidays. Fluency in 1 or more foreign languages desirable. Private transportation, auto insurance, and a current valid license are required.

MPD offers a starting salary of \$1,200/month, flexible benefit package, and auto reimbursement.

Application packets and job descriptions may be obtained at: Metropolitan Public Defender
630 SW 5th Avenue
Portland, OR 97204
or by calling 225-9100

All application and testing must be completed by 2:30 p.m., February 15th, 1990. Resumes are not accepted in lieu of the application. MPD is

An Equal Opportunity Employer

SECRETARY/CLERK FOR PORTLAND OFFICE OF AMERICAN FRIENDS SERVICE

We need someone with great skills, bilingual in Spanish and English. Good pay/benefits. Resume to: AFSC, 2249 E Burnside, Portland, OR 97214 by February 7th, 1990. Call (503) 230-9427 for more information.

Women, people of color, gay, lesbian and differently abled persons are encouraged to apply.

An Equal Opportunity Employer.

TELECOMMUNICATIONS SUPERVISOR

Blue Cross & Blue Shield of Oregon

BCBSO is currently seeking a highly motivated individual with experience in managing all voice and data communication activities within the corporation. Previous management experience, project management skills and excellent communication abilities are required. Applicants should have a minimum of three years supervisory experience and eight years experience in the telecommunication industry. He/she must be familiar with the necessary management techniques to maintain a stable and cost effective communication network, and be familiar with current communication technology and directions.

This person will be responsible for managing five ROLM and Siemen PBX systems interconnected via multiple T1 circuits, and a large multi-state data communication network connecting over 2000 terminals to our mainframe computers. Responsibilities also include the ordering, installation, and maintenance of all terminals used within the corporation.

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 SW Market
Portland, OR 97201

An Equal Opportunity Employer

SUPERVISOR

BLUE CROSS AND BLUE SHIELD OF OREGON

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

An Equal Opportunity Employer

OFFICE ASSISTANT 3

C-TRAN is currently seeking an Office Assistant 3 a full-time secretarial position. This position performs a variety of secretarial duties. Emphasis in this position is placed on word processing, typing, filing, maintenance of archival records, use of dictaphone, and taking dictation and transcribing minutes. Requires good public relations skills and excellent work references. Typing 70 wpm required, WordPerfect experience preferred. Requires one year of business related course work and two years of secretarial experience. Must possess valid drivers license, pass pre-employment physical and drug screening. Start rate \$8.66/hr to \$11.05/hr plus benefits. Closes January 31, 1990. Apply at Employment Security Department, 603 West Evergreen Boulevard, Vancouver.

Equal Opportunity Employer

New Location:

Portland Observer
4747 N.E. Martin Luther King, Jr. Blvd.
Portland, Oregon 97211

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 multiple relationships with small businesses, with emphasis on small commercial energy loans. 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 4th largest Bank Holding Company in the country, we offer a competitive salary commensurate with experience, participation in a commission plan, 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
P.O. Box 3066
Portland, OR 97208
(503) 796-3878

Equal Opportunity Employer

BIBLIOGRAPHIC INSTRUCTOR

COORDINATOR/REFERENCE LIBRARIAN

RESPONSIBILITIES: The Kerr Library at Oregon State University seeks a librarian to assume primary responsibility for library instruction activities at all levels. The position also includes reference and collection development responsibilities.

QUALIFICATIONS: ALA accredited MLS, two years academic library experience, demonstrated interest in library instruction and strong oral and written communication skills are required for consideration.

SALARY: Minimum of \$25,000 for a 12 month appointment.

This position is a tenure-track faculty appointment; research and publication are necessary for continuing appointment, promotion and tenure.

DEADLINE: Applications must be postmarked by January 31, 1990. Please send a letter of application, a resume, and the names and phone numbers of three references to: Robert Lawrence, Chair-Search Committee, Kerr Library, Oregon State University, Corvallis, OR 97331-4501.

Phone number for questions (503) 737-2249.

An Equal Opportunity Employer

SECRETARY

The Training Department of Oregon Cutting Systems is seeking an active, organized person to handle secretarial and administrative duties. This fact-paced office requires a flexible, organized person able to manage a wide variety of tasks. This person will handle a broad range of duties including normal secretarial functions, maintaining and developing systems, and coordination of part-time clerical help.

The position requires excellent oral written and interpersonal communication skills, ability to prioritize a heavy workload, excellent keyboarding ability, accuracy and attention to detail and a working knowledge of personal computers.

The ideal applicant will have a high school diploma (or equivalent) and 3 to 5 years of responsible administrative/secretarial experience. A proven track record of thriving in a dynamic teamwork situation will be a big plus.

Those interested should send your resume to: Carl Nelson, Human Resources Dept., P.O. Box 22127, Milwaukie, OR 97222.

OREGON CUTTING SYSTEMS DIVISION
BLOUNT, INC.

