

# CLASSIFIEDS

■ Advertising  
■ Employment  
■ Bids/Sub-Bids

## Industry Development Coordinator

(Program Technician 2)  
\$30,912 - \$42,220  
Annual Salary Range

These positions are located in Salem in the Partnership Division of the Oregon Economic Development Department (OEDD). There are three positions vacant, two full-time, one part-time. The starting salary is customarily between \$30,912 to \$34,044 based upon relevant experience.

The Industry Development Coordinators assist Oregon's key industries in the development and implementation of industry development strategies. The strategies will help Oregon industries become more competitive on a world-wide basis, as well as stabilize and strengthen the state economy.

To qualify you must have two years of experience with responsibility for program or project monitoring and coordination. The experience must have included program evaluation responsibility.

Applicants must obtain a recruiting announcement and state application form, and respond to examination questions on the announcement and state application form, and respond to examination questions on the announcement. The recruitment closes on September 30, 1991. To obtain application materials call or write:

OEDD Human Resources  
775 Summer St. NE  
Salem, OR 97310  
(503) 378-6324

OEDD is an AA/EEO employer, and complies with Section 504 of the Rehab Act of 1973.

## Engineering Technician IV/Storm Water Specialist

\$2267-2947/mo DOQ. Position performs complex engineering work of a technical/professional nature. Designs and coordinates City's utility systems. Interacts with public on technical issues related to development, implementation and maintenance of under ground piping systems, storm water sewer and sanitary sewer systems. Requires a Bachelor of Science degree in Natural Science or Engineering. Three years progressively responsible experience in Solid Waste management with emphasis on storm water collection preferred. Must have valid Driver's license at time of appointment. **Pre-employment drug/alcohol screen prior to appointment required.** City of West Linn application. Letter of interest and resume must be received by September 27, 1991 at 4:30 PM, West Linn City Hall, 22825 Willamette Drive, West Linn, OR. (503) 657-0331. EEO employer.

## Planner-Transit

**Intercity Transit**, Olympia, Washington, is recruiting for the position of Senior Transit Planner. Under direction of the Director of Planning, successful candidate will perform a variety of transit research and planning activities. Duties will emphasize long range planning.

**Requires:** Bachelor's degree in planning, public administration, or related field; and four years experience with increasing responsibilities in public transportation planning. Any combination of education and experience which provides the applicant with the desired skills and abilities to perform the job will be considered. A smoke-free working environment and a comprehensive employee benefits package is included. Annual Salary Range: \$29,388 - \$39,516; starting salary up to \$34,080 DOQ.

Completed Intercity Transit application form, cover letter, and resume clearly showing how you meet the position requirements must be submitted or postmarked to the Human Resources Division by October 8, 1991. Contact Intercity Transit in person or call (206) 786-8585 to request application form and related materials. Intercity Transit, 526 SE Pattison Street, PO Box 659, Olympia, Wa 98507. EOE/AA

## Executive Director

Shall serve as chief executive officer of LAW FUND, a not-for-profit corp. established to raise private funds for civil legal services for the poor in Washington State. Respon. include management of fundraising programs and grants, personnel admin., fiscal mgmt and training. Min 3-5 yrs mgmt and fundraising exp, good oral and written skills. Knowledge of the legal community preferred. Salary range \$40,000-\$45,000 DOE. EOE. Send resume to: LAW FUND, 829 Yakima Ave. S., Seattle, WA 98144.

## Program Manager-Community Assistance (Principal Executive/Manager C)

\$31,368-\$44,160  
Annual Salary Range

This position is located in Salem in the Partnership Division of the Oregon Economic Development Department (OEDD). The starting salary is customarily between \$31,368 to \$34,548 based upon relevant experience.

The employee in this position acts as a liaison to the Rural Center for Community Initiatives and coordinates the involvement of state agencies in the community development programs of OEDD.

To qualify you must have five years of progressively responsible experience and at least one year must have included supervision and management of a program, section or unit. A Bachelor's degree related to management or economic development may be substituted for some experience. See recruiting announcement for specific qualifications.

Applicants must obtain a recruiting announcement and state application form, and respond to examination questions on the announcement. The recruitment closes on October 2, 1991. To obtain application materials call or write:

OEDD Human Resources  
775 Summer St. NE  
Salem, OR 97310  
(503) 378-6324

OEDD is an AA/EEO employer, and complies with Section 504 of the Rehab Act of 1973.

