

CLASSIFIEDS

The Portland Observer

503-288-0033

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You will train in a marketable skill while earning a monthly salary. The Oregon Army National Guard can give you a \$2,000 Bonus and the Montgomery GI Bill for college. Call SFC Carter 280-6007 OR 1-800-255-2764

Dispatcher Clerk

City of Milwaukie, OR. Salary \$1597 to 2039/mo. (D.O.Q.), full-time, plus excellent benefit package. We are seeking responsible person(s) who under general supervision receives and transmits emergency and routine voice radio messages concerning police and fire department; dispatches equipment and personnel according to predetermined policies; performs clerical work as required. Requires: Education and training equivalent to graduation from high school and one year general office work, including radio-telecommunications work. Preference will be given to applicants with emergency dispatch experience. Special Condition: no impairment of hearing or speech. 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 2 pm, Tuesday, July 13, to the Personnel Dept. at the above address. Resumes Will Not Be Accepted. TDD #659-5171, Fax # (503) 652-4433. EEO

ESL/Cultural Awareness Specialist

Energetic, experienced, and creative ESL/Awareness Specialist needed to provide reading English as a second language to young adults in a vocational and educational center. Individual will also be responsible for developing and conducting cultural awareness programs; assist in developing community linkages and volunteers; developing cultural awareness programs for staff. Position requires a Bachelor's degree and at least one year experience working with bi-lingual and/or multi-cultural programs. If qualified and interested please respond by sending cover letter of interest and resume no later than 7/2/93 to: Springdale Job Corps Center, Attn: Human Resources, 31224 E. Crown Point Highway, Troutdale, Oregon 97060

Part-time Intern Job

The Albina Ministerial Alliance (AMA) is seeking a fundraising intern for a three to six month mutual learning experience. The intern will work with outside fundraising counsel to begin the development of a long-term, ongoing effort to provide financial support to the mission of the Alliance. AMA promises the intern a broad-based learning experience that culminates with a formal report that will be used by AMA and can be taken with the intern for future use in their career. There is a strong likelihood that a permanent development position will be opened during the internship, thus giving the intern an inside track on securing this position. Please note however, that a thoughtful community search will be conducted. The successful intern candidate will be an individual with powerful communication skills both oral and written - informal and formal. Previous fundraising experience is not required, but relevant life experiences will be valuable. Maturity in attitude, patience, marketing skills, and enthusiasm for the mission of Albina Ministerial Alliance and the community it serves will be critical factors. Please apply to: Albina Ministerial Alliance 1425 NE Dekum - P.O. Box 11243 Portland, OR 97211 Closing Date: June 29, 1993, 5:00pm

Bookstore Clerk

Temporary Bookstore Positions Available. Duties include cashiering, customer service, and receiving. Part or full time. Includes evenings and weekends. Starting Pay \$5.50-\$6.00/hour dep. on exp. Prior Bookstore, Library, Or Cashiering Experience Helpful, but not necessary. Send resumes by 7-12-93 Attn: Craig Roethler, C/O Powell's Bookstore, 1005 W. Burnside. Portland, OR 97209. No Phone Calls Please. Powell's Books is and Equal Opportunity Employer.



Multnomah County Community Licensed Practical Nurse (Bi-lingual preferred)

\$10.19 per hour; apply by July 9. Library Supervisor-Central Library; \$31,600-44,421; apply by July 9. Coord-Graphic Arts Unit (Half-time); \$14.52 per hour; apply by July 9. Systems Administrator; \$39,543-55,355; apply by July 9. 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

Teachers

For new private K-5 school. Experienced in SOI, Integrated/Thematic Curriculums, multi-age group, Spanish fluency pref. Send resumes to: ABIQUA SCHOOL 4985 Battle Creek RD. SE.#107 Salem, Oregon 97302 EOE

Development Director

Portland Camp Fire is looking for Development Director to manage fund raising for the council. Exper. with annual giving & 3 yrs of exper required. Salary depending on exper. Equal Opportunity Employer. Resumes to: Development Director, Portland Camp Fire, 718 W. Burnside, #410, Portland, OR 97209.

