

Careers & CLASSIFIEDS

Director

Oregon Department Of Human Resources
\$5489 - \$7730/monthly

The Director has responsibility for leading, managing and synthesizing a wide range of federal and state program initiatives targeted at Oregon people. The major department programs include public welfare, child welfare, public health, services for people with mental illness and developmental disabilities, services for the elderly and people with disabilities, vocational rehabilitation, juvenile corrections, Medicaid, alcohol and drug abuse prevention and treatment, and volunteer services. You must have a minimum of six years of upper level managerial experience in a large organization related to the field of human services programs. Experience should include: leadership in a changing environment; multi-issue/program administration; balancing and negotiating complex and sensitive issues; policy level decision making; experience in diversity management; work with the legislature, and strong planning, human resources management, and organizational experience.

Submit a cover letter which describes how your experience and training relate to this position. Also submit a current resume or state application and three professional references. Mail this information to: Vicki Nakashima, Dept. of Administrative Services, Recruitment and Career Services Unit, 155 Cottage St. NE, Salem, OR 97310. Application information may be FAXED to (503) 373-7684. **Screening of applicants will begin as early as March 10, 1995.**

Principal Executive Manager E Field Operations Section Manager

\$40,380 - \$56,904/ plus benefits

The State of Oregon, Department of Consumer and Business Services, Building Codes Division is recruiting to fill the position of Field Operations Section Manager for its Salem office. This executive level manager is responsible for providing leadership and management to the section. The section has the responsibility to direct, manage, and coordinate all structural, mechanical, electrical, plumbing and manufactured home set-up inspections throughout the state that are not administered by local jurisdictions. The position requires extensive travel throughout Oregon. For qualification information and application materials, contact Employee Services at (503) 378-8980. This recruitment closes Friday, February 24, 1995 at 5:00 p.m.

An Equal Opportunity Employer

Domestic Violence Intervention/Social Change/ Social Services Agency Seeking Executive Director

This position is responsible for; ensuring the fiscal health and overall operation of the organization. Applicant should have proven community building, fundraising and management skills and abilities. Knowledge of domestic violence preferred.

Application packets are required and available three ways:

- 1) Pick up at The Urban League, 10 N. Russell, Or
- 2) United Way of the Columbia-Willamette, 619 SW 11th, Third Floor
- 3) or by calling (503) 232-0988 to have one sent to you.

Applications must be received by March 6, 1995.

Bradley-Angle House is a feminist, equal opportunity employer affirming the values and goals of diversity.

Bradley-Angle House
PO Box 14694
Portland, Oregon 97214

Portland Development Commission Project Coordinator II - Business Development \$38,028 - \$57,093

Portland development Commission, the City of Portland's agency for urban renewal, housing and economic development, is seeking a Project Coordinator II in its Economic Development Department. Looking for self-motivated individual with proven skills in economic development, business management, commercial real estate brokerage and development, marketing and public speaking. Principal responsibilities include:

- Coordinating staff responses to company inquiries about Portland.
- Directing research and preparation of information to meet company needs.
- Resolving planning and development issues for companies with city bureaus.
- Developing and maintaining relationships with city bureaus, public economic development organizations, and private sector.
- Organizes and conducts prospect presentations regarding business and investment climate in Portland metro area.
- Develops and negotiates incentive packages from public and private sources.

Position requires Bachelors degree in economics, urban planning or related field, plus at least three years experience in economic development field. Related advanced degree or formal economic development training is preferred.

Interested applicants should pick up an application packet at PDC. Applications must be returned by February 17, 1995 at 5:00 p.m. If outside Portland metro area, please call our job hot line (503) 823-3463 and request a packet.

Portland Development Commission
Attn: HR/ECDEV
1120 SW 5th Avenue, #1100
Portland, OR 97204

The Portland Development Commission values diversity in its workforce and is committed to Equal Employment Opportunity and Affirmative Action.

State of Oregon Director Oregon Department of Corrections

The State of Oregon is seeking candidates to fill the position of Director, Oregon Department of Corrections. This key position manages a major state organization consisting of 2,000 employees, eleven correctional institutions, parole/post prison supervision, community corrections programs and the other functions of the department. Salary range: \$4,984 - \$7,008/monthly. Liberal insurance, retirement, vacation and sick leave benefits. Interested parties must obtain an application packet from: Edna Shelton, Department of Administrative Services, Human Resource Management Division, 155 Cottage St. NE, Salem, OR 97310 - phone: (503) 378-3040 - fax: (503) 373-7684. Screening of applicants may begin by February 24, 1995.

