

CLASSIFIEDS

Advertising
Employment
Bids/Sub-Bids

Assistant Counsel

Northwest Natural Gas Company, an Oregon-based gas distribution utility, seeks talented individuals for a key team position on its Legal Staff, reporting directly to General Counsel.

Essential functions/responsibilities of this position will be primarily State regulatory work including rate case and tariff filings, environmental dockets, lease cost plan work; presentations to Public Utility Commission and Commission staff as well as legislative bodies will be required. This position will be most involved in strategic public policy planning. Minimum qualifications include a law degree, authorized to practice in Oregon, and 4 + years regulatory work at the State and/or Federal level. Strong verbal/written communication skills are essential; negotiating and advocacy skills will be required. Legislative experience/presentations will be considered valuable.

Please direct your resume identifying your qualifications for this Position (Req. No. 92109), including a salary history no later than August 31, 1992:

Northwest Natural Gas

Attn: Employment
220 NW Second Avenue
Portland, Oregon 97209
FAX (503) 721-2506

An Equal Opportunity Employer
JOB LINE 503/220-2434

Sales

Sales Manager

Women's Footwear

Nike's Sales Division is seeking a Sales Manager to maximize footwear sales in the Women's category business. Duties include implementing strategies and policies which support corporate objectives by acting as a liaison between Women's Marketing and Sales, as well as other divisions within the company.

Qualified applicants will have a Bachelor's degree in Business, Marketing or Advertising, or 2 years professional, Managerial, or account management experience in sales, marketing or advertising; minimum of 7 years experience in outside sales within the athletic footwear/apparel industry or comparable experience (w/out degree 9-10 yrs); in depth knowledge of footwear, the industry and key retailers; prefer women's product experience, marketing, advertising and/or promotions work experience; ability to travel 20% of the time.

Nike offers a competitive salary and excellent benefits package. To apply please send your resume to Human Resources, ORFS, 3700 SW Murray Blvd, Beaverton OR 97005. Positions may close at any time. Nike, Inc. is a committed Equal Opportunity Employer.



Financial Analyst

City of Eugene

Salary Range: \$2,432-\$3474/mo

Position responsible for highly complex fiscal, operational, and policy analysis issues. Researches, analyzes and recommends strategies to enhance City's revenue base and finance major capital construction or acquisition. Requires three to five years experience in public finance; accounting, budgeting or policy analysis and BA in a relevant field. Closing Date: September 4, 1992. Obtain application packet at City of Eugene, Human Resource & Risk Services, 777 Pearl St., Rm., 101, Eugene, OR 97401.

(503) 687-5061. AA/EEO

Warehouse Assistant

Private nonprofit seeks person to assist w/warehousing & distribution. Resp. for receiving incoming product, filling, staging & loading orders & inventory count. Req exp in shipping & receiving, equipment operation & able to do heavy lifting. \$15.00 + exc. ben. Apply at Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211 by */20/92. Equal Opportunity Employer.

Insurance

Claims Adjuster Trainees

Corporate Headquarters, Salem Claims Adjuster Trainees are expected to provide timely, professional claims management services, including investigating and evaluating worker's compensation claims; claims communications and coordinating claims processing activities.

Successful candidates will possess excellent customer service, interpersonal and phone skills; along with strong oral and written communication skills. The ability to function in a team environment is critical; along with good analytical, problem solving, decision making, organization and time management skills. A successful adjuster is able to set work priorities in a high volume environment. Basic working knowledge of personal computers including data entry and word processing programs and a valid drivers' license is required.

An Associates Arts degree or equivalent education and training or work experience that provides the knowledge, skills and abilities is required.

Interested individuals are encouraged to submit a resume or application explaining how their experience and education meets the minimum qualifications. Materials must be received by the Personnel Division no later than 5:00 p.m., Wednesday, August 19, 1992.

