

CLASSIFIEDS

■ Advertising
■ Employment
■ Bids/Sub-Bids

Forestry Staff Specialist 2

Fisheries & Wildlife Specialist
The Oregon Department of Forestry currently has an opening in Salem for a Forestry Staff Specialist 2, Fisheries and Wildlife Specialist. This announcement is to fill the current vacancy. Submit an application now if you wish to be considered for this job classification. The Fisheries and Wildlife Specialist assists in planning, evaluating, and coordinating the forest management activities involving threatened and endangered fish and wildlife species, sensitive bird nesting, roosting and watering sites, significant wetlands, stream riparian management areas, biological sites and other specialized forest resources on private forest lands in Oregon. These activities require coordination with other specialists, field Forest Practices Foresters and other State agencies. Qualifications are: three years of experience administering or coordinating parts/subsets of a project or program related to fish and/or wildlife management as related to forest management. One year of experience must have included full responsibility for forestry program/project monitoring, coordination and evaluation. A Bachelor's degree in forestry or Fish and/or Wildlife Management may be substituted for the one year of specialized experience.

Announcement closes August 5, 1992. Contact Department of forestry Personnel Section, 2600 State Street, Salem, OR 97310, (503) 378-2565 for job announcement, test questions, and applications.

Insurance

Territorial Underwriting Manager

Viking Insurance Co.
NW Regional Office
Salem, Oregon

Viking Insurance Co., the leading non-standard insurance company in the Northwest, is seeking a qualified individual to supervise one of its Underwriting units. Our Regional Office is located in beautiful Salem, Oregon, which offers affordable housing, a clean environment and easy access to a variety of recreational activities.

The Territorial Underwriting Manager is responsible for supervising and providing technical guidance to an Underwriting unit. The individual in this position is also responsible for developing profitable business within the territory for all classes, promoting effective agency relations and providing efficient service to our customers.

Candidates should possess a college degree or equivalent and four to six years of either multiple Personal Lines or automobile underwriting and supervisory experience. Candidates should be highly organized, creative, and possess effective leadership skills.

Please send resume with cover letter to:

Administrative Manager
Viking Insurance Co.
PO Box 7375
Salem, OR 97302
Equal Opportunity Employer

Customer Service

PARAGON CABLE

Part Time On-Call Customer Service Rep.

Looking for a way to make some extra money? Interested in learning about the cable TV business? Assist our Customer Service team by providing additional telephone support during special events and promotions. Work schedule will vary, Monday thru Friday, also weekends. Previous Customer Service and computer experience preferred. Must be able to pass pre-employment testing.

Please apply to:
Paragon Cable
3075 NE Sandy Blvd
Portland, OR 97232
Equal Opportunity Employer

Wanted Seville 1970's
Must be in good condition. Call 287-1784 and leave message.

Northeast Coalition Of Neighborhoods, Inc.

Youth Gangs Program

POSITION: Summer Outreach Worker

Temporary - Full Time
Forty (40) hour work week. Salary is \$8.50 per hour. Some flexibility in hours based on needs of the program. No benefits. High degree of confidentiality is required for this position. Employee will be working with youth, parents, schools, juvenile justice system, police, community residents and agencies involved with the Youth Gang Task Force. Applicants should possess the ability to articulate ideas effectively, both in written form and orally, before groups of citizens, parents, public entities, schools, and community-based organizations. Previous experience in working with diverse ethnic groups and youth serving agencies preferred. Police security checks will be required of all finalists. Finalists must have insured vehicle and valid Oregon Drivers License. Applications must be returned by: Friday, July 17, 1992, 5:00 p.m. No applications will be mailed. No telephone calls please. Apply in person at: Northeast Coalition of Neighborhoods
4815 NE 7th Avenue - C-25
Portland, OR 97211
EEO Employer

Employment Specialist (Req. No. 92095)

Northwest Natural Gas Company seeks qualified candidates for a position in the Employment Section of the Human Resources Department based out of the One Pacific Square downtown location.

Preferred candidates will possess experience/training with demonstrated success in:

- People and interpersonal contacts/public and customer relations. *Interviewing/selection of employees.
- PC background in data base design/management, word processing and spreadsheet.
- Organizational and record management skills
- EEO Laws and statistical Analysis/reporting.

Please submit your application/resume including a letter identifying your qualifications based on the above criteria. Salary Range \$2296-2870/month, is dependent on qualifications, and includes an excellent benefit package. Please identify this position by Req. No. 92095 when applying by the deadline of July 19, 1992:

Northwest Natural Gas Company
PO Box 3410
Portland, Oregon 97208-3410
An Equal Opportunity Employer
JOBLINE - 503/220-2434

Education

George Fox College is seeking part time faculty for Fall (9-2- to 12-18) & Spring (1-11 to 4-30) Semesters, as follows:

- Computer: Introduction (F)
- Education: Diagnosis & Remedy of Reading Difficulties (S)
- Education: Org, Mgt & Curriculum of Reading Programs (S)
- Math: College Algebra/Trig (F)
- Sociology: Introduction (F)
- Speech Communication: (F&S)
- Public Relations (S)

Masters Degree required, Doctorate preferred for all the above. George Fox College is an Equal Opportunity/Affirmative Action Employer. to apply: Send resume, references & a statement on your commitment to the Christian faith To: Academic V.P., George Fox College, Newberg, OR 97132. 1-538-8383.

