

# CLASSIFIEDS/BIDS

The Portland Observer

**Employment**

- **Secretary** (022-0593-ZO)  
\$8.55-\$1204/Hr. (closes June 15, 1993)

Under the direction of the Marketing Manager the individual in this position will support five professional staff persons in the division. Supervision is received from staff members. (This position is subject to adoption of the 1993-94 fiscal year budget.)

A Metro application and responses to supplemental questions are required. Applications and supplemental requirements must be received, or postmarked, no later than 5:00 p.m. on Tuesday, June 15, 1993.

For applications and instructions contact:  
Metro - 600 NE Grand Ave., Portland, OR 97232

Applications also available at:  
Oregon Convention Center 777 NE Martin Luther King Jr., Blvd.  
The Urban League - 10 N. Russell  
The Northeast Workforce Center - 739 N. Killingsworth

**METRO**

Resumes will not be accepted.  
AA/EEO Employer

**Corporate Actuary**

Blue Cross and Blue Shield Of Oregon is currently accepting applications for a Corporate Actuary. This position provides statistical and analytical support for all divisions in sampling, trending and correlating, has financial responsibility for computing liability reserves for subsidiaries, forecasts incurred claims and reserves for specific lines of business and prices new products and major benefit variations. This position also oversees and directs actuarial staff members on a project basis.

Qualified candidates must have a Master's degree in mathematics, statistics or other quantitative science, or associate of the Society of Actuaries and have a minimum of five years experience in health related actuarial or statistical work with two years experience in a management or supervisory position. Strong oral and written communication skills are also required.

Blue Cross and Blue Shield Of Oregon offers an excellent employee benefits package and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately, place ad #151 at the top of your resume or in your cover letter. Send resume to;



**Blue Cross  
Blue Shield  
of Oregon**  
Human Resources Dept., 3rd flr  
100 S. W. Market  
Portland, OR 97201  
TDD#225-6780  
Equal Opportunity Employer

**Advertisement for Proposals**

**Parking Management Services  
for the  
Metro Grand and Irving Garage**

Metro is seeking proposals for Parking Management Service for the Metro Grand and Irving Garage. Copies of the Contract Documents are available from Metro's Regional Facilities Department at the address shown below: call (503) 797-1700 Ext. 1718 for availability.

Submit in writing questions and/or comments regarding the contract Documents and requests for clarification to Berit Stevenson of the Regional Facilities Department at the address shown below, before 5 p.m. Friday, June 11, 1993

A summary of questions and answers and/or clarifications will be sent by Addendum to those who have received copies of the Contract Documents.

Deliver Proposals by 5:00 p.m., Friday, June 18, 1993 to:

Metro  
Attn: Berit Stevenson  
Regional facilities Department  
600 NE Grand Avenue  
Portland, Oregon 97232

Metro reserves the right to reject any or all proposals and to waive any or all irregularities upon a finding by Metro it is in the public interest to do so.

Metro and its contractors will not discriminate against any person based on race, color, national origin, sex, sexual orientation, age, religion, physical handicap, political affiliation or marital status.

Metro extends equal opportunity to all persons and specifically encourages disadvantaged and women-owned businesses to access and participate in this an all Metro projects, programs and services.

**Insurance**

**Senior Medical Underwriter**

Blue Cross and Blue Shield Of Oregon is currently accepting applications for a Senior Medical Underwriter. This position requires and individual with technical knowledge of the complexities and complications of medical diagnosis and procedures to be able to perform a judgment analysis of the risk. This function would include research and compilation of medical data from several sources such as application, claims history and medical reports.

The Senior Medical Underwriter must have three years experience in Underwriting health and life insurance and have a degree in nursing. Computer skills and the ability to type 40wpm is helpful.

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



**Blue Cross  
Blue Shield  
of Oregon**  
Human Resources Dept., 3rd flr  
100 S. W. Market  
Portland, OR 97201  
TDD# 225-6780  
Equal Opportunity Employer

**Secretary  
Equity Center**

Adv sec training; 5 yrs sec exp; use initiative, problem solve, work with a team; create and maintain positive work environment; very organized; Microsoft Word and DataEast reg; type 70 wpm; excel spelling, grammar, oral and written skills; professional presence, excel people skills; committed to school desegregation; exp in multiethnic environment. Salary \$22,269 per annum; excel benefits; starting on or about 7/1/93. Letter and resume must be received by 3pm. June 4, 1993. Apply to:

Personnel Office  
Northwest Regional  
Educational Laboratory  
101 S. Main Street, Suite 500  
Portland, Oregon 97204  
Equal Opportunity Employer

**Social Services  
Program Director**

For programs providing services to youth thru an interagency program located in Seattle Alternative Schools. Responsibilities include program administration, supervision of staff, proposal development and grant writing, budgeting, and serving as a member of agency/s administrative team. Qualifications include master degree in social work or related field. Three supervisory experience and knowledge of work with at risk minority youths. Send resume and three letters of reference to:

Dini Duclose, Exec Director  
Medina Children's Services  
P. O. Box 22638  
Seattle, WA 98122-0638

**Television**

**Research Director**

Demonstrate you are self-motivated, numbers savvy, able to persuasively tell a sales story. Strong writing skills, PC knowledgeable, hands on with presentation, graphics and publishing software. Build department from ground up. Tools include MiniPak, Arbitron 11, Scarborough, MicroNode, and TVScan. Send resume & salary history to Tony Thompson, GSM, KPDX, P.O. Box 49, Portland, OR 97207.

