

CLASSIFIEDS

■ Advertising
■ Employment
■ Bids/Sub-Bids

PLANNER

SENIOR PLANNER-CURRENT PLANNING. Highly responsible professional position requiring a Master's Degree in planning or related field and four years experience in a similar local government position (or equivalent). Applicants must have a thorough knowledge of zoning, subdivision and site planing activities and their relation to planing principles. Applicants should have experience in rural and urban development. The successful applicant will be responsible for the administration of zoning and subdivision ordinances for Thurston County. The position supervises Current Planning staff and is the primary contact person with County staff, Hearings Examiner, Planning Commission and Board of County Commissioners. Public presentation and writing skills, and ability to work with public bodies and diverse interest groups, are essential. Call (206) 786-5480 for application materials (Thurston Regional Planing Council, Olympia, WA). Salary Range: \$2,757, (Step 1) to \$3,720 (Step 10) monthly. Starting Salary depending on qualifications. Application closing date: May 8, 1991. Equal opportunity employer.

ADMINISTRATIVE ASSISTANT

Planning & Service Coordination
Full time management assistant to the Director of the Planning and Service Coordination, a major unit within this nonprofit educational research and development organization. Quality control is key in this position. This person must be detail-oriented, be a team player, and possess excellent organizational skills.
Specific duties include: assisting the Director in communication and liaison with committees and constituent groups, implementing organizational policies and procedures, monitoring progress on contracted work, preparing fiscal analyses, maintaining unit record systems, and providing assistance and clerical support for unit functions. Qualifications: experience with similar responsibilities, word processing experience (WANG preferred), able to type 70 wpm, experience monitoring expenditure reports and work progress, desirable, able to organize, prioritize and meet deadlines. Salary \$21,041 per annum, excellent benefits. Letter of application and resume must be received by 3:00 pm, 5/2/91. In letter state you are applying for the above position. Apply to:
Personnel Office
Northwest Regional Laboratory
101 SW Main, Suite 500
Portland, Oregon 97204
Equal Opportunity Employer.

SALES

PARAGON CABLE Sales Representative

Here's an EXCELLENT full time Sales opportunity for:
● An enthusiastic, self-motivated sales representative to...
● make door to door contacts and invite new customers into the wonderful world of cable television entertainment and...
● earn commissions.
The successful candidate will have reliable transportation, a good driving record, good written and verbal skills, a history of achieving goals and quotas. Cable installation experience desirable. Please apply to:
PARAGON CABLE
3075 NE SANDY BLVD.
PORTLAND, OR 97232
Equal Opportunity Employer

EDUCATION

Program Development Specialist to coordinate delivery of courses through the Professional Development Center. Bachelors required, Master's preferred. Demonstrated ability in program administration and supervision in a fiscally self-supporting environment. The ability to relate in a multi-cultural environment is expected of candidates. Letters of application, resume, names and telephone numbers of three references by May 10, 1991, 5 PM. For detailed position announcement contact:
(503) 725-4820
Search Committee
Professional Development Center
Portland State University
PO Box 751
Portland OR 97207
Equal Employment Oppor'ty/Affirmative Action Employer. PSU is committed to increasing the ethnic & cultural diversity of the faculty.

Resident Director

University Housing at the University of Oregon is now accepting applications for the position of Resident Director. This is a full-time, live in, 10 month, faculty position with the rank of instructor. The Resident Director is responsible for the overall administration of a residence hall complex consisting of approximately 700 residents. The Resident Director is also responsible for the selection, supervision and training of the residence life student staff and is expected to coordinate the student conduct process, facilitate programming and work with the student government. The Resident Director reports to the Residence Life Director.

The remuneration for the position is \$10,000.00 cash, plus a one bedroom apartment and full board during the time that the halls are open for food service. The room and board package is the equivalent to approximately \$6,003.00. All regular faculty benefits such as health and retirement and reduced tuition are also included.

Applicants must have completed their Bachelor's degree and have had group living work related experience. Resident Directors may enroll for up to 6 units of credit per academic term, but are not expected or required to do so.

Applications and additional information are available at University Housing, Walton Complex, University of Oregon, Eugene 97403.

Applications must be postmarked by May 6, 1991 and returned to University Housing, to be guaranteed consideration. Call (503) 346-4277 with questions.

An EO/AA institution committed to cultural diversity

MAINTENANCE APPRENTICE

\$1396 - \$1539/month
The City of Springfield's Maintenance Division, one of the most progressive in Oregon, has an Apprenticeship Program designed to produce skilled, talented & creative journey-level technicians. Duties include street, sewer, storm drain, grounds & building maintenance & record-keeping & report writing. A maintenance background is not needed for consideration. Exper in a related field or with computer, record keeping & info management may qualify you. Previous exper in maintenance &/or construction work & some exper in operating equipment & trucks is desirable. Application accepted only thru EMPLOYMENT DIVISION, 210 N 6TH ST., SPRINGFIELD, OR 97477 (Hours: 8:30-4:30). Deadline: 4/30/91. AA/EOE.