Education Multnomah Education Service District

Job Information Hotline 257-1510 257-1518 TDD Current openings as of 6/25/93 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 Educational Assistant, Male Multihandicapped Program BFOQ - Requires personal hygiene assistance and training 7 hrs day/190 days Application Deadline: 5 PM 7/1/93 Teacher, Special Education Multihandicapped Program 190 days Application Deadline: 5 PM 7/2/93 for first screening - open until filled School Psychologist 190 days Application Deadline: 5 PM 7/6/93 Speech And Language Pathologist, Early Childhood 190 days Application Deadline: 5 PM 7/7/93 Psychologist For Early Childhood Special Education Services 190 Days Application Deadline: 5 PM 7/8/93 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

Secretary

Part-time secretary for an A&D residential treatment program. Typing: 50 wpm, computer skills (WP.5.1), general office exper. Send resume by 7/7/93 to: CCMH, 6329 N. E. M.L. King Jr. Blvd., Portland, OR 97211, Attn: A/D/ Secretary

Alcohol & Drug

Program Director for culturally-specific, outpatient treatment program in northeast Portland. Requires a degree in human services or related field, a minimum of 3 years continuous sobriety if in recover, and demonstrated competency in management of an alcohol/drug facility. Send resume by July 31, 1993 to: CCMH, 6329 NE M.L. King Blvd., Portland 97211, Attn: A & D Program Director.

Vancouver Housing Authority Development Secretary

Key secretarial position provides clerical and technical support for the Development Department and back up assistance for the Maintenance Secretary. Word Perfect 5.1 proficiency a must. Requires typing speed of 65 wpm, attention to detail, knowledge of English composition and basic math. Salary range \$1,539-\$2,000. Excellent benefits. Cal (206) 694-2501 for application materials. Submit to Vancouver Housing Authority, 500 Omaha Way, Vancouver, WA 98661 p.m. Wednesday, July 21, 1993. An Equal Opportunity Employer

Nursing

On-Call

Nursing Professionals (RN/LPN/CMA)

\$8-\$14/hr depending on qual. CODA Inc. seeks nursing professionals in outpatient drug treatment facility to provide general nursing services to methadone clients. Administration of methadone and direct nursing services are primary duties. Days and shifts vary considerably. Dispensary operates daily 6am-3pm. To qualify applicant must possess current unencumbered Oregon license as registered or practical nurse or certification as medication aide. Valid driver's license required. 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 materials available at CODA Inc., 210 NE 20th, Portland, OR 97232. (503) 239-8400. Equal opportunity/affirmative action employer.

Lane Community College Instructor/Business Dept.

Closing: 7/30/93 For application, job description and further information please contact: Personnel Services, Lane Community College, 4000 E. 30th Avenue, Eugene, OR 97405. 1-503-726-2211. LCC application must be postmarked no later than deadline date. A resume may be submitted, but cannot take the place of the application form. An Affirmative Action/Equal Opportunity Institution.

KUPL Radio

Job Title: Receptionist Interview Deadline: July 9, 1993 Salary: \$1,000/mo. + Benefits Days: Mon-Fri 8:30a-5:30p Qualifications: Front office/receiving. General clerical duties, including light filing; mail distribution; type 45+ WPM (test required). Experience: Excellent multi-line phone skills KUPL Radio 6400 SW Canyon Ct. Portland, OR 97221 (Located in the Sylvan area. Bus Service is not convenient.) No Phone calls please. Apply in person: July 7-July 9: 10A-3P only! **We are an equal opportunity employer**

RN LPN CNA

"Do you enjoy having a part in the decision making process?"

If your answer is YES! then Bishop Morris Care Center is the place to work. Our team is dedicated to making each member a vital part of our participatory management. At our facility, you will enjoy working with a group of professionals in a progressive and challenging setting. Being a part of the Legacy Health System affords our employees many advantages and resources that are hard to find elsewhere.

