

Careers & CLASSIFIEDS

Customer Service Specialist 1

The Oregon Lottery is accepting applications for Customer Service Specialist 1. Salary is \$1,645-\$2,061 monthly. This recruitment will be used to establish a list of qualified applicants to fill immediate and future openings for permanent and temporary positions. Major duties include: ensures that all outgoing video parts are securely packed to avoid damage in shipment; compares incoming shipments to packing slips to ensure proper credit for items received; checks incoming shipments for physical damage; and operates light truck, van, and mechanical stock-handling equipment for delivery and pick up of parts, supplies, equipment and mail; and assists in moving furniture and warehouse supplies. Requires a valid Oregon driver's license; involves frequent lifting up to 70 pounds, and moving up to 200 pounds; involves occasional night driving, long distance driving, and extended travel; involves occasional ladder climbing; and involves working in a warehouse environment. To qualify you must have: general warehouse experience which includes following written and verbal instructions to receive and issue stock. Qualified applicants will be given a multiple choice test on customer service. If you have taken the Hotline Operator examination within the last 3 months, indicate so on your application. You will not need to retake the examination. To Apply: Submit a State of Oregon Application Form (PD 100) or Oregon Lottery Employment Application to: Personnel Officer, Oregon State Lottery, PO Box 12649, Salem, Oregon 97309. Indicate on your application whether you are applying for a permanent and/or temporary position. If you qualify, you will receive notification on the date and time the examination will be given. State of Oregon application forms can be obtained from a local Oregon Employment Department office or most state agency personnel offices. Oregon Lottery application forms can be obtained at the Lottery office located at 2767 22nd Street SE, Salem, Oregon. Prospective employees are subject to a background check which includes criminal history, fingerprinting, credit history, private financial and tax records, driving record, and any affiliation with the gaming industry. Women, minorities, and persons with disabilities are encouraged to apply. This recruitment will remain open on a continuous basis. If you are disabled and need assistance in the application process call (503) 373-0306, TTY (503) 373-0333.

Manufacturing

Growing manufacturer needs Mixer/Granulator Monday-Thursday nights 5:30pm - 4:00am to mix raw materials for vitamin production. Ideal candidate will be quality oriented, good with numbers, accurate with measurements, and be capable of performing heavy lifting of up to seventy-five pounds on a frequent basis. Previous mfg/production exp. preferred. Start \$6.40 hr. Review/benefits after 3 mo. Apply or send resume M - F 1 to 5 pm to 3580 NE Broadway, Portland 97232. Equal opportunity employer.

Manufacturing

Local vitamin mfg. co. seeks QA Products Inspector to inspect raw materials, vitamin tablets, and finished product. Must have six month QA/QC exp. Hours M-Th 7:00 am to 5:30 pm. Start pay \$6.30 hr. Review and benefits after 3 mo. Apply or send resume 3580 NE Broadway Portland, OR 97232 between hours of 1 - 5pm M-F. We are an equal opportunity employer.

Computer



BlueCross Blue Shield of Oregon HMO Oregon Computer

Operations Analyst

Qualified candidates will have a thorough knowledge of production batch and online procedures, problem analysis and resolution techniques, I/S standards, software products used in batch processing and section tasks, IBM utilities, JCL, file structures, CLIST/Dialog. Must have Proficiency in: MVS/ESA, JES2, ISRF/TSO, CICS, IBM Systems Utilities, JCL, VIAM, & the use of performance monitors.

Must be able to work Wednesday, Thursday, Friday, 12 hour shifts from 6:00 P.M.-6:00 A.M. Some off-shift and weekend work will be necessary. On-call duties related to production processing problems are required.

Blue Cross and Blue Shield 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 #041 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 S. W. Market
Portland, OR 97207
TDD# 225-6780
Equal Opportunity Employer

Auditor



BlueCross Blue Shield of Oregon HMO Oregon Assistant Auditor

Blue Cross and Blue Shield of Oregon/HMO Oregon is accepting applications for a fulltime temporary Assistant Auditor in the Medicare Reimbursement and Audit Department. Qualified candidates must have PC (DOS operating system) experience. College degree with a major in accounting, which includes credits for auditing courses. Must be able to communicate with provider personnel in a diplomatic manner and work well with Plan personnel. Some out-of-town travel required.

Apply in person between 9am - 4pm Monday - Friday or send resume to Blue Cross and Blue Shield of Oregon/HMO Oregon. Pre-employment drug screening required. To assure your resume is processed immediately, place ad #T15 at the top of your resume or on your application.

