

CLASSIFIEDS SUB-BIDS

Job Announcement Program Director

North/Inner Northeast YMCA seeks to hire a full time Program Director to direct and coordinate a mentoring Y achievers program for middle and high school students. Position requires a college degree and three to five years experience working with junior and teenage youths. Experience necessary in public speaking/presentations, working with and recruiting volunteers and developing relationships in the private and public business sector. Excellent opportunity to join a new YMCA staff team. Excellent benefits. Salary \$17,000 to \$20,000/annually. Resumes to Executive director, North/Inner Northeast YMCA, c/o YMCA of Columbia-Willamette, Corporate Office, 620 SW 5th, Suite 410, Portland, OR 97204. Deadline for resumes -- June 17th.

Social Service Resident Assistance Coordinator

Vancouver Housing Authority Immediate opening. One full-time and one part-time position available. This highly responsible position provides full management of a diversified caseload of family and elderly/disabled clients subsidized under federal housing programs. Duties include eligibility certification, lease enforcement, housing quality standards inspections, resident files maintenance, resolving resident related problems, and enforcing program requirements. Degree plus two years related experience or equivalent combination of education and experience. Requires strong interpersonal skills, experience working with multi-ethnic clients, good judgement, problem solving, conflict resolution, strong written and oral communication skills, math skills, and ability to handle heavy paperwork. Salary range \$2007 - 2608 per month for full-time position (one-half this amount for part-time position). Excellent benefits. Call (206) 694-2501 for application materials. Submit to VHA, 500 Omaha Way, Vancouver, WA 98661 by 5 p.m. Monday, June 27, 1994.

Equal Opportunity Employer

Project Associate/Research Assistant (.75-1.00 FTE) position based in Salem, Oregon. Project Associate coordinating Person-Centered Planning on a federally-funded grant focused in the area of transition of youth with disabilities from school to adult life. Primary responsibilities: to develop and expand the types of person-centered planning processes used in the state, the types of individuals or professionals who use the processes and the diversity of populations for whom the planning is conducted. Other responsibilities include: training/technical assistance, development of materials and reports, facilitation and participation in meetings. Requirements: Bachelor's Degree; direct experience with youth with disabilities or at-risk youth; skills and experience in person-centered planning processes; good verbal and written communication skills; documented experience working as a team member; experience providing training and technical assistance. To apply send resume/vita to: Carol Fernlund, Specialized Training Program, 1235 University of Oregon, Eugene, OR 97403-1235. Applications must be postmarked by June 30, 1994. EO/AA institution committed to cultural diversity and the ADA.

Prenatal & Postpartum Substance Abuse Outreach Worker

Previous substance abuse knowledge & experience, working with diverse groups, women and children. Part time: \$8,000 - \$10,000 plus benefits. Send resume/cover letter to: Center for Maternity & Family Support 2801 N Gantenbein, Rm 2048, Portland, OR 97227, by 6/22/94.

Head Start/ECEAP Economic Opportunity Committee of Clark County, Inc.

Family Service Worker III - Bachelors Degree in Human Services or related field with 2 yrs. experience working with children and families in human services and 1 yr. supervisory experience. Requires monitoring and supervision of paraprofessional staff. Starting salary is \$10.31/hr.

Family Service Worker II - Associate Degree in Human Services or related field with 4 yrs. experience working with children and families in human services. Starting Salary \$9.16/hr.

Both positions require acting as a family advocate, establishing helping relationships with families and networking with other community agencies. Past experience with Head Start is helpful.

Position requires dependable automobile, driver's license and insurance. Must submit cover letter, resume, 3 letters of recommendation and an EOC application. Obtain application pkg. 9 - 4 pm, Mon. - Fri., Economic Opportunity Committee office, 10621 NE Coxley Dr., Ste. 207, Vancouver, WA 98662, (206) 896-9912. Application deadline is Thursday, June 23 at 4:00 p.m. Interviews will be held June 28-30.

EEOC/AA

Sales Clerk I



Paragon Cable is recruiting for a part time Sales Clerk. The qualified applicant will support the Sales Department to process sales orders, route sales/installers, assists with phone duties, assists in payroll record keeping, sales reports, correspondence and other requests. We are looking for someone with the following education/skills: High school diploma or equivalent, computer literate, experience with Microsoft Word for Windows and Excel, knowledge of Lotus 1,2,3 desirable, good organizational skills and verbal/written communication skills. Working hours are 5:00 pm to 9:00 pm Monday through Friday. We offer a drug free work environment, a pre-employment drug tests is required. Please apply at: 3075 N.E. Sandy Blvd., Portland, OR.

