

# JOBS/CLASSIFIED ADVERTISING

## COACH OPERATOR TRAINEES

C-TRAN is accepting applications at the Employment Security Department, 603 W. Evergreen, for Coach Operator Trainees for part-time positions. Training rate \$4.50/Hr., part-time rate \$9.88-\$13.00/Hr. Position is contingent on successful completion of the training program, standing in class, and service level needs. Requires excellent driving record and public relations skills, supported by excellent work references. Must pass pre-employment physical. Please do not contact C-TRAN. Applications must be submitted to Employment Security Department by 4:00 p.m. Thursday, March 29, 1990.  
*Equal Opportunity Employer M/F/H*

## MULTICULTURAL AFFAIRS COORDINATOR

The coordinator is responsible for efforts to maintain and enhance a campus environment where there is sensitivity to and an understanding of racial, cultural and gender diversity. The coordinator is charged with facilitating the delivery of services to minority and international students and represent the value of minority cultures to the campus. The coordinator will be expected to work with the student leaders and organizations, contribute to campus-wide retention efforts and develop programs for students. Specific responsibilities include: development of educational, cultural, social, training and recreational programs and events to facilitate cross cultural dialogue; recruitment of minority and international students; working closely with students to resolve their concerns.

A Masters' Degree is preferred. Desirable qualifications include: demonstrated experience in developing and conducting training activities; excellent communication (oral and written) and leadership skills, ability to relate to minority students and to articulate the goals and needs of a culturally diverse population.

The salary is competitive and commensurate with experience and qualifications. This is a 12-month professional position and is available July 1, 1990.

Interested persons should submit a letter of application, resume, and the names and phone numbers of three references by April 15, 1990 to:  
**Shelby Wilsdon,**  
Director of Personnel,  
Oregon Institute of Technology,  
3201 Campus Drive,  
Klamath Falls, OR 97601-8801  
Oregon Institute of Technology is an Affirmative Action!  
*Equal Opportunity Employer*

## PLANNING COORDINATOR WATER SYSTEM

The Portland Water Bureau is recruiting for a water system planning coordinator. This is Senior level management work managing a planning section working on long term planning projects. Applicants must have related skills & knowledge. Proposed salary is \$43,000-\$47,000 plus City of Portland benefits.

Interested parties should call 796-7404 for an informational packet. Resumes & examples of work must be postmarked no later than midnight April 22, 1990 & sent to: Portland Water Bureau, 1120 SW 5th, Room 611, Portland, OR 97204.

City of Portland is an Equal Opportunity Employer and women & minorities are encouraged to apply.

## COUNSELOR/CASE MANAGER

Half-Time  
Experience working with adolescents & families plus case coordination skills required. Master's degree preferred, Bachelor's degree plus experience considered. \$7,500-\$10,500/Annually. Obtain applications at 2301 N.W. Glisan, Portland, or call 222-9661, ext. 292. Deadline 4/2/90.  
*Equal Opportunity Employer*

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Portland Observer!

## CITY OF SALEM

### JOB INFORMATION FAIR

Are you interested in getting info. on job opportunities in the Salem metro area? Attend the free SALEM JOB INFORMATION FAIR Thursday, April 5, 1990. Drop by any time between 10:00 a.m. and 6:00 p.m. at Chemeketa Community College, Bldg. 7 - Gymnasium. Talk to employers about types of jobs, requirements and how to apply for State/City/County jobs. Applications for available positions will be accepted at the Fair. **Women, minorities, disabled, and seniors are encouraged to attend.** For info. contact City of Salem, 588-6173 or 588-6162.



### ENVIRONMENTAL MANAGER

This is a new position at the Eugene Water & Electric Board (Eugene, OR), responsible for planning, coordination and management of environmental issues effecting EWEB's operations. Salary range is \$3,514-\$4,198. per month. Requires a BA or BS in environmental sciences, public policy, biological or physical science or related field; three years professional experience in policy analysis and administration and two years experience in supervision or management of complex programs related to environmental issues. Experience with public organization and/or electric/water utility preferred.

For further information, contact or send resume to: Human Resources Department, Eugene Water & Electric Board, P.O. Box 10148, Eugene, OR 97440-2148, (503) 484-2411.

