

CLASSIFIEDS

■ Advertising
■ Employment
■ Bids/Sub-Bids

DATA PROCESSING PROFESSIONALS

There Are a Million Reasons Why We Speak Your Language

Blue Cross and Blue Shield of Oregon is currently accepting applications for Programmer Analysts. Several large projects and new business efforts will be requiring individuals with experience working in a large scale IBM environment.

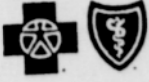
Successful candidates will have strong communication, interpersonal and user skills. Positions require 2-5 years experience in performing systems analysis and design, coding, testing and implementation assignments. CICS skills a definite plus.

Candidates must also have experience in the following:

*COBOL *VSAM
*OS/JCL *TSO/ISPF

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits package, flex-time work hours, and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately, place ad #449 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



NURSING

OCCUPATIONAL HEALTH AND SAFETY NURSE

Blue Cross and Blue Shield is now hiring for an Occupational Health & Safety Nurse.

Qualified candidates will have:

- * 1-2 years experience in emergency/immediate care nursing
- * Experience coordinating Safety Committees, Early Return-to-Work Programs, Hazard Communications Programs, and ergonomic workstation assessments
- * Experience providing immediate care to injured/ill workers
- * Candidate must have current knowledge of government health/safety regulations

Blue Cross and Blue Shield Of Oregon offers an excel employee benefits package, flex-time work hours and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately, place ad #490 at the top of your resume or in your cover letter, or you may apply in person btwn 9am-4pm M-F

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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. Starting salary \$1347/mo. Training classes will begin Feb. 4, 1991.

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits 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 you may apply in person between 9 AM-4PM Mon-Fri.

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Northeast Coalition Of Neighborhoods, Inc. Youth Gangs Program

Positon: Outreach Worker

One (1) Permanent Full-Time Position and One (1) Tempoury Postion

Forty (40) hour work week. Salary is \$8.50 per hour. Some flexibility in hours based on needs of the program. Health benefits and vaction and sick leave after six (6) months of employment included in the permanent position.

High degree of confidentiality is required for this position. Employee will be working with youth, parents, schools, juvenile jusitce system, police, community residents and agencies involved with the Youth Gang Force.

Applicants should possess the ability to articulate ideas effectively, both in written form and orally, before groups of citizens parents, public entities, schools and community-based organizations.

Should have knowledge of and be familiar with, the Inner North/Northeast Neighborhood Area.

Police security checks will be required of all finalists. Finalists must have insured vehicle and valid Oregon Drivers License.

Applications must be returned by: Friday, February 15, 1991, 5:00 p.m. No applications will be mailed. No telephone calls please.

Apply in person at: Northeast Coalition of Neighborhoods, 4815 N.E. 7th Avenue, Portland, OR 97211

Resource Development Project Coordinator

Responsible for volunteer recruitment, orientation, recognition, grantwriting, coordination of referrals to social agencies, and completion of special project. Requires effective communication skills, ability to work as a team member, good public relations skills, and recent computer experience. Requires two years experience in a community health care setting, and a commitment to the community served. Course level work in business preferred. Salary to \$1,666/month. Mail cover letter and resume to:

NPCHC

5311 N. Vancouver Avenue
Portland, Oregon 97217
By: Saturday, February 9, 1991.



Employment

City Of Portland

Senior Engineer - to \$4,080/mo
Principal Engineer - \$4,475/mo
Construction Projects Coordinator - to \$44,658/yr
Maintenance Director - to \$62,650/yr
Office Manager 2
Systems Planner - to \$49,899/yr
For more info/closing dates call (503) 248-4573 (24 hr job information) No resumes Please
Bureau Of Personnel
1220 S. W. 5th Ave., First Fl.
Portland, OR 97204
Apps also available at:
Urban League
10 N. Russell



Minorities, females and disable encouraged to apply

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.

The closing date for this position will be Friday, February 1, 1991, at 5:00 p.m.

The Port of Portland is recruiting for an Accountant II position. The successful candidate will maintain control of the Port's accounting systems and provide professional accounting support to the division.

The closing date for this position will be Friday, February 1, 1991, at 5:00 p.m.

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

The Port is an Equal Opportunity Employer.