## Social Service/Domestic Violence Agency

Executive Director  
\$21,200 p/year + benefits  
Hours: Flexible

Send resume and cover letter to:  
Bradley-Angle House  
PO Box 14694  
Portland, OR 97214  
EEO/AA/Feminist Organization  
Closing date 10/14/91

## Engineering Technician IV/Storm Water Specialist

\$2267-2947/mo DOQ. Position performs complex engineering work of a technical/professional nature. Designs and coordinates City's utility systems. Interacts with public on technical issues related to development, implementation and maintenance of under ground piping systems, storm water sewer and sanitary sewer systems. Requires a Bachelor of Science degree in Natural Science or Engineering. Three years progressively responsible experience in Solid Waste management with emphasis on storm water collection preferred. Must have valid Driver's license at time of appointment. **Pre-employment drug/alcohol screen prior to appointment required.** City of West Linn application. Letter of interest and resume must be received by September 27, 1991 at 4:30 PM, West Linn City Hall, 22825 Willamette Drive, West Linn, OR. (503) 657-0331. EEO employer.

## COUNSELING

### Juvenile Corrections

**Administrator & Supervisor** positions available at Echo Glen Children's Center, State of Washington Masters degree and experience req'd. Excellent benefits, salaries from \$2,261 - \$3,794. Call 206/888-9797 or write: EGCC, 33010 S.E. 99th St., Snoqualmie, WA 98065, for info & state application procedure.

## Reserve Police Officer

Reserve Police Officer: The City of Milwaukie Police Department is currently seeking men and women for their police reserve force. This is a civilian volunteer operation; members are required to attend monthly meetings, ride with regular officers and assume certain patrol duties. Applicants must be over 21 years of age, have a valid drivers license, and meet the basic police officer requirements, including oral board interview, physical agility testing, and background check. To obtain an application, contact City of Milwaukie Personnel Office, 10722 SE Main Street, Milwaukie, OR 97222; 659-5171 or Fax #652-4433. Opening Date September 16. Closing Date: September 30, 5 pm. EEO.

## Break Assistant - Special Education

(Work schedule between 9:00 am - 2:30 pm - 3.75 hrs day 5 days week - Monday-Friday)

To provide break coverage for classroom staff as scheduled by the supervisor.

Call 257-1510 (24 hr job information) for salary & closing dates. Required MESD employment applications can be obtained in person at MESD's Recruitment Office at 11611 NE Ainsworth Circle, (Airport Way), hours are 8:00-5:00, Monday thru Friday. To receive application materials by mail, please send a self-addressed, stamped envelope indication position of interest to Multnomah Education Service District, Attn. Recruitment Office, P O Box 301039, Portland, Oregon 97230-9039.

An Equal Opportunity Employer & Drug Free Work Place

## Teacher, Speech And Language 190 .6 FTE (114 8/hr days)

To assess, provide direct instruction and services to language impaired students.

Required: Valid Basic or Standard Oregon Teaching Certificate with Speech Impaired Endorsement. Transportation available.

Call 257-1510 (24 hr job information) for salary & closing dates. Required MESD employment applications can be obtained in person at MESD's Recruitment Office at 11611 NE Ainsworth Circle, (Airport Way), hours are 8:00-5:00, Monday thru Friday. To receive application materials by mail, please send a self-addressed, stamped legal size envelope indication position of interest to Multnomah Education Service District, Attn. Recruitment Office, P O Box 301039, Portland, Oregon 97230-9039.

An Equal Opportunity Employer & Drug Free Work Place

## On-Call Counselors

On-Call Counselors. To work nights and weekends with delinquent/emotionally disturbed youth in shelter care or accessing shelter care. Must possess good problem-solving skills, own vehicle and valid ODL. Must be qualified to work in multi-cultural setting. Degree and/or experience preferred. Pick up application at 18 S. W. Boundary Court, Portland or call (503) 222-9661 ext. 227.

Apply by 9/27/91/ Equal Opportunity Employer.

## Internal Auditor

\$2,246-\$3,174 per month  
Closes October 4, 1991

This is a responsible professional level auditing, financial analysis position within the county auditor's office. Incumbent performs auditing and analysis of records, operations and policy weaknesses; formulates, recommends and implements solutions. Contact:

Clark County Human Resources  
P.O. Box 5000  
Vancouver, WA 98668-5000  
(206)699-2456  
FAX: (206) 699-2457

## Purchasing Supervisor

Clark County...is recruiting for Purchasing Supervisor to act as Senior Buyer for the County. The Supervisor negotiates with vendors, develops specifications, coordinates the bidding and contract processes, and trains, supervises and evaluates staff members. \$2,418 - \$3,417 per month. County application and responses to **Required** supplemental questionnaire must be returned by October 11, 1991 and may be obtained by contacting:

Clark County Human Resources  
P.O. Box 5000  
Vancouver, WA 98668-5000  
(206) 699-2457  
Fax: (206) 699-2457

## Retail Oil Driver

Delivers oil; prepares orders for shipment; performs simple vehicle maintenance; maintains driving paperwork; handles hazardous/non-hazardous materials. Must be able to lift 100 lbs; meet DOT requirements as a driver and able to obtain Class 3 or B-CDL license.

