

JOBS/CLASSIFIED ADVERTISING

RESIDENTIAL APPRAISERS

The Residential Real Estate Group, a thriving division of Security Pacific Bank, has immediate opportunities for experienced sub-contractors & staff appraiser opening in our Portland office.

As a sub-contractor, you need a fee appraiser or salesperson appraisers license along with your appraisal skills. As a staff appraiser, you need to have two or more years recent residential experience appraising single family residences and condominiums. Your Direct Endorsement (DE) or FHA appraisal approval is strongly desired.

For confidential consideration, please send your resume with appraisal references and work samples to:

Security Pacific Bank, ATTN: Dale Wilson, 10250 SW Greenburg Road, Portland, OR 97223, or call (503) 222-7695.

An Equal Opportunity Employer.

SECURITY PACIFIC BANK

Interested in Making a Difference?

A new unit is being established within the Oregon Economic Development Department that will implement a new contracted program with Adult and Family Services for the Job Opportunities and Basic Skill Training (JOBS) employment and training program for the State of Oregon.

The following positions will manage, coordinate, plan, and monitor local employment and training organizations to establish this new statewide program based on federal and state laws and regulations. The following positions are based in Salem, Oregon.

Jobs Administrator

\$350/mo to start

This position manages the contracted AFS JOBS program; including development and implementation of policy and procedures, compliance with federal and state laws, as well as budget preparation and monitoring.

Requires three years of management experience in a public or private organization which included responsibility for development of program rules and policies, long and short range plans, program evaluation and budget preparation. Graduate level coursework in management may be substituted for up to one year of the required experience.

Telerecruiters

Work in clean, positive environment, helping your community by recruiting repeat blood donor from existing donor lists. H.S. diploma or equivalent, with at least 6 mo. related exper., preferably in telephone sales, ability to meet goals/quotas. 12-20 hrs/wk eves and weekends, must be able to respond on-call.

\$5.07/hr to start.

American Red Cross
3131 N. Vancouver Ave.
Portland, OR 97227
Drug Testing

An Equal Opportunity Employer

Jobs Planning & Technical Assistance Supv

\$2768/mo to start

The JOBS supervisor will supervise field staff coordinating with other local agencies to plan, contract, and implement the JOBS program. This position exerts statewide leadership in working with AFS, Employment Division, Office of Community College Services, local prime contractors and local employment and training providers.

Requires six years of progressively responsible experience in supervision or staff technical or professional level work related to an employment and training program. Further details of the minimum requirements are available. Education may be substituted for some of the required experience. To apply for these positions it is necessary to obtain the recruiting announcement for each position, complete the essay examination in the announcement, and complete a state application form. To obtain these materials call or write:

Economic Development Dept
Attn: JOBS Unit
595 Cottage St. Unit
Salem, OR 97310
(503) 373-7686

This recruitment closes February 26, 1990. An Equal Opportunity - Affirmative Action Employer

KMJK AM/FM

is seeking air personalities. Send tape and resume to: 9500 SW Barbur Blvd., #302, Portland, OR 97219. Equal Opportunity Employer.

FINANCE

Hospital Reimbursement Specialist

Blue Cross and Blue Shield of Oregon is accepting applications for a Hospital Reimbursements Specialist. Major duties of this position include design, development and implementation of payment management options and reports using statistical comparative analysis as well as resolving hospital reimbursement and contract issues. Must act as liaison with hospital, providers and health care organizations to ensure success of payment methodologies.

Qualified applicants should have:

- * Exp. in health care field
- * Knowledge of hospital financial/accounting systems
- * Strong statistical and analysis abilities
- * Knowledge of reimbursement methodologies
- * Ability to work effectively with highly technical team
- * Experience using SAS and Lotus helpful
- * Ability to work with minimal direction

Blue Cross and Blue Shield of Oregon offers an excellent employee benefit package, flex time work hours, and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately, place ad #499 at the top of your resume or in your cover letter. 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

NURSING

NURSING SERVICES COORDINATOR

Beginning salary \$1850-\$2200 per month plus benefits

CODA Inc. seeks full time nursing services coordinator to be responsible for management of methadone dispensary serving 300 clients and for the development and coordination of clinical nursing services. Incumbent must select, train and monitor staff of nurses and medication aides. Provide direct clinical services to dual diagnosis clients, pregnant clients, and others as needed. Insure compli with all regulations regarding dispensing of methadone. Work week is flexible and may include 8 hour shifts between 6am-2:30pm on any combination of days. Current unincumbered Oregon licences as registered nurse and at least 3 years nursing experience are required, supervisory experience is highly desired.