Equal Opportunity and Affirmative Action Employer

Executive Director

YWCA of Portland: Leadership and agency management of multi-site, multi-program non-profit. Annual budget 3 million. Major performance expectations: financial management, capital campaign, mission based program development. Salary \$60K - \$95K; placement within range and adjustments are negotiated based upon performance incentives. Send resume to HR Dept by Monday, February 27, 1995. YWCA of Portland 1111 SW 10th Ave Portland, OR 97205. Fax: (503) 294-7399. Equal Opportunity Employer.

International Trade Program Manager Principal Exec./Mgr. F \$3718 - \$5232 Monthly

This position is with the Oregon Economic Development Department; it is located in Portland in the World Trade Center.

The international trade program encourages increased sales of Oregon products and services in international markets and promotes the overall international competitiveness of Oregon's key industries, small businesses and communities throughout Oregon.

You must have four years of management experience in a public or private organization which included responsibility for: development of program rules policies, development of long- and short-range goals and plans, program evaluation, and budget preparation. Graduate level courses in management may be substituted for one year of the required experience. Preference will be given to candidates with international trade and/or business development experience.

For details of job duties, obtain a recruiting announcement from the address below, or from the automated Employment dept system. To apply, submit a detailed resume and a cover letter which clearly explains how your experience and training qualify you to perform the duties of the position. Resumes must be received by February 28, 1995. Send to:

Economic Development Dept.
Human Resources Office
775 Summer St. NE
Salem, OR 97310
(503) 986-0096 (Voice)
(503) 986-0123 (TDD)
(503) 581-5115 (FAX)
Equal Opportunity Employer

Washington County Sanitarian I

\$2417-\$2938 per month
Apply by February 17, 1995

Call (503) 648-8606/TDD (503) 693-4898 for information. County application and supplemental application forms required. Apply to:

Washington County Personnel
155 N. First Avenue, Suite 210
Hillsboro, Oregon 97124

Women, minorities, and people with disabilities are encouraged to apply.



Blue Cross Blue Shield of Oregon Unix System Administrator

The Unix administrator filling the Lead Systems Engineer position will have strong Solaris or AIX installation and support experience and will be working in a large LAN/WAN environment with a team supporting 50 Unix servers in Portland and throughout Oregon. Strong experience with TCP/IP, Ethernet, NFS, NIS+, DNS, Internet Services, Routing, Hardware Configuration, Remote Server Support, X-Windows, and PC to Unix Integration is a must. Experience with Novell, Oracle, MS Windows, 3270 emulation, Tivoll, or setting up and maintaining LAN dial-in systems are strong pluses. Responsibilities also require on-call support and periodic weekends for upgrades and maintenance.

Blue Cross and Blue Shield of Oregon offers an excellent benefits package and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately place ad #020 at the top of your resume or in your cover letter. Send resume to:

Blue Cross Blue Shield of Oregon/HMO Oregon
Human Resources Dept, 3rd Flr
100 SW Market
Portland, OR 97207
TDD #225-6780
Equal Opportunity Employer

Mental Health Therapist

Mental Health Therapist (less than half-time) needed at residential treatment facility serving adolescent males in Tigard. Position requires QMHP status under St. of Oregon MHDD Division's Admin Rules; Master's Degree preferred. Must have good understanding of & ability to use DSM IV Diagnostic Categories. Contact Trina, 639-7820 for further info. Complete required agency application at Janus Youth Programs, 738 NE Davis, Portland. Position open until filled. We value diversity.

Computer



Blue Cross Blue Shield of Oregon

Sr Help Desk Analyst
Blue Cross and Blue Shield of Oregon is currently accepting applications for Senior Help Desk Analyst in the I/S Operations and Customer Support Department.

Qualified candidates must have a minimum of three years as a Senior Help Desk Analyst or equivalent position in a large multi-platform computing environment. Demonstrated experience with complex multi-vendor technical environments; operating systems; operating systems, networks (LANS, WANS), applications, and monitoring tools. Knowledge of IBM MVS environment (TSO-ISPF, VTAM, CICS, Supersession), Lotus Products (cc: Mail, 1-2-3, Organizer) word processing software, knowledge of Novell Netware, Personal Computer hardware/operating systems (Windows, OS/2, DOS) and experience in Unix commands. Excellent communication skills and experience in listening for understanding, assessing technical conditions as well as ability to formulate and ask probing questions are required.

Must be flexible to work a variety of rotation hours and weekends. This position is required to work on-call.

The successful candidate will be responsible for:

- Overall I/S customer service provider, responsible for providing problem diagnosis and resolution.
- Assistance to customers calling with questions or problems regarding many software products used throughout the corporation, including mainframes (IBM and Hewlett Packard), the communications network (voice and data) distributed processing environment (Unix, Novell, desktop) and production processing.
- Ensuring all customer calls are addressed in a timely manner by either the Help Desk Analyst or other I/S support groups.
- Ensures trouble tickets and work requests are recorded on the problem management system.
- Monitors the problem resolution system ensuring that appropriate escalation occurs when warranted.
- Assists with the development and monitoring of service level agreements between all I/S support groups and customers, thereby documenting what services customers may expect and a means of tracking how well services are performed.