Interested applicants should apply directly to:

Discount Oil  
7559 NE Killingsworth  
Portland, Oregon 97218  
Phone: 254-1112  
Equal Opportunity Employer  
M/F/V/H

## Retail Oil Dispatcher

(Part-Time Seasonal)  
Dispatches oil trucks to supply customer demand; takes phone orders; does light truck maintenance; schedules driver load in effective/efficient manner. Requires knowledge of Portland metro. area; ability to move heavy equipment; occasionally lift up to 100 lbs.

Interested applicants should apply directly to:

Discount Oil  
7559 NE Killingsworth  
Portland, Oregon 97218  
Phone: 254-1112  
Equal Opportunity Employer  
M/F/V/H

## Wanted:

A talent and enthusiastic Education Secretary who likes to pay attention to detail, enjoys computers and likes to work with people. Monday - Friday, 40 hours per week.

Send resume to:  
Springdale Job Corps Center  
31224 E. Crown Point Highway  
Troutdale, Oregon 97060

## HELP WANTED

### Teacher

Must be dedicated, love children, up personality and have training and experience in Early Childhood Education.

### Cook & Housekeeper

Must be agile, good spirited, like children and dependable.  
Call Jeannette Fegan School, 287-5656.

## Subcontractor and Material Supplier Prequalification Requested

Project: Portland International Airport-Terminal Expansion  
Prequalification Deadline: September 20, 1991  
Prequalification by mail only. Forms available at Contractors Office.

Baugh Construction  
PO Box 767

Beaverton Oregon 97075

Contact: Chris Waldram, (503) 641-2500.

We are an Equal Opportunity Employer and request Prequalification from Small Business, Small Disadvantaged Business SubContractors and Women and Minority Business Enterprises.

## Marketing Research And Support Specialist

The Port of Portland has an opening for a Marketing Research and Support Specialist in the Real Estate Management and Development Division.

The successful candidate will be responsible for:

- Conducting general and market research and analysis
- Providing marketing support
- Project management
- Writing marketing proposals

Preferred Skill and Qualifications

- Course work or experience equivalent to a degree in business, research, marketing, or similar discipline
- Two years progressive, independent work experience in marketing, market research, or marketing support
- Excellent oral and written communication skills
- Computer literacy with spreadsheets and databases

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 NE Multnomah, 14th floor. Applicants residing outside the Portland metropolitan area and physically disabled applicants may request application materials by calling (503) 731-7400. Preemployment drug screening is required. All applications must be received by 5 p.m., Friday, September 20, 1991.

The Port is an Equal Opportunity Employer.



Port of Portland

## City Of Portland

Intergovernmental Programs Coordinator - to \$46,426/yr.  
Loss Control Representative - to \$3,106/mo  
Personnel Analyst II - to \$3,415/mo  
Energy Program Coordinator/  
Human Resource Specialist II - to \$14.59/hr

For more info/closing dates  
call (503) 823-4573 (24 hr job  
information) No resumes please.

Bureau Of Personnel  
1220 SW 5th Ave., First Fl.  
Portland, OR 97204

Apps also available at:

Urban League  
10 N Russell

Minorities, females and disabled encouraged to apply.



## Insurance Sales

### Marketing Representative

Blue Cross and Blue Shield of Oregon, a health insurance carrier, is currently accepting application for a Marketing Representative to work in their National and Negotiated Accounts Dept.

The Marketing Representative is responsible for marketing and servicing accounts who primarily have Union involvement and/or multiple or regional locations. This position coordinates benefits programs, develops new accounts and extends the benefit scope of present accounts on an economically sound basis to meet or exceed required quotas.

Qualified applicants must have a degree in marketing or relevant field, or equivalent marketing experience, a successful track record in sales preferably in health and life insurance and have a sensitivity to union and management relationships. The position also requires strong written communication skills to assist in the writing of booklets and contracts and attendance at conventions, trust meetings and enrollment meetings as needed.

Blue Cross and Blue Shield of Oregon offers an excellent employee benefits package and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately, place ad #169 at the top of your resume or in cover letter. Send resume to:

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



Equal Opportunity Employer

## Human Resources

### Benefits Coordinator

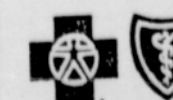
Blue Cross and Blue Shield of Oregon, is currently seeking an experienced Benefits Coordinator. This position is responsible for coordinating benefits or 2000 + employees. Specific responsibilities are:

- Annual and monthly benefit enrollments for medical/dental/vision/prescription plans. This incl large & small group benefit orientations, individual benefit counseling, and preparation of written materials.
- Administration of BCBSO's leave of absence program, short term and long term disability programs, COBRA, and a flexible spending program.

Qualified Candidates will have a Bachelor's degree preferably in Human Resources or a relevant field, or a minimum of 3 years experience in the benefits field. Equivalent experience such as detailed knowledge of state/federal regulations pertaining to benefit plans, group presentation skills, and experience administering health plans will also be considered.

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 #209 at the top of your resume or in cover letter send resume to:

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



Equal Opportunity Employer