

CLASSIFIEDS

■ Advertising
■ Employment
■ Bids/Sub-Bids

Forest Unit Supervisor 1

Assistant Unit Forester
\$1947 - \$2614 Monthly

The Oregon Department of Forestry has an opening in Toledo for an Assistant Unit Forester. This announcement is to fill the current vacancy. Submit an application now if you wish to be considered for this job classification. The Assistant Unit Forester assists in implementing fire prevention, detection, and suppression plans on approximately 430,000 acres; enforces Oregon forest laws; coordinates cooperative programs with other agencies; involved with crew schedules, training, inventories, and building maintenance; and assists and directs fire control action. Qualifications are: a Bachelor's degree in Forestry OR an Associate degree in Forest Management, Forest Engineering, or Wildland Fire Management; AND two years of experience in forest road location and design, cruising timber, harvesting timber, reforestation, young growth management or wildland fire suppression. (If the Associate's degree is not in Wildland Fire Management, one of the two years of experience must be in wildland fire suppression; OR three years of experience in the above areas with one of the three years being in wildland fire suppression).

Announcement closes February 10, 1992. Contact Department of Forestry Personnel Section, 2600 State Street, Salem, OR 97310, (503) 378-2565 for job announcement, test questions, and applications.

Hydrogeologist 3 And Environmental Specialist 4

Oregon Department of
Environmental Quality

THE OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) is a growing state agency committed to protecting and improving the environment. DEQ's Environmental Cleanup Division is currently seeking high quality, self-motivated professionals for the positions of **HYDROGEOLOGIST 3** and **ENVIRONMENTAL SPECIALIST 4** (Project Manager) to be located at agency headquarters in Portland. The **HYDROGEOLOGIST 3** and the **ENVIRONMENTAL SPECIALIST 4** serve as technical experts and/or project managers overseeing sites where hazardous substance investigation and cleanup is being conducted.

The State of Oregon offers a substantial benefits package, including medical, dental and life insurance, paid vacation, sick leave and holidays, and contributions to a retirement plan.

If you would like to be considered for one of these vacancies, please leave a message on the DEQ job recording line (503) 229-5785 to request announcements and applications. If you are interested in future vacancies with DEQ, it is recommended that you check the job line regularly, application materials for the hydrogeologist 3 must be submitted no later than the close of business, February 14, 1992, and for the Environmental Specialist 4, February 28, 1992. These lists will be used to fill openings as they occur. Apply NOW if you wish to be considered for current vacancies. Be sure to request application materials well in advance of these dates. Please mention this advertisement when you request application materials. Equal Opportunity Employer

Financial Analyst/ Treasury Officer

City of Eugene, Oregon

Performs complex policy analysis; supervises investment operations and issues and services debt instruments. Salary Range: \$2,350 - \$3,357/mo. For complete job description and application packet, contact City of Eugene, Human Resource and Risk Services, Rm 101, 777 Pear St. Eugene, OR 97401. (503) 687-5061. Closing Date: January 31, 1992. AA/EOE

Affirmative Action Manager - University of Oregon in Eugene is seeking an individual to manage Affirmative Action/Equal Opportunity functions including preparation of Affirmative Action Plan, development of strategies to recruit and retain employees from protected classes, technical assistance for search committees and other in the campus community, and supervision of staff. Requires at least two years experience in development, implementation and/or auditing of affirmative action programs with specific emphasis on compliance issues and a degree in public administration or related field. Salary \$30-35,000; excellent retirement and benefits. Application information is available at UO Office of Human Resources, 463 Equal Oregon Hall, Eugene, OR 97403, (503) 346-2950. Application deadline January 27, 1992. EO/AA institution committed to cultural diversity.

Accounts Receivable

McCaw Cellular
Communications, Inc.

Cellular One

Portland

#164-Accounts Receivable
Representative

Our Accounts Receivable Representative will recover delinquent subscriber payments by phone, handle subscriber correspondence, document all subscriber contacts on a computer system, and provide excellent customer service while maintaining company profitability.

Applicants must have a minimum one year experience in on-line collections, possess excellent customer service skills and be detail oriented with excellent interpersonal and written skills.

