

# CLASSIFIEDS

Advertising  
Employment  
Bids/Sub-Bids

## Management Trainees

Rent-A-Center, the leader in the rent to own industry renting furniture, electronics and appliances, currently has career opportunities available. Our Management Trainees are involved in all aspects of the business including sales, collections and deliveries.

### We Offer:

- Excellent starting salary (\$18-22K, commensurate with experience)
- Opportunity for rapid advancement
- 9-18 month training program
- 5 day work week
- Full benefits pkg

### We Require:

- 1 year of sales, retail, restaurant or collections experience
- Good customer relations skills
- Some college helpful
- some lifting

For consideration, send your resume to:

Rent-A-Center  
Attn: Mr. Turner  
16353 S. E. Division, Suite 104  
Portland, OR 97236  
E.O.E.

## Administrative Secretary

\$1702-2066/month

Provides clerical & administrative support of a confidential nature in Springfield City Manager's office. Requires: ability to produce accurate, professional work in a fast-paced environment, with strong emphasis on exceptional customer service; excellent clerical, organizational & communication skills (telephone, written, oral & listening); 3 yrs. experience in secretarial positions of increasing complexity, with at least 1 yr. in an administrative support capacity; formal business education may be substituted for up to 1/2 the required experience, or any combination of experience, training & education that provides the required knowledge, skills, & abilities. **Must be able to work a minimum of biweekly overtime & scheduled night meetings.**

Submit completed application to: City of Springfield, 225 5th st., OR 97477.

Deadline: 5/22/92. AA.EOE

## CLERICAL

Northwest Natural Gas Company seeks skilled individuals for full-time entry-level clerical positions, ideal candidates will have at least 1 year of clerical experience with job skills that include 10-key by touch, alpha/numeric data entry and typing (40 WPM) skills. Salary starts at \$1340/month, including full benefits.

Only those selected to be interviewed will be contacted.

Please identify clerical position interest (Req. No. 9200039) when submitting your resume post-marked on or prior to May 15, 1992.

**NORTHWEST NATURAL GAS COMPANY**  
P.O. Box 3410  
Portland, Oregon 97208-3410  
Fax (503) 721-2506

AN Equal Opportunity Employer Job Information Line 503/220-2434

## Education

### Program Assistant

Program Assistant to assist with the delivery of business continuing education courses. Bachelor's degree preferred. Excellent organizational skills and attention to detail. Ability to work in a diverse environment. Send cover letter, resume, names & tel. nos. of 3 refs. by May 13, 1992, 5pm, to Search Committee, Professional Development Center, Portland State University, P.O. Box 751, Portland, OR 97207. For position description contact: (503) 725-4820. EEO/AA Employer.

## Help Wanted

"Extra Income '92"

Earn \$200-\$500 weekly mailing travel brochures. For information send a stamped envelope to: Travel Inc., P.O. Box 2530, Miami, FL 33161.

## Management Distribution

**FRITO-LAY, INC.** Division of Pepsico, Inc. a world leader in the snack food industry, we operate 35 manufacturing plants and distribute a full line of top quality products on a national scale. We are taking resumes for supervisors in Warehousing at our Vancouver location. Starting Salary: \$30,000-\$35,000: depending on experience. B.S. or B.A. degree, preferably in business, transportation or industrial engineering. Minimum of two (2) years of progressively related supervisory experience. Must be able to work any of three (3) shifts. If you meet these prerequisites, mail your complete resume and salary history in confidence to:

**HUMAN RESOURCES FRITO-LAY INC.**  
4808 N.W. FRUIT VALLEY ROAD  
VANCOUVER, WASHINGTON 98660

No phone calls please. **INTERVIEWS WILL BE BY APPOINTMENT ONLY.** DUE TO THE ANTICIPATED RESPONSE, it will not be possible to correspond with all applicants. Frito-Lay is an equal opportunity employer. M/F/O/V

## Vancouver Housing Authority Office Assistant I

Position to provide backup for the receptionist, maintain applicant computer and manual files, process mail and perform other clerical duties to assist VHA personnel. Requires excellent telephone skills, computer keyboard and word processing experience, knowledge of English composition and basic math. Salary range \$1,338 - \$1,739. Excellent benefits. Call (206) 694-2501 for application materials. Submit to Vancouver Housing Authority, 500 Omaha Way, Vancouver, WA 98661 by 5:00 p.m. Thursday, May 14, 1992.