Job Hot Line (503) 653-4441

An Equal Opportunity Employer

AUTOS FOR SALE

National Publication Services
6438 Calumet Avenue
Hammond, IN 46324
GOVERNMENT SEIZED vehicles from \$100. Corvettes, Chevys, Porsches, and other confiscated properties. For buyers guide. 1-800-448-2562 ext 4552. Also open evenings and weekends.

QUALITY TECHNICIAN

The Oregon Cutting Systems Division of Blount, Inc. has immediate openings for quality technicians. This person will be responsible for gage maintenance; machine tooling and gage qualifications, and product/systems auditing.

The ideal applicant will have two years/associates degree in a technical field or equivalent.

An ASQC Quality technician or mechanical inspectors certificate is also required.

Desired experience for this position is five years in a manufacturing environment working with inspection and gages. This should include skill with computers.

If you are interested in this position, please send your resume to Carl Nelson, Human Resources Dept., P.O. Box 22127, Milwaukie, OR 97222. PRINCIPLES ONLY PLEASE.

Oregon Cutting Systems Division
Blount, Inc.
Job Hot Line: 653-4441

Equal Opportunity Employer

RECEIVING WAREHOUSE PERSON

Oregon Cutting Systems Division (formerly Omak Industries) has an opening for an entry level manufacturing specialist to load and unload trucks, visually inspect incoming goods and operate a forklift. Applicants must be able to infrequently lift up to 100 lbs. read and speak fluent English and write neatly. Also required is a valid drivers license. Special consideration will be given to applicants with past warehousing experience. If you are interested, apply to:

Oregon City
Employment Office
506 High Street
Oregon City, OR

Please no Phone Calls

Oregon Cutting Systems Division
Blount, Inc.

Job Hot Line: 653-4441

Equal Opportunity Employer

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.

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 SW Market
Portland, OR 97201

An Equal Opportunity Employer

CASE MANAGEMENT SUPERVISOR

Aging Services Division \$23,657-\$30,735 annually; responsibilities include direct supervision of case management activities, participation in program administration and liaison with service providers; requires the equivalent of a BS in social services or related field and two years of increasingly responsible case management experience with elderly or disabled clients; apply by February 2, 1990.

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

An Equal Opportunity Employer

EXECUTIVE DIRECTOR

To administer essential and transitional services for homeless/low-income including mass shelter, clinic, meals, etc., 3 separate facilities. Requires: 3 years managerial and social service experience including budget, advocacy, networking, MS behavioral science or BS plus 2 years additional experience. \$28,30,000 start DOQ. Resume with 2 letters of recommendation to: Burnside Community Council, 313 E Burnside, Portland, OR 97214, attn: Search Committee.

An Equal Opportunity Employer

MENTAL HEALTH

CASE MANAGER NEW DIRECTIONS

Beginning salary \$1,109 - \$1,200 per month plus excellent benefits.

CODA Inc. seeks qualified case manager at New Directions Transitional Adult Treatment Facility. Duties include diagnosis and treatment to a caseload of clients, individual and group counseling and therapy, therapeutic activities for clients, client records. Typical workweek is Monday - Friday swing and day shift. Associates degree in health services or a related field or certification as a chemical dependency counselor (CCDC) and one year of supervised human services experience are required. To apply submit standard CODA application form and screening question responses to CODA Inc., 210 NE 20th, Portland, OR 97232. (503) 239-8400.

An Affirmative Action/Equal Opportunities Employer

MENTAL HEALTH

COUNSELOR V FAMILY SERVICE COORDINATOR

Beginning salary \$1,700 - \$1,800 mo. + excellent benefits.

CODA Inc. seeks supervisor for Family Services Program in drug treatment 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. (503) 239-8400.

An Affirmative Action/Equal Opportunity Employer

ELECTRICIAN

Requires plant journey electrician license, plus five years experience trouble-shooting AC and DC systems in a heavy industrial environment.

MILLWRIGHT

Must possess five years heavy industrial experience working with piping gearboxes, conveyor systems, hydraulics, pneumatics, lubricants and bearings.

Oregon Steel Mills offers a competitive salary, plus generous profit sharing and ownership through an Employee Stock Ownership Plan (ESOP). Qualified applicants send resume to the Employee Relations Manager:

OREGON STEEL MILLS
PO BOX 2760
Portland, OR 97208

An Equal Opportunity Employer

ATTENTION:

EARN MONEY TYPING AT HOME!
32,000/Year Income Potential.
Details, (1) 602-838-8885, Ext. T-12859.
Equal Opportunity Employer

ATTENTION:

EASY WORK EXCELLENT PAY!
Assemble products at home.
Details, (1) 602-838-8885, Ext. W-12859.
Equal Opportunity Employer

ATTENTION:

EARN MONEY READING BOOKS!
\$32,000/Year Income Potential.
Details, (1) 602-838-8885 Ext. Bk12859.
Equal Opportunity Employer