

# JOBS/CLASSIFIED ADVERTISING

## OFFICIAL OPENING OF SECTION 8 PROGRAM

On May 10, 1990 the Housing Authority of Portland will be accepting applications for their Section 8 Housing Assistance Payment Program for TWO BEDROOM families. The waiting list will be open for one day only. Families eligible for two bedroom sized unites in the Section 8 Program should call these numbers: 249-5519, 249-5528, 249-5535, 249-5536, 249-5537, or 249-5538 (hearing impaired TDD 284-3557). Calls will be accepted between the hours of 8:00 a.m. and 4:00 p.m. **PHONE LINES WILL BE CLOSED FROM 11:30 a.m. to 1:00 p.m.**

The **STUDIO AND ONE BEDROOM** lists are currently open. The **FIVE BEDROOM** list is open to applicants with a Federal Preference. Priority will be given to families who claim and qualify for a preference under the Federal Preference law. Families who have been displaced through no fault of their own, families living in substandard housing, or paying more than 50 percent of their income for rent and utilities would qualify for a preferred status.

Applicants on the present waiting list for Public Housing must specifically apply for the Section 8 Rental Assistance Program if they wish to participate. The Housing Authority only accepts applications by phone. We do not accept walk-ins or names received through the mail. **YOU MUST CALL IF YOU WANT TO APPLY FOR THIS PROGRAM.** Only one family's application will be accepted per phone call.

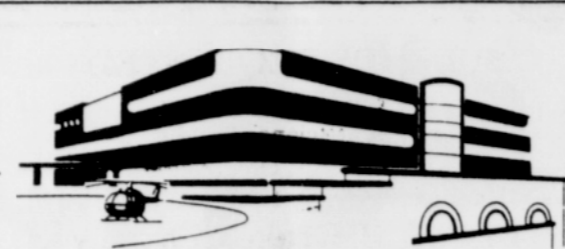
We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing throughout the nation. **IN OTHER WORDS, HAP BELIEVES NO MAN, WOMAN OR CHILD SHOULD EVER BE BARRED FROM HOUSING BECAUSE OF THEIR RACE, COLOR, AGE, MARITAL STATUS, RELIGION, SEX, MENTAL OR PHYSICAL HANDICAP, FAMILIAL STATUS, OR NATIONAL ORIGIN . . . Thank you!**

## RECEPTIONIST

Leading consumer electronics firm seeks professional receptionist who enjoys handling busy phones & providing secretary/clerical support to other departments. Must type 50wpm & have 2-4 yrs prior receptionist experience. Complete benefits package available & opportunity to work in team environment. Apply at Code-A-Phone Corporation, 16261 SE 130th Ave, Clackamas, OR

Equal Opportunity Employer  
M/F/V/H

**CODE-A-PHONE**  
ANSWERING AMERICA'S PHONES FOR OVER 30 YEARS



### JOB OPPORTUNITY

Call our 24-Hour JobLine at 280-4727 for a listing of current openings at Emanuel Hospital & Health Center.

**EMANUEL HOSPITAL & HEALTH CENTER**  
A Legacy Member  
Equal Opportunity Employer, M/F/H

## 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

## ELECTRICIAN EMPLOYMENT OPPORTUNITIES WITH WORLD CLASS MANUFACTURER

Applications are being accepted for Electrical maintenance positions at Armstrong's newest ceiling materials plant in St. Helens. These special opportunities are for the starting-up of the company's West Coast ceiling plant and distribution center, serving the Pacific Rim and West Coast marketing areas. Successful candidates will be a vital part of the plant manufacturing team in the development and operation of the new equipment, technology, and processes.

Armstrong World Industries, Inc. is a Fortune 200 company with 1989 sales of \$2.5 billion and 129 years experience in manufacturing. Our products include building products, vinyl, flooring, Ceramic tile, furniture and a variety of specialty products.

Maintenance position responsibilities include planning and performing work requests to maintain a safe, highly productive and reliable process; use of computerized maintenance management systems; and assisting in the implementation of preventative maintenance procedures. The potential to develop and broaden crafts skills and manufacturing process knowledge will be an exciting part of the job.

The positions provide opportunities for experienced electricians with skills in maintaining motor controls; programmable logic controllers (PLC's); ac and dc variable speed drives; and maintaining and calibrating process control loops. Industrial electrical maintenance or similar experience with applicable licenses is required.