Application deadline is April 20, 1990.  
*Equal Opportunity Employer*

### EMPLOYMENT



### COMMUNICATIONS ENGINEER II

To \$3,513/Mo.

### COMMUNICATIONS ENGINEER III

To \$3,836/Mo.

### INSTRUMENT TECHNICIAN

To \$34,590/Yr.

### LOSS CONTROL OFFICER

To \$3,510/Mo.

### PARKS DESIGNER

To \$3,513/Mo.

### POLICE OFFICER

To \$3,217/Mo.

For more info/closing dates call (503) 248-4573 (24 hr. job information). No resumes please.  
**BUREAU OF PERSONNEL**  
1220 SW 5th Ave., First Flr.  
Portland, OR 97204  
*Equal Opportunity Employer*

### BUSINESS MANAGER

Professional administrative work in financial management and accounting for the Salem Area Mass Transit District. This position will encompass such functions as full cycle accounting, budget preparation and control, payroll, management of automated financial data processing systems, assistance to auditors and other types of fiscal operations. Necessary qualifications are graduation from a four year college or university with major coursework in accounting, finance or business administration, and considerable successful experience in accounting or fiscal management involving supervision of staff. Relevant experience may substitute for education. 1989/90 fiscal year salary range is \$33,520 - \$43,652, plus comprehensive benefit package. Apply by April 13, 1990. Obtain detailed description and required official application form from Personnel Department, 3140 Del Webb Ave., N.E., Salem, Oregon 97303. Phone (503) 588-2885.  
*Equal Opportunity Employer*

### GENERAL MANAGER

The Eugene Water & Electric Board (Eugene, OR) is seeking a new General Manager. Salary range is \$70,000 - \$80,000 depending upon experience and qualifications. Requires minimum 5 years experience in senior management in an energy-related organization. Multiple (electric, water & steam) utility experience preferred. Must be familiar with public process and Northwest power issues. B.S. Degree in Engineering, Business Administration, or combined education, training, and experience redeemed by the Board to be equivalent.

For further information, contact or send resume to: Beth Eldridge, Human Resources Manager, EWEB, P.O. Box 10148, Eugene, OR 97440-2148, (503) 341-3774. Applications due April 20, 1990.  
*Equal Opportunity Employer*

### SENIOR EDP AUDITOR

Requires college degree in Accounting/Finance or Computer Science, 2 years Public Accounting or Internal Auditing, and 2 years System Design and Programming, OR 10 years as a Data Processing Supervisor with an emphasis in accounting/finance systems. Experience with IBM 3090/4381 mainframes, and knowledge of accounting principles and business systems. Will perform EDP audits and report findings and recommendations, also perform special research programs. Compensation range: \$33,800 - \$41,200 per year, plus excellent benefits.

Send resume to: Eugene Water & Electric Board, P.O. Box 10148, Eugene, OR 97440-2148, ATTN: Human Resources Office  
*Equal Opportunity Employer*

### AUDITOR

#### STAFF AUDITOR

Corporate internal auditing department is seeking a Staff Auditor to assist in performing audits at our group headquarters and various field locations which may require 45% travel. Primary responsibilities include documenting, evaluating and testing systems of internal control. Candidates must have a bachelor's degree in Accounting, with 1-2 years audit experience. CPA desired.

This position is with a Fortune 500 company offering excellent salary and benefits. Send resume and salary requirements in confidence to:  
**Human Resource Department**  
**James River Corporation**  
P.O. Box 6099  
Vancouver, WA 98668  
*Equal Opportunity Employer*

### PART-TIME JANITOR

\$5.50/hour minimum (negotiable dependent upon experience) 4 hours per day, Monday and Friday. Time is flexible, but prefer someone who can work 3 a.m. to 7 a.m.

Duties include cleaning restrooms, floors, emptying trash, general maintenance such as changing light bulbs.