Send your resume referencing the above number/title to:

Cellular One

People Development Dept.
409 S. W. 9th
Portland, OR 97205

Cellular One Jobline 789-JOBS
All replies in confidence
An equal opportunity employer

Chemical Dependency Counselor

Fulltime position available at Kaiser Permanente's residential adolescent treatment center. Must have counseling skills for independent work as a group and an individual therapist and alcohol/drug educator. The program is family focused and knowledge of adolescent development and skills in family therapy and multiple family therapy are highly desired. Evening and weekend work are part of the schedule. Requires Master's degree in counseling or related field plus one year of post-master's, full-time paid experience. Salary is \$29,194 to \$32,497/year to start with excellent benefits including: Family medical/dental, life and disability insurances, two pension plans, TSA's, paid continuing medical education and more. Please forward resume to J. Parmenter, Professional Staff Recruiter, Kaiser Permanente, 2701 NW Vaughn, Suite 300, Portland, OR 97210-5398. EOE

Customer Service

McCaw Cellular
Communications, Inc.

Cellular One

#166 - Customer Care
Representative

Our Customer Care Representative will listen and respond to customer's questions or complaints concerning billing or service. This representative will then investigate complaints, clarify information, and initiate necessary corrections to customers' accounts.

Candidates must have customer service experience in a service industry, in addition to being detail oriented and possessing excellent interpersonal skills.

Send your resume referencing the above number/title to:

Cellular One

People Development Dept.
409 S.W. 9th
Portland, OR 97205

Cellular One Jobline 789-JOBS
All replies in confidence
An equal opportunity employer

Career Counselor

CAREER COUNSELOR, University of Oregon, Career Planning and Placement Service. Instructor 12-month full-time. Master's degree or BA/BS and extensive experience in career development. Provide career counseling and placement advice. Develop career identification programs including career assessment, career exploration, courses and assist with internships. Supervise career counseling interns. Conduct workshops. Ability to work with diverse populations. Send resume, cover letter and three references to Dr. Lawrence H. Smith, Director, Career Planning and Placement Service, University of Oregon, PO Box 3257, Eugene, OR 97403-0257. Deadline January 31, 1992. Equal Opportunity/Affirmative Action institution committed to cultural diversity

Planner

Assistant Planner

ASSISTANT PLANNER. Experience in data analysis and personal computer applications. Background in transportation or air quality analysis desirable. This position requires a Bachelor's degree in planning or a related field and one year of relevant experience (or Equivalent). Call (206) 786-5480 for application materials (Thurston Regional Planning Council, 2000 Lakeridge Drive SW, Olympia, WA 98502). Salary Range: \$2,161 (Step 1) to \$2,986 (Step 11) monthly Starting Salary DOQ. Application closing date: January 31, 1992. EOE

Break Assistant/ Special Education

(Emotionally Handicapped
Program)

3 3/4 hours day/5 days week -
school year

To provide break coverage for classroom staff. Application Deadline: 5:00 pm, 1/21/92

Salary: \$6.61/hr

Requires: High school graduate; at least 18 years of age; ability to lift up to 60 lbs.

Required MESD applications can be obtained in person at MESD's Recruitment Office, 11611 N. E. Ainsworth Circle, (Airport Way), hours are 8:00-5:00, Monday thru Friday. To receive the application materials by mail, please send a self-addressed, stamped, legal envelope to Multnomah Education Service District, Attn: Recruitment Office, P. O. Box 301039, Portland, Oregon 97230-9039.

An Equal Opportunity Employer
& Drug Free Work Place

Credit Representative

McCaw Cellular
Communications, Inc.

Cellular One

#167 - Credit Representative
(part-time)

Our Credit Representative will receive and process all incoming subscription agreements, credit checks, credit reports, and voice mail requests. This representative will also prepare all credit cover sheets and approval codes. Candidates must have a minimum 6 months on-line customer service and prior credit report experience is preferred, but training or school may be substituted. Candidates must be detail oriented and possess excellent interpersonal and written communication skills.

Send your resume referencing the above number/title to:

Cellular One

People Development Dept.
409 S. W. 9th
Portland, OR 97205

Cellular One Jobline 789-JOBS
All replies in confidence
An equal opportunity employer

Dental Assistant Instructor - Man- agement & Training Corp. (MTC)

has a full-time opening, teaching dental asst. curriculum to 16-24 year students at our young adult vocational training center in Astoria, OR. Requires current D.A.N.B. certification, plus minimum 2 years directly related experience. Apply to: Human Resources, Tongue Point Job Corps Center, Astoria, OR 97103. (503) 325-2131 Ext. 101. EOE M/F/V/H

Technician

McCaw Cellular
Communications, Inc.

