

CLASSIFIEDS/BIDS

The Portland Observer

Health Care

Clinic Manager

Capitol Health Care in Salem offers a unique opportunity for a Clinic Manager in a free-standing Nurse Practitioner model clinic serving CHC's contracted Medicaid population.

The successful applicant for this position will have demonstrated strong interpersonal/organizational skills, possess a four year degree in business or related field, have four years of progressive management experience in a multiple provider primary care practice, have previous experience with state and federal entitlement programs, third party payers and managed care protocols. Knowledge of federal and state regulations concerning a primary care practice and bilingual skills are preferred.

Capitol Health Care/Blue Cross and Blue Shield of Oregon offers an excellent benefits package and competitive salary. Pre-employment drug screen required. To assure your application is processed immediately, send your resume or application to:

Blue Cross/Blue Shield of Oregon
Capitol Health Care
Barbara Gregerson
534 Ferry St. Salem, OR 97309

Multnomah County

Clinic Health Assistant/Bilingual Spanish, Vietnamese of Russian: \$9.17 per hour; apply by June 25.

Outreach Worker TB Clinic/Bilingual Vietnamese; \$12.02 per hour; apply by June 25.

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

Fiscal Manager 3

\$3206 - \$4301

The State of Oregon Vocational Rehabilitation Division is recruiting for a Fiscal Manager 3 to direct the Accounting, Budget, and payments units; accounts for the agency's funds; directs the agency's fiscal operations; prepares federal and state fiscal and accounting reports to ensure compliance with GAAP, SAM, appropriate policies, rules and regulations and statutes; and, conducts special budgetary, fiscal and system analyses. Call VRD at (503) 378-3860 for state application and recruiting announcement X1227X, OC930320. Applications must be received by June 25, 1993 at 5PM. VRD is an EEO Employer. Minorities, females, and persons with disabilities are encouraged to apply.

Planner (Senior)

Responsible for current planning and staff supervision. Requires three years experience in land use planning and bachelors degree in related field. \$2,706 monthly plus excellent fully paid benefits. Obtain City employment application and return it completed before 4:00pm June 25, to City of Ashland personnel, 20 E. Main Street, Ashland, OR 97520. (503) 482-3211. An Equal Opportunity American Protection Act Employer.

Attention

personal, 2nd Mortgage
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1-800 889-4848

Data Processing

PC Network Support Specialist

Capitol Health Care in Salem, a wholly owned subsidiary of Blue Cross and Blue Shield of Oregon, is currently accepting applications for a PC Network Support Specialist in their Information Systems Department.

The PC Network Support Specialist is responsible for administering all LAN Networks, providing capacity planning, and general trouble shooting. This person will also install and provide for the maintenance of all PC's, including hardware and software aspects.

Qualified applicants must have thorough knowledge of PC's including set-up, training and network connectivity, as well be knowledgeable in Ethernet and Token Ring networks as well as Novell implementation with TCP/IP Protocols. Network certification desired.

Blue Cross and Blue Shield of Oregon/Capitol Health Care offers an excellent employee benefits package and competitive salary. Pre-employment drug screen required. Equal Opportunity Employer.

Send resume to:

Blue Cross/Blue Shield of Oregon
Capitol Health Care
534 Ferry St. Salem, OR 97309
Attn: Darcy Morley

Lane Community College Business Department Chair

Closing: 7/6/93

For application and job description, please contact: Personnel Services, Lane Community College, 4000 E. 30th Avenue, Eugene, OR 97405 (503) 726-2211. LCC application must be postmarked by closing date. A resume may be submitted, but cannot take the place of the application form. An Affirmative Action/Equal Opportunity Institution.

Insurance

Portland Public Schools Workers Compensation

Asst Claims Examiner

Must have 1-3 yrs exp and knowledge in managing medical only, and light indemnity claims. General clerical and computer skills nec. Salary range: \$22,917 - \$27,284. closing date: 6/23/93, 5 pm. Exc fringe benefits. Applicants must complete Portland Public Schools application form. Submit letter of application outlining skills, and detailing fulfillment of detailed qualifications, a current resume and 3 current letters of reference directly addressing qualifications for position to Personnel Services, PO Box 3107, Portland, OR 97208-3107. (503) 331-3544 ext 4554. FAX (503) 331-3107. Application forms may be obtained in Personnel Services, 501 N. Dixon St. Portland, OR. Equal Opportunity/Affirmative Action Employer.

Medical

Nurse Practitioner/ Physician's Assistant

\$3075-\$3200 mo + benefits
CODA Inc. seeks PA/NP to provide medical services to substance abuse clients. Duties include physical exams for all incoming clients, annual client medical status reports, brief psychiatric evaluations, and routine medical treatment. Additionally, position oversees methodone dispensing operations & supervises registered & psychiatric nurses. Applicant must possess current unencumbered Oregon PA or NP license. Ideal candidate will have exp w-chemically dependent populations. Persons currently serving supervised parole or probation are ineligible. Application materials are available at:
CODA Inc, 210 NE 20th, Portland, OR 97232. 503-239-8400. Equal Opportunity/Affirmative Action Employer

Counselor

Clark College

Career Counselor

Full time, tenure/track position beginning Summer 1993. Requires Masters in counseling or a related field such as Education, Student Services, or Psychology, and 3 years vocational and/or academic counseling experience, including teaching, career exploration or related classes, preferably at the community level.