Currently, we are accepting applications for full time, part time and on call positions in our multi-level facility (ICF, Skilled and Special Care). We offer competitive wages and a full benefits package which includes: medical, dental, vision, and life ins.; tuition reimbursement; and retirement benefits which include a matched savings plan. Please apply M-Th; 9a-3p at 2430 N W Marshall

Job Hotline - 229-7061. Equal Opportunity Employer

Research

Full-time Faculty Research Assistant, Office of International Research and Development, Oregon State University. B.A. or B.S. in Social Sciences or Natural Resources required, M.S. preferred; Experience with WordPerfect, Quattro-Pro, and Lotus required; International experience required, experience in a developing country preferred; Excellent verbal and written communication skills required; Excellent organizational and time management skills required; Verbal and written French language capability preferred; Demonstrated ability to work with international clientele and persons of diverse cultural and ethnic backgrounds. Salary: \$19,999 to \$21,000 depending on experience. Please send letter of application, resume and names to two references to: Suzanne Maman, OIRD, Oregon State University; Snell Hall 400, Corvallis, OR 97331-1641, Telephone: (503) 737-6438 and FAX: (503) 737-3447. OSU is an Affirmative Action/Equal employment Opportunity Employer and is responsive to dual-career needs. Closing Date: July 2, 1993.

Community Yard Sale

July 23rd 10-3 pm Dels Care Center 319 N. E. Russet 1 Block No. of M.L.K For Information Call 289-5571 All Proceeds Benefit Del's Care Center

Restaurant

Dishwasher Multnomah Athletic Club

is now hiring for full time position. We offer an exc benefit package. Call 223-8748 9-11 a.m. for an appt. Equal Opportunity employer

Education

George Fox College is seeking adjunct faculty for the 1993-94 academic year for the following classes: Information & Database Systems Basic Concepts of Algebra College Algebra & Trigonometry Public Relations Masters degree required: Doctorate preferred. George Fox College is a church-related liberal arts college committed to an evangelical Christian philosophy of higher education. To Apply mail a resume to the Office of Academic Affairs, George Fox College, 414 N. Meridian, Newberg, OR 97132, (FAX 537-3834)

PORTLAND OBSERVER "The Eyes and Ears of the Community" Office: (503) 288-0033 Fax #: (503) 288-0015

Insurance

Customer Service Representative

Blue Cross and Blue Shield is currently accepting applications for full time Customer Service Representatives. Qualified candidates will possess the ability to communicate effectively and professionally both orally and in written form involving an indepth knowledge of all aspects of BCBSO. This position involves the ability to work autonomously in a fast-paced environment, and applicants must have demonstrated excellent attendance in previous employment. Other requirements include:

- 1 yr work experience in customer relations (within the last 2 years, preferably insurance-related).
- Practical knowledge of medical/dental terminology
- CRT experience & the ability to type 40 wpm
- Good math 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 #169 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

Employment

Catering Office Assistant (012-0693-ZO)

\$7.28 - \$10.23/Hr. (Part-time) (closes July 8, 1993)

This position performs routine office support tasks according to prescribed procedures and methods using a variety of office equipment.

Assistant Development Officer (333-0693-ZO)

\$28,606 - \$40,257/Yr. (Full-time) (closes July 7, 1993)

This position assists the Development Officer in securing corporate, foundation and government grant support and gifts from individuals for the Zoo. (The two positions above are subject to adoption of the 1993-94 fiscal year budget.)

Secretary (022-0693-PE)

\$8.84 - 12.43/Hr. (Full-time) (closes July 9, 1993)

This position performs computerized data input functions, typing, general clerical tasks and some receptionist duties to contribute to efficient office operations.

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

Employment

City of Portland

Customer Service Representative

-to \$12.73/hr - (Closes 07/06/93)

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 S. W. 5th Ave., First Fl Portland, Or 97204

apps also available at:

Urban League 10 N. Russell

Minorities, females and disabled encouraged to apply

Port Of Portland Career Opportunities

Vehicle Maintenance Mechanic Portland International Airport Closing Date: July 2, 1993

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. Preemployment drug screening is required. All applications must be received by 5 p.m. on the closing date.

Information about career opportunities with the Port can be obtained by calling the Job Hotline at (503) 731-7480.

Port of Portland

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