

CLASSIFIEDS / BIDS

ADVERTISEMENT FOR BID

Sealed bids for the Campus Condensate Return System Replacement, Phase I project will be received by the Oregon State Board of Higher Education until 2:00 p.m., local time, April 5, 1994. Bids will be opened and publicly read aloud at that time. All bidders must be registered with the Construction Contractor's Board.

Additional information may be obtained by contacting Facilities Services, Adams Hall, Corvallis, Oregon 97331-2001 or telephone 503-737-7694.

Sub-Bids Requested

O.D.O.T. Multnomah County
I-84, NE 181st Ave. - 223 RD Ave. Section Of Columbia River HWY
Bid Date: Feb 24, 1994, 9:00 a.m.

Kiewit Pacific Co.

PO Box 1769
Vancouver, WA 98668
(206) 693-1478 (503) 285-4687
Fax (206) 693-5582

We are an Equal Opportunity Employer and request sub-bids from women and minority-owned business enterprises.

Sub-Bids Requested

for
Columbia Blvd. Wastewater Treatment Plant
Headworks Replacement Project
Bid Date: April 12, 1994 2:00 pm

Wildish

P.O. Box 7428
Eugene, OR 97401
CCB# 34429
(503) 485-1700 Fax (503) 683-7722

We are an equal opportunity employer and request sub bids from disadvantaged, minority, women and emerging small business enterprises.

Sub-Bids Requested

Columbia Blvd. Wastewater Treatment Plant
Headworks Replacement Project

Local Contact: Bob Yaghmaie
for review of Contract Documents
Field Office
4420 S.E. Columbia Way
Vancouver, WA 98661
Phone: (206) 693-1944
(503) 293-2035
Fax (206) 693-2070

Bid Coordination: Dan Ritter
P.O. Box 44100,
Tacoma, WA 98444
(206) 531-7700
Fax (206) 537-8113

Bid Date: April 12, 1994
Bid Time: 2:00pm

Pease & Sons, Inc.

CCO1-Peases * 302P-O

Pre-Bid Meeting
March 16, 1994
1:00 PM

Packaging Resources Bldg
4715 N. Columba Blvd.
Portland, Oregon

We are an Equal Opportunity Employer
and request sub-bids from MBE/WBE/ESB

Please Note: Attendance is mandatory for the pre-bid meeting in order to bid on this project. Please make every effort to attend.

The Portland Observer

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COUNSELING

Counselor III
New Directions Family
Treatment Center
Two Positions Available
\$1,294-\$1,350 Per Mo
Plus Bnfts

DUTIES: CODA, Inc., has two vacancies for mid-level substance abuse counselors at our New Directions Family Treatment Center located on Southeast 86th and Woodstock. Both positions: Diagnose, evaluate, and treat clients, some of whom may be pregnant and/or have small children; conduct individual, group, and family counseling and therapy; consult and coordinate with CSD, Probation and Parole Offices, and other outside agencies; monitor the milieu; participate in marketing and promotion activities. Shifts: Position C3F40 works Mon - Thur from 9am until 7pm; Position C3N40 works a combination of daytime and evening hours from Monday through Friday of each week. To Qualify: A bachelor's degree in a human services discipline and at least two years' supervised human-services experience (ideally with pregnant women and/or with children) or equivalent are required. Knowledge of chemical dependency and experience with chemically-dependent clients are very strongly preferred. Applicants must be certified/certifiable in CPR and capable of performing CPR for fifteen minutes continuously. Individuals currently under a federal, state, or county parole or probation are ineligible for this position. Candidates must consent to a criminal background check. To Apply, submit standard CODA application from, including screening question responses, to the address below. APPLICATION MATERIALS ARE AVAILABLE AT AND MUST BE RETURNED TO CODA, INC., 210 NE 20th Ave, Portland, OR 97232; Tele: (503) 236-2290 Ext 254. CODA is an Equal Opportunity/Affirmative Action Employer

Clean
1986 BMW
Maroon, Sunroof

Runs Excellent
Must Sell

Take Over Payments
Call George
284-9906

Manager

Experienced construction manager. Halftime for low-income housing group. Send resume by March 9 to PO Box 11602 Ptd 97211.

Asst. Administrator Business Services

\$3718-\$5232
The Senior and Disabled Services Division is currently recruiting for a Principal Executive/Manager F, Business Services Section in Salem. The Assistant Administrator serves as a member of the Administrator's executive management staff. The person in this position plans, organizes, directs and controls through subordinate managers, the Division's business related policies and operating procedures in accordance with state and federal regulations. Serves as the Division chief technical expert on budget and fiscal policies relative to state general funds, Title XIX (Medicaid) and Oregon Project Independence (OPI) federal funds. Appears before Legislative Committees on Division's \$718 million biennial budget. For complete application process, call (503) 945-5843, TDD (503) 378-4728. Close date 03/31/94.

Training Specialist

Current, opening, State of Oregon Employment Department in the Central Office Staff Development & Employee Services in Salem. \$2,633-\$3,536 per month. Opens: March 10, 1994 Closes: March 24, 1994 The purpose of this recruitment is to establish a list of qualified applicants. This list will be used to fill the current vacancy.

