

# Careers & CLASSIFIEDS

**PCC Cascade:  
Your Opportunity  
Community**

At the Cascade Campus you'll find a wide choice of career programs in health care, education and other good choices for today's job market.


Or you can complete the first two years of your bachelor's degree in small classes at PCC Cascade, right here in your own community!

**Education Paraprofessional**  
Work as an Instructional Special Education Assistant or Library Media Assistant. Gain the rewards that come from helping children and young adults reach their potential! 978-5229 or 5253

**Alcohol and Drug Counselor**  
PCC's highly-regarded program trains you for work in this growing health care field. For people with motivation to help others toward significant life change. 978-5661

For other PCC Cascade programs, See your winter schedule

Or call 244-6111



**PCC Cares  
About Your Success**


We offer ♦ small classes ♦ excellent instructors  
♦ low tuition ♦ convenient class times

And there's more!

When you're not sure where to begin, friendly PCC counselors guide you in planning your future career. Don't feel you have to do it alone! Many people have come to PCC Cascade on their way to job success. You can too!

The first step.  
Call 978-5284

PCC Cascade  
Your Opportunity Community



**Look to your future**

We need people with a wide range of talents at Standard Insurance Company.

If you are looking for a company offering excellent benefits, competitive wages, flexible hours, child care subsidy, educational assistance and even a fitness center, take a look at Standard. We are an affirmative action, equal opportunity employer that promotes from within.

Place your future with a growing company proud of its financial strength. Look for our ads in local newspapers or call our job hotline for current openings.

Call (503) 321-6736

**STANDARD INSURANCE COMPANY**

*People. Not just policies.™*

1100 S.W. Sixth Ave. Portland, Oregon

**MEDICAL OFFICE ASSISTANT BE ONE**



IN LESS TIME THAN YOU THINK

**TRAIN NOW!**  
Be a part of a Professional Medical Team. Get marketable skills THE HEALTH CARE INDUSTRY NEEDS!

**NEW CLASSES ALSO FORMING IN:**

- Medical Assisting
- Limited Xray

NEW CLASSES FORMING NOW. Call TODAY!

**ConCorde CAREER INSTITUTE**

1827 NE 44th Ave • Portland, OR 97213  
503-281-4181

Production

**Quality Jobs...  
Quality People**

- Big Rewards
- Temp to full time
- Long-term night work
- Large international firm

Walk in applicants welcome.  
1 - 4 p.m., Monday - Friday  
1020 SW Taylor, #230  
CALL 1-800-90KELLY

**KELLY Temporary Services**  
(Equal Opportunity Employer)

**STANDARD INSURANCE COMPANY**  
*People. Not just policies.™*

We need people with a wide range of talents to join us as we help families and businesses achieve financial security through Standard's products and services. Qualified individuals are encouraged to apply for the following job opportunity.

**Attorney**

This individual will provide legal service and advice to the Group Division and the corporation as required to enable the company to achieve its goals and objectives in a proper and legal manner and protect the company from unintended liability. Must be licensed to practice in Oregon, and possess excellent written and verbal communication skills. Requires the ability to relate to a variety of audiences. Must be able to apply legal principles to complex business situations. Must also have advanced analytical, negotiation and problem solving skills. Experienced in state and federal court civil procedures, and a minimum of 2 years litigation experience required. Experience with insurance and ERISA law helpful. Select candidates will be required to provide a writing sample. Completed application must be submitted to be considered for this position.

Our job openings represent excellent opportunities to be associated with a growing company proud of its financial strength.

Standard Insurance offers a smoke-free work environment and a comprehensive benefit program which includes a family package with child care subsidy and referral service, medical, dental and vision insurance. Our home office is conveniently located downtown and we provide a transit subsidy for our employees who take advantage of public transportation.

Application deadline is Monday, Jan. 16th, at 1 pm. Business hours are 8 am to 5 pm and a room is available from 9 am to 1 pm for completion of applications. Applicant packets may be picked up and dropped off before or after business hours at our guard station on level 2.

**Standard Plaza**  
Human Resource Office, Level 2  
1100 SW 6th Avenue  
Portland, OR 97204  
Job Hotline # 321-OPEN (6736)  
Equal Opportunity Employer

**Project Coordinator I  
Housing Development**  
Temporary Position to  
June 30, 1995  
\$33,928 - \$49,200

Exciting opportunity for good listener, writer, facilitator, problem solver, organized thinker, and independent professional. Coordinate pre-development activities for single and multi-family housing projects and support Downtown Housing Preservation Partnership. Position requires a bachelor degree in Public Administration, Business Administration or related field and a minimum of two years experience in real estate, housing development and/or committee support.

