

Careers &

CLASSIFIEDS

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.



Blue Cross Blue Shield of Oregon HMO 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 required.

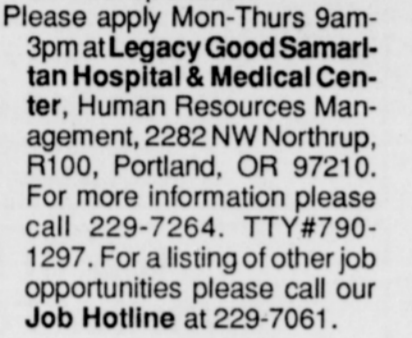
Blue Cross and Blue Shield/HMO of Oregon offers an excellent employee benefits package, flex-time work hours, and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately place ad #016 at the top of your resume or in your cover letter. Send resume to:
Blue Cross Blue Shield/HMO Oregon
Human Resources Dept, 3rd Flr
100 SW Market
Portland, OR 97207
TDD #225-6780
Equal Opportunity Employer

Portland Radio Station Seeks Account Executive
Z100 has an immediate opening for an account executive. Looking for an account executive. Looking for a proactive thinker with a minimum 2 years outside sales experience. Must have excellent skills in new business development, customer service, communication, and must be computer literate. No phone calls please. Send cover letter and resume to:
Carol Swanson
Personnel Dept B
4949 SW Macadam Ave.
Portland, OR 97201

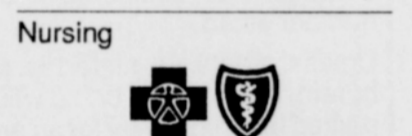
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Planned Parenthood of the Columbia Willamette Vancouver Center Manager
Put your skills to work for a cause you believe in. We are looking for a motivated center manager responsible for operation and supervision of a busy reproductive and primary care health center in Vancouver Washington. We offer a competitive salary and a comprehensive benefits package. Previous healthcare/management experience required. Forward cover letter and resume to: Margaret Zebroski, Planned Parenthood, 3231 SE 50th, Portland, OR 97206 or phone to inquire at 775-4931. Equal Opportunity Employer

Nursing and Social Work HIV Clinical Resource Coordinator
Regular full time position with benefits working as a HIV Clinical Resources Coordinator. This position provides a variety of advanced key services in guiding patients and their families through the continuum of care. Key services include health assessment, coordination of services, transition planning and education. Requires three years of applicable HIV clinical experience in one of the following areas: discharge planning/social services; or case management. MSW or BSN degree required with current Oregon licensure. Qualified candidates must have ability and desire to work with the HIV positive population including children and their families, working knowledge of the HIV disease and community resources. Must have basic computer skills and own transportation.
Please apply Mon-Thurs 9am-3pm at **Legacy Good Samaritan Hospital & Medical Center**, Human Resources Management, 2282 NW Northrup, R100, Portland, OR 97210. For more information please call 229-7264. TTY#790-1297. For a listing of other job opportunities please call our **Job Hotline** at 229-7061.



Good Samaritan Hospital
Nursing



Blue Cross Blue Shield of Oregon HMO Oregon Medical Management Coordinator II
Blue Cross and Blue Shield of Oregon is currently accepting applications for a Medical Management Coordinator II position. This position is responsible for performing advanced medical case management medical review and quality management/improvement. The Medical Management Coordinator II also oversees the medical care provided to subscribers to comply with company quality assurance, utilization review and case management policies and procedures. Qualified candidates must have a current Oregon RN license, preferably with a BSN, strong oral and written communication skills and extensive and varied medical background and clinical experience in medical review, managed care and case management. This position also requires the ability to exercise independent judgment, initiative and discretion in confidential and sensitive matters, previous insurance case management experience is preferred.