To Qualify:
you must have three years of experience as a trainer which included responsibility for assessing, planning, delivering, and evaluating an organization's training needs; AND a Bachelor's degree in Business Administration, Public Administration, Education, or human resources; or three more years of pertinent experience. Recruiting announcement and required state applications are available at all Oregon Employment Department Field Offices on the State Jobs Display. Announcement is also available on the State of Oregon JOBLINE at 503/373-1199 in Salem, 24 hours a day, 7 days a week. TDD access is available in Salem 503/373-1660.

Applications must be returned to Employment Department in Salem by 5:00 p.m., March 24, 1994. If you need additional information, please call 503/378-3253.

An AA EEO employer.

Legal/Exec Secretary

5 yrs exper. Corp, legal & bus bckgrd nec. Exe office skills req. Salary DOE. Attn: Dir. of Personnel P.O. Box 4768 Portland, OR 97208

METRO

• **Personnel Assistant** - \$10.30 - 15.01/hour (Deadline 3/11/94) Serves as CONFIDENTIAL secretary/assistant to Personnel Director and two senior staff and performs routine administrative functions. Knowledge of computers and software programs required.

Applications available at:

Metro Personnel - 600 NE Grand Ave., Portland OR 97232
Oregon Convention Center - 777 NE MLK Jr., Blvd
The Urban League - 10 N Russell
The Northeast Workforce Center 739 N Killingsworth
Resumes will not be accepted.
Affirmative Action/Equal Opportunity Employer

Sr. Compensation Analyst

\$2,733 - \$3,718 Monthly
(\$32,796 - \$44,616 Annually)

The State of Oregon, Department of Administrative Services, Human Resources Management Division, is offering a challenging and exciting opportunity for a Senior Compensation Analyst. As a member of the central statewide policy recommending compensation and classification team, you will develop and analyze total compensation data; design, conduct and participate in comprehensive market surveys; serve on the central evaluation team to perform Hay job evaluations; testify as an expert witness regarding total compensation comparisons for collective bargaining; and consult with state agencies in compensation and performance management/pay for performance design, training and administration. You will participate in making compensation recommendations for the Governor's biennial budget and work with the Department's Fiscal Policy and Analysis Division to distribute approved salary and benefit fund appropriations/limitations to State agencies.

This position requires knowledge of compensation systems and computerized data analysis. Generally, this will be equivalent to 2-4 years compensation and/or relate human resources experience, preferably in a unionized environment.

To apply: Please call (503) 378-4396, Internal Support Division, Department of Administrative Services, to request the application packet.

Application materials must be received by:

5 p.m., March 30, 1994

STATE OF OREGON

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

CITY OF PORTLAND

• **Housing Inspector** - to \$3,007/mo - (Closes 03/18/94)
• **Secretarial Clerk I** - to \$1,981/mo. - (Closes 03/18/94)
• **Secretarial Clerk II** - to \$2,154/mo - (Closes 03/18/94)
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 application and instruction, contact:

BUREAU OF PERSONNEL
1220 Sw 5th Ave., First Fl.
Portland, OR 97204
apps also available at:
Urban League

10 N. Russell, Portland, OR 97204

Minorities, females and disabled encouraged to apply

Social Services

Residential Advisor:

Springdale Job Corps Center is accepting applications for persons to work with young adults ages 16-24 in a dormitory setting; on-call basis, evening, night and weekend shifts. Send resume to Human Resources, Management & Training Corporation, 31224 E. Historic Columbia River Highway, Troutdale, Oregon 97060.

SCHOOL BUS DRIVERS

Portland Public Schools is now accepting applications. We provide:

- Paid Training
- Exc Benefits
- Exc Starting wage
- Guaranteed hours

Apply to:

Portland Public Schools
Personnel Dept.
501 N Dixon
Portland, OR 97208
Equal Opportunity Employer

Career & BUSINESS

FREE JOB FAIR MARK YOUR CALENDAR!

March 18 & 19, 1994
Red Lion Lloyd Center

Meet leading employers committed to building a diverse workforce at

The Urban League of Portland's



CAREER CONNECTIONS '94

- ✓ Meet human resource reps from more than 70 local companies.
- ✓ Attend free workshops on job hunting strategies for the 90's.
- ✓ Information on current and future jobs prospects in your speciality.

Don't forget your resume!

Exhibit hours: 10 am to 7 pm Friday,
9 am to 4 pm Saturday
For more information,

(503) 280-2630

Job Seekers and Employers Invited to Urban League's "Career Connections '94"

Thousands of job seekers and employment recruiters will go prospecting at "Career Connections '94", a two-day job fair sponsored by the Urban League of Portland and its Employer Partners. The event takes place Friday and Saturday, March 18-19 at the Red Lion Hotel/Lloyd Center.

Career Connections '94 is open to job seekers and employers from throughout the Pacific Northwest. The event is intended to showcase employment opportunities in Oregon and Southern Washington and will be publicized out of state by Urban League affiliates across the country. Anyone looking for a new job or employee is invited.

"We want to give employers a chance to recruit the best job candidates from Portland and beyond",

said Brenda Sherman-Sanders, Employment Director for the Urban League. "We expect that many employers will come with job openings to fill".

The event is attracting support from various industries. Eighty employers, including many of the region's largest companies and those with a strong commitment to diversity, plan to attend.

Employers can rent exhibit booths, while job seekers attend free of charge. The Urban League is helping job seekers prepare for Career Connections by holding interview and resume preparation workshops in advance. "To take full advantage of the career fair, job seekers should bring multiple copies of their current resume", Sherman-Sanders suggested. Individuals can register for workshops by calling 280-2630.

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