SAIF Corporation

Personnel Division
PO Box 988
Salem, OR 97308-0988
FAX# (503) 373-8628

Marketing

Professional association seeks applicants for the position of Coordinator for Marketing. The National Intramural-Recreational Sports Association serves over 2,500 recreational sports professionals and institutions through its National Office on the Oregon State University campus. Duties include development and implementation of a national marketing plan and advertising for NIRSA publications, coordination marketing plan and advertising for NIRSA publications, coordination of the annual national conference exhibit show, research, assisting with national and regional conferences. Bachelor's degree required, Master's preferred, in Marketing or related field, with a minimum of two year's experience. Salary range \$23,000-\$30,000. Send letter of application, resume, transcripts and have three confidential letters of reference sent to: Will Holsberry, Executive Director, NIRSA-OSU, 850 SW 15th St., Corvallis, OR 97333-4145, by September 3, 1992. NIRSA-OSU is an AA/EEO employer and is responsive to dual career needs.

Civil Engineering Assistant I (Water)

City of Milwaukie, OR.

Salary \$1873 to \$2276 (D.O.Q.)

Full-time position, plus excellent benefit package. This is a technical position in the Public Works Department involving project management, engineering design, drafting and project layout. Requires: Requires an Associate's Degree in Civil Engineering (or related degree). An Engineer in Training Certificate is desirable. Must possess or have ability to obtain by date of hire a valid drivers license. Two years of civil engineering project mgmt. and supervision of contractors is necessary. Experience must include; civil engineering design of Public Works projects in water, sanitary sewers, storm drains and street; writing specifications and technical reports, verbal communication and surveying. Preference will be given to individuals with strong water project experience. Apply: City of Milwaukie, Personnel Office, 10722 SE Main Street, Milwaukie, OR 97222; (503) 659-5171. Completed application and supplemental questionnaire must be received by 4pm, August 24, 1992 to Personnel Dept. at the above address. Resumes Will Not Be Accepted. Fax # (503) 652-4433, TDD #659-5171. EEO

Washington Water Power

WWP, a diversified energy services company provides natural gas and electricity to customers in eastern Washington, northern Idaho, and parts of Oregon and northern California. The company provides electricity to more than 252,000 customers and natural gas to nearly 160,000 customers through WWP and an operating division known as WP Natural Gas.

This position will carry out engineering assignments related to gas distribution engineering; will perform assigned duties and responsibilities while receiving guidance in section, department and company procedures and training in project planning, design philosophy, standard practices and system operations.

Requires: Advanced knowledge or technical background represented by a Bachelor's Degree in Mechanical, Civil or Petroleum engineering.

WWP offers a competitive salary (\$2,482 - \$3,103/mo), excellent benefits, and a challenging work environment. We are located in Spokane, Washington, a community with affordable housing, a fine school system and easy access to fishing, hiking, skiing and other outdoor recreation.

Qualified candidates must obtain and submit a WWP applications form along with a resume no later than Monday, August 24, 1992, to:

Washington Water Power
*Emp. Department
Po Box 3727
Spokane, WA 99220

Equal Opportunity Employer
If you are out of the Spokane area, please call toll free 1-800-727-9170, ext. 4281 to request a WWP application form be sent to you.

Restaurant

Burgerville USA

Assistant Managers

Inconveniently located for most of America. Yes, we are not everywhere. Only the Pacific Northwest. We began over 60 years ago and we are unique in other ways besides our location and our years of experience.

We need unique, career minded professionals to join our family. Assistant Manager's salary up to \$24,000. We provide family coverage for health and dental insurance.

If you have a proven track record of supervising people effective in either food or retail service, then we are interested in you Call Terri Hurley 206-694-1521.



BURGERVILLE

Administrative Assistant for a busy youth serving agency. Position functions include setting up and maintaining various data based reports for Center programs, typing, word processing, maintenance of petty cash, center supplies and inventory, reviewing data for submission to funding sources, limited billing and receivables, assistance with grant proposals, maintenance of Center coverage schedule, office coverage, receptionist duties as scheduled, supervision of paid and volunteer support staff. Qualifications: Bachelors degree or equivalent experience in computer science with emphasis in data management, good writing skills, valid drivers license, ability to prioritize and work in a fast paced setting. Ability to communicate with young people and their families essential. Liberal benefit package. Send resumes to: North Portland Youth Service Center, 7704 N. Hereford, Portland, OR 97203. Closing date August 24. NPYSC is a project of Delaunay Mental Health Center, an 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.