Interested applicants should pick up a more detailed job description and application packet at PDC. Applications must be returned by 5:00 p.m., December 16, 1994.

Portland Development Commission  
1120 SW Fifth Avenue, Suite 1100  
Portland, Oregon 97204

The Portland Development Commission values diversity in its workforce and is committed to equal employment opportunity and affirmative action.

**The Urban League of Portland  
Director of Education  
and Career  
Development**

The Urban League of Portland is accepting applications for the senior-level position of **Director of Education and Career Development**. This individual, reporting directly to the President/CEO, will provide leadership for the **Computer Training, Center, Male/Female Responsibility Programs, Portland Street Academy, Whitney M. Young Jr., Education and Cultural Center and a new initiative to support expansion of Urban Parks in North/Northeast Portland**.

The individual must be visionary and have a high-energy level and sense of humor, supervise a staff of 12; maintain liaison with county, state and federal agencies, educational institutions and legislative bodies, monitor education legislation, work with business, industry, labor, education, the general public, diverse racial and ethnic groups; and work in a team approach with other senior staff. Track record of successful grant/proposals writing and fundraising a high priority.

Candidates must have a BA/BS degree, and successful administrative experience, demonstrating the knowledge, skills and leadership ability to meet the responsibilities of this very critical position. Must also have a strong commitment to economic and social justice and a demonstrated capacity to be an effective spokesperson for access and participation in education for African-Americans, low-income people and people from culturally diverse backgrounds. Salary range is low-to-mid-30's.

**The preferred starting date is February 1995.** Submit cover letter and resume, no later than **December 22, 1994** to:

**Don Chalmers**  
The Urban League of Portland  
10 N. Russell Street  
Portland, Oregon 97227  
No telephone calls, please.

An equal opportunity employer, the Urban League of Portland affirms the values and goals of affirmative action and diversity.

Customer Service



**PARAGON CABLE**  
**PART TIME**  
**Customer Service Reps!!**

- Earn Extra \$\$\$
- Health Benefits
- 401(K) Savings Plan
- Complimentary Cable TV
- Flexible Day and Evening Schedules Available

Great opportunity available for **anyone** who is seeking employment with a flexible schedule. We are actively recruiting for Part-Time Customer Service Representatives. If you have a high school diploma or equivalent, demonstrated ability to use 10-key adding machine and computer keyboard, and want to learn more about the cable industry, don't miss out on this opportunity. A basic skills test and pre-employment drug test is required. Apply now at 3075 N.E. Sandy Blvd., Portland. Don't miss out!!

**We are proud to be an Equal Oppty/ADA Employer**



**Multnomah County  
Is Hiring!**

Call our job recording at 248-5035 (248-5170 TTY) weekly for current vacancies. We actively support a culturally diverse and multilingual workforce. Equal Opportunity Employer.

**Oregon State Board  
of Nursing  
Nursing Education  
Consultant**

**\$3008 - \$4009 Per Month**

The Oregon State Board of Nursing is recruiting for a Nursing Education Consultant. This position evaluates all programs related to nursing education and provides consultation to schools of nursing; determines compliance with the Statute and Rules for nursing education and evaluates eligibility for Nurse Practitioner Certification and Prescriptive Privileges; develops public policy analysis on educational trends and issues for consideration by Board.

Minimum qualifications: a Master's degree in Nursing with a minimum of six quarter (four semester) hours in education courses and five years of experience teaching in a nursing education program. The teaching experience must have occurred within the last eight years. Possess or be able to obtain an unencumbered State of Oregon Nursing license.

To apply, call Monica at 731-4754 and request a Recruiting Announcement and State of Oregon PD-100 application. Your application and answers to the exam question must be **received** by 4:30pm, December 28, 1994. For hearing impaired, contact the Board through the Oregon Relay Service, 1-800-735-2900. An Equal Opportunity/Affirmative Action Employer.