STAFF ACCOUNTANT I

\$2,483 - \$3,031/mo.
Responsible for review of general ledger accounts, preparation of balance sheet, income and expense accounts, internal and external financial statements and reports.

Work with other departments regarding operational procedures and changes. Monitor adequacy of funds in debt service accounts and other bond fund accounts, prepare analyses of accounts for annual audit, and perform duties of supervisor in her/her absence. Assist in all functions of the Accounting Department. A minimum of five years' accounting experience in conjunction with equivalent skills and knowledge of a two-year business degree, or two years; experience with a business degree (or equivalent) from a four-year college.

For information contact:
Eugene Water & Electric Board, 500 E. 4th Avenue, P.O. Box 10148, Eugene, OR 97440-2148, Attn: Human Resource Dept., or (503) 484-2411 ext. 3012.

Position closes - Monday, April 29, 1991 - 5:00 p.m. EQUAL OPPORTUNITY EMPLOYER

ADMINISTRATOR DEPARTMENT OF MICROBIOLOGY & IMMUNOLOGY

OREGON HEALTH SCIENCES UNIVERSITY PORTLAND, OREGON

Duties will include daily and long-term organization and running of department affairs, tracking grants, assisting in fund raising, preparing brochures, assist in editing of textbooks, computer networking: A degree in biological sciences with advanced degree in business administration with subspecialty in accounting preferred.

Salary: \$35,000 to \$50,000 depending on experience and qualifications.

Start date: June 15, 1991

OHSU is an Equal Opportunity Employer

Resume to: Dr. Maggie So, Department of Microbiology & Immunology, L220,

Oregon Health Sciences University, Portland, OR 97201

LIBRARY TECHNICIAN I

\$7.69 - \$9.35/hr
Variable Shifts - 32 hrs/wk
Staffs circulation & children's reference desks, registers patrons & performs other paraprofessional work. Requires: 2 yrs college & 1 yr office exper with public contact. Previous paraprofessional work with children, in a library, classroom or as a story teller may be substituted for formal education, or any equivalent combination of educ & training. Apply: City of Springfield, 225 N. 5th St., Springfield, OR 97477. Deadline: 4/26/91. AA/EOE.

POSITION OPENING PROGRAM DIRECTOR

Creative coordinator needed for new, consumer-oriented housing information and counseling center. Program planning, resource development, non-profit administration skills required. Housing background preferred. Full-time position. Salary \$30,000 - \$35,000 plus benefits. Position may close anytime after May 3, 1991. Do not send resumes. Application available at:

Center for Urban Education
Ecumenical Ministries of Oregon
0245 SW Bancroft, Suite B
Portland, Oregon 97201
EQUAL OPPORTUNITY EMPLOYER

Secretary

NORTHWEST NATURAL GAS COMPANY

An immediate opening is available in the rates Department at our downtown Portland location. Ideal candidates will have a history of working successfully in a fast-paced and multiple-task work environment requiring a high degree of accuracy. Customer-oriented background and attitude will be necessary in this position. Legal background with statistical skills will be a plus. A minimum of 3 years secretarial background will be preferred, including strong PC/word processing skills; ideally using an IBM PC, Wordperfect 5.1 desired. Spreadsheet and data base skills are desired.

Starting salary range is \$1782 - \$2005/month and includes a full benefit package. Only those selected to be interviewed will be contacted.

Please direct a resume identifying this position by May 1, 1991 to:

Northwest Natural Gas Company
P.O. Box 3410
Portland, Oregon 97208-3410
FAX (503)721-2506
An Equal Opportunity Employer

JOBS INFORMATION LINE - 503/220-2434.

EMPLOYMENT HEARINGS REFEREE

One current opening, State of Oregon Employment Division located in Salem. \$2,835 - \$3,779/mo. plus liberal fringe benefits including contributions to family health and dental insurance, and a fully paid retirement program.

To qualify you must have a Bachelor's degree AND two years of experience conducting administrative hearings, OR

Two years of preparing written administrative decisions based on laws and regulations AND one year of conducting contested case hearings; OR graduated from and accredited law school AND one year of experience conducting contested case hearings or presenting cases before administrative agencies.