Equal Oppty Employer

For best results  
**ADVERTISE IN THE OBSERVER**

**Counseling**

**Clinical Supervisor**

Salary \$1775-\$1865 mo. +benefits CODA Inc seeks clinical supervisor for outpatient treatment services to serve a diverse chemically dependent client population. Will assist in supervision of 10-12 clinical staff. Duties include all aspects of outpatient clinical operations, diagnosis, evaluation and treatment services, individual and group counseling, client record quality assurance actions. Position works Mon-Fri 8-5, some variable early evening shifts. To qualify: a master's degree & 3 years experience in alcohol drug treatment are required, must demonstrate competence in alcohol drug treatment and treatment supervision.

Persons currently serving supervised parole or probation are ineligible. Applicants must consent to and successfully complete a criminal background investigation.

To apply submit standard CODA application form including screening question responses to address below.

Application materials available at CODA Inc., 210 NE 20th, Portland, OR 97232. (503)239-8400.

Equal opportunity/affirmative action employer.

The Portland Observer  
**BUSINESS  
SERVICES  
DIRECTORY**  
To Advertise  
Call 288-0033

**STATE CERTIFIED  
DAYCARE**  
Call 335-3020

**Program Director**

For growing multi-cultural women's philanthropic organization. Responsible for volunteer development, constituency outreach, support to grant-making program. Organizing, facilitation, good communication skills, commitment to women's empowerment essential. 32 hrs. We are strongly committed to EEO. Letter and resume post-marked by June 9 to: Search Committee, The Women's Foundation of Oregon, 921 SW Morrison #422, Portland, OR 97205.

## GRAND OPENING!



New Store in Your neighborhood will have  
Grand Opening on June 5th, 1993.

You are cordially invited to join and enjoy our Grand Opening party on Saturday the 5th, starting from 11:00AM till 3:00PM. Free hot dogs and soft drinks are served and no purchase is needed to join our Grand Opening party. Just come and experience the new line of product, you will have most exciting choices.

- Authorized Distributor and Dealer of Casio electronics.
- Authorized Dealer of PageNet Paging Network of Oregon (Mortrola Pager)
- Authorized Dealer of JVC electronics.
- Authorized Dealer of Sherwood electronics.
- Authorized Dealer of Dicky-Williamson Work Cloth.
- Authorized Dealer of Lebon Fashion.
- Authorized Dealer of Standard beauty and hair care products.
- Authorized Dealer of Pyle speakers.
- Authorized dealer of Hitachi electronics.
- Authorized Dealer of Alpine car stereo.

Buying Direct From Manufacturer, Mean Direct Savings To Our Customer.

**LIVING COLOR**

5001 NE Union Ave.  
(Corner of MLK Jr. Blvd. and Alberta)  
Phone: 287-8580

**Employment**

- **Secretary** (808802-PCPA)  
\$9.79/Hr. (closes June 4, 1993)
- **Secretary** (808802-STA)  
\$9.79/Hr. (closes June 7, 1993)

The employees in these two positions will perform a wide variety of responsible secretarial and clerical duties in support of management, professional and technical staff; and provide general information and assistance to the public.

(These two positions are subject to adoption of the 1993-94 fiscal year budget.)

Only applicants of the First Opportunity Target Area are eligible to apply during this recruitment process.

A Metro application and responses to supplemental questions is required for each position. Applications and supplemental requirements must be received, or postmarked, no later than 5:00 p.m. on Friday, June 4, 1993 or Monday June 7, 1993, depending on the secretarial position you are applying for.

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Applications also available at:  
Oregon Convention Center - 777 NE Martin Luther King Jr., Blvd.  
The Urban League - 10 N. Russell  
The Northeast Workforce Center - 739 N. Killingsworth

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Resumes will not be accepted  
AA/EEO Employer

**Vancouver Housing Authority  
Waiting List/Records  
Clerk**

Key records keeping position responsible for the VHA Waiting List, Heavy client contact, maintain manual and computer files, process records, and perform other clerical duties to assist VHA Housing Assistance personnel. Requires excellent communication skills, attention to detail, data entry, and computer keyboard experience, knowledge of English composition and basic math. Salary range \$1,392-\$1,809. 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. Tuesday, June 22, 1993.  
An Equal Opportunity Employer

**Social Services  
Program Director**

For programs providing services to youth thru an interagency program located in Seattle Alternative Schools. Responsibilities include program administration, supervision of staff, proposal development and grant writing, budgeting, and serving as a member of agency/s administrative team. Qualifications include master degree in social work or related field. Three supervisory experience and knowledge of work with at risk minority youths. Send resume and three letters of reference to:  
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