

CLASSIFIEDS / BIDS

Executive Assistant For Communications

Oregon Department Of Consumer & Business Services
The Oregon Dept. of Consumer & Business Services is seeking applicants for the Assistant to the Department's Director, with responsibility for public information and supervision of the department's communications staff.

The Department administers the state's workers' compensation law; OSHA programs; regulation and licensing of state-chartered financial institutions, securities, and insurance companies/agents; and additional business/technical standards development/regulatory programs. More than 1200 department employees work across the state providing consumer and worker protective services. The communications professional in this job is on the cutting edge of government innovation. The salary range is \$36,560-\$51,600 plus health/retirement program benefits.

For more information about this position, please contact DCBS, Employee Services, 21 Labor & Industries Building, Salem, OR 97310--(503) 378-3200. To be considered, applicants must submit the state's application form and complete questions contained in the official job announcement. The closing date for application is December 20, 1993.

DCBS is an equal opportunity employer.

Assistant Chief Engineer

Assist in the technical operation of growing Fox station in great market. Maintain studio, transmitter network and production facilities. Supervise master control. Degree in Broadcast Electronics: general class FCC license. 10 years UHF transmitter and multi-format experience. Post production and audio engineering background a plus. Resumes to KPDX, P.O. Box 49, Portland, OR 97207. Attn: Sherry Curtis. No Phone calls. EOE.

Counseling

Counselor V

Salary \$1775-\$2000 mo. + benefits

CODA Inc. seeks qualified senior counselor to supervise New Directions Family Treatment Center facility and client services. Duties include: administration of daily operations, supervision of 5-8 substance abuse counselors, admission, diagnosis, evaluation and treatment services; facility and milieu supervision. Counseling services to complex case load. Normal shift Mon-Fri 9-5. To qualify: a masters degree in relevant discipline and 2 years supervised experience or equivalent are required as is supervisory experience. Must be certified or certifiable in CPR/first aid.

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) 236-2290 ext. 254. Equal opportunity/affirmative action employer.

Management

Assistant Director

for the Growth Management Division, Department of Community Development (DCD) with Washington State. BA in Planning, Public Administration or closely allied field + three years experience in growth management or planning. Annual Salary up to \$59K. DCD is an equal opportunity employer and encourages women minorities and person of disability to apply. Send resume and cover letter to: Pegi Lee, Personnel Manager, PO Box 48300, Olympia WA 98504.

Operations Manager

\$3054 - \$4301 Monthly + Benefits

The State of Oregon Vocational Rehabilitation Division is recruiting for an Operations Manager for the Disability Determination Services Program. The Operations Manager is responsible for directing the activities of four units that develop and adjudicate social security disability claims. Call (503) 945-5676 for recruiting announcement X7006 OC930798 and a state application. VRD is an AA/EEO employer and complies with Section 504 of the Rehab. Act of 1973 and ADA. Minorities, females, and persons with disabilities are encouraged to apply.

Accounts Payable Multnomah Athletic Club

is currently seeking a detail oriented person who can handle a high volume workplace as our Accounts Payable Clerk. Position requires knowledge of AP accounting, knowledge of AP computer system, 10-key by touch, and use of a typewriter. We offer an exc benefits package. Call the Human Resource Dept. for an appt. between 9-11 a.m. 223-8748. Equal Opportunity Employer

Multnomah County

Maintenance Worker; \$10.63 per hour; apply by December 10. Sheriff's Operations Tech Trainee; \$9.61 per hour; apply by December 10. Call 248-5035 for job information or visit Employee Services, 1120 SW 5th Ave., Room 1430, Portland. Equal Opportunity Employer

Truck Driver

needed to work full time days for growing manufacturer. Will transport materials between two company buildings, and do warehouse stock work. Ideal candidate will have commercial driver's license with air break notation, and two years experience truck driving and warehouse experience, including forklift and pallet jack. Apply M-F 1 to 5 PM at 3580 NE Broadway, Portland, OR 97232. Equal Opportunity Employer.

Development Assistant

Major arts organization seeks detail oriented self starter to assist with multi-faceted fundraising campaign. This clerical support position requires computer literacy, WordPerfect, Database & Spreadsheet experience. Benefits. Send Cover letter with resume to: Portland Opera, 1516 SW Alder, Portland, Oregon, 97205. Deadline, December 10, 1993. **NO CALLS PLEASE.** Equal Opportunity Employer.

Radio Production Director

for AM/FM. Production, copywriting and mgmt skills a must - 3 yrs min. exp. T&R to Apogee Communications, 4614 SW Kelly, Portland, OR 97201. Equal Opportunity Employer.

For Sale

1981 626 Mazda Engine Needs Work \$450.00 Or Best Offer Or Bid 286-5839

The Portland Observer

Offers 50%
Advertisement
Discount

During The Holiday
Season

Call And Ask About Our
Holiday Advertising
Special At 288-0033

PORTLAND OBSERVER
Office: (503) 288-0033
Fax #: (503) 288-0015

General

Help Wanted

Interviews Now
Being Accepted!

On A First Come Basis
First Serve Basis
Growing Company Needs

50 People
To Fill Immediate
Openings..Openings..Opening
No Strikes, No Layoffs

Expanding local distribution center for a large 80 yr. old electrical maintenance company. Have openings in several departments for setup and display work sales manager trainee, recruiting trainee position.