For recruiting announcement and required State application call 378-3253. Applications must be returned to Employment Division, Personnel and Training Unit, 875 Union St. N.E., Salem, OR 97311 by 5:00 p.m., May 20, 1991.
An EOE/AA EMPLOYER

Summer Jobs Available At Portland Swim Pools

Portland Parks and Recreation is hiring lifeguards and swim instructors for the 10 outdoor and 3 indoor swimming facilities used in the summer. Job applications are welcome from high school and college students, and others who desire part-time seasonal work. The employment season runs June 13 through Labor Day. Applicants must meet qualifications listed in the job descriptions. Starting salaries for lifeguards is \$5.40 an hour, swim instructors \$6.00, with experienced employees receiving more.

Applications and job descriptions may be obtained from Portland Parks and Recreation, 1120 SW 5th Avenue, Room 1302, Portland, OR 97204, or by calling 796-5130.

SUB-BIDS REQUESTED

Oregon Health Sciences University
"C" Wing Elevator Upgrade
Portland, Oregon
Bid Date: April 25, 1991 @ 4:30 P.M.
DONALD M. DRAKE COMPANY
1740 Northwest Flanders Street
Portland, Oregon 97209-2283
(503) 226-3991 FAX (503) 228-3019
CCB #00377
We are an equal opportunity employer and request sub-bids from small business, minority and women owned business and disadvantaged business enterprises.

CITY OF PORTLAND TRANSPORTATION PLANNING REGIONAL RAIL PROGRAM NOTICE OF INTENT

The City of Portland, Transportation Planning Division is seeking a consultant to:
1. Evaluate a river crossing for light rail between Vancouver, Washington and Jantzen Beach Oregon and 2. Analyze possible alternative light rail alignments on Jantzen Beach.
The Division proposes to engage the consultant on a time and materials basis. If you are interested in being considered, a Request for Qualifications can be obtained by contacting Stuart Gwin, Project Manager, City of Portland, 1120 SW 5th Ave., Room 702, Portland, Or. 97204, telephone (503) 796-7788. The Regional Rail Program staff within the Office of Transportation will administer the contact.
Seven copies of consultants response to the Request for Qualifications are due by 5:00 p.m., Friday, May 3, 1991. Submissions should be mailed or delivered to Stuart Gwin, Project Manager, at the above address.

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 30, 1991	Roofing Work At Various Schools
	Expansion Joint Replacement For B.E.S.C.
May 7, 1991	Ball Elementary School Office Remodel
May 14, 1991	Meek Elementary School Foundation Repair

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.

"I need to lose weight without losing my social life."

Introducing the NEW PERSONAL CHOICE PROGRAM

Birthdays. Cookouts. Family get-togethers. How do you lose weight without losing your mind? Easy—with the new Personal Choice Program from Weight Watchers.
New Personal Choice gives you your choice of three easy-to-follow food plans that range from structured to flexible—whatever's right for you. It's designed to adapt to your lifestyle, so you can lose weight at your own comfortable pace.
What's more, Personal Choice allows you to eat the foods you want, when you want. Even in a restaurant. So you can lose weight without losing friends.
If you're looking for a weight loss program that fits the way you live, now the choice is yours. New Personal Choice. Call Weight Watchers and ask about this exciting program today.

Weight Watchers
Safe, sensible weight loss for 27 years.

JOIN ANY CLASS ANYTIME

For Information Call (collect) weekdays
8:30 a.m. to 5:00 p.m.
(503) 297-1021

New Members Please Arrive 20 Min. Early ASK ABOUT OUR GOLD CARD

Tillamook Park Bldg. 2108 N.E. 41st Ave. Mon. 7:00 p.m. Tues. 7:00 p.m. Wed. 9:30 a.m. & 5:00 p.m. Thurs. 7:00 p.m. Fri. 9:30 a.m.	Jantzen, Inc. 523 N.E. 19th Cafeteria Lounge Wed. 12:00 noon
Temple Baptist Church 1319 N.E. 7th Fireside Room Tuesday 12:15 p.m. (Brown Bag Lunch Class)	Maranatha Church 4222 N.E. 12th (Enter on Skidmore) Sat. 9:30 a.m.

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REBUILDING KUWAIT

All Trades \$75,000 to \$150,000/yr.

Travel and housing provided by employer. Tax freeze on stay of one year or more. (Subject to IRS rules.)

For details, send \$20.00 to:
B. E. Klecha
P.O. Box 931
Brisbane, CA. 94005

Seasonal Jobs In Alaska

Earn up to \$30K within 6 months. Travel & Housing provided by employer

send \$20 to:

B. E. Klecha
P.O. Box 931
Brisbane, CA 94005

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\$75,000 to \$100,000/yr.

Traveling & Housing Provided by employer

For details send \$20 to:

B. E. Klecha
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Brisbane, CA 94005