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

**Substitute Bus Driver**

Recruiting to create a pool of eligible drivers. On-call position, 0 to 32 hrs/wk. Position requires dependable automobile, insurance, valid WA State Driver's license with safe driving record. Able to pass pre-employment health exam indicating ability to carry out the needs of the position. Must be willing to obtain CDL, class "C" with passenger endorsement. Paid training. Placement at \$7.20/hr.

Obtain application pkg., 9-4 pm, Mon-Fri., Economic Opportunity Committee office, 10621 NE Coxley Dr., Ste. 207, Vancouver WA 98662, (206) 896-9912. Applications for this position are run on a continual bases and a deadline does not apply.

**EEOC/AA**

**Portland Public Schools  
King Neighborhood  
Facility Liaison**

Apply with Personnel Services, 501 N. Dixon Street, Portland, Oregon. Closing Date: December 7, 1994.  
An Equal Opportunity Employer/Drug Free Workplace.

**Portland Radio Station Seeks  
Account Executive**

Radio Station KEX has an immediate opening for an account executive. Sales experience a must, advertising sales preferred. Seeking goal oriented team player, with good organizational and communication skills. No phone calls please. Send resume to:

Carol Swanson  
Personnel Dept B  
4949 SW Macadam Ave  
Portland, OR 97201

KEX is owned and operated by Citicasters Co., which is an equal opportunity employer.

**Manufacturing**

Local Mfg. company seeking QA inspector to inspect pkg. lines. Six months exp. QA/QC required. Hrs. Mon-Wed 6:45pm to 7:00am. \$6.60 hour. Benefits after 90 days. Qualified applicants please apply or send resume to 3580 NE Broadway Portland, OR 97232, M-F between 1 & 5pm. We are an equal opportunity employer.

**Administrative  
Assistant**

Private non-profit seeks enthusiastic, organized, detail-oriented person to support dept managers, draft correspondence, maintain contract files & coordinate mailings. Req. 60 wpm typing, WordPerfect and QuatroPro exp. Degree and/or exp. preferred. FT plus excl. benefits. Send cover letter with salary requirements and resume to Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211. Position closes 12/14/94. Equal Opportunity Employer.

**Manufacturing**

Growing vitamin mfg co. has several positions avail. Granulator M-Th 7am - 5:30pm, Compressor Fri-Sun 7am - 7pm, Coating Fri-Sun 7am - 7pm, Liquid Machine Oper. M-Th 5:30pm - 4:00am. Starting wage \$6.20 - \$6.50 hr. Pay increase and benefits after 90 days. On the job training provided. Please apply between 1-5, M-F, or send resume to 3580 NE Broadway, Portland, OR 97232. We are an equal opportunity employer.

**Mechanic**

Machine Set-up Mechanic needed for growing mfg. company. Responsible for maintaining pkg line conveyance equipment, and assisting with rebuilds. Must have two years mech. exp., preferably in a mfg. or pkg. environment. Three, 12 hr shifts. Starting wage \$7.50-\$9.00. Excellent benefits after 90 days. Apply direct between the hours of 1-5, M-F or send resume to 3580 NE Broadway, Portland OR, 97232. We are an equal opportunity employer.

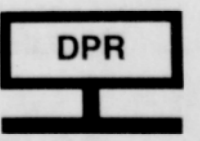
**PC SUPPORT SPECIALIST**

DPR is currently seeking qualified PC Support Specialists who are experienced with all or most of the following software:

- MS WINDOWS
- MS EXCEL
- MS FOXPRO
- MS WORD
- MS ACCESS
- MS LAN MANAGER

DPR is an equal opportunity employer and we offer excellent salary, paid Medical/Dental coverage, holiday & vacation. For consideration, mail or fax resume & salary history to:

**DATA PROCESSING RESOURCES, INC.**  
707 SW Washington Street, Suite 1501  
Portland, Oregon 97205  
Attn: Terry Dixon  
Phone: 790-9018 Fax: 790-0643



**Sub-Bids Requested**

**PETS MART Project  
Beaverton, OR**  
Bid Date: December 8, 1994 • 2:00 pm  
**E. KENT HALVORSON, INC.**  
(206) 885-1983 Fax (206) 883-6193  
14690 NE 95th Street • Suite 101 • Redmond, WA 98052  
WA LIC #EKENT1159B4  
We are an equal opportunity employer and request sub-bids from Minority Owned Businesses.

Call (503) 288-0033 or Fax (503) 288-0015 to place a Career or Classified ad in The Portland Observer.