

Careers & CLASSIFIEDS

Assistant/Associate Planner

City Of Eugene
\$14.00-\$18.55 per hour
 Full-time, temporary position funded for two years. Performs a variety of professional planning duties related to current planning; provides information and assistance to developers and the public. May participate in the update of the Eugene zoning ordinance and other planning projects. Some directly related planning experience is desirable for the Assistant Planner. Associate Planner requires two-four years' professional municipal planning experience. Bachelor's degree with major course work in planning or related field or equivalent training and experience required. Position and salary will be determined by experience and training level. Closing Date: May 26, 1995. Obtain application packet from City of Eugene Human Resources and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (503) 687-5061. AA/EOE

Maintenance Workers

Maintenance workers needed on on-call basis. Duties include gen maintenance, painting & landscaping. Reliable transportation and tools a must. Apply in person betw 9-4 at Garlington Center, 4950 NE MLKing Blvd. Portland, Oregon 97211.

Financial Clerk

Financial clerk needed for busy finance dept. Duties incl heavy data entry, a/p, check procesing/posting & gen ofice duties. Typing 65 wpm and 10 key by touch req. Previous accounting exp a +. Competitive salary & benefits. Send/fax cover letter & resume to: Garlington Center, 4950 NE MLKing Blvd, Portland, OR 97211 Attn: HR Fax: 249-8235 EOE Minority/disabled encouraged to apply.

Fire Training Officer

Board on Public Safety Standards and Training
 Requires fire, hazardous materials, or similar public safety experience: 1-3 years, depending on education; plus knowledge of training, curriculum development and the public safety system. \$2,262 - \$3,010 monthly salary. Located in Monmouth and Pendleton. Contact Cindy Gould for application information or special accommodations, 503-378-2100 X246. Application deadline: May 9, 1995. Equal Opportunity Employer.

Washington County

Engineering Technician II (Traffic)

\$2450-\$2969 per month
 Apply by May 5, 1995

Inspector II/Building
 \$3019-\$3669 per month
 Apply by May 12, 1995

Accounting Assistant II (Part Time)
 \$11.91-\$14.48 per hour
 Apply by May 5, 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.

Food Service Worker/Cashier

Immediate openings for part-time positions, 30 hours per week. Starting salary \$5.81/hr.

Contact: Human Resources Office, VA Medical Center, 3710 SW US Veterans Hospital Road. Bldg. 16. or call 503-273-5236. Equal Opportunity Employer.

Community Outreach Coordinator

Dynamic, multi-skilled, creative individual to coordinate teen pregnancy prevention project in Washington County. Recruits, trains and schedules teens to provide peer education services. Requires extensive knowledge of community resources serving youth; experience working with diverse groups, teaching, public speaking; knowledge of reproductive health and human sexuality; \$18,000-19,000 (30 hrs week), full benefits. Send cover letter and resume by May 15th to: Planned Parenthood, Theresa Russo, 3231 SE 50th, Portland, OR 97206. **Preference given to Washington Co. residents and bicultural, bilingual applicants.** Equal Opportunity Employer

Administration Assistant

Part time, full benefits, starting salary \$6.30-\$7.10/hr. Seeking cheerful and energetic individual to provide administrative assistance at Planned Parenthood. Responsibilities include greeting visitor, answering multi-line telephone system, shipping/receiving duties, and inventory control. Position requires strong organizational skills, computer experience and ability to handle multiple tasks simultaneously. Send cover letter and resume to: Kristi Flethcher, Planned Parenthood, 3231 SE 50th, Portland, OR 97206.

Administrative Aide II

City of Eugene Public Works Department

\$1,609-\$1,976/mo. Full-time
\$804.50-\$988/mo. Part-time
 Two positions available. One 40 hrs/wk at the Wastewater Division, one 20 hrs/wk at the Airport. Both require one year of experience. Closing Date: May 12, 1995. Contact Human Resource and risk Services for detailed job descriptions and application packets. Each position requires separate application due to different job requirements. 777 Pearl Street, Room 101, Eugene OR 97401. (503) 687-5061. AA/EOE

Group Counselor

Work with SED adolescents in an after school treatment program in north Portland. Good verbal and written communication skills, B.A. and exper. working with adolescents and minorities preferred. Send resume by 4/28/95 to Alice, CCMH, 6329 N. E. M.L. King Jr. Blvd., Portland, OR 97211.

Career Opportunities

Port of Portland

Civil Engineer
Engineering Department
 Salary Commensurate with Experience
 Closing Date: May 5, 1995

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 NE Multnomah, 14th floor. Applicants residing outside the Portland metropolitan area and physically disabled applicants may request application materials by calling (503) 731-7400. Pre-employment 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 Hot Line at (503) 731-7480.

Career Opportunities

Port of Portland

Senior Planner
Policy and Planning
 Starting Salary Range: \$38,824 - \$44,902
 Commensurate with Experience
 Closing Date: April 28, 1995

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 NE Multnomah, 14th floor. Applicants residing outside the Portland metropolitan area and physically disabled applicants may request application materials by calling (503) 731-7400. Pre-employment 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 Hot Line at (503) 731-7480.