Cellular One

#161 - MTSO Switch
Technician

Our MTSO Switch Technician will be responsible for operating, maintaining and repairing a cellular switching system. This technician will also review system performance, resolve customer complaints, process billing and system backup tapes and perform test and acceptance on new switching equipment.

At a minimum, candidates must hold a 2 year degree in Electronic Engineering Technology or equivalent experience and 1 year switching experience with another cellular, RBOC or interchange carrier. Candidates must have proven ability to understand and troubleshoot telephone switching system and strong computer skills.

Send your resume referencing the above number/title to:

Cellular One

People Development Dept.
409 S. W. 9th

Portland, OR 97205

Cellular One Jobline 789-JOBS
All replies in confidence
An equal opportunity employer

Multnomah County

Managed Care Coordinator- Children's Mental Health Partners Project; \$14.22 per hour; applications requested by January 24, 1992.

Data Technician - Youth Program Office; \$10.89 per hour; apply by January 17, 1992.

Where To Apply: The standard Multnomah County application form and supplemental application form, if applicable, are required and must be postmarked by the closing date. Apply in person or mail self-addressed, stamped envelope, requesting an application for the position(s) in which you are interested. Multnomah County Employee Services, 1120 SW Fifth Avenue, Room 1430, P.O. Box 14700, Portland, Oregon 97214. Equal Opportunity Employer

News Bureau Assistant Director Sought

Good feature writer needed in busy media relations office in AAU university. Successful candidate will have proven track record in writing news features for state and regional media markets, publicizing major events and managing broadcast news services, and familiarity with media needs and higher education issues. B.A./B.S., plus three years' experience with a newspaper, magazine or university information office required. Academic rank with competitive salary and benefits. Send resume, references and copies of clips postmarked on or before Jan. 24, 1991, to: Chair, Assistant Director Search Committee, University News Bureau, University of Oregon, Eugene, OR 97403. An EO/AA institution committed to cultural diversity.

SALES

WHO ME? SELL FOR A FUNERAL HOME?

You've got to be kidding.

That's what Pam, Louis, and Cliff said. But being the type of people they are, they investigated and found that they were among the highest paid professionals in their industry (\$40,000 to \$70,000 annually). Ask them what they enjoy about their careers and they will tell you about:

- Company set appointments
- Guaranteed base
- Full benefits package
- Mostly daytime appointments
- Fast growing company
- The appreciation of the families they serve

Most of all, they like having a rewarding career with an organization devoted to the well-being of its employees. Life insurance required.

If you are a friendly, persuasive individual with a professional appearance and you're interested in this outstanding opportunity, we urge you to call 1-800-424-2001 to find out more. We are an Equal Opportunity Employer.

PREQUEST

Energy Management Services Analyst/ Inspector

EWEB has need for an Energy Management Services Analyst Inspector for a 12-month limited duration. There is no expectation of continued employment upon termination of the 12-month duration.

Qualifications are one year of energy analyst trainee experience at EWEB; or two years of energy analyst training at the community college level; or two years of utility energy analyst experience; or equivalent combination of education and experience. Experience or training in residential building construction. High-school-level education with training in energy analyses and inspections with successful completion of BPA energy analyst and inspector examinations. Valid driver's license required. \$1,117-\$1,442/bi-weekly.

For information packet contact: Eugene Water & Electric Board, PO Box 10148, Eugene, OR 97440. ATTN: Human Resource Dept., or (503)484-2411 ext., 3012.

Position closes January 27, 1992 - 5:00 pm
Equal Opportunity Employer

News Bureau Assistant Director Sought

Good feature writer needed in busy media relations office in AAU university. Successful candidate will have proven track record in writing news features for state and regional media markets, publicizing major events and managing broadcast news services, and familiarity with media needs and higher education issues. B.A./B.S., plus three years' experience with a newspaper, magazine or university information office required. Academic rank with competitive salary and benefits. Send resume, references and copies of clips postmarked on or before Jan. 24, 1992, to: Chair, Assistant Director Search Committee, University News Bureau, University of Oregon, Eugene, OR 97403. An EO/AA institution committed to cultural diversity.