Must be able to lift up to 50 pounds. Janitorial and/or maintenance experience a plus.  
Apply in person or send resumes to:

**CD Medical, Inc.**  
Attention: Sherrie  
13520 SE Pheasant Ct.  
Portland, OR 97222

Pre-employment substance abuse testing and a physical exam are required. Smoke-free work environment.  
*CD Medical, Inc. is an Affirmative Action Employer*

### SOCIAL SERVICES/CHILD CARE CLINICAL ASSOCIATE/CHILD CARE

#### For Young Parents Program

Coordinate and provide child care while teen parents participate in a weekly support group. Supervise volunteers and coordinate client transportation to group. Maintain child development records. Ability to work as a team member. Work or volunteer experience in human services emphasizing early childhood and adolescent services and/or AA in early childhood education. Valid driver's license and a reliable automobile. \$5.00 per hour, 8 hours per week. Call (503) 222-9661, ext. 277. Application deadline 3/30 at 5:00 p.m.  
*Equal Opportunity Employer*

### PRINCIPAL EXECUTIVE MANAGER B

#### BAKER BRANCH MANAGER

#### ADULT AND FAMILY SERVICES DIVISION

Salary: \$2,276-\$3,205/Monthly  
Excellent Benefit Package

State of Oregon, AFS, needs an energetic and innovative person with excellent management/supervisory skills to manage the Baker Branch Office of Adult and Family Services Division in Baker, Oregon. The person filling this position will become part of the State's management team. We are especially looking for applicants with the ability to manage people and programs.

**QUALIFICATIONS:** You must have five years of experience in leadership or supervision; OR five years of steadily increasing responsibility in staff technical or professional level work related to a program of the employing agency.

Your experience must have included participation in the management of a program, section, or unit, including such areas as: development of program rules and policies, long and short range goals and plans, program evaluation, or budget preparation.

A Bachelor's Degree or coursework in a field related to management (such as Business and Public Administration), or a field related to a program of the employing agency may be substituted for up to three years of the required experience.

**TO APPLY:** Obtain a State of Oregon application (PD100) and the announcement OC900289 at the Personnel Center, 775 Court NE, Salem, Oregon 97310. FOLLOW THE INSTRUCTIONS ON THE ANNOUNCEMENT. Submit your State of Oregon application and attachments to the Adult and Family Services Division, Personnel Services Section, 516 Public Service Building, Salem, Oregon 97310.

**APPLICATIONS MUST ARRIVE AT ADULT AND FAMILY SERVICES PERSONNEL SERVICES SECTION AND BE POST-MARKED BY APRIL 10, 1990, TO BE ACCEPTED.**

*Equal Opportunity Employer*

### TRANSIT OPERATIONS SUPERVISOR

Work day and shifts vary Monday through Sunday. Requires previous public transit experience, knowledge of safety and security, good written and oral communication skills, good public relations skills, and ability to work well with co-workers and subordinates. Three years supervisory experience desired. Starting salary \$2,342/Mo. Must be able to function in a non-smoking work environment, have a valid drivers license and pass a pre-employment physical and drug screen. Mail resume to:

**C-TRAN**  
P.O. Box 2529  
Vancouver, Washington  
98668-2529

Closes with selection of candidates.  
*Equal Opportunity Employer M/F/H*

### PROGRAMMER

C-TRAN, Clark County's public transit agency, is seeking an energetic individual to fill a full-time entry level programmer position. Duties include programming, computer operations, and user support at both the mini and microcomputer levels. Minimum 2 years COBOL programming experience which may be substituted by a computer related college degree. Experience with HP3000, IMAGE and VIEW a plus. Must be able to function in a non-smoking work environment. Pre-employment physical and drug screen will be required prior to hire. Qualified candidates should mail resume to:

**C-TRAN,**  
P.O. Box 2529,  
Vancouver, WA 98668-2529  
*Equal Opportunity Employer M/F/H*

### AUTOS FOR SALE

GOVERNMENT SEIZED vehicles from \$100. Corvettes, Chevys, Porsches, and other confiscated properties. For Buyers Guide 1-(800) 448-2562 ext. 3600. Also open evenings & weekends.

### ELECTRICIAN II

The Port of Portland has immediate openings for four Electricians II at its Aviation Maintenance Department. These positions will be for approximately 6 months and involve mostly night shift.

Primary responsibilities will be airport lighting system repairs and upgrade.

The successful candidates may also:

1. Perform repairs, calibrations and replacement to the following:
  - a. Frequency converters
  - b. Honeywell fire alarm systems
  - c. Automatic parking devices
  - d. Simplex clock system
  - e. Field lighting regulators
  - f. Programmable Logic Control
  - g. Security systems
2. Install all necessary construction to add additional systems.

