

# CLASSIFIEDS

Advertising  
Employment  
Bids/Sub-Bids

**COUNSELING**

**Counselor-III Alpha House**

**\$1232-\$1350 per mo. + benefits.** CODA Inc seeks Counselor III for Alpha House Adult Residential Treatment Program to provide diagnosis and treatment to clients, conduct individual, group and family counseling, coordinate therapeutic activities, maintain client records, monitor milieu. Shift varies, but typically works Sun thru Thurs. To qualify: Bachelors degree in health services, psych or related field, and at least 2 yrs human services exp are required. Residential treatment exp & strong communication skills preferred. Applicant must be certified/certifiable in CPR.

To apply submit standard CODA application form including screening question responses to address below.

Application materials available at CODA Inc., 210 NE 20th, Portland, OR 97232.

Equal opportunity/affirmative action employer.

**COUNSELING**

**Clinical Supervisor C-V Alpha House. Starting Salary \$1644-\$2025 per month plus excellent benefits.**

CODA Inc. seeks clinical supervisor for Alpha House Adult Residential Treatment Facility. Responsibilities include administration of daily program operations, direct clinical supervision to staff of 5 counselors, co-ordination of client admissions, diagnosis and treatment services, consultation with probation and parole officers, development and implementation of policies and procedures, training of staff and the general public. To qualify a master's degree in a human services discipline and 2 years supervised human services experience or equivalent are required. Advanced training/experience in addiction, pregnant addict, criminal justice client and residential treatment techniques very strongly preferred. Must be trained/trainable in CPR and capable of administering CPR for 15 minutes continuously. To apply complete and submit standard CODA application form including screening question responses to the address below.

Application materials and instructions are available at CODA Inc., 210 NE 20th, Portland, OR 97232. Equal opportunity/affirmative action employer

## Innovation Through Diversity

The innovative spirit at SAFECO is built on the idea that involvement in several arenas not only expands our options—it expands yours. This philosophy is as true in our product and service offerings as it is in our approach to rewarding every employee. As one of America's largest diversified financial corporations, we offer excellent salaries and an innovative benefits package.

Our commitment to innovation and diversity is also reflected in the unique blend of cultures and customs in our people. By taking an active role in equal opportunity efforts, we can more readily meet the needs of an increasingly complex marketplace. To that end, we particularly invite minority, senior, and disabled applicants to explore employment opportunities in areas such as claims, underwriting, and clerical support.

In return for your efforts, you can expect a very competitive starting salary, an excellent benefits package, and salary increases based on performance. Please forward your resume to SAFECO Insurance Companies, Attn: Personnel, 4101 S.W. Kruse Way, Lake Oswego, OR 97035.



**Counselor**

Alcohol & Drug certified counselor to work 37.5 hours per week serving minority clients in an outpatient treatment program located in northeast Portland. Send resume by 1/25/91 to: C.C.M.H., 6329 N.E. M.L. King Jr. Blvd., Portland, OR 97211, Attn: Personnel

**Accounting**

**Accounting**

Technician II - City of Milwaukie, Oregon. Salary: \$1496-\$1818/mo. DOQ, plus excellent benefit package. Semi-skilled and skilled accounting support position in the Finance Department performing a variety of regular and recurring record keeping and clerical functions. Requires a high school diploma supplemented by equivalent to one year post high school coursework in accounting, bookkeeping, or data processing. Two years of work experience directly involving full cycle accounting, general office and purchasing procedures, computer data entry, cashiering and customer service. City employment application form and supplemental questionnaire packets must be received by or before 4:00 PM, Monday, February 4, 1991 at the Personnel Office, City of Milwaukie, 10722 SE Main Street, Milwaukie, OR 97222; 659-5171 or Fax 652-4433. EEO.

**Maintenance**

**Converting Maintenance Supervisor**

James River Corporation is a major pulp and paper manufacturer. Our Wauna Mill has an opening for an individual with a maintenance and/or engineering background. Responsibilities include planning and scheduling the work of a 12-16 person maintenance crew and coordinating work and maintenance downs with planners and operations supervisors. You'll also provide training for the crew and conduct regular meetings. Our ideal candidate has five years of experience with paper converting equipment; strong leadership, communication and organizational skills; and supervisory experience. The Wauna Mill is located on Oregon Highway 30 midway between Longview and Astoria. Send your resume to Shelley Prouty, Route 2 Box 2185, Clatskanie, OR 97016. Equal opportunity employer

**James River Corporation**

**Accountant**

**Collections Accountant**

**Precision Castparts Corp.** is recognized as a leader in the investment casting industry. We seek a Collections Accountant for our Structurals Division located in Portland. The position coordinates Division credit and collection efforts including on-going customer contact. Also responsible for receipt and application of customer payments and credits.

