

# CLASSIFIEDS

■ Advertising  
■ Employment  
■ Bids/Sub-Bids

Clark County is currently accepting applications for the following position:

## FOOD SERVICES COORDINATOR

Clark County Sheriff's Office  
\$1,963 - \$1,657 per month  
Closes: December 13, 1991.

## 0951 GENERAL JOURNEY LEVEL CLERICAL

Clark County Sheriff's Office  
\$1,438 - \$1,835 per month  
Closes: December 13, 1991

Clark County applications and supplemental questions are REQUIRED and may be obtained from the Human Resources Department, 1013 Franklin Street, P.O. Box 5000, Vancouver, WA 98668-5000; (206) 699-2456. EQUAL OPPORTUNITY EMPLOYER

## FINANCE ADVISOR

Entry salary:

\$30,000 - \$32,700 D.O.E.

Underwrite loan applications and supporting information to determine eligibility. Respond to loan inquiries either by phone or in person regarding loan program and qualifications. Close loans and explain loan documents. Two or more years experience in underwriting for residential loans required. Closing date: December 13, 1991. Applications are available at:

The Portland Development Commission  
1120 SW 5th, Suite 1100  
Portland, Oregon 97204  
823-3463

AN EQUAL OPPORTUNITY/  
AFFIRMATIVE ACTION  
EMPLOYER

## Director of Regional Development, Vancouver

Washington State University is seeking a Director of Regional Development for its new branch campus in Vancouver, Washington. This is a permanent, full time administrative/professional senior staff position with the WSU Foundation.

The starting date is April 1, 1992. The salary is competitive. This person will be expected to enhance and develop public relations for WSU Foundation and constituent groups, and assist the dean with other duties as requested.

Qualifications require a bachelor's degree, strong oral/written communications and interpersonal skills, three years' experience in advancement with an educational institution; or five years' related experience with another organization (hospital, art group, health organization, sales and/or marketing major gift fundraising, advanced degree and familiarity with computer support systems are preferred.

Applicants should submit a letter of application, resume and a list of at least three references to: H.A. Dengerink, Ph.D., Campus Dean, Washington State University, 1812 E. McLoughlin Blvd., Vancouver, WA 98663-3597 and to Sharon Chaplin, Associate Director of the College of Science and Arts, W. 345 Main Street, Pullman, WA 99163. Materials review will begin February 7, 1991. WSU is an equal opportunity/affirmative action employer. Protected groups are encouraged to apply.

## CHILD ADVOCACY

Executive Director for new statewide child advocacy organization. Membership development; foundation fundraising; support to Board and committees; public education and advocacy including public speaking. \$36,000/year plus 14% flexible fringe. Send resume plus typed two page response to the question "What are the most critical issues facing Oregon's children?" to Children First for Oregon, c/o TCYSC, 2000 SW First, Suite 100, Portland 97201. Closes 12/20/91. Equal Opportunity Employer

Are you age 55 or over, and looking for work? You may be eligible for COMPUTER TRAINING. Must be low income and have basic typing skills. No fees. To apply call the Job Opportunity Bank, 288-1602.

## Receptionist

Needed to work in a Mental Health setting. Answering and route incoming telephone calls. Ability to operate a multi-line switchboard. Greet the public and clients, distribute correspondences, type memo's and assignments. Maintain log of staff schedules, and related duties as requested.

Minimum qualifications, One year experience in a Mental Health related field as a receptionist or Equivalent education/experience. Competitive salary and benefits. Resume to:

Dr. Mary Dupain  
N/NE Community  
Mental Health Inc.  
Children's Program  
3802 NE Martin Luther King, Jr. Blvd.  
Portland, Oregon 97211  
Closing Date:  
December 13, 1991  
Minorities Encouraged to Apply,  
E-O-E

## VOLUNTEER COORDINATOR

City of Milwaukie,  
Community/Senior Center  
Salary: \$1673 to \$2033/mo  
(D.O.O.) AFSCME Union