Blue Cross and Blue Shield/HMO Oregon offers an excellent employee benefits package, flex-time work hours, and competitive salary. Pre-employment drug screening required. To assure your resume is processed immediately place ad #025 at the top of your resume or in your cover letter. Send resume to:
Blue Cross and Blue Shield of Oregon
Human Resources Dept, 3rd Flr
100 SW Market
Portland, OR 97207
TDD #225-6780
Equal Opportunity Employer

Mechanic
Full-time w/benefits. Local private school. Requires accredited training in power mechanics, diesel service, 5yrs exp, OR CDL, School Bus Drivers lic, Send resume to Plant Mgr., 8825 SW Barnes Rd., Portland, OR 97225 by 2/24/95.

Planning and Zoning Administrator
Planning and Zoning Administrator, Park City Municipal Corporation, Park City, UT (Salary: \$43,000-\$54,450 annually.)
One of four middle manager positions reporting to the Community Development Director, the Planning and Zoning Administrator manages current planning and zoning functions and supervises Planning Staff of five. This position is responsible for processing complex residential and commercial developments including side design and architectural review, as well as subdivision review. Responsibilities include reports and presentations to the Planning Commission, Historic District Commission, Board of Adjustment and City Council.
Minimum requirements are Bachelor's Degree in Planning or related field with minimum of five years increasingly responsible experience in planning with emphasis on zoning administration, subdivision review and ordinance development. At least two years administrative and supervisory responsibility of professional staff is mandatory. Strong communication and management skills, particularly in the area of team-building, conflict resolution and negotiation are essential.
Send cover letter, resume, and current salary history by March 15, 1995, to: Personnel Department, Park City Municipal Corporation, P.O. Box 1480, Park City UT 84060, (801) 645-5014, FAX (801) 645-5072 Equal Opportunity Employer.

Washington County Accountant II
(Support Services Department/Finance)
\$2804-\$3408 per month
Apply by March 10, 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.

Postal Jobs
12.26/hr to start plus benefits. Clerks, carriers, sorters and maintenance. For application and information call: (708) 985-9352 ext. P1518 open 8am - 8pm.
Confiscated Cars
Government seized cars from \$1001 Corvettes, mercedes, truck, boats. Houses and property too. For current buyers guide: (708) 985-9352 ext A1518. Also open evenings.

Program Director
New Adult Day Care in N/NE Portland. MA+2yrs experience or BA+7yrs. Experience in program management, supervision, resource development, outreach, coalition building, gerontology. Knowledge of issues of aging, dementia, caregiving. \$25,000/yr Resume: VOA-LD, 537 SE Alder St., Ptd, OR 97214. Equal Opportunity Employer

Oregon State University
Facilities Engineer I, Project Coordinator for Facilities Services. Degree in engineering and two years of related experience required. This position provides remodel design for OSU buildings. \$2060/month. Contact OSU Department of Human Resources, 14th & Jefferson, Corvallis, OR 97331-2131, (503) 737-3103, TDD (503) 737-3088, for application materials. All application materials must be received by closing date of March 3, 1995.

Homeless Families Case Manager
Full time temporary position, poss. move to perm. Comb of college and exp. req. Contact Eileen at 285-0493 X215. Apply by Mar. 1 at Albina Ministerial Alliance, 1425 NE Dekum.

Temporary Van Driver
Temporary Van driver working w/ families at risk. Resp. for transporting children to & from program. Required H.S. GRAD. OR GED +7yrs driving experience. Resume/App: VOA-Family Nursery, Attn:Lorraine Barton, 537 SE Alder St. Portland, OR 97214 Equal Opportunity Employer

Receptionist
Receptionist needed to work in mental health setting. Exp w/ general office duties. Typing 45 wpm. Competitive salary & benefits. Send/fax cover letter and resume to: Garlington Center, 4950 NE MLKing Blvd. Portland, Oregon 97211 Attn: HR-R Fax: 249-8235. EOE Minority/Disabled encouraged to apply.