Requirements include a Bachelor's degree in Accounting or closely related experience, ability to communicate effectively with a variety of individuals and working knowledge of Lotus 1-2-3.

We offer an excellent compensation, benefit and bonus program. Please send your resume in confidence to: **Division Human Resources Dept., #D0010, 4600 SE Harney Drive, Portland, OR 97206.** Precision Castparts Corp. is an Equal Opportunity Employer. Women and minorities are encouraged to apply.

**General Clerk**

Georgia-Pacific Corp. has an immediate opening for an individual to provide clerical support for the accounting department in the areas of compiling, posting, sorting, verifying and recording data for accounting reports, filing, data entry, typing and relieving other positions.

Requires 1-2 years experience in professional office environment and 10-key by touch. Must have IBM or compatible computer experience; knowledge of Lotus 123 and WordPerfect software preferred.

Applications accepted Wednesday, 1/23 through Friday, 1/25 from 9am - 4pm. If unable to apply in person, send resume by January 25th. Please include salary history and indicate specific position.

Georgia-Pacific Corporation  
**Human Resources Department - 17th Floor**  
900 S.W. Fifth Avenue  
Portland, OR 97204  
Equal Opportunity Employer

**Director**

Oregon Department Of Energy  
The State of Oregon is seeking a Director for the Oregon Department of Energy based in Salem, Oregon. Requires leadership and management skills to act as the State's representative in meeting today's emerging energy challenges. Salary \$46,356-\$65,208 annually.

To receive information, contact Susan Bibelheimer, recruitment and Career Services, Personnel and Labor Relations Division, 155 Cottage Street NE, Salem, OR 97310, (503) 373-7431. Applications must be received no later than 5 p.m., Tuesday, February 12, 1991. Equal Opportunity/Affirmative Action Employer.

**State of Oregon**

**Receivables Supervisor/Financial Analyst**

We don't want much, just a talented supervisor, a skilled accountant, a top notch financial analyst & a person who gets along well with people...all rolled into one.

Join the City of Springfield's award-winning Finance Department, at the forefront of many Oregon municipal issues. Supervises 5 paraprofessionals, assist the Budget manager, do financial analysis on a wide range of issues and contracts.

Requires an applicable college degree; 3 yrs. progressively responsible professional experience, including 1 yr. as a supervisor. Preference given for an advanced degree or certification (MBA, MPA, CPA, etc.). Apply: City of Springfield, Human Resources, 225 5th St., Springfield, OR 97477. Deadline: 2/8/91. AA/EEO.

**Port Of Portland Employment Opportunities**

The Port of Portland is recruiting for Administrative Coordinators to fill future openings. Administrative Coordinators provide administrative and office support to one or more individuals.

For additional information, call the Port's Job Hot Line. (503) 231-5478.

The Port is an Equal Opportunity Employer.

**Engineers And Engineer Techs**

**Civil Engineer II - Project Manager:** Admin City LID/ULID projects & mgmt of design const projects; develop long/short range plans, day to day ops, grant app prep, program budget and supervision of staff. BS in CE + 2 yrs resp exp in PW engr design arena (EIT combined w/2 yrs college level ed in engr + 2 yrs wk exp in field may be sub for degree). \$33,456-\$48,828 DOQ Closing date: 2/1/91.

**Engineering Tech IV - Survey:** Admin, manage & supr city's survey section. 4 yrs exp performing tech engr or surveying w/design, construction, & boundary survey emphasis. WA State Professional Land Survey License or equiv required. Closing Date: 1/25/91 \$31,836-\$40,752 DOQ

City of Lacey, P.O. Box B, Lacey, WA 98503 (206) 491-3213 for application & additional info. EOE

**Secretary/Receptionist**

Needed to work with children's program in a mental health setting. Must be personable and friendly to greet clients and visitors. Answer phone and route calls. Type 55-wpm from dictaphone-error free. Computer/word processing skills desired. Filing and processing mail, schedule clients appointments, and fee collection.

Minimum qualification's 2 years secretarial/receptionist experience in a mental health setting preferred or equivalent knowledge and experience.