To apply complete & submit standard CODA application form and screening question responses to: CODA INC. 210 NE 20th, Portland, OR 97232. Phone 239-8400

Equal Opportunity/Affirmative Action Employer

MENTAL HEALTH

C-III DRUG TREATMENT SERVICES

Starting salary \$1232-1300 mo. plus excellent benefits.

CODA Inc. seeks counselor providing structured intensive out-patient 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 of marketing and promotion. To qualify: a bachelors degree in health services and at least 2 years supervised human services experience are required. 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 are available at

CODA INC. 210 NE 20th, Portland, OR 97232. Phone 239-8400.

Equal Opportunity/Affirmative Action Employer

RECREATION MANAGER/ RESEARCH ASSISTANT

Research Assistant position in Resource Recreation Management available March 5, 1990. Experience in forest management, recreation planning, educational curriculum development, public relations and supervision required. One year renewable appointment. Must have a B.S. in Forestry. Salary \$20,000 - \$22,000 per year.

Send letter of application, resume, university transcripts and three letters of recommendation by February 23, 1990 to:

Jeffrey W. Garver, Manager, OSU Research Forests, College of Forestry, Oregon State University, Peavy Hall 218, Corvallis, OR 97331-5711.

Oregon State University is an Affirmative Action/Equal Opportunity employer and complies with Section 504 of the Rehabilitation Act of 1973. OSU has a policy of being responsive to the needs of dual-career couples.

COLLECTIONS:

Colonial Pacific Leasing, a Pitney Bowes Co., is accepting applications for their collection dept. Qualified candidates should have consumer or commercial collection exp with a financial institution. Position provides competitive salary plus incentive bonus and an excellent benefit program. Please forward resume to: Manager, Human Resources, P.O. Box 1100, Tualatin, Or 97062.

Colonial is an affirmative action - equal opportunity employer

EXECUTIVE ASSISTANT I

(CO027) COMMUNICATIONS ANALYST IN DEPARTMENT OF HUMAN RESOURCES (DHR) SALARY (\$2039-2589-MONTHLY)

Excellent Benefit Package State of Oregon, DHR needs an energetic and innovative person with written communication and editing skills for a LIMITED DURATION, Communication Analyst position in the Office of Medical Assistance Program. The position is scheduled to end June 30, 1991.

Qualifications: . . . two years of progressively responsible administrative experience or two years of experience in a staff technical or professional function related to technical or professional writing. The applicant's background must clearly demonstrate how they have gained the knowledge, skills, and abilities identified in Announcement #OC900131. IN ADDITION, you must have a Bachelor's degree or three more years of responsible experience.

Obtain a State of Oregon Application (PD100) and Announcement #OC900131 from: Personnel Center, 775 Court Street, Salem, Oregon 97310.

APPLY AS SOON AS POSSIBLE. APPLICATIONS MUST BE RECEIVED BY FEBRUARY 22, 1990 TO BE ACCEPTED.

FOLLOW THE DETAILED INSTRUCTIONS ON THE ANNOUNCEMENT

AN EQUAL OPPORTUNITY EMPLOYER

Librarian

Library Director, City of Wilsonville, Oregon.

Starting salary \$2,174 per month. (Salary range \$2,174 to \$2,928) plus excellent fringe benefit package. Wilsonville is a rapidly growing community with a new 8,000 square foot library facility. 3600 patrons and a current circulation of 70,000. Library operates with a county-wide fully computerized network. Requires degree in Library Science plus five years library management experience. Desire MLS. Send cover letter, resume, salary history and three current references to: Pete Wall, City Manager, P.O. Box 220, Wilsonville, OR 97070. (503) 682-1011. Closing date is March 2, 1990. City of Wilsonville is an equal opportunity employer

SECRETARIAL ASSISTANT

The Portland Development Commission is recruiting to fill the position of Secretarial Assistant. This position is assigned to the Income Property and Administration Sections of the Housing Department. Provide clerical support to include typing of memo, letters, contracts, reports, filing; answering telephones; maintaining records. Operate word processing equipment (WordPerfect 5.0) and enter data on computer terminal.