Position, plus excellent benefit package. Position is currently budgeted at full time, contingent on completion of Center expansion. We are seeking a responsible person for coordination and management of the Center's Volunteer program, including job description development and revision, recruitment, screening, placement, orientation/ training, supervision, and evaluation of Volunteer staff. REQUIRES: Bachelor's Degree in management administration or equivalent. Have a current valid area driver's license and provide own vehicle. APPLY: City of Milwaukie, Personnel Office, 10722 SE Main Street, Milwaukie, OR 97222; (503) 659-5171, to the Personnel Department at the above address. Resumes will not be accepted. Fax# (503) 652-4433. EEO.

## Psychiatric Nurse

Opening for a Psychiatric Nurse to work in a progressive mental health clinic with a chronic mentally ill population. Hours: 8:30am-5:00 pm, 5 days/wk, competitive salary and benefits. Work in interdisciplinary settings with different programs including geriatrics, CMI, and outreach. Minimum qualifications: Current Oregon RN license, BSN, or diploma with 2 years psychiatric experience.

Send Resume to: Rodney R. Harry  
Personnel Officer, N/NE Community Mental Health, 4950 N. E. Martin Luther King Jr. Blvd., Portland, Oregon 97211.  
Minorities Encouraged To Apply  
E-O-E

## HVAC Technician

City of Eugene  
\$2,265 - 2,819/mo

We are accepting applications for an HVAC technician to plan, direct and perform the complex journey level work of the City-wide HVAC system. Duties include maintenance, modification, repair of the system, lead direction to employees and technical direction to departments. Must have three years of journey-level experience in HVAC and refrigeration repairs and training in all HVAC maintenance areas, building construction or related field. CLOSING DATE: Dec. 27, 1991. Obtain application packet from City of Eugene, Human Resource and Risk Services, 777 Pearl St. Room 101, Eugene, OR (503) 687-5061. AA/EOE

## Client Management Specialist

Central City Concern has an immediate opening for a Client Mgmt. Specialist. Qualified applicant will have exp. in chemical dependency counseling & knowledge of treatment and intervention methods. Bi-lingual preferred. MA and 1 yr. exp; BA and 2 yrs. exp.; or 4 yrs. exp. in delivery of treatment. To apply send cover letter and resume to CCC, 709 NW Everett, PDX, OR 97209. EOE

## Electrician II

### Aviation Maintenance

The Port of Portland has an immediate opening for an Electrician II in the Aviation Maintenance Department to perform daily maintenance and future expansions on Airport technical electronic systems.

#### Minimum Requirements

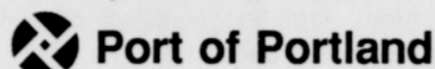
· Oregon State Manufacturing Plant Electrical License or General Journeyman's License.

#### Qualifications Preferred

- Previous electronic experience.
- Course work in controller, data gathering and solid state controls.
- Ability to work at high elevations as necessary.
- Course work in technical electronics.
- Familiarity with electrical distribution systems with voltage up to 12.5 kv.
- Ability to work any shift, including Saturdays and Sundays.

In addition to a starting salary of \$18.43 per hour the Port offers a comprehensive benefit package.

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, December 13, 1991.



## Receptionist

### Administrative Services

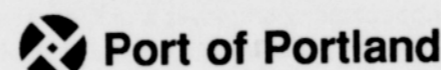
The Port of Portland has an immediate opening for a Receptionist.

#### The successful candidate will possess:

- At least one year receptionist or front desk experience
- Experience dealing with VIP's
- Excellent verbal and written communication skills
- Ability to work with fluctuating work loads
- Ability to work under pressure with frequent interruptions
- Demonstrated customer service skills
- Experience in WordPerfect helpful
- Ability to handle multiple tasks

In addition to a starting salary of \$15,600 - \$17,422, the Port offers a comprehensive benefits package.

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, December 6, 1991.