Administrative Assistant To Director Of Development. F/T. Professional, energetic, team worker with excellent written and oral communication skills. WP 5.1, 60 wpm. Data entry/database management. 5+ years secretarial experience and/or college background. Salary range: \$11,172-\$16,758. Application and job description available at The Boys & Girls Aid Society of Oregon, 18 S.W. Boundary Ct. For more information call 222-9661, ext. 721. Application deadline is 7/20/92. Equal Opportunity Employer.

Office manager 2

Office Manager
The Oregon Department of Forestry currently has an opening in Molalla for an Office Manager 2. This announcement is to fill the current vacancy and develop a list for future vacancies throughout the state. Submit an application now if you wish to be considered for this job classification. The Office Manager supervises the clerical, administrative, and business support activities of a district operation. Directly supervises a staff performing secretarial, general office, records processing, and routine clerical support tasks and ensures timely, accurate, and efficient flow of work between district personnel and the clerical support staff. Participates as a member of the district's management team. Qualifications are: one year of experience as a Supervisor of Clerical/Secretarial or Office Support Staff which included responsibility for hiring, training, assigning and reviewing work, doing performance appraisals, and handling disciplinary actions and grievances. Announcement closes July 29, 1992. Contact Department of Forestry Personnel Section, 2600 State Street, Salem, OR 97310, (503) 378-2565 for job announcement, test questions, and applications.

Accounts Payable Clerk

Hyster-Yale, an international manufacturer of material handling equipment, has an immediate opening for an Accounts Payable Clerk in our Accounting department at its world headquarters located in the Montgomery Park building. Successful candidates will have two years of accounts payable experience, knowledge of both on-line and batch applications, proficiency with data entry and ten key and excellent communication skills. Pansophic experience is a plus. Responsibilities will include processing of vendor invoices and check requests for payment, reconciliation of vendor statements and general ledger accounts, data entry, preparation of journal entries and billings to other Hyster-Yale locations, and receiving and investigating vendor queries.

We offer a competitive salary with a broad range of company paid benefits. Hyster-Yale has a smoke-free work environment. Interested applicants should send resumes with salary history and references before 5:00 p.m., Monday, July 13, 1992 to:

Hyster-Yale
Materials Handling, Inc
Human Resources Department
PO BOX 2902
Portland, OR 97208
An Equal Opportunity Employer

Administrative Assistant

Busy non-profit ecumenical office needs full-time Administrative Secretary and Administrative Services Specialist. Must have hospitable manner, be highly organized and able to work well under pressure. duties include typing, filing, mailings, computer (WordPerfect, dBase), errands and related tasks. Macintosh skills a plus. Benefits include health, dental, holidays, vacation & sick leave, unemployment, disability insurance (after six months) and life insurance (\$25,000) after one year. Administrative Secretary position also requires strong knowledge of computer processing (word processing, desktop publishing, database management and file maintenance). Salary \$14,500 minimum per year to start, Administrative Services Specialist position also requires above computer experience; a knowledge of HR desired, with a willingness to train. Salary \$16,000 minimum per year to start. Pick up position description & application from: Ecumenical Ministries of Oregon, 0245 SW Bancroft, Suite B, Portland, Oregon 97201. No Resumes Accepted. Position will remain open until filled, but may close anytime after 4:00 p.m. on July 13, 1992. Equal Opportunity Employer

* POSTAL JOBS *

Portland Area
\$23,700 per year plus benefits, Postal carriers, sorters, clerks. For an application and exam information, call 1-219-736-9807, ext P-6857. 6 am to 6 pm, 7 days.

Bus Drivers

Portland Public Schools
Are you looking for a challenging and rewarding job. Part time bus driving positions, excellent wage, limited benefits provided with summer off. If you have a good driving record, enjoy young people, and are able to work split shift, please apply to Portland Public School District, Personnel Dept. 501 N Dixon, Portland, OR. Deadline: July 24, 1992. Affirmative Action/Equal Opportunity Employer

Economic Opportunity Committee Of Clark County, Inc.

Administrative Assistant to Executive Director. Minimum three years secretarial experience. Shorthand desired; knowledge WP 5.1; type minimum 60 w.p.m., experience in office management. 40 hrs./wk.; 46 wks./yr. Beginning \$1517/month. Position requires dependable automobile, insurance, valid driver's license. Obtain job description, position announcement, and application, 9:00 a.m. - 4 p.m., Mon.-Fri., EOC Office, 10621 N.E. Coxley Dr., Ste. 207, Vancouver, WA 98662 (206) 896-9912. Completed application must be received in EOC Office by 4 p.m., July 15, 1992.