Successful candidates will be required to have a General Journeyman's license.

This is a bargaining unit position with a starting wage of \$17.43 per hour.

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 NE Multnomah, 14th floor. Applicants residing outside the tri-county Portland metropolitan area, Clark County and physically disabled applicants may request application materials by calling (503) 231-5000, ext. 700. All applications must be received by Friday, March 30, 1990, at 5:00 p.m.

The Port is an  
Equal Opportunity Employer



### LIBRARY

#### ASST. DIRECTOR FOR TECHNICAL, AUTOMATION & ADMINISTRATIVE SERVICES

William Jasper Kerr Library  
Oregon State University

The Assistant Director reports to the Library Director and participates in overall management, policy-making, and planning for the Library as a member of Administrative Council; provides leadership in planning, organizing, implementing, controlling, and evaluating Technical Services activities and programs; develops, plans and coordinates in-house automation activities; represents the Library in campus-wide automation forums; maintains the Library's operating budget, including general budget management; recruits, trains, assigns, and evaluates Technical Services division heads, and an accounting clerk; anticipates deadlines; interprets Library policy to the academic community.

Required: MLS or equivalent degree from an ALA-accredited library program; minimum 6 years experience in Technical Services in an academic or research setting, with increasing managerial/supervisory responsibility (preference will be given to experienced heads of Technical Services departments); experience with the planning and implementation of automated library systems; demonstrated leadership and organizational abilities; superior verbal and written communication skills; flexibility; ability to manage subordinates with a consultative yet decisive, administrative style. Preferred: second subject master's or PhD; a minimum of 5 years supervisory responsibility; proven research and scholarship.

Full-time, 12 month faculty appointment; appointment in rank dependent on qualifications.

Minimum \$40,000 per year. Additional medical, dental, insurance, and retirement benefits. 22 days vacation leave.

To ensure proper consideration, candidates should apply no later than May 1. Our goal is to have a new assistant director in place by September 1.

Applicants should submit a letter of application; resume; names, addresses, and telephone numbers of three current references. Forward to:

**Clifford Mead,**  
Chair of Search Committee  
**William Jasper Kerr Library**  
Oregon State University  
Corvallis, OR 97331-4501  
(503) 737-2075

Oregon State University is an equal opportunity - affirmative action employer. Minority applicants are encouraged to apply and to identify themselves for affirmative action purposes. The University is particularly interested in the applications of nominations of women and minorities, and has a policy of being responsive to the needs of dual career couples.

#### ASSISTANT DEAN OF STUDENT AFFAIRS AND DIRECTOR OF MINORITY STUDENTS AFFAIRS

PORTLAND STATE UNIVERSITY

Portland State University invites nominations and applications for the position of Assistant Dean of Student Affairs for Student academic Services and Director of Minority Student Affairs. The Assistant Dean/Director of Minority Affairs will be responsible for creating, supervising and coordinating programs for all students which are supportive of access, retention and academic success; programs which foster diversity within the student body; and programs for minority, low income, first generation, disabled, and international students, which promote educational access and success. Direct responsibilities include supervision of th Office of Access and Development, the Academic Support Center and the Office of Advising and Academic Programs.

**QUALIFICATIONS:** A master's degree and five to eight years of experience in higher education or a related field are required. Preferred qualifications include: a doctorate or other terminal degree; university experience, especially in college student services; understanding and experience working with a diverse student population; experience in seeking and managing federal funds; excellent communication skills; and demonstrated leadership qualities.

The salary is commensurate with experience and qualifications. The initial review of applications will begin on May 1, 1990, and continue until the position is filled. The starting date is negotiable. To apply, send a letter of application, a resume, and the names, addresses and telephone numbers of three individuals who will serve as references to:

**Robert Vieira, Chair,**  
Assistant Dean and Director of Minority Affairs,  
Search Committee,  
Office of Student Affairs,  
Portland State University,  
P.O. Box 751,  
Portland, OR 97207-0751.

Portland State University is committed to the concept of diversity in its work force. Minorities, women, and members of other protected classes are encouraged to apply.