

CLASSIFIEDS

■ Advertising
■ Employment
■ Bids/Sub-Bids

data processing



Quality-driven service is the greatest competitive strength of Automatic Data Processing (ADP) Dealer Services we have become one of North America's leading suppliers of computing and data com-

munications services and equipment for automotive and truck dealers, by realizing that quality service begins with quality people. If you share our total commitment to excellence, join us now.

the following positions offer challenging projects in PICK/BASIC, or UNIX/PASCAL.

Software Development Manager

Use all of your project management and software development skills as you lead the development and maintenance of UNIX*-based business applications. You will also schedule work, allocate resources and oversee technical and personnel management. We require a BS in Computer Science, Math and/or equivalent experience and at least 8 years data processing experience, including 2+ years in managing technical professionals. You must have strong programming, design, systems analysis and project leadership skills.

Systems Analyst

You will analyze and research product requirements, develop specifications and detail product design. You will also coordinate development efforts crossing multiple product sets. Requires 4+ years experience in software application development utilizing structured methodologies.

Programmer/Analyst

You will be responsible for analyzing, designing, coding, and testing new and existing applications. Requires 3+ years experience, including development of application software. Experience in structured methodologies, PICK, BASIC, PASCAL or UNIX* is a plus.

Software Quality Assurance Specialist

You will analyze and test application software, publications and training materials to maintain the highest level of quality and conformance to produce specifications. Requires an in-depth knowledge of software development and testing methodologies, as well as experience in writing test plans and conducting software tests. Strong communication and analytical skills are essentials.

As an ADP Associate, you will be rewarded with an excellent salary and benefits. To apply, send your resume with salary requirements to: Automatic Data Processing Inc., Dealer Services Division, Dept. #CR-830, 2525 SW First Ave., Suite 450, Portland, OR 97201. An equal opportunity employer m/f/d. We encourage minority and female candidates to apply.

WE NEVER FORGET WHAT'S IMPORTANT TO YOU

*UNIX is a trademark of AT&T Bell Labs

NORTHWEST OPERATIONS TEAM

GENERAL CLERKS

At First Interstate Bank of Oregon, we are one of the nation's most progressive and diversified financial institutions. And, our Northwest Operations Team is part of our expanded operations and commitment to build on our existing technology and expertise. Currently, part-time and full-time General Clerk opportunities are available on day, swing and graveyard shifts.

As a General Clerk, you will perform a variety of routine to moderately complex clerical and administrative tasks, and prepare and balance applications processes as well as balance entries. In addition, you will identify and resolve related outages, distribute special reports and may be required to operate a document processing machine. To qualify, you'll need good basic math and strong 10-key by touch skills, preferably at least 130+ strokes per minute. Understanding of debits and credits, and the ability to follow instructions and to lift at least 15 pounds required.

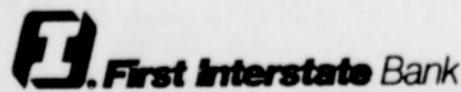
Our shift hours include:

- Full-time positions: Day 8:00 a.m.-5:00 p.m., Swing 5:30 p.m.-2:00 a.m., Graveyard 9:00 p.m.-5:00 a.m.
- Part-time positions: Graveyard 9:00 p.m.-1:00 a.m. (20 hours per week), 10:00 p.m.-2:00 a.m.

At First Interstate Bank of Oregon we offer salaries commensurate with experience, generous benefits, 9% swing and graveyard shift differential, and a convenient downtown Portland location with parking provided for swing and graveyard shifts.

For immediate consideration, please fill out an application at First Interstate Bank of Oregon, Human Resources Department, 13th Floor, 1300 S.W. Fifth Avenue, Portland, between 10:00 a.m. - 4:30 p.m., Monday-Friday, or telephone (503) 778-8016 and follow recorded instructions. When applying or calling, please indicate the position you are applying for and your shift preference.

An Equal Opportunity Employer. We promote a drug-free workplace.



Where people come first.

Truck Drivers

Roadway Express, Inc.

A leader in the transportation industry is taking applications for city tractor-trailer drivers. Must be able to read, write and follow instructions, possess a valid current chauffeur's license, and meet specific DOT physical requirements. We prefer one year of tractor/trailer experience with a good record of previous employment. Apply in person at Roadway Express, Inc., 6845 N Cutter Circle (Swan Island), Portland, Oregon between 1-4pm Monday through Friday and 8:30-11am on Saturdays.

An Affirmative Action/Equal Opportunity Employer. Qualified minorities are encouraged to apply.