Blue Cross and Blue Shield of Oregon offers an excellent benefits package and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately place ad #016 at the top of your resume or in your cover letter. Send resume to:

Blue Cross Blue Shield of Oregon/HMO Oregon
Human Resources Dept, 3rd Flr
100 SW Market
Portland, OR 97207
TDD #225-6780
Equal Opportunity Employer

Sub-Bids Requested

for the City of Portland's Bid #91 - Flavel Park Sanitary Sewer Project
Bid date: February 21, 1995 • 2:00 PM

Alliance Corporation

PO Box 16394
Portland, OR 97216
Phone (503) 256-4003 • Fax: (503) 256-4211
Oregon License #063052

We are an Equal Opportunity Employer and request sub-bids and material proposals from all interested firms including disadvantaged, minority, women, disabled veteran or emerging small business enterprises.

Sub-Bids Requested

For Multnomah County Central Library Renovation
Bid Package 1: Demolition, Asbestos Abatement, and Concrete Work

Bid Package 2: All Other Areas of Work
Portland, Oregon

Bid Date Bid Package 1: February 21, 1995 • 2:00 PM
Bid Date Bid Package 2: March 2, 1995 • 2:00 PM

HOFFMAN CONSTRUCTION COMPANY OF OREGON

1300 SW 6th Ave. • P.O. Box 1300 • Portland, Oregon 97207
Bid Phone: 503-221-8811 Fax Number: 503-221-8934

Oregon License #28417

We are an equal opportunity employer and request sub-bids and material proposals from all interested firms including disadvantaged, minority, women, disabled veterans or emerging small business enterprises.

Sub-Bids Requested

for Bureau of Water Works on Bid #90
for water mains in SE Flavel District
Bid date: February 14, 1995 • 2:00 PM

Alliance Corporation

PO Box 16394
Portland, OR 97216
Phone (503) 256-4003 • Fax: (503) 256-4211
Oregon License #063052

We are an Equal Opportunity Employer and request sub-bids and material proposals from all interested firms including disadvantaged, minority, women, disabled veteran or emerging small business enterprises.

City Of Portland Office Of Transportation Bureau Of Transportation Engineering & Development Inspection Services Proposals Due 10:00 A.M., March 1, 1995 Request For Proposals

Notice is hereby given that the City of Portland intends to contract for Street Inspection Services. These services will consist of performing all work necessary to assure quality control inspection of public works street construction projects to the satisfaction of the City of Portland, Bureau of Transportation Engineering & Development. The title of the project is: Street Inspection Services.

The Bureau of Transportation Engineering & Development requests Proposals from firms with expertise in the above service. This is not an offer, but a request for proposals.

Project work statements are available at the Bureau of Transportation Engineering & Development, Room 802, 1120 SW Fifth Avenue, Portland, Oregon 97204-1971, Phone (503) 823-7012.

Three (3) copies of the Proposal must be submitted in a sealed envelope which plainly identifies the subject matter and project title. Submit Proposals to: David Hill, Project Manager, Bureau of Transportation Engineering & Development, Room 802, 1120 SW Fifth Avenue, Portland, Oregon 97204-1971. Proposals must be postmarked or received by 10:00 a.m., March 1, 1995.

Note: Adequate information must be submitted by each applicant to allow the City to rank all applicants.

Non-Discrimination: Attention is called to Chapter 3.100 of the Code of the City of Portland relative to certification as an Equal Employment Opportunity Employer. Proposals for professional, technical and expert services from minority and female business enterprises are especially encouraged.

The City of Portland reserves the right to reject any and/or all proposals.

V.F. Rhodes, P.E.
City Engineer
City of Portland

Multnomah Education Service District

Job Information Hotline
257-1510
257-1518 TDD

An Equal Opportunity Employer & Drug Free Work Place

QMHAS

QMHAS needed at residential treatment facility serving adolescent males in Tigard. Positions require BA degree in psych or related field & ability to meet agency corporate driving requirements. Salary is \$7.50 per hour to start; excellent benefits. Obtain required agency application at Janus Youth Programs, 738 NE Davis, Portland. Call 233-6090, ext. 2997 for further info. Positions open until filled. We value diversity.

FT-Intake/Volunteers Coordinator

FT-Intake/Volunteers Coordinator working w/families at risk. Resp. incl. coordination of participant placement, volunteers, transportation, and outreach activities. Required BS+1yr or AA+3yrs experience in related field. Resume/App: VOA-Family Nursery, Attn: Lorraine Barton, 537 Alder St., Pld, OR 97214
Equal Opportunity Employer