Manufacturing
Growing Vitamin Mfg Co Has several positions avail. Granulator M-TH 5:30pm - 4:00am, Compressor M-TH 5:30pm - 4:00am and Lead Granulator M-TH 7:00am to 5:30pm Mfg exp. and good math skills including Metrics Preferred. Starting 6.10 - \$7.50 HR. Pay increase and benefits after 90 days. Please apply between 1-5, M-F, or send resume to 3580 NE Broadway, Portland OR 97232. We are and Equal Opportunity Employer.

Sr. Placement Specialist
If you are a high energy, professionally minded person who is effective when working with people, not afraid of paperwork, and comfortable in high pressure work environment, this position may be an exciting opportunity. The position works with youth between the ages of 16 to 24 years of age, placing them in entry level jobs and guiding them to other career opportunities. A great deal of your time will be spent on the phone talking with youth and potential employers. This position is located in Grants Pass Oregon. Requires excellent organizational, effective listening and communication skills and possess a through understanding of the entry level job market. Bachelor's degree in business administration, human resources, behavior science or related field and one year related experience. Must be able to travel and provide reliable transportation. Submit resume and letter of interest to: Human Resources, 31224 E. Historic Columbia River Highway, Troutdale, OR 97060, no later then Feb. 27, 1995.

Security Officer
Individual needed to perform patrol duties and provide transportation services for a medium sized vocational training school. High school diploma or equivalent and one year experience preferably with an organized police security department or fire fighting organization and possess a valid CDL drivers license preferred. Submit resume and letter of interest to: Human Resources, 31224 E. Historic Columbia River Highway, Troutdale, OR 97060, no later then Feb. 27, 1995.

EXECUTIVE DIRECTOR, Portsmouth Comm. Redev. Corp.
Housing non-profit seeks Director to work with board on home ownership for mod. income persons in North Ptd. Must be committed to neighborhood dev., exp. in administration, housing and volunteer coord.
Resumes acc. thru March 3. Contact Lee Poe 289-1847

Job Opportunity City of Portland Graphics Illustrator II
Approximate Monthly Salary: \$2,777 entry to \$3,541 step 6
This is a supervisory and skilled graphics illustration work. Work involves planning and directing a graphics unit; supervising and participating in design, drafting, layout and map reproduction, displays, visual representation of data, work schedules, setting quality standards and employee evaluations. Tentative closing date: Monday, March 6, 1995 (no postmarks).

Fire Marshal
Approximate Monthly Salary: \$5,469 at entry to \$6,985
This key management position is responsible for managing a division of approximately 60 employees who are responsible for activities such as fire prevention, fire investigation and inspection, public education, plans review and the harbor program. Tentative closing Date: Friday, March 3, 1995.

Rehabilitation Specialist (Assistant Risk Specialist)
Monthly Salary: \$2,995 at entry to \$3,775 after 7 steps
This position has responsibility for providing assistance to claims personnel in the area of medical management and return to work of injured City of Portland Workers. Candidates must possess a current State of Oregon Registered Nurse's License and a valid driver's license. A State of Oregon Claims Examiner Certification is preferred. Tentative closing date: Friday, February 24, 1995.

Secretarial Clerk II
Approximate Yearly Salary: \$19,718 entry to \$27,747 after 3 years
Secretarial Clerk II's perform a variety of highly skilled secretarial duties. Candidates must have at least 2 years office experience and be adept in the use of word processing software; some knowledge of data base and spread sheet software is desirable. Tentative closing date: Friday, February 24, 1995.
Apply at City Hall, Room 100, 1220 SW 5th Ave. Portland, OR 97204.
Applications also available at local TPIC branch offices, NE Workforce Center and Urban League.
Job information call: (503) 823-4352 and TDD (503) 823-3520. The City of Portland is an AA/EEO employer.

Port of Portland Career Opportunities Systems Analyst I
Information Technology Department
Closing Date: February 28, 1995
If interested and qualified, apply in person at the Port of Portland Employment Office, 700 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 Port can be obtained by calling the Job Hotline at 503-731-7480.

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SUNDAY 9 a.m. to 8 p.m.