

CLASSIFIEDS

The Portland Observer

Employment

City Of Portland

Assistant Program Specialist,
Benefits-to \$43,722/yr-(Closes 6/21/93)

Building Inspector-
to \$19.83/hr-(Closes 6/18/93)

Bureau Administrative Manager-
to \$60,466/yr-(Closes 6/18/93)

Director, Bureau of Housing and Community Development-
to \$69,389/yr-(Closes 6/21/93)

Geographic Information Systems Manager
(Sr Information Systems Manager)-\$62,629/yr
(Closes 6/25/93)

Metro Performing Arts Theater Specialist
(Recreation Coordinator II)-to \$33,509/yr-
(Closes 6/25/93)

For more info/closing dates call (503) 823-4573
(24 hr job information).

TDD (503) 823-3520

A City of Portland application is required.
For applications and instructions, contact:

Bureau of Personnel
1220 SW 5th Ave., First Fl.
Portland, OR 97204

apps also available at:

Urban League
10 N/ Russell, Portland 97204

Minorities, females and disabled encouraged to apply

Nursing

Senior Medical Underwriter

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

The Senior Medical Underwriter must have a degree in nursing and possess strong communication skills. Experience in health and life underwriting and/or insurance is desirable. Candidate must also have computer skills.

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

Insurance

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

Finance

Specialist Aviation Finance

The Port of Portland has an immediate opening for an Aviation Specialist.

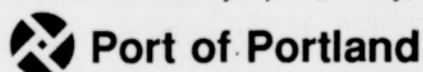
- Prepare account adjustments and request billing for customer account.
- Contact customers regarding delinquent accounts.
- Recommend collection action for delinquent accounts to Port management.
- Prepare monthly aging analysis of all aviation accounts for Port management.
- Work closely with Finance and Contract Management staff to coordinate the collection and payment of taxes owed by customers.
- Research revenue and expense information to be used for forecasting.
- Provide support for ad hoc projects.
- Respond to surveys and questionnaires as requested.

PREFERRED EDUCATION AND EXPERIENCE

- Course work or experience in accounts receivable, finance, and accounting functions.
- Precious office experience in accounting, billing and disbursing systems.
- Demonstrated knowledge in microcomputer applications such as MS Word and Excel.
- Demonstrate ability to work independently with limited supervision.
- Demonstrated ability to work well under pressure situations.

In addition to a starting salary of \$23,286 to \$26,424, the Port offers a comprehensive benefit package.

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. Pre-employment drug screening is required. All applications must be received by 5 p.m., Friday, June 18, 1993.



The Port is an Equal Opportunity Employer

Education

Multnomah Education Service District Job Information

Hotline

257-1510

257-1518 TDD

Current openings as of 6/11/93

Measurement Specialist

200 day position -

Application Deadline:

5 PM 6/17/93

Certified Occupational Therapy Assistant

12 hrs week/school year

Application Deadline:

5 PM 6/28/93

Assistive Technology Specialist

200 half-time days

Application Deadline:

5 PM 6/29/93

Augmentative Communication Specialist

200 half-time days

Application Deadline:

5 pm 6/30/93

Apply in person M-F 8-11:30 AM, or send self-addressed, stamped legal envelope indicating position to: Multnomah ESD, Attn. Recruitment, 11611 NE Ainsworth Circle, Portland, OR 97220

An Equal Opportunity Employer & Drug Free Work Place

Police Officer

City of Salem is accepting applications for Police Officer (sal. range \$2372-\$3326/mo.+ Excel. Fringe Bene. Pckg). Minorities, women, bilingual applicants encouraged to apply. Must be 21 yrs prior to appointment; high school grad or have GED; and be US citizen within 1 yr of hire. Bilingual applicants strongly encouraged to apply. First 300 applicants will be tested in July; remaining applicants tested in September. Closes 6/25/93. Personnel Dept. 555 Liberty SE, Rm. 225, Salem, OR 97310. EOE/AA Employer Committed to Diversity.

Cook

Multnomah Athletic Club is currently seeking individuals with 3 yrs experience in the culinary field. We have current full time and part time positions. This would be an excellent opportunity for individuals who are interested in expanding their culinary skills while working with our professional team. We offer an excellent benefits package incl. medical, dental and life insurance. Please call 223-8748 9-11 a.m. for an appt. Equal opportunity Employer.

City Of West Linn Engineering Technician II

\$1908/mo. - \$2480/mo. DOQ Performs engineering work of a technical nature, may include surveying, drafting, blueprinting with emphasis on inspection of construction projects. Inspects wide range of construction and improvement projects for conformance to plans and City ordinances. Minimum qualifications are graduation from high school or completion of GED certification. Requires three years progressively responsible experience conducting construction inspections. Minimum one year experience in drafting, surveying and engineering required. Course work in Civil Engineering Technology equal to 45 credits is desirable and may replace one (1) year of drafting, surveying or engineering experience, skill in interpreting of plans and specifications and working effectively with contractors and general public. Must possess valid driver's license at time of appointment. Successful candidate is required to submit to peremployment drug screen. City of West Linn applications must be received by Monday, June 28, 1993, 4:30 PM, West Linn City Hall, 22825 Willamette Drive, West Linn, OR. (503) 656-4518 (TDD). EEO

City Of West Linn Employment Opportunity Children's Service Librarian

Salary \$2007 - \$2608 per month DOQ. Seeking a creative, innovative, outgoing individual. Must have Master's Degree in Library Science and 2 years (minimum) experience in professional library work. Experience must include juvenile collection development, programming, summer reading events and preschool story time and strong community involvement with an enthusiastic approach to children's services. Reference experience desired. Must possess excellent written and oral presentation skills. Interested persons must submit City application and supplemental questionnaire. Completed application packets must be received by July 30, 1993, 4:30 PM (PST), at West Linn City Hall, 22825 Willamette Drive, West Linn, OR 97068, (503) 656-4518, TDD, EEO.