Equal Opportunity/
ADA Employer

Volunteers

An opportunity to work with street youth. Willamette Bridge Programs will be accepting applications and training volunteers to work with street youth. Training conducted June 4 & June 7th. Contact 233-8111 for registration information.

TCI Cablevision of Oregon, Inc.,

an Equal Opportunity Employer, currently has a full time opening for Customer Service/Trac Representative. Drug Test required of final applicant. Qualifications: High school diploma or equivalent, able to sit at computer terminal for long periods of time, able to communicate effectively with others orally or in writing. Able to work with courtesy & patience in customer relations in fast-paced environment. Data entry experience and/or customer service experience desirable. Applications accepted until 6/27/94. Interested parties may submit applications/resumes by mail to:

TCI Cablevision of Oregon, Inc.
3500 SW Bond Street
Portland, OR 97201
Attn: Steve Petersen

**Say You
Saw It In...**
The Portland
Observer

Transportation Coordinator

Pope & Talbot, Inc., a Portland based, Pulp, Paper & Wood Products Company is seeking a full-time Transportation Coordinator. The qualified candidate will have 3 plus years transportation experience. Motor freight preferred. Candidate will have 1 plus years negotiation experience.

The qualified candidate will have 2 plus years PC experience in a Windows and LAN environment, Lotus 1-2-3 required. The qualified, candidate must possess a high level of accuracy and excellent interpersonal skills.

Qualified applicants should call the Corporate Human Resources Department to request an application packet. Completed packets must be returned prior to the closing date of June 27, 1994.

Corporate Human Resources Pope & Talbot, Inc. (503) 228-9161, Ext 490

Pope & Talbot offers a competitive employee benefit program and salary commensurate with experience.



Pope & Talbot, Inc.
Equal Opportunity Employer

Commissioned Installer



**PARAGON
CABLE**

Great Opportunity available to an enthusiastic, self-motivated individual to sell and install cable services. Qualified applicant must have a high school diploma or equivalent, valid drivers license and good driving record, bondable, excellent customer relations skills, able to lift 90 lbs, able to work flexible hours including evenings and weekends, able to work in high heights on ladders/poles up to 40 feet. Previous sales experience and experience working on ladders or related field strongly preferred. Pre-employment physical examination and drug screening is required. We offer an excellent training program, commission based salary, and great benefits. Please apply at: 3075 NE Sandy Blvd, Portland.

We are an Equal Opportunity/
ADA Employer

Outside Sales Representative



**PARAGON
CABLE**

Begin your career with Paragon Cable and don't miss out on the opportunity to be on the leading edge of the dynamic cable television industry The Information Superhighway. Qualified applicants need to possess a high school diploma or equivalent, own reliable transportation and possess a good driving record. Sales experience helpful, but training will be provided. We offer competitive commissions, excellent benefits, including free cable TV and the opportunity to work in a team environment and drug free workplace. A pre-employment drug test is required. Please apply at:

Paragon Cable
3075 NE Sandy Blvd
Portland, OR 97232

We are an Equal Opportunity/
ADA Employer

Drivers School Bus Drivers

School Bus Services Inc.
Looking For Extra
Income?

School Bus drivers needed, part time work. Paid training provided. Training now for fall routes, possible summer work. No exper necessary. Perfect for home-makers, retired persons, college students. Apply in person Mon-Fri 8am-5pm 1625 SE Hogan Rd, Gresham, OR 665-8193

Traffic Clerk Trainee

Pope & Talbot, Inc., a Portland based, Pulp, Paper & Wood Products Company is seeking a full-time Traffic Clerk Trainee. The qualified candidate will have 2 plus years PC experience in a Windows and LAN environment, Lotus 1-2-3 required. 1 Year experience with accounts payable.

The qualified candidate must possess a high level of accuracy and excellent interpersonal skills.

Qualified applicants should call the Corporate Human Resources Department to request an application packet. Completed packets must be returned prior to the closing date of June 27, 1994.

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Pope & Talbot, Inc.
Equal Opportunity Employer

Restaurant Management

Restaurant Management Northwest Inc.

