

JOBS/CLASSIFIED ADVERTISING

INSURANCE

MEDICAL CLAIMS ANALYSTS

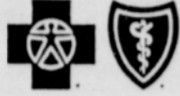
Blue Cross and Blue Shield of Oregon is currently accepting applications for Medical Claims Analysts. This position is responsible for accurate and timely payment of Blue Cross and Blue Shield of Oregon's medical claims. Experience necessary to perform this task will include:

- * 1 year recent clerical work experience in a doctor's office or hospital setting.
- * 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

PART-TIME TRANSIT OPERATOR

Individuals needed to operate transit buses on an "as needed" basis. Must be available for work 6 operating days (Monday thru Saturday). Must have a valid Oregon Chauffeur's or Class 2 license, experience in operating large vehicles, good driving record, ability to communicate effectively and ability to work with the public in a courteous and professional manner. \$9.02 per hour. Submit official application form by April 6, 1990, which is available at the Salem Area Mass Transit District, 3140 Del Webb Ave., N.E., Salem, OR 97303.

INSTRUCTOR, WRITING LAB COORDINATOR

Full-Time, 9 month, fixed term position with possible renewal. Communication Skills Center, Oregon State University. Requires M.A. in English or equivalent. Preference to candidates who have taught writing and/or worked in a writing lab at the university level. Send letter of application, vita, three letters of reference by May 1, 1990 to: Lisa Ede, Director, Communication Skills Center, Oregon State University, Corvallis, OR 97331-6404 (737-2930).

Oregon State University is an Affirmative Action/Equal Opportunity Employer and complies with Section 504 of the Rehabilitation Act of 1973.

COUNSELOR PORTLAND STATE UNIVERSITY STUDENT AFFAIRS, ACCESS AND DEVELOPMENT PROGRAM

MINORITY STUDENT RECRUITER POSITION

0.50 FTE * 12 MONTH
Min. BA/BS, experience in higher education admissions or related field with demonstrated knowledge of admissions procedures and practices generally followed in post-secondary education. Ability to recruit and counsel ethnic minority students is necessary. Position announcement and position description available in Shattuck Hall Room 329, or call 725-4457. Application deadline is 4/19/1990 at 5:00 p.m.

COUNSELOR UPWARD BOUND PROGRAM

Min. B.A., recruitment/counseling experience with at-risk secondary students necessary. Salary: \$20,664-21,000. Position contingent upon funding. Application available in Shattuck Hall, Room 239, or call 725-4010. APPLICATION DEADLINE: April 30, 1990, 5:00 P.M. PSU is an Equal Opportunity/Affirmative Action Employer. Minorities, women, and members of other protected groups are encouraged to apply.

MENTAL HEALTH C-IV FAMILY COUNSELOR

\$1,393-\$1,450 Month Plus Excellent Benefits

CODA INC. seeks family counselor in the family services program. Responsibilities include assist in development and operation of outpatient family programs, possibly supervise some staff, conduct parent training, family assessment and treatment in individual, group and family therapy. Perform consultation, coordination and liaison with CSD schools and medical providers. Develop, implement and monitor program policies and procedures. TO QUALIFY: A Master's degree in a human services discipline is required. 2 years supervised human services experience strongly desired, preferred candidate will have knowledge of chemical dependency issues, family treatment and supervision.

TO APPLY: Submit standard CODA application form and screening question responses to the address below. Application materials available at CODA, INC., 210 NE 20th, Portland, OR 97232. Phone 239-8400. An Affirmative Action/Equal Opportunity Employer

MENTAL HEALTH MHS III - CLINICAL CASE MANAGER

Of adults with chronic mental illness. Provide broad range of services including supportive therapy, outreach and access to resources. Master's degree in mental health field or bachelor's degree with 2 years experience. Must have ability to relate to minorities. Competitive salary and benefits.

Resume to: Kim Burgess, N/NE Community Mental Health, Inc., 4950 Martin Luther King, Jr. Blvd., Portland, OR 97211. Minorities encouraged to apply. Equal Opportunity Employer

LIBRARY AIDE I

Assists in various phases of library operation including circulation desk. Preference for computer and minimal typing skills. Current position is 10 hr./wk. includes nights and weekend. Also establishing a list for future vacancies. Salary: \$5.23 - \$6.35/hr. Opening Date: March 26. City application and supplemental questionnaire must be received by 5 p.m., Friday, April 6, 1990. Apply to the City of Milwaukie, Personnel Dept., 10722 SE Main Street, Milwaukie, OR 97222; 659-5171 or FAX #652-4433. Equal Opportunity Employer

REAL ESTATE

HOUSE \$1.00.