These challenging positions offer a safe and tobacco-free (no smoking) environment, and an excellent salary and benefits package including:

- Comprehensive Medical Plan with Wellness Account
- Dental Assistance Plan
- Education Aid Reimbursement
- 2 to 6 wks/yr Vacation Based on Service
- Accidental Death and Dismemberment Insurance
- Bonus Plan based on Return of Assets
- Retirement Savings Plan
- Retirement Plan
- Stock Ownership Plan
- Life Insurance
- 11 Paid Holidays
- Disability Insurance
- Employees Assistance Plan

### APPLICATION PROCESS

If you would like to be considered please send a letter to:

ARMSTRONG WORLD INDUSTRIES, INC.  
Attn: Employment Division  
Department Of Human Resources  
5411 N.E. Martin Luther King Blvd. Suite B  
Portland, Oregon 97211

All responses to this ad must be postmarked no later than May 31, 1990.

The letter should include:

- Specific technical abilities and license(s), if any
- Education, work experience, and any specific training/certificates.
- Hobbies, activities, or community involvement.
- A phone number where you can be reached.

NO PHONE CALLS OR WALK-IN APPLICATIONS WILL BE ACCEPTED AT THE PLANT.



ADP Dealer Services provides fully integrated computing, communications and management information systems to more than 8,000 auto, truck and farm equipment dealers throughout the U.S. and Canada. If you like a fast-paced environment, look into one of these opportunities.

## Communications Programmers

These positions involve the design, programming, testing, documentation and support of software solutions for a communications environment. Primary technical focus will be on maintenance and development of application interfaces following OSI standards. Successful candidates should have 2-3 years' programming experience, with 2 years' communications experience. Knowledge of various communications in a PICK or DEC background preferred; PC experience helpful.

ADP offers a competitive salary and benefits package, including stock sharing and tuition reimbursement. Please send your resume, including salary history, to: ADP Dealer Services, Dept. JMT-PO, 2525 S.W. First Ave., Suite 450, Portland, OR 97201. An equal opportunity employer.

## POLICE OFFICER

### Portland International Airport

The Port of Portland is recruiting for Police Officers to be responsible for the protection of life and property at Port of Portland International Airport, to ensure the convenience and well-being of the public while traveling through airport facilities, and to respond to the needs of airport tenants in a prompt and professional manner.

#### Qualified applicants should:

- Be capable of learning to operate various equipment associated with police work (i.e., firearms, patrol car radios, camera, resuscitator, typewriter, teletype, etc.)
- Have the ability to work on any shift, and be subject to possible standby in the event of emergencies
- Be in good physical condition and within acceptable height and weight limitations
- Be willing to attend training and in-service schools as assigned and be certified by BPST within one year of hire date as a condition of continued employment.

Qualified applicants must also be at least 21 years of age, have U.S. citizenship and a high school diploma or GED (not waived).

The position requires a combination of highly developed interpersonal and public relations skills and the ability to perform all aspects of police work. Candidates will be selected for interview on a competitive basis.

In addition to its comprehensive benefits package, the Port offers: tuition aid program, employer-paid medical, dental and vision insurance, employer-paid membership in the Public Employees Retirement System and a starting salary of \$23,604 annually.

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 N.E. Multnomah, 14th Floor. Applicants residing outside the tri-county, metropolitan Portland area and Clark County may request application materials by calling (503) 231-5000, extension 700. Resumes will not be accepted in lieu of a Port of Portland application, but may be included. All application materials must be received by 5:00 p.m., Friday, May 25, 1990. Women and minorities are encouraged to apply.



## WATERMASTER 2

With the Oregon Water Resources Department to assist in water distribution, informational inquiries and complaints. Background in engineering is essential. Salary \$2243-\$2983 per month. For more information contact Terry Olbekson, 378-3741 by May 11, 1990.

EOE

## Media Sales

Entry level sales position at major radio station. Send resume to: P.O. Box 14957, Portland, OR 97214  
Equal Opportunity Employer

## DATA PROCESSING ASSISTANT

### Finance & Administration Division

The Oregon State Bar is recruiting for a full-time 40-hour per week data processing assistant to work with the data processing manager in providing general mainframe and personal computer support. Duties include acting as primary contact for support of the Bar's personal computers including: Installation, diagnosis and correction of hardware and software problems as needed, coordinate purchases of all data processing supplies for the organization. Position requires flexibility in shift and days scheduled as projects and availability to equipment vary.