An Equal Opportunity Employer

## Multnomah County

Juvenile Counselor; \$11.86 per hour; apply by May 15.  
Community Works Leader; \$10.89 per hour; apply by May 15.  
Warehouse Worker - Sheriff's Office; \$9.14 per hour; apply by May 15.  
Case Management Supervisor - Developmental Disabilities; \$29,441 - 41,217 annually; apply by May 15.  
For 24 hour job information, call (503) 248-5035 or visit Multnomah county Employee Services, 1120 SW 5th Ave., Room 1430, Portland, during business hours.  
Equal Opportunity Employer

## Housekeeping

### Housekeeping & Laundry Relief

One part-time day shift position that works 6:30 a.m. to 3:00 p.m. every Sunday, plus 2 other days each week. Must be able to be On-Call on non-scheduled days. Must have prior experience in an institutional setting plus excellent attendance record. Salary D.O.E. \$5.81-6.74 plus full Flex benefit package. Qualified applicants of all ethnic and cultural backgrounds are encouraged to apply in person. **NO PHONE CALLS PLEASE!**  
Providence Child Center  
830 N. E. 47th Ave.  
Portland, OR 97213

## Marketing Representative

National leader in college marketing is searching for a self-motivated and creative representative, working in the field, to monitor and distribute advertising materials on college campuses in the Washington/Oregon area. Flexible hours. No direct sales. Must have own transportation. Reliability, responsibility and enterprising attitude a must. American Passage Media Corporation 1-800-487-2434.

"The Eyes and Ears of the Community"  
Office: (503) 288-0033  
Fax #: (503) 288-0015

## Informational Advertisement Department Of Transportation Call For Bids

Sealed bids will be received until 9 a.m. on May 28, 1992, for the projects listed below:

### County

- |                                |  |
|--------------------------------|--|
| <b>Multnomah</b>               | N. W. Portland Intersection Improvement Phase 1 Sec., N.W. 21st Ave. & N.W. 23rd Ave. in N.W. Portland. Earthwork & Drainage; or Miscellaneous Highway Appurtenances. DBE Goal.  |
| <b>Washington</b>              | Canyon Lane-Walker Rd. Sec., Tualatin Valley Hwy., (OR-47) at M.P. 0.38, M.P. 1.55, & M.P. 2.24. Signing & signals.  |
| <b>Lane</b>                    | Walnut St. -Mill St. West Unit Sec. (99W) in Eugene. Earthwork & Drainage; or A.C. Pavement & Oiling; or Traffic Signals.  |
| <b>Crook</b>                   | Ochoco Reservoir-Rocky Butte Road (Bikeway-Unit A) Sec., Ochoco Hwy. (US-26) beg. approx. 7 mi. E. of Prineville. Aggregate Bases; or A.C. Pavement & Oiling.                    |
| <b>Clatsop &amp; Tillamook</b> | Arch Cape Tunnel-Short Sand Creek Sec., Oregon Coast Hwy. (Rt. U.S. 101) beg. approx. 10 mi. S. of Cannon Beach. A.C. Pavement & Oiling. DBE Goal.                               |
| <b>Clackamas</b>               | Eagle Creek-Estacada Sec., Clackamas Hwy. (Rt. OR-224) S. E. of Milwaukie. A.C. Pavement & Oiling. DBE Goal.   |
| <b>Lincoln</b>                 | Parker, Winant and Johnson Slough Bridges Sec., Yaquina Bay Rd. beg. approx. 4.5 mi. S.E. of Newport. Reinforced Conc. & Struc. Steel Bridges & Grade Sep. Structures. DBE Goal. |
| <b>Lincoln</b>                 | Passmore Rd. -Bayshore Dr. Sec., Oregon Coast Hwy. (Rt. U.S. 101) approx. 6 mi S. of Newport. A.C. Pavement & Oiling. DBE Goal.  |
| <b>Klamath</b>                 | U.S.B.R. Canal (Klamath Falls) Bridge Sec., The Dalles-California Hwy. (Rt. US-97) approx. 1.47 mi. S. of north city limits of Klamath Falls. Paving & structures. DBE Goal.     |
| <b>Josephine</b>               | N.E. Savage St.-S.E. "M" St. (Grants Pass) Sec., Redwood Hwy. (U.S. 199). Traffic signals. DBE Goal.   |
| <b>Deschutes &amp;</b>         | Norwood Rd.-Powers Rd. (Bend) and Powell Butte Jct.-Crook Co. Line Sec., The Dalles-California and Powell Butte Hwys. A.C. Pavement & Oiling. DBE Goal.                          |
| <b>Union</b>                   | Old Oregon Trail-Island City Sec., Wallowa Lake Hwy. (OR-82) beg. in LaGrande. Earthwork & Drainage; or A.C. Pavement & Oiling. DBE Goal.  |
| <b>Marion</b>                  | Woodburn N.C.L.-Lincoln St. Sec., Pacific Hwy. W. (99E) in Woodburn. Earthwork & Drainage; or A.C. Pavement & Oiling. DBE Goal.  |
| <b>Lane</b>                    | Pacific Hwy.-42nd St. Sec., Eugene-Springfield Hwy. (R. OR-126N) in Springfield. A.C. Pavement & Oiling. DBE Goal.   |
| <b>Multnomah</b>               | Airport Way-Columbia Blvd. Sec., East Portland Freeway (I-205) in N.E. Portland. Earthwork & Drainage; or Portland Cement Pavement. DBE Goal.                                    |