We offer a starting salary of up to \$17,904 and excellent benefits. Closing date: March 2, 1990. Please no phone calls. To apply, complete application at:

Portland Development Commission
1120 S.W. Fifth Avenue, Suite 1100
Portland, Oregon 97204

NURSING

PART TIME/BACKUP NURSES

Starting salary \$10-\$14 per hour. CODA Inc. seeks both registered and licensed practical nurses to work in outpatient drug treatment facility providing services to methadone clients. Responsibilities include assessment of opiant dependant clients, administration of methadone, maintenance of records, other general nursing duties as necessary. Work days and hours vary considerably. Clinic functions 7 days a week, 6am-3pm. To qualify, applicant must possess valid and unencumbered Oregon registered or practical nurse license and valid drivers license. Previous experience preferred.

To apply complete & submit standard CODA application form and screening question responses to: CODA INC. 210 NE 20th, Portland, OR 97232. Phone 239-8400 Equal Opportunity/Affirmative Action Employer

ECONOMIST

\$32,736 - \$43,632

The Public Utility Commission has an opening for a Senior Economist in the Regulatory Policy Analysis Section. This person conducts applied research on energy, telephone, and affiliated interest issues concerning the development of long-range policies for utility regulation and assists the Commission in evaluating the role of regulation and in developing policies. To qualify, you must have four years experience in engineering, economic research and analysis, or utility auditing or accounting or relevant scientific discipline, or three more years of responsible pertinent experience. A Maser's degree in engineering, economics, accounting or relevant scientific discipline can substitute for 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 EOE/AA

BOOKKEEPER

Paragon Cable is looking for a full charge bookkeeper for its ad sales dept. Duties include but are not limited to: assemble monthly profit/loss statements and other acctg reports. Interface with corporate accounting dept, calculate rep commissions, run credit checks and help with collections activities. Assist with month-end billing, purchase office supplies, track expenses. Qualified candidates must have exp with Lotus 1-2-3 and spreadsheet program. 1-2 yrs college; acctg or related work exp, able to work in fast paced environment.

Please apply in person to Paragon Cable, 3075 NE Sandy Blvd, Portland.

Equal Opportunity Employer

WELDING HOW DO YOUR BENEFITS STACK UP AGAINST GUNDERSON'S?

- * Fill out an application at the address below between 8AM and 2PM, Monday thru Friday.
- * Up to 3 weeks paid vacation after the first year.
- * Company paid medical, dental and life insurance.
- * A history of company-paid bonuses.
- * 401K retirement plan, with matching company contribution.
- * 7 paid holidays per year.
- * Sick pay
- * Reviews and raises based upon individual performance.

PUBLIC RELATIONS/ PUBLICITY MANAGER

Portland Opera seeks P.R. pro with minimum 3-5 year track record and portfolio bursting with exceptional copywriting, creativity, and flair. Take charge individual will design and implement multi-faceted p.r./marketing plan. Position requires media savvy, computer know-how, and proven organizational skills. Salary commensurate with experience. Benefits. Send letter and resume to:

Portland Opera, 1516 SW Alder, Portland OR 97205, ATTN: Public Relations. No phone calls please. 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.

Current Openings: WELD TRAINING

The opportunity for individuals with little or no welding experience to learn wire-feed welding and a guaranteed job upon completion (preference given to those with prior training or experience).

WELDERS

Qualified in FCAW welding. Must be able to pass 3F and 4F test with all-position wire.

HELPERS

Openings for entry level positions in our machine shop, plate shop, production line, burning alley, and material handling.

Qualifications For All Positions Include:

GOOD WORK ETHIC, DESIRE TO LEARN A TRADE, GOOD MECHANICAL APTITUDE, & THE ABILITY TO PASS A DRUG/ALCOHOL SCREEN TEST.

Applications accepted only 8AM-2PM:

GUNDERSON, INC.

4350 JW FRONT AVE. PORTLAND, OR 97210
EQUAL OPPORTUNITY EMPLOYER

SENIOR ENGINEERING TECHNICIAN

SALARY RANGE:

\$2,411 - \$3,059/mo.