Blue Cross Blue Shield/HMO Oregon

Human Resources Dept., 3rd flr
100 S. W. Market
Portland, OR 97207
TDD# 225-6780
Equal Opportunity Employer

Mental Health Social Worker

Full time opening at Emanuel Hospital & Health Center in Project Network, a federally funded substance abuse program. Experience with children 0-5 years old, working in a multicultural environment and 5 years in the mental health field. Masters Degree in Social Work and administrative/coordinating experience required.

Please call Human Resources for application package at Legacy Emanuel Hospital & Health Center, 2801 N. Ganenbein, Portland, OR 97227, (503) 413-4164.

Portland Parks Summer Playground Leader. 10 wk program. \$6.50 & up. Call 823-5100. Applications due March 10. 1120 SW 5th Ave, Rm 1302, Portland, OR 97204.

Data Processing



BlueCross BlueShield of Oregon HMO Oregon Programmer Analyst

Qualified candidates must have a minimum of 2 years experience in performing systems analysis and design, coding, testing and implementation assignments. Experience should include new mainframe system development and maintenance using Natural, COBOL, COBOL II, VSAM, OS/JCL, and TSO/ISPF. Exper w/Easytrieve plus is desirable.

Blue Cross and Blue Shield 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 #037 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 S. W. Market
Portland, OR 97207
TDD# 225-6780
Equal Opportunity Employer



BlueCross BlueShield of Oregon HMO Oregon UNIX Systems 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, ETHER-NET, NFS NIS+, DNS, Internet Service, routing, Hardware Configuration, Remote Server Support, X-Windows, and PC to Unix integration is a must. Experience with Novell, Oracle, MS-Windows, 3270 emulation, Tivoli, 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 and 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 #015 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 S. W. Market
Portland, OR 97207
TDD# 225-6780
Equal Opportunity Employer

Quality Control

Local vitamin mfg co. seeks QC Lab Technician to complete testing of raw materials, assays, dissolution tests, etc. Two years college level courses in chemistry or equiv. pref., prev. lab exp. pref. Pay DOE. Benefit pkg after 3 mo. Apply 1-5, M-F or send resume to 3580 NE Broadway Portland, OR 97232. Equal opportunity employer.

Warehouse

Shipper needed for growing mfg. company. Ideal candidate will have previous whse/shipping/material handling exp. with min. six months forklift exp. \$6.50 hr. to start, benefits and review after three months. Apply direct M-F, 1 to 5pm or send resume to 3580 NE Broadway, Portland, OR 97232. We are an equal opportunity employer.

Personnel Officer 3

Current opening, State of Oregon Employment Department, Staff Development and Employee Services section in Salem. \$2,773 - \$3,904 per month.

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 professional-level personnel experience which included analysis, research development, and recommendations of solutions to personnel management problems; and Bachelor's degree in Personnel Management, Industrial Relations, Industrial Engineering, Business Administration, Public Administration, or a closely-related field or three more years of pertinent experience.

A Master's degree in Industrial Relations, Business Administration, or Public Administration may substitute for up to one year of the experience. If the Master's degree is in Business or Public Administration, the major class work must be in Personnel or Labor Relations.

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 22, 1995. If you need additional information, please call 503/378-3253.

An AA EEO employer.

Washington County

Inspection Technician 1
\$2123-\$2570 per month
Apply by March 24, 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.

Custodian

2 Fulltime positions w/benefits. Local private school. Basic cleaning, advanced floor cleaning procedures. Nightshift 11pm - 7:30am, Sunday-Thursday. Reliable/experienced only. OBE bkgnd check. Send resume to Plant Mgr., 8825 SW Barnes Rd., PDX, 97225.

Truck Driver

Experienced, 26,000 lb. cap. standard transmission, city traffic, heavy lifting, \$7 per hour. Part-time. No benefits. Resume by 3/24 to Human Resources, 8825 SW Barnes Rd, Portland, OR 97225.

Radio

New Alternative 94.7 FM hiring Full and P/T on air. 2 yrs min exp. Send tape/r Apogee Communications, 4614 SW Kelly, Portland, OR 97201. No calls please. EOE.

Sub-Bids Requested

Multnomah County Central Library Renovation
Portland, Oregon

Bid Package #2 - All Work Except Demolition, Asbestos Abatement & Concrete Work
Bid Date: March 16, 1995 • 2:00 PM at Hoffman Construction Company

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.