Executive Director Portland Development Commission (PDC).

Reports to five-member board appointed by Mayor and responsible for managing a staff of 112. The PDC manages revitalization programs for the City, including economic development, housing and urban renewal programs and projects. The current Budget is \$45.1 million. Candidates should have strong leadership and management skills, with the ability to work successfully with diverse

Insurance

Senior Health Underwriter

If you're a high performer looking for a high performance business environment, consider this professional opportunity with Liberty Health, a part of Liberty Northwest Insurance.

Responsibilities include analysis of cost and statistical data, perform complex rating analyses and recommend rates for existing and prospective contracts to provide an equitable balance between income, claims payments, and administrative costs.

Qualified applicants should have a Bachelor's degree in Business or mathematics or related field and three-five years of group health underwriting experience with a demonstrated working knowledge of experience rating methodology and alternate finance arrangements or the equivalent combination of education and experience. Proven leadership, supervisory and analytical ability in identifying problems, developing solutions and implementing an effective course of action.

Submit resume to:

Liberty Health Plan
Human Resources #066-93
825 NE Multnomah, Suite 1900
Portland, OR 97232
EQUAL OPPORTUNITY
EMPLOYER

Executive Director Portland Development Commission (PDC).

Reports to five-member board appointed by Mayor and responsible for managing a staff of 112. The PDC manages revitalization programs for the City, including economic development, housing and urban renewal programs and projects. The current Budget is \$45.1 million. Candidates should have strong leadership and management skills, with the ability to work successfully with diverse groups. Candidates should have skills in public sector financing, community development, and intergovernmental relations, along with a BS/BA in a related field, MPA/MBA/MUP preferred. The ideal candidate will have a mix of public and private sector experience. Salary negotiable, current range \$58,000-\$99,100. To apply send a resume with current salary to David K. Donaldson, David M. Griffith & Associates, 5715 Marconi Ave., Suite A, Carmichael, CA 95608. Filing deadline July 23, 1993.

For Sale

Video equipment-sale of used equipment including monitors, 3/4" decks, TBC's and other miscellaneous items. Friday, June 25, 1993-silent auction from 11am to 1pm. All equipment sold AS IS. Purchases must be made with cash, bank check, money order or company check. For equipment list contact PCA-TV at 288-1515. Doors open at 11AM, 2766 NE MLK Boulevard, entrance on Graham Street.

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. Applicant must consent to 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.

Corrections Food Service Coordinator Oregon Department Of Corrections

This position coordinates, instructs, and directs inmates in the production and serving of meals and participates in the preparation of large volume cooking in a correction institution setting. To qualify: You must have equivalent to: a high school diploma or GED and 3 years of experience in a commercial food service facility; or an associates degree in food service management, foods and hospitality service or a directly related field. Salary range \$1,789 - \$3,694 per month. Liberal insurance, retirement vacation and sick leave benefits. Obtain a detailed job announcement and state of Oregon Employment Application from any local Oregon Employment Division office or most state agency personnel offices. For information, contact the Dept. of Corrections Personnel Office, (503) 945-9010. Apply by June 28, 1993. EEO/ADA Employer.

Child/Family Therapist - M.S.W. or related field and exper. counseling children. Deadline: June 21, 1993. Send resume by to CCMH, 6329 N.E. M.L. King Jr. Blvd, Portland, OR 97211.

Auto For Sale

87 BUICK RIVIERA, White 2-door, 62K miles, excl. cond.; V6, AT, AC, PS, PB, tilt, cruise. \$6200/ofr. 284-1613

Forest Management Specialist 2

\$2,261 - \$3,008 Monthly

The Oregon Department of Forestry is currently recruiting for Forest Management Specialist 2, Service Forester. This recruitment will be used to establish a list of qualified people. The list will be used to full openings as they occur.

The focus of the Service Forestry program is to improve management on the non-industrial private woodlands in Oregon. This involves providing to the woodland owners technical advice, management planning services, forest tax program administration, coordination with other agencies and other landowner groups, and administration of federal cost-share programs.

Qualifications are: a Bachelor's degree in Forestry or related field (such as: Wildlife Management, Biology, Botany, Plant Pathology); AND two years of forestry experience in technical and professional forestry practices in one or more of the following areas: forest engineering; cruising timber including cruise design; participating in fire suppression and suppression activities; harvesting timber; reforestation; or young growth management. An additional three years of experience as described above may substitute for the Bachelor's degree.

Announcement opens June 16, 1993 and closes July 16, 1993. Contact Department of Forestry Personnel Section, 2600 State Street, Salem, OR 97310, (503) 945-7294 for job announcement, test questions, and applications.

Supervisor

Food Services

Energetic, experienced, and creative supervisor to manage a fast paced food service operation in a educational/vocational residential training setting. Individual must be flexible, well organized and enjoy working around young adults. Position requires a Bachelor's degree or three years related experience or technical training, one of which should be in a supervisory capacity. Six years direct experience in food services may be substituted for formal education. Must have knowledge of nutrition and methods of food cost effectiveness. If interested please respond by sending cover letter of interest and resume no later than 6/18/93 to: Springdale Job Corps Center, ATTN: Human Resources, 31224 E. Crown Point Highway, Troutdale, Oregon 97060 An Equal Opportunity Employer M/F/D/V

Adv. sales: Strong organizational skills. Prev sales exp. resume to Apogee Communications, 4614 SW Kelly, Portland, OR 97201. An Equal Opportunity Employer.