30 Restaurants in the
Portland /Vancouver area

Assistant Team Leaders/ Team Leaders

- ★ \$19,400 Entry Level
- ★ Medical/Dental/Vision
- ★ Paid vacation
- ★ Bonus Program
- ★ 401k
- ★ Sunriver condo
- ★ STD/LTD
- ★ Sabbatical
- ★ Training program
- ★ Great opportunity

Apply in person or
send resume to:
Director of Human Resources
Restaurant Management NW
1410 SW Jefferson
Portland, OR 97204



Project Assistant Manager/Research Assistant (.50-1.00 FTE) position based in Salem, Oregon working on a federally-funded grant focused in the area of transition of youth with disabilities from school to adult life. Primary responsibilities: assist program manager in report writing, coordination of agency/project communication, coordinate efforts in the area of school to work/post-secondary education. Activities include: training/technical assistance, materials/reports development, meeting facilitation and participation, coordination and supervision of staff. Requirements: Bachelor's Degree; management experience; direct experience with youth with disabilities or at-risk youth; knowledge/experience in workplace and workforce issues; Professional Technical Education, Vocational Education and/or Community Colleges; good verbal/written communication skills; documented experience working as a team member, in problem solving and implementing change at program or system level; experience providing training and technical assistance. To apply send resume/vita to: Carol Fernlund, Specialized Training Program, 1235 University of Oregon, Eugene, OR 97403-1235. Applications must be postmarked by June 30, 1994 to be considered. EO/AA institution committed to cultural diversity and ADA.

Vocational Aide

PT positions available: Monday - Friday 8:00 a.m. to 12:30 p.m. or 1:30 p.m. to 5:30 p.m. Start \$6.25 hr., raises at 3 mos., 6 mos. and yearly. Work with adults with disabilities, all require personal care. Call 254-2542 for appt.

Sub-Bids Requested

**PacifiCorp Yakima Customer Service Center
Yakima, WA**

Bid Date: June 20, 1994 • 5:00 P.M.

Mountain States Const. Co.

P.O. Box 918, Sunnyside, WA 98944
(509) 837-6822 FAX (509) 837-6801

WA Contractors #MO-UN-TS-C352DC • OR Contractors #65801

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

Sub-Bids Requested

**WSU Vancouver Campus Ph. I
Vancouver, WA**

Bid Date: June 22, 1994 • 4:00 p.m.

CCB #52303

9600 SW Oak • Suite 360
Portland, OR 97223

(503) 452-9600 FAX (503) 452-7790

KOLL

CONSTRUCTION

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

Sub-Bids Requested

**WSU Vancouver Campus PH 1
Vancouver, WA**

Bid Date: June 22, 1994 • 4:00 pm
Donald M. Drake Company



1740 N.W. Flanders
Portland, OR 97209
(503) 226-3991
FAX (503) 243-2775
(503) 228-3019



CCB #84045

We are an equal opportunity employer and request sub-bids from disadvantaged, minority, women, Vietnam era veterans, disabled veterans, or emerging small business enterprises.

Sub-Bids Requested

**OHSU Neurosensory Research Elevator
Portland, OR**

Bid Date: June 21, 1994 • 3:30 p.m.

Armor KONE Elevator

2435 SE 11th Ave. • Portland, OR 97214
(503) 230-1150 FAX (503) 230-1160

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

CARPET CLEANERS NEW Generation

\$1400 per mo.

We are #1 in the world.

43 Countries Strong

Fortune 500 Company

★NO WHIMPS!★

Teachable • Hard Workers Only

15 People Needed • All Jobs Provided

You Just Work.

Call 579-6819

Need Dependable Vehicle



**Internal Revenue Service
Department of the Treasury**

IRS has seasonal positions available in Portland as Taxpayer Service Representatives (TSRs). TSRs provide information to the public on IRS procedures and Federal tax laws.

- Work up to 40 hours per week
- Regular promotions, good benefits, and paid training
- Must be a U.S. Citizen

For more information and job application, please write:

OPM Job Information Center
1220 S.W. 3rd Avenue
Portland, OR 97204

Announcement #FW4048
Position #GS-962-5 Contact Representative

The Internal Revenue Service is an aggressive Equal Employment Opportunity Employer.

Multnomah County

Electronic Technician Asst

\$14.04 per hour; apply by June 24. Minority and bilingual candidates encouraged to apply. Call 248-5035 (248-5170 TTY) for job information or visit Employee Services, 1120 SW 5th Ave., Room 1430, Portland. Equal Opportunity Employer.

Job Announcement

Full-time entry level position in Powell's Pricing Task Force. Responsibilities for this position include approximately 15 hours of data entry, 14.5 hours of receiving hurt and remaindered books, and 8 hours of cashiering/customer service. The rate of pay is \$6.00 per hour. If you are interested in interviewing for this position, please contact Edward Bell, mailbox #30, Closes June 21, 1994.

Powell's Books
1005 West Burnside
Portland, OR 97209

Powell's Books is an equal opportunity employer. No phone calls, please.

Rental

2 Bedroom with built in washer & dryer. Near Bus Routes #6 & 72 and Lloyd Center. \$550 monthly, 1st & last, total move-in \$1150 will consider sec. 8 call 281-1443. Shown by Appointment only.