This is a technical position performing para-professional engineering survey, design/drafting, and inspection of complex public improvement projects and projects with state or federal funding. Works in a team setting with other technicians and engineers. Supervises or acts as project manager on complex public improvement projects or projects with state or federal funding. Requires four year degree in Civil Engineering Technology or Civil Engineering plus four year experience in civil engineering and/or any combination of course work, experience, and training. CLOSING DATE: March 30, 1990. Obtain application and supplemental questionnaire at:

City of Eugene,
HRRS,
777 Pearl St., Rm. 101,
Eugene, OR 97401.
AA/EOE

COLLECTIONS

Colonial Pacific Leasing, a Pitney Bowes Co., is accepting applications for a Collector to handle Commercial debts over \$50,000. The applicant must have a college degree or equivalent work exp with a financial institution. Qualified applicants must have demonstrated proficiency in collections and commercial lending; must be able to evaluate complex financial statements, deal effectively with a wide range of personalities and situations in both an office and field environment, act independently within the framework of established policies, and present verbal and written reports to senior management. Position will require occasional travel throughout the continental U.S. Position provides competitive salary plus incentive bonus and an excellent benefit program. Please forward resume to: Manager, Human Resources, P.O. Box 1100, Tualatin, Or 97062.

Colonial is an affirmative action - equal opportunity employer.

OREGON STATE POLICE

Your full service police agency offers you more than just a job . . . but a career with prestige, by rendering services to all citizens.

We want men and women who seek to improve themselves, their family, community and state.

The agency offers excellent career and promotional opportunities for those with a good work ethic and desire to excel.

Salary: \$2,237-\$2,937/Mo. BENEFITS

- * Paid Health & Dental Insurance.
- * Contribution to Retirement.
- * Paid Vacation.
- * Uniform & Safety Equipment Furnished Including Cleaning Allowance.
- * Other Paid Leave Includes Holidays, Sick Leave and Personal Days Off.
- * Overtime Pay.
- * Incentive Pay & Many Others.

REQUIREMENTS

- * 21 Years of Age.
- * High School Graduate or Equivalent.
- * U.S. Citizen.
- * Oregon Driver's License (Good Record).
- * No Felony Convictions.
- * Good Moral Character.
- * Good Health.
- * Vision No Less Than 20/80 Each Eye, Correctable to 20/20 Each Eye.

To Apply or Obtain More Information Contact:

Oregon State Police 107 Public Service Bldg.
Salem, Oregon 97310
Telephone: (503) 378-8192

or
Your Local State Police Office
Woman & Minorities are Urged to Apply
Equal Opportunity Employer

ATTENTION:

EXCELLENT

INCOME

FOR HOME ASSEMBLY WORK.
INFO. CALL 504-646-1700
DEPT. P848

SECRETARY

Requirements include typing speed of 55-60 wpm, familiarity with 10-key adding machine, personal computer experience including proficiency with Samna and Lotus 1-2-3, and excellent written and verbal communication skills. Two years previous secretarial experience is required.

ON CALL TELLER

Milwaukie

Requirements include six months previous cash handling experience, familiarity with 10-key adding machine, basic math skills, and excellent client service skills. Position works less than 20 hours per week and receives premium wage for prime time client service hours.

SECURITY PACIFIC BANK OREGON

Personnel Department
1001 SW 5th Avenue
Second Floor
Portland, OR 97204
(503)796-3878
APPLICANT HOURS
9-1 pm., Mon-Fri
Equal Opportunity Employer

Receptionist

Legal Aide Service seeks full time receptionist. Duties will include handling walk-in clients, busy telephone, and intake procedures, as well as various clerical duties. Ability to relate to low income community essential. Bi-lingual capabilities in Spanish or South East Asian dialect will be actively sought. Min 2 years experience. Salary 13,655 + dependant on experience. Send Resume to: Carla Roberts
Legal Aide
310 S.W. 4th ave. #900
Portland, Oregon 97204
By Feb. 26
Equal Opportunity Employer

PROGRAM MANAGER

\$2,276 - \$3,205

Senior and Disabled Services Division

The Dallas/Hood River Manage the agency's Title XIX programs for nursing facilities and community based care, provide assistance on financial eligibility issues and social service assessments, and supervise professional staff. Requires five years supervision experience or staff technical or professional work related to a division program. Bachelor's degree in a field related to management or related program may be substituted for up to three years of the required experience. To apply call 1-378-8554. Closes March 1, 1990 EOE/AA EMPLOYER