Skills needed: demonstrated knowledge of mainframe computer operating system, preferably Unix; knowledge of DOS at an advanced level and ability to maintain a relational data base system, preferably Universe or Information. Experience and Training: Graduation from a four year college or university with a Bachelor's degree in computer science or related field, or technical school equivalent. Prefer candidates with three years of mainframe computer programming and three years of PC and DOS system support.

Salary Range Begins at \$1,937 per month with Excellent Benefits.

Apply immediately - send resume and cover letter that addresses how the applicant meets the desired qualifications to: Personnel Office, Oregon State Bar, 5200 SW Meadows Road, Lake Oswego, OR 97035-0889.

Deadline for Applications is Friday, May 14, 1990

An Equal Opportunity Employer

## Explore Banking Opportunities with Security Pacific Bank Oregon

- \*Commercial Tellers
- \*Trust Investment Sales Officer
- \*Secretary III

For information regarding available positions, call our Job Line, 796-3878, or visit our Personnel Office  
1001 SW Fifth Avenue  
Second Floor  
Portland, Oregon  
Applicant Hours: Mon-Fri. 9-1 p.m.

## 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, flexible work hours, and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately, place ad #185 at the top of your resume or in your cover letter. Send resume to:

Blue Cross  
Blue Shield  
of Oregon  
Human Resources Dept. 5th Floor  
100 S.W. Market  
Portland, OR 97201  
Equal Opportunity Employer  
TDD # 225-6780

## Supply Clerk

Responsible position maintaining inventory, control and distribution of campaign supplies and equipment. Duties include counting and sorting materials and control and maintenance of audio-visual equipment and films. Must have high school education or equivalent and ability to manage time and activities efficiently. Ability to apply basic math and use computerized recordkeeping system required. Must be able to perform tasks requiring manual dexterity and lift up to 50 lbs. Prior experience working with a large number and variety of people in a high activity environment preferred. Must have valid driver's license. Salary \$14,000 plus excellent benefits. Send resume by May 4th to:

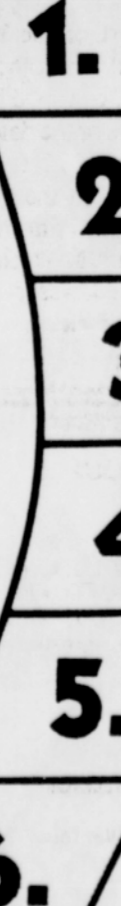
Carolyn Lewis  
United Way/Columbia-Wilamette  
718 W. Burnside  
Portland, Oregon 97209  
228-9131  
EQUAL OPPORTUNITY EMPLOYER

# WANT TO BUY YOUR OWN HOME? MOVE SIX SPACES FORWARD.

(It'll take just a few minutes to see if you can afford a HUD home!)

1. If you've worked for two years for the same employer (or in the same occupation) and you have a good credit record, move ahead 1 space.
2. Stop here and compute your Adjusted Income. That's your total gross monthly income, less federal withholding taxes. Write your answer here and move on.
3. Multiply your Adjusted Income (from space 2) by 0.38, then subtract \$150 and write the answer here. Then move on to the next space.
4. Add up all your monthly debts (car, loan, credit purchase, credit card, child support and alimony payments you owe every month) and then add \$150. Fill in the total here and go to space 5.
5. You're almost home. Multiply your Adjusted Income (from space 2) by 0.53, subtract the amount on space 4, and write the result here. Now move along.
6. Write the smaller amount of either space 3 or space 5 here. As a general rule, that's the maximum amount you can afford for a monthly house payment (including property taxes).

**START**



**YOU DID IT!** If the number in space 6 is more than \$550, then chances are good that HUD has an affordable home for you. Your next move is to call your real estate agent.

**Low monthly payments and 3% down!**  
Most of our HUD homes are approved for FHA Mortgage Insurance, which makes them more affordable than ever. Plus, HUD's bid process is easy. For listings of HUD homes available now, look for our big real estate classified ad in every Sunday Oregonian.



**PLEASE NOTE:** Individual circumstances vary as do lenders' requirements for qualifying a prospective buyer for a home mortgage. The formula here is intended only to provide you with a general idea of how a lender may view your financial condition as it applies to a home purchase. For further information on loan requirements, talk to your real estate agent or local lender.