No experience necessary. As we provide full training that will lead to a very secure position.

\$1800.00 per month Guarantee

Based on 48 presentations per month

Call 639-0392

RESEARCH AND SPECIAL SERVICES CONTRACTOR

For ethnic minority convention and tourism marketing.

Personable, good communications skills. Background preferred in convention and tourism, but not required. Must have knowledge of multi cultural business and community contacts, demonstrated experience in PC computer skills, modern, Wordperfect 5.1 and general business office procedures.

Independent contract through June 30, 1993 with renewable option, commensurate with ability.

Respond in writing with complete details of qualifications and background. Deadline: Dec. 20, 1993.



PO Box 5488 - Portland, OR 97228-5488

An Equal Opportunity Organization - "For The Right Reasons"

Energy Management Specialist III

Perform energy analysis of complex residential, commercial, and/or industrial facilities, systems, processes, and equipment. Apply a variety of engineering analysis and computer modeling methods. Install and/or oversee the installation of monitoring and test equipment on facilities, systems, processes, and equipment. Provide lead support to staff in managing customer accounts and technical support to complex facilities, systems, and processes. Direct work of professional consultants performing energy analysis of customer facilities. Write a variety of documents, including customer information, project scopes of work, and other documents. Organize and lead project teams to develop energy management programs as assigned. Position requires three years experience in energy management specific to area of assignment, including project management experience (with Associates' degree in lieu of Bachelor's degree); or six years experience specific to area of assignment, including project management experience (with Associates' degree in lieu of Bachelor's degree). Bachelor of Science degree in engineering or related technical field; or Associate's degree in energy management (with required experience) or related technical field. \$1,406.40-\$1,817.60/bi-weekly.

For application packet contact: Eugene Water & Electric Board, PO Box 10148, 500 E 4th Avenue, Eugene OR 97440 or (503) 484-2411 ext., 3012. Position closes Monday, January 3, 1994 5:00 p.m. Equal Opportunity Employer

Laundry

Multnomah Athletic Club

is currently hiring a full time Laundry Attendant. Position requires good hand-eye coordination, some heavy lifting and ability to work a flexible shift. Previous institutional, laundry experience pref. Exc benefits. Call 223-8748 for an appt. Equal Opportunity Employer.

Port Of Portland Career Opportunities

Administrative Coordinator/ Word Processor Engineering Department

Closing Date: December 3, 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 Prot can be obtained by calling the Job Hotline at (503) 731-7480.



Port of Portland

Port Of Portland Career Opportunities

HVAC Electrician II Aviation Maintenance

Closing Date: December 3, 1993

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Port of Portland

Port Of Portland Career Opportunities

Marketing Communications Project Coordinator Marketing Department

Closing Date: December 10, 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 Prot can be obtained by calling the Job Hotline at (503) 731-7480.



Port of Portland

Paragon Cable

Direct Sales Representative

Come join the Paragon sales team as a Residential Sales Representative **TODAY!** Paragon is one of the largest, fastest growing cable companies in Portland and we are looking for you. We offer good commissions, paid training, and excellent benefits. Don't miss out on this opportunity to become a part of the dynamic industry of cable television. Qualified applicants need to possess a high school diploma or equivalent, own reliable transportation, and possess a good driving record. Sales experience is helpful, but not required. If this sparks an interest in you, come and apply at 3075 NE Sandy Blvd, Portland. A pre-employment drug test is required. Equal Opportunity/ADA Employer

Job Opening

Sales Manager Position Available At KXL Radio Must Have Minimum 5 Years Experience In Media
Send Resume To: KXL Radio, P O Box 14957, Portland OR 97214
Equal Opportunity Employer

ANNOUNCEMENT:

**OREGON ARENA DRYWALL BID
SUBCONTRACTORS & SUPPLIERS
PRE-BID CONFERENCE
WEDNESDAY, DECEMBER 8, 1993**

The Drake/Turner, Joint Venture, General Contractor for the Oregon Arena Project announces a Pre-Bid Conference for Subcontractors and Suppliers interested in bidding on the Oregon Arena Drywall Package.

DATE: Wednesday, December 8, 1993
TIME: Registration 10:45 a.m.
Conference 11:00 a.m. - 1:00 p.m.
PLACE: Drake/Turner, Joint Venture
Conference Room
110 N. Hassalo Street
Portland, OR 97227
(503) 238-0407

All Subcontractors and/or Suppliers providing services, supplies, materials and equipment in the following divisions of work are cordially invited to attend the above Pre-Bid Conference.

- Drywall Systems
- Acoustical Ceiling Systems
- Fireproofing
- Equipment, Materials, Supplies

Minority, Women and Emerging Small Business Subcontractors/Suppliers are encouraged to participate and bid on portions of the work on the Oregon Arena Project.

Goals of 10% Minority Business Enterprise, 5% Women Business Enterprise and 10% Emerging Small Business Enterprise participation have been established. Plans are available at the Drake/Turner, Joint Venture Office, 110 N. Hassalo Street, Portland, OR (503) 238-0407. We look forward to your attendance.

Drake/Turner, Joint Venture is an Equal Opportunity Employer.
Disadvantaged, Minorities, Women, Vietnam Veterans
or Disabled Veterans are encouraged to apply.