Education

Registration Coordinator

**School of Extended Studies
Portland State University**
Coordinates registration services for the School of Extended Studies. Provides training, technical support, diagnostic help and operating instructions to all computer users. Manages and supervises local area network. Installs new hardware and software. Requires baccalaureate degree and experience with personal computers. In particular networking, database, and accounting software. For a complete job description and qualifications call 725-4862.

Applications will be reviewed beginning February 3rd. Submit resume and letter highlighting qualifications and reasons for interest in the position and the names, addresses and phone numbers of three individuals who can provide recommendations. Send to Barbara Scott, Registration Coordinator Search, PSU/School of Extended Studies, PO Box 1491, Portland, OR 97207.

Portland State University is an Equal Opportunity and Affirmative Action employer and is committed to the concept of diversity in its workforce. Women, minorities, and other protected groups are encouraged to apply.

Physician

PHYSICIAN, Health Service, or St. Univ., excellent quality of life. Send resume: Susan Longbeam, Assoc. Dir., Student Health Serv, Plageman, OSU, Corvallis, OR, 97331-5801. OSU is an AA/EEO employer/responsive to dual career needs.

Albina Ministerial Alliance

Homeless Families Case Manager D&A experience & Spanish speaking preferred. Salary range \$17,500 - \$19,800 Apply by Jan. 22 at 1425 NE Dekum

Data Processing Systems Technician/ Computer Operator

Oregon Steel Mills, a world class producer of steel plate and pipe products is seeking a Systems Technician who desires to be part of an organization where employees make a difference. Responsibilities include operating a mainframe computer, providing technical assistance in a mini-computer and personal computer environment and assisting users with computer hardware and software problems. The successful candidate must have an associate degree or equivalent in Computer Science and relevant experience including familiarity with terminals, printers, personal computers, telecommunications and knowledge of UNIX and DOS. Emphasis is on the ability to work independently and a willingness to work irregular shifts including weekends.

Oregon Steel Mills offers a competitive salary and a full range of benefits including profit sharing and company ownership through an ESOP. Submit resume to: Employment Specialist Oregon Steel Mills, Inc. PO Box 2760 Portland, OR 97208

Utility Company Jobs

Start \$7.80-15.75/hr, your area. Men and women needed. No experience necessary. For information, call 1-900-370-4561, ext. 6857, 6 - 8, 7 days - \$12.95 fee.

Office Assistants

Oregon's fastest growing and largest retailer of Home Furnishings needs entry level, full-time office assistants at our Clackamas Store location. Successful candidates will have previous experience in customer service, data-entry, multi-line phones, cashiering, filing, and 10-key. Must be flexible to work evenings and weekends. A competitive benefit and compensation package and the opportunity for professional growth is offered.

Smith's Home Furnishings Corporate Headquarters 25600 Parkway Center Drive Wilsonville, OR 97070
APPLICATIONS ACCEPTED IN PERSON ONLY:
Monday, January 13 -
Friday, January 17
9am to 4pm
No phone calls please.
Smith's Home Furnishings is an Equal Opportunity Employer

Budget Operations

Associate Director in UO Budget Office. Position is responsible for managing the campus operating budget and various computerized support systems. Qualified candidate will have budget or accounting experience, extensive microcomputer experience, coordination and presentation skills, and combination of five years of related experience and training. Bachelor's degree required, master's degree preferred. Unclassified position, salary range \$37,200 to \$44,000. Applications due by January 24, 1992. Send applications to Search Committee Chair, UO Budget Office, 1 Johnson Hall, Eugene, OR 97403, or phone (503)346-3044.

Equal Opportunity/Affirmative Action Organization committed to cultural diversity.

If you are a skilled/amateur carpenter, plumber, electrician or just a weekend handyperson, Northeast Portland seniors need your help with minor home repairs. By volunteering two (2) hours a month, you can make a difference in a senior's life. Call Project Linkage, a division of Metropolitan Family Service, at 249-8215 to volunteer.

After School Program Leader

Several part-time after school or evening program leader/teachers needed for co-ed program. Variable hours at various locations in Multnomah and Washington counties available. Experience with groups of young children desirable but will train. Minorities invited to apply. \$5.00/hr. Call Mary at Camp Fire, 224-7800.