No Mortgage to worry about, or even a single monthly payment. Full price one dollar. Little known program, get the facts. Amazing recorded message reveals details. Call anytime 1-900-456-4567.

ADMINISTRATIVE ASSISTANT DIRECTOR CAPITAL PROGRAMS AND ADMINISTRATIVE SERVICES DIVISION OF MANAGEMENT AND BUDGET DEPARTMENT OF CORRECTIONS

Immediate opening for an Assistant Director in Olympia, Washington. This position reports to the Director of the Division of Management and Budget. Manages the Office of Capital and Facilities Management, Contracts and Regulations, and Management Services. Desirable qualifications - Bachelor's degree in Business Administration, Public Administration, or related field; or a Licensed Engineer or Licensed Architect, and five years of progressively responsible administrative experience in a business, financial, construction management, or criminal justice field. Other desirable qualifications include the demonstrated ability to develop innovative construction methods to manage construction projects that result in more timely completion of projects at less cost. Salary: \$41,892/year to \$53,628/year. Interested, qualified candidates should submit a letter of interest and current resume no later than April 6, 1990, to Ms. Shirley Erickson, Office of Employee Services, P.O. Box 9699, Olympia, Washington, 98504. Equal Opportunity Employer.

NEW DIRECTIONS COMPUTER TRAINING FOR OLDER WORKERS

Are you age 55 or over and looking for work? You may be eligible for computer training if you are low income and have basic typing skills. No fees. To apply, call 249-2857. Equal Opportunity Employer

PSYCHIC

If you are having problems with Love, Business, Marriage, etc., one call is all it takes, so don't wait, call today for a better tomorrow. (818) 993-1996

ADOPT!

Happily married, financially secure couple wants to share our love, home and stuffed animal collection with an infant. Please answer our prayers. Related expenses. Confidential. Call Martha & Mark collect after 4:00 p.m., (215) 248-1595.

POLICE OFFICER

City of Woodburn, Oregon
Applicants must be 21 years of age and have a high school diploma or GED certificate. Bureau of Police Standards & Training (BPST) certified preferred. Salary range: \$1,858-\$2,256 per month plus excellent fringe benefit package. Apply at: Woodburn City Hall, Personnel Office, 270 Montgomery St., Woodburn OR 97071. Closing date: April 27, 1990. An Equal Opportunity Employer.

SECRETARIAL ATTENDANCE SECRETARY

Individual must be an excellent typist, must be proficient in use of a 10-key pad, have knowledge of and be proficient in use of computers and demonstrate excellent communications skills. Experience in secretarial and receptionist work and experience working in schools is preferred. Individual is responsible for attendance, vice principal's correspondence, disciplinary records, some receptionist duties and the daily and weekend bulleting. Apply to Director of Personnel, Sherwood School District, 88J, 1155 Meinecke Road, Sherwood 97140. 625-8100 or 625-8110. Applications must be received by April 6. Equal Opportunity Employer

SOCIAL SERVICE TECHNICAL ASSISTANCE COORDINATOR

For Oregon Coalition Against Domestic & Sexual Violence. Background in organizing for social change. \$18,000 year. 239-4486. Closes: March 30. Equal Opportunity Employer

AUTOS FOR SALE

GOVERNMENT SEIZED vehicles from \$100. Corvettes, Chevys, Porsches, and other confiscated properties. For Buyers Guide 1-(800) 448-2562, Ext. 11552. Also open evenings & weekends.

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

INFORMATIONAL ADVERTISEMENT

PORTLAND PUBLIC SCHOOLS

CALL FOR BIDS

Sealed bids will be received until 1:00 p.m. on the dates indicated in the Purchasing Department, Multnomah County School District #1J, 501 N. Dixon, Portland, Oregon for the items listed herein:

BID FILING DATE	BID TITLE
April 17, 1990	Aluminum Window Frames And Insulated Glass (Req. Contract)
	Applegate Elementary School Addition And Remodeling
	Bridger Elementary Office Remodel
	Heating Plant And Electrical Work At Buckman School

Formal announcement, detailed specifications and bidding document may be obtained at the above address. For additional information, please contact M. J. Hutchens, Dir. of Purchasing, 249-2000, Ext. 581.

SHIPYARD

ATTENTION!

Boiler Makers & Pipe Fitters

A major Portland, Oregon ship repair company has immediate openings for qualified Boilermakers, Loftsmen, Shop Fabricators, Pipe Fitters and Welders. Must have prior ship yard experience.