Grant Writer Facilitator Consultant

1992-3 school year

Appl Deadline: 5pm 9/8/92

Speech & Language Pathologist Full-time & part-time positions Flexible work week

Appl Deadline: Open until filled MESD applications available M-, 8-5 or send self-addressed stamped legal envelope, indicating position of interest to Multnomah ESD, Attn. Recruitment Office, 11611 NE Ainsworth Circle, Portland, OR 97220-9017. An Equal Opportunity Employer & Drug Free Work Place

Financial

Data Entry Clerk

Responsible for data entry, and filing ability to problem solve Type 50 wpm, and familiar with on-line mainframe computer program. Experience in medicare, medicaid and insurance company's billing for services provided is preferred. Must be well organized, hardworking and communicate well with others. Minimum Qualifications, high school graduate or equivalent plus two years of office work experience.

RESUME TO: Rodney R. Harry/ Personnel Officer
Garlington Center
N/NE Mental Health Inc.
4950 NE Martin Luther King Jr. Blvd.
Portland, Oregon 97211
Closing: September 04, 1992

Mental Health

Positions available for crisis intervention specialists to provide 24 hour on call availability one week per month for residential treatment program serving adolescents. Flat rate of \$75 per week + \$6.50 per hour for actual time spent responding to calls. Position announcement and required agency application may be obtained from Janis Youth Programs, 738 NE Davis, Portland, questions should be directed to Linda Speare, 233-6090, Ext. 129. We value diversity.

Admin Asst

start date 10/5/92

OPB Foundation, a non-profit organization, sees admin and clerical support for membership staff. Routine correspondence and office tasks. Demanding role in pledge preparation and support. Sense of humor vital. Must have excellent work processing skills, experience with spreadsheet software and be able to speak and write clear English. Good phone manner and ability to work in a multi-task environment essential. Min. 3-5 years clerical experience. Salary range \$16-21,000 annual, depending on experience. Excellent benefits. Resumes and cover letter should be directed to Ms. Y.M. Deligiorgis, OPB Foundation, PO Box 69485, Portland 97201 by 9/16/92. No Phone calls please. Equal Opportunity Employer

Police Chief City of Amity, Pop 1,175 Salary \$1,900-\$2,100 per month plus benefits. Must have intermediate BPST certificate or obtain within 1 year. Min of 5 yrs in law enforcement with a significant portion in a supervisory position. For application packet contact Amity City Hall, 401 Trade St., Amity OR 97101. Closes Sept. 15. Equal Opportunity Employer

Firefighter

Must possess an Oregon EMT IV certificate upon hiring. Applications may be requested in person during business hours or by sending a self-addressed, stamped envelope to: Rogue River Rural Fire District, Employee Applications, 111 Broadway, Po Box 1170, Rogue River, OR 97537. Applications must be received by 5:00 p.m. on September 16, 1992. Written and physical agility exams will be at 8:00 a.m. on September 26, 1992. Equal Opportunity Employer

Mental Health

House Supervisor needed for group home in Portland serving emotionally troubled adolescents. Requires masters degree in social work or related field and experience working with adolescents in residential setting. Personal transportation and driving record permitting coverage under corporate auto liability insurance required. Salary \$20,000-\$22,000 annually depending on experience plus benefits. Obtain required agency application from Janis Youth Programs, 738 NE Davis, Portland. Contact Linda Speare 233-6090 Ext. 129 for further information. Position open until filled. We value diversity.

Dockworker

A leader in the transportation industry has openings for Casual Dockworkers. Successful applicants will be at least 18 years old, meet specific physical requirements, be able to read, write, and follow instructions and have a satisfactory record of prior employment. Apply in person at Roadway Express, Inc., 6845 N Cutter Circle (Swan Island), Portland, Oregon between 1-4pm Monday thru Friday and 8-11am on Saturdays.

An Affirmative Action/Equal Opportunity Employer. qualified minorities are encouraged to apply.

POSITIONS OPENINGS

Nurses: Registered Nurses Certified Nursing Assistants
Become part of an interdisciplinary team caring for persons and their families with life threatening illnesses in our fifteen bed Hopewell House.
Immediately hiring on-call RN's and CNA's.

Now accepting applications for
Rn's & CNA's all shifts, Part-Time and Full-Time.

Full-time benefits include one party medical and dental insurance (additional coverage available, holidays, vacation and sick leave unemployment insurance, Credit Union, disability insurance after six months and life insurance (\$25,000) after one year. Partial benefits may be available for part-time work.

Application packets available at:
Ecumenical Ministries of Oregon
0245 SW Bancroft St., Suite B
Portland, Oregon 97201
(503) 221-1054

Position Open Until Filled
No Resumes Accepted
Equal Opportunity Employer

Clerical Assistant II

Minimum of two years clerical experience; one year of college or business school coursework may be substituted for one year of experience. Prefer interest/experience in personnel department processes and interfacing with low income families. Position requires typing and word processing skills (Word Perfect 5.1) and spreadsheet experience (Lotus 123) (Proficiency tests will be administered), knowledge of filing and other office practices, business English, and correspondence layout.