Public Notice

Notice is hereby given to inform members of United Way from Clackamas, Multnomah and Washington Counties in Oregon and Clark County in Washington that the 71st annual meeting will be held Thursday, February 7, 1991, at noon. The meeting will take place at the Portland Hilton Hotel, Portland, Oregon.

Make advance reservations by February 1 with Katy Grimm at United Way, 718 W. Burnside, Portland, OR 97209; (503) 226-9305.

An election will be held for the purpose of installing new board members and officers. Anyone who contributes to United Way is considered a member. Members who cannot attend the luncheon at noon are urged to attend the business meeting at approximately 12:30 p.m.

Advertisement For Request For Information

For The Procurement Of One Or More Special Waste Facilities

The Metropolitan Service District (Metro) is requesting information for procurement of one or more special waste facilities. A copy of the Request for information may be obtained by calling Steve Kraten, Project Manager, at 221-1646 or they may be picked up at the Metro Solid waste Department, Room 310, 2000 SW First Avenue, Portland, OR 97201. Information must be received by 3:00 p. m. PST, February 28, 1991.

Northwest Natural Gas Company

Northwest Natural Gas Company invites you to an information session for Construction Crew hires. If a job that starts at \$8.50/hr. is physically demanding, team-oriented and in an outdoor work environment appeals to you - this session will be worth the time invested.

Admission will be available by telephone reservation only. Seating will be limited to 175 at either session - so an early response will be necessary. These sessions will be held at the downtown One Pacific Square location, 220 N.W. Second Avenue, Portland on February 14, 1991. Call only between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday. Calls will only be accepted through February 6, 1991.

Session One - 6:00 p.m. February 14, 1991
Session Two - 8:00 p.m. February 14, 1991
An Equal Opportunity employer
RESERVATION LINE (503)721-2499

HIV Health Educator State of Oregon Health Division

Salary: \$2344 - \$3117 Monthly

The Oregon Health Division, located in Portland, is recruiting for an HIV Health Educator to coordinate community-based outreach to gay and bisexual men through independent AIDS service organizations (ASOs). This person will serve as the primary liaison between ASOs, local health departments, the State Health Division and other organizations working with groups at risk of HIV infection. Responsibilities include facilitating the organization of new ASOs; developing outreach strategies to be implemented through ASO network; preparing grant proposals for state, federal and private grants; and monitoring state grants awarded to ASOs.

Excellent benefits include medical, dental, retirement, vacation and holidays. Further information including a detailed qualifications statement and application materials may be requested from Robert McAlister, Oregon Health Division, (503)229-5792, 1400 SW 5th, Rm. 209, Portland, OR. 97201. Applications must be submitted to the Oregon Health Division, 1400 SW 5th, Rm. 813, Portland, OR 97201, by February 15, 1991.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

NORTHEAST COALITION OF NEIGHBORHOODS, INC. YOUTH GANGS PROGRAM

POSITION: PROJECT DIRECTOR

The Youth Gang Project is a component of the Northeast Coalition of Neighborhoods, Inc., funded by the city of Portland's Bureau of Community Development, Multnomah County, and United Way. The Youth Gang Project services include: Outreach to your, families, and community and planning/networking with youth serving agencies.

The Project Director's responsibilities include:

- Staff supervision
- Program reports to funding agencies, governmental agencies and community groups
- Budget preparation and monitoring
- Coordination of services with City, County and non-profit agencies
- Program and staff development and evaluation
- Program evaluation
- Reports to funders, Task Force and NEC Board
- Makes presentations to community groups, agencies, as needed
- is project spokesperson to media

Skills Required for Position:

- Demonstrated supervisory experience
- Ability to communicate effectively, both written and orally
- Demonstrated skills with budgets
- Working knowledge of Inner Northeast/North Portland helpful
- Familiarity with Youth Serving Agencies and Juvenile Justice System
- Experience in working with diverse groups

A high degree of confidentiality required for this position. Police security checks will be required. Finalist must have insured vehicle with valid Oregon Drivers License.

Apply in person at:

Northeast Coalition of Neighborhoods
4815 N.E. 7th Avenue, C-25
Portland, OR 97211

Applications must be returned by Friday, February 15, 1991, 5:00 p.m. No applications will be mailed. No phone calls please.

Place your advertisement in the

Portland Observer

Office# (503) 288-0033

Fax# (503) 288-0015