Send resume to: **Mary DuPain Ph.D. Program Manager**  
3802 NE MLK Blvd.  
Portland, OR 97211

Closing January 25, 1991  
Minorities encouraged to apply - Equal Opportunity Employer

**Education**

**Senior Assistant Director Of Admissions University Of Oregon Eugene, Oregon**

Responsible for managing the undergraduate recruitment program, represents the University of Oregon, and the Oregon State System of Higher Education in high schools and community colleges. Will write and edit publications, interview prospective students, coordinate recruitment programs, plan community college visitations, coordinate campus recruiting programs.

Requires bachelor's degree, familiarity with higher education and at least two years admissions office experience. Master's degree preferred.

To apply send a letter of application; resume; and the names, addresses, and phone numbers of three references to: **Martha Pitts, Associate Director of Admissions, 240 Oregon Hall, Eugene, Or 97403.** Letters of application must be received by February 1, 1991. The anticipated starting date is March 1, 1991.

The University of Oregon is an Equal Opportunity, Affirmative Action Institution committed to cultural diversity. Women and people of color are encouraged to apply.

**Attorney**

**Lawyer Referral**

**Pro Bono Administrator (Part-Time 20 hrs/wk, 5 FTE) Oregon State Bar**

This part-time position within the Member Services Division, administers both Lawyer Referral and Pro Bono Programs of the Bar, linking members of the public in need of legal services with attorneys willing to provide those services. Administrator provides technical assistance to local volunteer attorney programs and supervises staff, maintains data base for program support and handles marketing and advertising for related programs. Position provides occasional legal advice to client callers as needed.

Skills needed: Knowledge of program administration, including supervision, budgeting, program planning and evaluation. Ability to maintain computer data base, and excellent interpersonal skills.

Requires graduation from a four year college or university; graduation from an accredited school of law; member of a state bar, preferably Oregon.

Salary Range Starts at: \$1,121 to \$1,513 per month. Excellent benefits included.

Apply immediately, send resume and cover letter to personnel officer, Attn: LPB, 5200 S. W. Meadows Road, Lake Oswego, Oregon 97035. Deadline for application is Monday, February 1, 1991.

Equal Opportunity Employer

**CUSTOMER CARE**

**Cellular One®**  
Customer Care  
Field Manager

McCaw Cellular Communications, the nation's premier cellular communications company, is recruiting for a unique and highly qualified individual to assume responsibility for the following Cellular One Service Centers Activities:

**Our new Field Manager will:**

- Direct and coordinate activities related to managing customer care in all Cellular One Service Centers.
- Selectively hire and manage Service Centers Customer Care personnel.
- Monitor and consistently manage Service Centers workflow and procedures.
- Interface with Sales and main office Customer Care Department to ensure maximum teamwork, productive working relationships and expression of continuing extraordinary customer care to delight the customer.
- Provide leadership for personnel and introduce creative procedures to minimize churn and maximize subscriber longevity.
- Increase organizational productivity in areas of Customer Care, Activations and Sales.

This outstanding Cellular One Customer Care Field Manager must possess:

- Demonstrated skills in Marketing, Planning and Personal Management.
- Familiarity with advanced computer systems and processes.
- Excellent customer service background in a service industry.
- College level analytical and communication skills.

Please send resume and salary requirements to:

**Cellular One®**  
People Development/  
Customer Care  
Field Manager  
409 SW 9th  
Portland, OR 97205-3208

The Mobile Network Company      All Oregon employees are an Equal Opportunity Employer

**Autos For Sale**  
Government Seized vehicles from \$100. Corvettes, Chevys, Porsches, and other confiscated properties. For Buyers Guide (800) 772-9212 ext 4552. Also open evenings & weekends.

**MENTAL HEALTH**

**Opportunities With Community Psychiatric Clinic**

CPC is a rapidly growing Mental Health Center. We provide services to psychiatrically disabled children & adults and their families through a variety of nationally recognized tx progs. located throughout Seattle. We are committed to a culturally and ethnically diverse workplace. Competitive salary & benefit pkg.

**SUPERVISOR-EL REY** (drntn Seattle): full service residential tx facility for the homeless mentally ill seeking supervisor for the CCR and TCF programs. Challenging opport. to work in innovative, nationally recognized tx facility. Master, or BA in related field + superv. exp. Knowledge of res. prog. pref. for mentally ill adults. Day, eve & wkend hrs. BA, exp in acute care. Exp. working w/chem abuser pref.