Position requires dependable automobile, insurance, valid driver's license. Obtain application, position announcement, and job description 9:00 AM - 4:00 PM, Monday-Friday, EOC Office, 10621 NE Coxley Dr., Suite 207, Vancouver, WA 98662 (206) 896-9912. Completed applications must be received in EOC Office by 4PM, September 8, 1992 to be considered. EEOC/AA.

Development Director

Multnomah Community Television seeks a Development Director to initiate, develop and manage its development program. Responsible for all phases of development. Requires at least three years proven experience in a variety of fund raising methods (e.g. membership, proposal writing, fee-for-services, special events), creative approaches to fund raising, strong commitment to First Amendment free speech rights, and the ability to work with diverse people and ideas. \$24-30,000. Call Jen Gantz at 503-667-7636 for application.

Economic Opportunity Committee Of Clark County, Inc.

Teacher Assistant II

AA in ECE or CDA and 1 yr. experience with 3-5 yr. olds in preschool setting. Beginning salary \$7.19/hr., 38 hrs., 36 wks/yr. Position requires dependable automobile, insurance, valid driver's license. Obtain application, position announcement and job description 9:00-4:00 pm, Mon-Fri., EOC Office, 10621 NE Coxley Drive, Suite 207, Vancouver, WA 98662. (206) 896-9912. Completed applications must be received in EOC Office by 4 pm, Thursday, September 3, 1992 to be considered. EEOC/AA

Event Custodian Job

Code No. 818860-OCC
Oregon Convention Center
3 Part-time positions

Salary: \$7.57/hr

The MetroERC is recruiting for 3 part-time Event Custodians to perform the following essential job duties: clean and maintain restrooms; restock paper towels, toilet paper, and soap; sweep and mop floors; clean sinks, mirrors, counters, toilets and urinals; events; clean other assigned areas; begins change-over preparation for subsequent events following event in progress. Performs other duties as assigned. This position closes on September 8, 1992. Applications and supplemental requirements must be received, or post-marked no later than 5:00 p.m., Tuesday, September 8, 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 SW First Ave
Portland, OR
Oregon Convention Center
777 NE Martin Luther King, Jr. Blvd
Portland, OR
Resumes will not be accepted
AA/EEO Employer

METRO

Multnomah County

Dental Hygienist; \$16.60 per hour, proposed; apply by September 11.

For 24 hour job information, call 248-5035 or visit Multnomah County Employee Services, 1120 SW 5th Ave., Room 1430, Portland during business hours.
Equal Opportunity Employer

CITY OF PORTLAND

Information Systems Planner - to \$4,319/mo at top of range
Customer Accounts Specialist I - to \$2,276/mo after 3 years
Recreation Supervisor - to \$3,702/mo at top of range
Economist I - to \$4,104/mo at top of range

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, females and disabled encouraged to apply.

Senior Transportation Planner

Class No. 350-0992.PL
Planning Department
1 Full-time position
Salary: \$33,679 - \$47,398

The Metropolitan Service District is recruiting for one full-time Senior Transportation Planner to perform the following essential job duties: development and monitoring of work plans and budget studies; writing and preparing updated RTP and technical issue support documents and memoranda; preparation and coordination of Intergovernmental Agreements; direction and oversight of consultant contracts, staffing, and coordinating a technical advisory committee; and coordination of public involvement activities, as well as other assigned duties. This position closes on September 14, 1992. Applications and supplemental requirements must be received, or post-marked no later than 5:00 p.m., Monday, September 14, 1992. Applications and supplemental requirements can be picked up at:

The Metropolitan Service District
Metro and
The Oregon Convention Center
Administration Offices
The Urban League
The N.E. Workforce Center
Metropolitan Service Dist
2000 SW First Ave
Portland, OR
Oregon Convention Center
777 NE Martin Luther King, Jr. Blvd
Portland, OR
Resumes will not be accepted
AA/EEO Employer

METRO

Adult Program Manager

Responsible for the implementation and successful operation of direct and contracted services for adults in TPIC programs in Multnomah and Washington counties. Oversees operations and personnel activities of program staff and offices. Develops and maintains effective working relationships with state and local agencies and organizations. Develops and manages budget. Requires some travel to locations which may not be accessible by public transportation.

Required qualifications: Bachelors degree in social sciences, public administration or related field, or equivalent qualifying experience. Three years additional work experience in employment and training, including two years supervisory experience. Successful experience managing or operating JTPA direct and contracted programs for adults. Demonstrated ability to successfully develop community and employer partnerships.

Compensation range: \$28,782 to \$52,071. Excellent employer-paid benefit package.

Closing date 5 pm Friday, September 18, 1992. Required application packets available at The Private Industry Council, 720 SW Washington, Suite 250, Portland, OR 97205. (503) 241-2600; FAX (503) 241-4622. An Affirmative Action/Equal Opportunity Employer