Plans, specifications, and bid documents may be obtained in Rm. 10, Transportation Building, Salem, OR 97310. Plans may be ordered by phone at 378-6293. Prime contractors must be pre-qualified ten days prior to the bid opening day. For additional information, please contact Commission Services, 378-6526.

If your business is not certified as a Disadvantaged Business Enterprise (DBE) or a Women Business Enterp), please contact the Office of Minority, Women, and Emerging Small Business at 155 Cottage, Salem, OR 97310, phone (503) 378-5651.

## SUB-BID REQUESTED

Metro Headquarters Project  
Portland, Oregon  
Bid Date: May 21, 1992 @ 2:00pm.  
**Hoffman Construction Company**  
1300 SW 6th Ave.  
Portland, Oregon 97201  
(503) 221-8811 Fax: (503) 221-8934  
Oregon License # 28417

We are an Equal Opportunity Employer and request Sub-bids from Minority owned business and Disadvantaged business, Women, Disabled Veterans or Emerging Small Business Enterprises

## Dad's Oil Service heating oils



**Best Cash Prices**  
104 NE Russell  
Portland, OR 97212  
282-5111

**Speedy Service**  
Friendly  
Call for Quote!

**For Best Results Advertise in the Observer**

## REQUEST FOR PROPOSAL AFRICAN AMERICAN HIV/AIDS PREVENTION AND EDUCATION

The Oregon Health Division invites requests for proposals from non-profit groups for the development and implementation of innovative HIV/AIDS education and prevention programs for African Americans Up to \$51,600 is available for this outreach effort for an initial twelve (12) month period. REQUEST FOR PROPOSAL (RFP) packets and additional information are available from the OREGON HEALTH DIVISION. Request should be sent to:

Lauretta L. Slaughter  
Oregon Health Division, HIV Program 800 N.E. Oregon street, Suite 745  
Portland, Oregon 97232. If you prefer, you may contact Lauretta Slaughter by telephone at (503) 731-4029. Proposals from eligible applicants in response to this RFP should be received by 5:00 PM. on Tuesday, May 22, 1992.

**For Best Results Advertise in the Observer**

# METRO TRAINING CENTER

## Metro JATC Apprenticeship Openings

Metro is a jointly (IBEW/NECA) administered apprenticeship and journeyman training agency committed to nondiscrimination in employment and affirmative action towards females and minorities.

Any person who applies for a job through Metro will not be unlawfully discriminated against because of race, color, national origin, sex, age, religion, political affiliation or physical or mental handicap unrelated to actual job performance or veteran status.

Metro Electrical J.A.T.C. will accept electrical apprenticeship applications for ten weekdays starting Monday, June 1, 1992, and ending Friday, June 12, 1992.

All applications must be made in person at the Metro office from 10:00 AM - PM, at 5600 NE 42nd Avenue, Portland, OR 97218 (corner of NE 42nd and Killingsworth).

Since official transcripts are required, applicants must contact their high schools and colleges to have the school mail the transcripts directly to this office. All transcripts and supporting documents must be received in the Metro office by 4:00 PM, Tuesday, June 30, 1992.

This is an equal opportunity industry, and minorities and females are encouraged to apply.

All applicants must be physically able to do electrical construction work.

If accepted into the program, applicants will be required by their employer to take a substance abuse test.

### Basic qualifications for the program are:

- 1) 18 years of age
- 2) High school graduate with 2.0 GPA (A Average) or GED of 230 points. Official high school or post high school transcripts must be mailed to this JATC in either case.
- 3) Passing grade for one full year of high school algebra or an equivalent college algebra course.

Contact Dan Faddis at the Metro office  
(503-287-0756) for further information.

Sponsoring organizations are NECA and the IBEW.



**METRO ELECTRICAL TRAINING TRUST**

5600 N.E. 42nd  
Portland, Oregon 97218  
(503) 287-0756