Educational Assistant, Multihandicapped Program

7 hrs day/190 days school year
Salary \$10.31/hr
Application Deadline: 5:00 pm, 8/19/92

Requires: High school graduate; at least 18 years of age; ability to lift up to 60 lbs; 6 months experience in a professional setting working with or training in instructing mentally retarded students.

MESD applications available Mon-Fri, 8:00-5:00, or send a self-addressed, stamped legal envelope, indicating position of interest to Multnomah Education Service District, Recruitment Office, 11611 NE Ainsworth Circle, Portland OR 97220-9017.

An Equal Opportunity Employer & Drug Free Work Place

Telecommunications

Telecommunications Technician

Nike, Inc. has an immediate opening in Beaverton for a Telecommunications Technician to assist in the daily repair, maintenance and installations of the Voice Telecommunication Network, telephone and voice mail systems. Diagnose and repair telecommunications problems; coordinate and carry out all moves and changes and analyze needs and develop systems configurations.

Qualified applicants must have at least 5 years experience in the maintenance and repair of large telephone systems and telecommunications networks; certification in the maintenance of Rolm CBX 8000, 9000 and phone mail systems required; ability to manage multiple tasks, use good judgment, understand complex problems and provide innovative solutions; strong customer service skills a must. Please forward your resume to Nike, Inc., Employment Center, ORADD, 3700 SW Murray, Beaverton, OR 97005. This position may close at any time. Nike, Inc. is an Equal Opportunity Employer



Budget Analyst

City of Eugene

Salary Range: \$2432-3474/mo
Assists in the preparation of the City's operating and capital budgets; provides technical financial assistance and training to departments; performs programs and financial analyses; coordinates and/or performs revenue and expenditure studies; develops and maintains financial systems; monitors revenue and expenditures for compliance with appropriation act, Oregon Budget Law, professional standards, and Budget Committee/City council intent, and initiates corrective action when needed. To obtain experience & training requirements and an application packet, contact City of Eugene, Human Resource & Risk Services, Rm. 101 777 Pearl St., Eugene 97401. Closing Date: August 28, 1992. AA/EEO

Paragon Cable

Direct Sales Representative
Digital Music Express
Excellent ground floor opportunity selling exciting new digital music technology. demonstrate, sell, and install CD quality music receivers. Knowledge of home audio equipment and previous sales experience helpful. Must be able to work evenings and weekends. We offer guarantee during training, generous commissions, and benefits to qualified candidates. Interested parties apply at Paragon Cable, 3075 NE Sandy Blvd. Portland.

\$200 - \$500 WEEKLY

Assemble products at home Easy!
No selling. You're paid direct.
Fully Guaranteed. FREE information-24 Hour Hotline. 801-379-2900.

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Associate Public Affairs Specialist

Class No 339-0892-PA
Public Affairs
Full-time

Salary: \$30,547 - \$42,992

The Metropolitan Service District is recruiting for a community Education Specialist to perform a variety of mid-level public affairs activities to educate the public, (grades K-12) and adults about waste reduction issues. Some essential job duties will include research; develop and implement school education programs; develop educational materials, exhibits, displays and interactive presentations for adults; develop and prepare general and technical reports; make presentations to school children, adults and teaches; writes materials for publications; provides waste reduction information service to community organizations and assigned. This position closes on August 19, 1992.

Applications and supplemental requirements must be received, or postmarked no later than 5:00 p.m., Wednesday, August 19, 1992.

Applications and supplemental requirements can be picked up at:

The Metropolitan Service District
MetroERC and Oregon Convention Center
Administration Offices
The Urban League
The N. E. Workforce Center
Metropolitan Service Dist.
2000 S. W. First Ave.
Portland, OR
Oregon Convention Center
777 NE Martin Luther King, Jr.
Portland, OR

Resumes will not be accepted.