Application materials may be obtained by visiting or calling: Clark College Personnel Services, Room 136, Baird Administration Building, 1800 E. McLoughlin Blvd, Vancouver, WA 98663. Telephone: (206) 699-0105. OR TDD for the hearing-impaired 206-696-6383.

Applications must be returned no later than 5pm, Fri July 16 1993. The College will consider its diversity needs when filling this position.

Clark College is an equal opportunity/affirmative action employer. Upon request, accommodations are available to the differently-abled for the application process.

JOB LINE: 206-696-1821
(For Future Openings)

Customer Service Representative

Career opportunity available for experienced professional with sales/marketing/customer service background who values team work and continuous improvement. College degree required. 2 years previous inside sales experience. PC skills required.

Offer competitive salaries, outstanding benefit package and excellent growth opportunity.

Please send resume with salary history to:
P.O. Box 17128
Portland, OR 97217-0128
Attn: Human Resource Mgr.
Equal Opportunity Employer

Employment

Senior Economist

(356-0593-PL)
(This position is subject to final adoption of the 1993-94 fiscal year budget.)
\$33,679-\$47,398
(Closes June 18, 1993)
This position will assist in developing and implementing a GIS based land use and transportation modeling system, and in developing and operating economic, demographic and activity models for the Portland/Vancouver metropolitan area.

Insurance

Portland Public Schools Workers Compensation

Asst Claims Examiner

Must have 1-3 yrs exp and knowledge in managing medical only, and light indemnity claims. General clerical and computer skills nec. Salary range: \$22,917 - \$27,284. closing date: 6/23/93, 5 pm. Exc fringe benefits. Applicants must complete Portland Public Schools application form. Submit letter of application outlining skills, and detailing fulfillment of detailed

Television Master Control Switcher.

On-air switching, maintain program log, observe and maintain proper on-air levels, set-up and operation of machines for scheduled playback in all formats, satellite records. Please send resume to: Bruce Johnson, P.O. Box 49, Portland, OR 97207. No Phone Calls. E.O.E.

Construction Project Manager 1

\$2261 - \$3008 Monthly

Oregon Department of Transportation seeks applicants for assistant facilities manager position in Salem. Will assist in development of capital improvements, construction and maintenance projects. Requires one year experience overseeing or assisting in the management of capital improvement and/or capital construction projects, AND relevant undergraduate degree. Three additional years of experience may substitute for degree. Contact ODOT Recruitment at (503) 378-6281 for information and application packet. Completed applications due by 5:00 p.m., July 2, 1993. AA/EEO Employer

Beautician

For skilled 90 bed nursing facility, one day per week, must be state licensed. Salary negotiable.
Apply Direct: Mon thru Friday
Del's Care Center, Inc.
319 N.E. Russet St.
EOE

WANTED Draft Persons

(In The Following Disciplines)

Civil/Structural, Mechanical/Piping
Architectural, Electrical & HVAC

Certified Technical Consultant Services, Inc. Has full-time positions open for Draftpersons with 5-10 years of Drafting work experience in above stated disciplines

Part-Time position also available, these applicants must have 1-2 years of Drafting class work or on job experience.

All interested applicants must submit a resume to the following address:

CTC
CERTIFIED TECHNICAL CONSULTANT SERVICES
Structural Steel Detailing & Certified Welding Inspections
P.O. Box 2786 • Portland, OR 97208-2786

Education

Multnomah

Education Service District
Job Information Hotline
257-1510

257-1518 TDD

Current openings as of 6/6/93
Measurement Specialist

200 day position-application deadline: 5 PM 6/17/93

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 97270

An Equal Opportunity Employer & Drug Free Work Place

Site Coordinator, Family Nurturing Program, NE Portland:

lead parent groups, recruit/train volunteers, do community presentations. Masters in Mental Health or B.A. plus experience. Multicultural experience required. Half-time, \$10,000-11,700/year. Send resume to: T. Haley, Lutheran Family Service, 605 SE 38th, Pld, Or, 97214.

Temporary summer positions available at Loaves & Fishes Centers, Inc.

Loaves & Fishes is a nutrition program for the elderly, a need exists for on call, as needed Meals on Wheels Coordinators and caterpersons. The caterperson responsibilities include the preparation and serving of meals to seniors. The Meals on Wheels Coordinators responsibilities include scheduling of drivers, coordinating the packing of meals and completing required reports. Car necessary for MOW Coordinator. Apply at Loaves & Fishes Centers, Inc., 6125 SE 52nd, Portland, OR, or call 777-2424 for an application. EOE.

BUSINESS SERVICE DIRECTORY

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