FOR INTERVIEW:

Boiler Makers 285-1111 ext. 475-477
Pipe Fitters 285-1111 ext. 347
Equal Opportunity Employer

Holladay Park Medical Center



1225 Northeast 2nd Avenue
(503) 233-4567

Committed to Career Opportunity For All Americans

24-Hour Job Line 239-3116

An Equal Opportunity Employer

A Legacy Member

BIDS/SUB-BIDS

PURCHASING AND OUTREACH PROGRAM COORDINATOR

Starting Salary Range: \$30,137-\$31,678/year. Full time. Under the direction of the Manager - Finance and Administration, is responsible for purchasing, requests for proposals, and bids for all MERC facilities (Memorial Coliseum, Civic Stadium, Portland Center for the Performing Arts, Oregon Convention Center). Facilitates and administers Commission community outreach program as it relates to purchasing.

Four-year college degree preferred in accounting, business administration or related field, or a combination of college coursework and industry-related experience that would enable an individual to perform the job. 3-5 years experience in purchasing, preferable with experience in government or public facility purchasing. You must be willing to be CPR certified.

FIRST OPPORTUNITY: Applications available to residents of the inner North and Northeast neighborhoods between Columbia Villa and N. Chautauqua on the west and NE 42nd on the east. Call 235-8771 for information. Apply in Person: March 29-April 11, 9:00 am through 5:00 pm, Memorial Coliseum reception desk, 1401 N. Wheeler. An Equal Opportunity/Affirmative Action Employer

REQUEST FOR PROPOSALS

The Metropolitan Service District (Metro) is soliciting proposals for design/manufacture/installation and maintenance of a compaction system at the Metro South Station. Sealed proposals must be delivered to the Solid Waste Department, Room 320, Metro, 2000 SW First Avenue, Portland, OR 97201-5398, to the attention of Chuck Geyer, Analyst, no later than 4 p.m. PSYT, Friday, April 20, 1990.

Potential Proposers may obtain a scope of work and proposals documents by contacting Chuck Geyer, Analyst at (503) 221-1646, ext. 231. Metro may reject any proposal not in compliance with all prescribed procedures and requirements and may reject any or all proposals upon a finding of the agency that it is in the public interest to do so.

SUB-BIDS REQUESTED

Oregon Coast Aquarium
Newport, Oregon

Bid Date: Friday, April 6, 1990 at 1:30 P.M.

ANDERSEN CONSTRUCTION COMPANY, INC.

6712 N. Cutter Circle * Portland, OR 97217
(503) 283-6712 * FAX: (503) 283-3607

Oregon Contractor's Board Registration #63053

We are an equal opportunity employer and request sub-bids from disadvantaged, minority, women, and emerging small business enterprises.

SUB-BIDS REQUESTED

Willamette Middle School Gym Addition
Bid Date: April 12, 1990 at 2:00 P.M.

PRECISION CONSTRUCTION CO.

8025 N.E. Killingsworth * Portland, OR 97218
(503) 253-4827 * FAX #: (503) 253-5177
CCB # 60684

We are an equal opportunity employer and request sub-bids from small business, minority and women-owned, and disadvantaged business enterprises.

SUB-BIDS REQUESTED

Oregon Coast Aquarium
Newport, Oregon Center

Bid Date: Friday, April 6, 1990 at 1:30 P.M.

WILDISH BUILDING CO.

P.O. Box 7428 * Eugene, OR 97401
(CCB # 34429)

Contact: Bob McDonald

Phone: (503) 485-1700 * FAX #: (503) 683-7722

We request bids and encourage pre-bid contact from small, disadvantaged, minority, and women-owned businesses for the subcontract and supply opportunities of this project.

SUB-BIDS REQUESTED

Columbia Blvd. Wastewater Treatment
Plant/Maintenance Stores Facility
Bid Date: April 3, 1990 at 2:00 P.M.

A.C. SCHOMMER & SONS, INC.

GENERAL CONTRACTOR

Quality Construction Since 1937

3429 N.E. Sandy Boulevard
Portland, Oregon 97232-1026

Phone: (503) 233-1959

FAX #: (503) 233-2714

CCB # 49



We are an equal opportunity employer and request sub-bids from small business, minority- and women-owned business, and disadvantaged business enterprises.

Earth Year 1-9-9-0

Be Friendly to This Planet . . . It's the Only One We Have
Conserve · Recycle
Plant A Tree for the Ozone Layer
For Future Generations . . .

Brought to You as a public service announcement from the Portland Observer