AA/EEO Employer

METRO

Utility Worker I

Oregon Convention Center
Class No. 80-88-69-OCC
Salary: \$8.15/Hr.

The MetroERC is recruiting to hire a Utility Worker I at the Oregon Convention Center for the Operations Department. Essential duties will include, but not be limited to, cleaning of: restrooms, event areas, floors, offices, escalators, roof windows. An employee in this position will be expected to lift and carry up to 50 lbs; will be required to stand, bend, walk, climb stairs and reach. Applicants are available to employees and to residents of the First, Opportunity Target area. The boundaries of the Target Area are the Banfield Freeway on the south, N.E. 42nd on the east, N. Chautauqua including Columbia Villa on the west and N. Columbia Blvd. on the north. This position closes on August 18, 1992. Application materials must be received, or postmarked no later than 5:00 p.m., Tuesday, August 18, 1992. Application materials can be picked up at:

The Metropolitan Service District
MetroERC and Oregon Convention Center
Administration Offices
The Urban League
The N.E. Workforce Center
Metropolitan Service Dist.
2000 S. W. First Ave.
Portland, OR

Oregon Convention Center
777 NE Martin Luther King, Jr.
Portland, OR

Resumes are not accepted.

AA/EEO Employer

METRO

Counselor/Coordinator

Full time counseling/volunteer coordination position, hours split between 2 Job Corps centers in Portland area. Salary range \$18,000 - 19,500. EOE Send cover letter and resume to:
Women In Community Service
ETA - Job Corps, Room 960
1111 Third Ave.
Seattle, WA 98101-3212

Checkroom Attendant

(2 part-time positions)
Portland Center for the Performing Arts
Salary: \$6.33/hr.

The MetroERC is recruiting to fill two part-time positions. This position is open to Target Area residents only. Target area applicants applying for this position must live within the following boundaries: Columbia Villa and Chautauqua on the west; Columbia Blvd. on the north; Banfield Freeway on the south; and N.E. 42nd on the east. Essential duties will include checking coats and hats; collecting checkroom fees; returns items to patrons; rents infra-red system to patrons; collects money, cleans headset following event; acts as night receptionist for event by answering telephone and responding to questions regarding event. Does other duties as assigned. This position closes on August 18, 1992. Applications and supplemental requirements must be received, or postmarked no later than 5:00 p.m., Tuesday, August 18, 1992. Applications and supplemental requirements can be picked up at:

The Metropolitan Service District
MetroERC and Oregon Convention Center
Administration Offices
The Urban League
The N.E. Workforce Center
Metropolitan Service Dist.
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Portland, OR

Oregon Convention Center
777 NE Martin Luther King, Jr.
Portland, OR

Resumes will not be accepted.

AA/EEO Employer

METRO

Human Resource Opportunity

Manager, Recruitment And Career Services
Personnel And Labor Relations Division
\$3610-\$5080

This is an executive service position with the Executive Department for the State of Oregon, located in Salem. This position has major responsibilities for the management of a centralized personnel system serving 118 agencies with a work force of over 40,000 employees. Candidates must have extensive experience in human resource management or related program area. Experience must include management of professional, technical and support staff; responsibility for developing and administering human resource policies for a large complex organization; ability to bring together competing interests to achieve common objectives; and success in developing creative program strategies to recruit and retain a work force which reflects the diversity of the state's population. To obtain an application packet call Lynette Geiger, Executive Department, Recruitment and Career Services, (503) 378-3040. This recruitment closes September 11, 1992, 5:00pm. The State of Oregon is an EEO employer and is committed to employing and retaining a diverse workforce.

Research & Training Coordinator

New position at distinguished nonprofit. Will evaluate structure & adequacy of services provided by statewide network of hunger relief agencies. Coord. training prog. to enhance effectiveness of services. Req exp in research & prog eval, development & presentation of training info, excellent written & oral comm. skill, ability to manage multiple projects. \$18,000 + exc. ben. Cover letter & res. to Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211 by 8/27/92. Equal Opportunity Employer.