## Vessel Planner

The Port of Portland is recruiting for a Vessel Planner at Marine Terminal 6.

#### The successful candidate will:

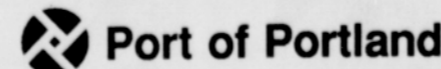
- Assist Vessel Superintendents in preparing proper documents required in vessel stevedoring.
- Prepare calculations for vessel operations including stability calculations and proper balance of cargo to be loaded aboard vessel.
- Prepare statistical reporting.
- Communicate with shipping company staff.
- Prepare correspondence, reports, and documents.
- Assist in supervision of office assistants.

#### Preferred Education and Experience

- Ability to perform extremely accurate work and pay attention to detail under restricted time constraints
- Course work or in-depth experience with computer and microcomputer applications
- Course work or experience in business administration, marine operations, or related areas
- Experience in marine operations, particularly in containerization
- Excellent communication skills
- Knowledge or experience with terminal safety or hazardous cargo
- Supervisory experience

In addition to a starting annual salary range of \$27,142 to \$31,039, commensurate with experience, the Port offers a comprehensive benefits package.

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, December 6, 1991.



## 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

## Ground Transportation Clerk

Portland International Airport

### The successful candidate will:

- Inputs information using Lotus 1-2-3, Multimate and Paradox software packages.
- Answers, forwards, and responds to office phone calls.
- Types and files department correspondence.
- Collects and records permit, I.D. card, and other fees.
- Maintains insurance, vendor, I.D., and parking permit records.
- Receives and forwards complaints to Ground Transportation supervisor.

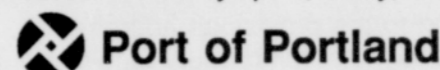
#### Qualifications Preferred:

- Excellent verbal and written communication skills.
- Ability to work with limited supervision.
- Ability to identify and keep confidential information.
- Ability to handle multiple tasks.
- Basic knowledge of data entry.
- Previous personal computer experience using Lotus 1-2-3, Multimate or other word processing software packages.
- Ability to handle irate customers in a professional manner.

In addition to a comprehensive benefit package, the Port offers a starting salary of \$15,600 - \$17,422.

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, December 13, 1991.



## Electrician II - HVAC

Aviation Maintenance

The Port of Portland has an immediate opening for an Electrician II-HVAC to perform repairs, calibration, and maintenance of PDX and General Aviation Airport HVAC systems.

#### Minimum Requirements

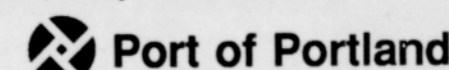
- Valid Oregon or Washington drivers license.
- Oregon Manufacture Plant or General Journeyman Electrical License.

#### Education And Experience Preferred

- Completion of heating and air conditioning apprenticeship OR four years full time HVAC work experience supplemented by education course in HVAC.
- Knowledge of HVAC operations, terminology, practices, methods, and testing equipment.
- Course work in electronics.
- Good verbal and written communication skills.
- Ability to work any shift, including Saturdays and Sundays.
- Ability to work at high elevations as necessary.

In addition to a starting salary of \$18.43 per hour the Port offers a comprehensive benefit package.

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, December 13, 1991.



## City of Portland

Senior Engineer/Geotechnical - to \$4,346/mo

Records Management Officer - to \$3,801/mo

Building Inspector - to \$18.71/hr

High Climber - to \$2,730/mo

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.

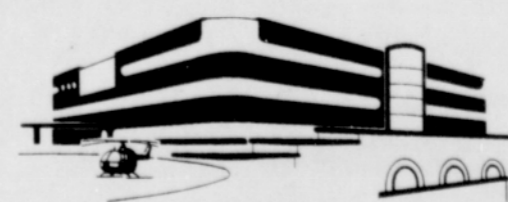
Portland, OR 97204

Apps also available at:

Urban League

10 N. Russell

Minorities, families and disabled encourage to apply.



## 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 Lutheran-Affiliated Center of Caring & Excellence

Health System

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