**MENTAL HEALTH NURSES**

Full-time & part-time positions in expanding mental health agency serving north central King Co. WA (Seattle). Opportunities to work w/multi-disciplinary teams in community support, crisis intervention, residential programs, providing assessments, medication evals and case mgmt. positions avail for licensed RNs & Amps w/prescriptive authority and exp. working w/disabled mentally ill adults.

**PSYCHIATRIST**

Full-time & part-time positions available in expanding community mental health agency serving north central King Co., WA (Seattle). Opportunities to work w/multi-disciplinary teams providing community support, crisis intervention & psychosocial rehab. Min req. WA State license, exp. working w/disabled mentally ill adults.

**CRISIS WORKER - CIS (Wallingford area)**

Crisis walk-in & outreach prog. for mentally ill adults. Day, eve, & wk-end hrs. Salary \$21,500 - 27,500. BA, exp. in acute care. Exp. working with chem. abuser pref.

**MICA CASE MANAGER - (Wallingford)**

Day tx case mgr, member of a team providing case mgmt, groups, socialization & skill development for mentally ill substance abusing adults. min req: BA. Pref. exp. working w/both mentally ill & substance abusing pop. Salary: \$21,500 - 27,500.

**CASE MANAGERS - CASE MGMT TEAM (north Seattle).**

Case mgr & supervisor positions (10) available on new case mgmt team being developed in north King County. This multi-disciplinary team will provide assessment service planning, case mgmt, crisis intervention & support to mentally ill adults. Min. req for case mgr positions: AA + 3 yrs. relevant exp. (\$21,500 - 27,500). Supervisor positions: MHP qualified & superv. exp. (\$25,500 - 31,500). Prior exp. working w/mentally ill persons w/special needs is highly desired.

For the above positions: Please send cover letter (identify position) and resume to: Attn: Personnel, CPC, 401 Second Ave. W. Suite 400, Seattle, WA 98119. An equal opportunity-affirmative action employer.

**PERSONNEL MANAGER**

For established and expanding multi-site comprehensive community mental health center with a staff of 200 +.

Applicants must demonstrate knowledge and experience in wage and salary administration, benefits, labor relations, retirement, continuing education, performance evaluations and governmental regulations affecting labor. Qualifications: BA in related field and a minimum of five years supervisory experience in personnel, preferably health care. Recruitment closes at 5:00 p.m., Monday, January 14, 1991. Send salary requirements, cover letter, resume and three employment references to Community Psychiatric Clinic, Attn: Personnel, 401 Second Avenue West, Suite 400 Seattle, WA, 98119.

**TECHNICAL SUPPORT SPECIALIST**

Entry level processing Technical Support Specialist for non-profit agency. Hardware/software support (installation and programming; maintenance, repair coordination, training, etc. Two-year degree and two yrs development exp. in data base, spreadsheet, macros and 4th G.L. (Pro IV pref.). Starting \$18 - \$19K D.O.E. Send resume and job history to: CPC, Attn: MIS, 401 Second Avenue W., Seattle 98119.

**CRISIS BED CLINICIAN - 3 POSITIONS**

Unique opportunity to be involved in the start-up of an 8-bed crisis respite program that will serve the Seattle area. Will include start-up of small 3-bed facility and service to some scatter site beds. Prefer combination of residential and crisis intervention exp. Must have BA + exp. w/mentally ill adults, or AA + 5 yrs. exp. Salary: \$21,500 - 27,500.

**MAINTENANCE/REPAIR**

Full-time maintenance person needed for a fast-growing, non-profit mental health agency. \$8.75/hr plus excellent benefit pkg. carpentry/electrical/plumbing/vehicle exp. desired. Send resumes w/references to: CPC, 401 Second Ave. W., Suite 400, Seattle, Wash. 98119. EOE.

**CUSTOMER SERVICE**

**CONNECT WITH A CAREER IN CABLE**

**PARAGON CABLE**

**CUSTOMER SERVICE REPRESENTATIVE**

Enjoy working with people! Assist our customers on the telephone by explaining our services and products, answering billing questions and providing general customer service. P/T employees may expect to work an average of 25 hours per week. Work schedule will vary. Previous customer service experience preferred. Keyboarding and 10-key by touch required.

We offer a comprehensive benefits package, free parking and free Cable TV. Please apply to:

**PARAGON CABLE**  
3075 NE Sandy Blvd.  
PORTLAND, OR 97232  
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*