Electrician

Journey-Level Millwright/Electrician

The James River Corp., Wauna Mill is seeking a journey-level millwright or electrician experienced in vibration analysis. Experience in hand-held equipment, real-time analyzers and balancing equipment required. Pulp and paper mill experience is preferred, but not required. Must apply only at Oregon Employment Agency, 818 Commercial, Astoria, OR or Washington Employment Agency, 711 Vine, Kelso, WA before 5:00 p.m., July 10, 1992. Journey rate is \$20.915 per hour plus comprehensive benefits package. Wauna is located on Oregon Hwy between Astoria and Longview. Equal Opportunity Employer m/f/d.

Industrial

Journey-Level Insulator

The James River Corp., Wauna Mill is seeking a journey-level insulator interested in challenging work. Eight years of industrial insulator experience and the ability to work independently or in a team environment are required. Pulp and paper or chemical industry experience and some industrial painting experience is a plus, but not required. Must apply only at Oregon Employment Agency, 818 Commercial, Astoria, OR or Washington Employment Agency, 711 Vine, Kelso, WA before 5:00 p.m., July 10, 1992. Journey rate is \$20.915 per hour plus benefits. Wauna is located on Oregon Highway 30 between Astoria and Longview. Equal Opportunity Employer m/f/d.

Case Manager. FTE. Provide case management to pregnant and parenting teens, facilitate groups, provide outreach and data collection. Some evenings - flexible hours. Minimum of Bachelors in appropriate field and 2 years experience with this specific population. Preference to Masters Degree with experience. Salary range \$15,436-\$19,295 plus benefits. Pick up application at The Boys and Girls Aid Society, 18 SW Boundary Court, Portland, Oregon 97201. No phone calls please. Application deadline is 7/17/92. Equal Opportunity Employer.

PORTLAND OBSERVER
"The Eyes and Ears of the Community"
Office: (503) 263-0033
Fax #: (503) 288-0015

Data Processing

Development Center Analyst

Blue Cross and Blue Shield of Oregon is currently accepting applications for the position of Development Center Analyst in our Systems & Programming Dept. The successful candidate will:

- Train students and programming staff
- Develop present and maintain systems training for technical programming staff.
- Participate in projects to study, analyze and document systems development process, tools, methods and procedures.

Qualified candidates will have 2 yrs experience training systems professionals to include training development and presentation, specifically in structured analysis, systems development and maintenance project management, and project life cycles. Experience in large IBM mainframe environment utilizing MVS and TSO is required. Excellent written and verbal communication skills are required. Health insurance industry experience is desired. A degree in computer science is highly desirable. (Experience may be substituted for the degree).

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 #054 at the top of your resume or in your cover letter. Send resume to:



Human Resources Dept., 3rd flr
100 S.W. Market
Portland, OR 97201
TDD# 225-6780
Equal Opportunity Employer

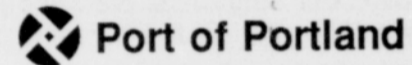
Port of Portland Career Opportunities

Loss Prevention Manager

Human Resources/Risk Department
Closing Date: July 17, 1992

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. on the closing date.

Information about career opportunities with the Port can be obtained by calling the Job Hotline at (503) 731-7480.



Occupational Therapy Salem-Keizer Public Schools Certified Occupational Therapy Assistant

8 hr/day, 9.25 months

Provides occupational or physical therapy services to disabled students. These services are assessment, direct, individual and group therapy, and indirect therapy in the form of consultation and monitoring. Graduation from an occupational or physical therapy assistant program is required. Must hold or be eligible for an Oregon State Occupational Therapy Assistant or Physical Therapy Assistant license. Experience in a pediatric occupational therapy/physical therapy setting desirable. Must possess a valid Oregon driver's license and a current First Aid Card. SALARY \$1895-2421/month. Applications will be accepted through July 15, 1992. complete job description and skill requirements are posted at the Personnel Service Office, 1309 Ferry St., SE Salem, OR 97301, Phone 1-399-3063. An Equal Opportunity Employer

Credit Problems?

Tired of being turned down for credit? Why pay someone else hundreds to clear negative credit?

Do it your self with our help for one price \$49.95.

Clear negative credit and add new.

The most complete comprehensive credit package available

Call immediately for details NCSI 659-4086.

Bunk Bed & Bass Bed 697-4183

Brass Bed, Beautiful Queen Size Head Board, Good Frame with Firm Orth. Mattress Set, Never used \$375.00. Bunk Bed with Mattress, Hardwood Frame.

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

July 21, 1992	Propane
	Hauling Garbage, Refuse And Recyclables From Various Buildings, 1992-93, 1993-94, 1994-95, As Specified

Formal announcement, detailed specifications and bidding documents may be obtained at the above address. For additional information, please contact M.J. Hutchens, Dir. Purchasing, 249-2000, Ext. 581.

For Best Results Advertise in the Observer