Portland State University Assistant Director

Portland State University invites applications for a full-time, 12-month, renewable, fixed term position as Assistant Director of the School of Business Administration Outreach Program. Applicant should have a working knowledge of the academic environment and a minimum of five years of practical business experience. It is desired that the applicant have, or be actively pursuing, a MBA, or equivalent degree. Applicant should have a strong commitment to community service for an urban university. Application deadline is April 3, 1995 or until the position is filled. Please call Alan Zeiber @ 725-3705 for a complete position description. Send letter of application, complete resume, three letters of recommendation, and examples of recent work to:

Alan R. Zeiber
Chair, Search Committee
Business Outreach Program
School of Business Administration
Portland State University
P.O. Box 751
Portland, Oregon 97207-0751

Portland State University is an equal opportunity, affirmative action employer. Minorities, women, and members of other protected groups are encouraged to apply.

Program

Representative 1

Consistency Review Specialist/Land Use Planner
Monthly salary \$2116-\$2870
Department of Land Conservation and Development
Coastal-Ocean Program
Salem, Oregon

Evaluates proposed actions of federal and state agencies to determine consistency with policies of Oregon Coastal management program; carries out periodic review of coastal city and county comprehensive plans. Position requires travel to Oregon coastal communities.

For qualification information and application materials, contact a local Oregon employment Department office or Exam Unit @ (503) 378-4672 or TTY (503) 378-4672.

Position Announcement (#OC950165) Recruitment closes April 3, 1995. Equal Opportunity and Affirmative Action Employer.

Medical Director

Half-time position.

The Oregon State Board of Medical Examiners seeks a physician to provide medical expertise for licensing, investigations, and related programs. Responsibilities include participating in program and policy development, reviewing medical records, coordinating peer review and competency examinations, serving as information resource to licensees and the public.

Must have Oregon medical license in good standing. Must have 10 years experience in clinical practice, plus 5 review. Specialty Board certification preferred. Successful candidate will have good written and verbal communication skills. Legal background and computer skills helpful. Call 229-5873 X225 for application packet. Job closes April 2, 1995.

Social Service

Juvenile Justice

Programs Supervisor

Half to full-time position. MSW master's in related field, or bachelor's in mental health related field plus combination of 2 years education (mental health related field beyond bachelor's) & clinical mental health experience required; also competence in program accountability, supervision, coordination of community relations, internal communications & working in multicultural setting. Salary range \$21,517 - \$32,276. Depending upon experience. Pick-up application at The Boys and Girls Aid Society, 018 SW Boundary Ct., Portland, or call (503) 222-9661, X211. Equal Opportunity Employer.

Engineering

Field Engineer

Honeywell Home & Building Control has an immediate need for a Field Engineer in our Portland office. Responsibilities include ensuring that all customer requirements are met by meeting all job contract specifications.

To include tasks such as:

- Conduct job planning and scheduling
- Advises installation personnel on product installation and verification of system performance
- Reviews application drawings for accuracy
- Performs application engineering tasks on small and medium site jobs
- Performs system commissioning/close-out
- Performs required diagnostic testing and troubleshooting of software systems

Background required:

- BS, ME OR EE, Vo-tech or equivalent industry experience acceptable
- Minimum of 5 years HVAC experience and knowledge of mechanical/electrical systems
- Project management experience
- Computer literate - knowledge of PASCAL
- Knowledge of Honeywell's automation products a plus

Interested candidates should submit resume to: HONEYWELL, INC., Home & Building Control, Attn: Bill Horne (FE), 1985 Douglas Drive N, MN10-1457, Minneapolis, MN 55422 or Fax: 612/954-4070. EOE/M/F/H/V. Drug Screening Is A Condition Of Employment. HONEYWELL, INC.

City Manager

Ontario, Oregon

Population 9,760. Salary depends on qualifications/experience to \$60,300. Rural community on the Oregon-Idaho border with agriculture, food processing, service based economy. Issues include growth, personnel management, environmental mandates, and intergovernmental cooperation. Full service city enjoying economic growth. Resume, letter of interest and references must be received by 5:00pm, M.S.T., on March 31, 1995. (Resume or Letter of Interest must include candidate's social security number.) A supplemental questionnaire is required and must be received no later than April 12, 1995. Address all inquiries to:

Attention:

City Manager Recruitment
444 SW 4th Street
Ontario, Oregon 97914.
(503) 881-3210

Ontario is an equal opportunity employer. All inquiries are treated confidentially.

Aerobics Instructor

Premiere North Portland Health Club is seeking experienced and qualified Funk Aerobics Instructor. If you are a self-motivated and creative team player then contact Jeff at 283-5404.