The Portland Observer recognizes Secretaries Day, April 27th.

Washington County

Data Entry Operator
 \$1551-\$1885 per month
 Apply by May 12, 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.

Job Opportunity:

City Of Portland

Recreation Coordinator I

This position is responsible for planning, developing, implementing, and evaluating a wide range of recreation and human delivery programs. Sites are community schools and centers. Approximate Salary: \$2,224 at entry to \$2,728 in three years. Tentative Closing date: Friday, April 28, 1995.

Wastewater Operator I

Wastewater Operator I's perform a variety of semi-skilled tasks such as operating equipment, including pumps, valves, boilers, bar screens, clarifiers, digesters, sludge pumps; reading meters and gages, and keeping records. Approximate monthly salary: \$2,172 to \$2,648. Tentative Closing Date, Friday, May 5, 1995 (no postmarks).

Plumbing Inspector

Plumbing Inspectors perform inspections of new or remodeled water, drainage, waste, vent and sewage system to ensure plans, materials, and workmanship conform to plumbing code requirements. Applicants must possess all of the qualifications listed on the Approximate salary: \$17.90/hour at entry, to \$20.54/hour after one year. Closing Date: Open Continuous, first closing May 5, 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.

Career Opportunities

Port of Portland

Paramedic/Fire Fighter
Portland International Airport
 Starting Base Pay Rate: \$32,496
 Closing Date: May 5, 1995

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 NE Multnomah, 14th floor. Applicants residing outside the Portland metropolitan area and physically disabled applicants may request application materials by calling (503) 731-7400. Pre-employment 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 Hot Line at (503) 731-7480.

Project Manager

\$40,000 Salary
Benefits

Seeking individuals with public policy management experience in the areas of public safety and/or economic development to serve as a Project Manager in the Office of the Mayor, City of Portland, Oregon. Contact (503) 823-4120 for an application packet. Minorities, women and individuals with disabilities are urged to apply.

School Secretary

for Summer Programs & College Counseling. Ft, 12 month, benefit pkg. Word-processing, spreadsheet, database exper. Resume by 5/3 to HR, Catlin Gabel School, 8825 SW Barnes Rd, Portland, OR 97225

Demonstrators

To hand out coupons & samples in area grocery stores. Must be avail. thurs., Fri., & Sat. A car is needed. 620-0707

Insurance



Blue Cross Blue Shield of Oregon
HMO Oregon
Applied Health

Research Analyst

This position requires a Masters degree in a field related to Health Research (Social Science, Health Behavior, Statistics, Health Policy, Health Administration, Public Health), two years experience in applied research, a knowledge of current methods in health, demographic and social science research, and experience with research design and statistical analysis related to measuring and improving health. Qualified candidates must have effective presentation skills to communicate activities, analysis and recommendations and have the ability to work on multiple projects simultaneously.

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 #069 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

Accounting Clerk III

City of Eugene
Finance Division
\$2,006-\$2,482/mo.

Performs a variety of complex bookkeeping duties, analyzes and prepares financial reports, and assists in the preparation of the annual budget. Requires a minimum of two years' bookkeeping experience and one year of college, or equivalent. Closing Date: May 5, 1995. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. AA/EOE

Student Activities/Programs. The Oregon State University Memorial Union is searching for two student activities/college union professionals who will contribute to the enhancement of a tradition of high quality student oriented services and programs.

Assistant Director for Student Activities: this person leads a staff consisting of two professionals (a Leadership Development Coordinator and a Diversity Education Coordinator, three graduate assistants (who advise leaders and event planners), three clerical support people, and student employees. The team provides advising and developmental support services for student governance plus three hundred recognized student organizations. The Assistant Director supervises the staff and manages the operating budget for the Student Activities Center which provides services and training programs, offices, work and meeting spaces, and equipment for OSU students. The person works with a faculty student committee in developing policies for student organizations and their activities. This position reports directly to the Director of the Memorial Union and Educational Activities. This is a 12 month academic appointment without rank. Requirements: Master's Degree in an academic area related to education or human services plus a minimum of five years fulltime employment in a college level student activities or college union setting. Position start date will be July 1. Salary commensurate with education and experience.

Programs Coordinator: this person provides advising and developmental support services for MU Program Council committees and other student organizations and assists in operating the Programs Office. The office provides information services, work space and equipment and a graphic design service for the development of organizational advertising materials. The position reports to the memorial Union Assistant Director for Programs and Marketing. This is a 9 month full time academic year Student Affairs faculty position with one additional month employment. Bachelor's required, Master's degree preferred. Must have at least one year experience. The start date is September 12. Salary commensurate with education and experience.

For each position: send a letter of application stating position desired; a resume; names, addresses, and telephone numbers of three current references; a written statement on the philosophy of student development; a detailed description of personal student activities and leadership training experience; and a detailed description of personal organizational management experience to Screening Committee Chair, Memorial Union, Oregon State University, Corvallis, Oregon 97331-5004. For full consideration, apply by May 22: positions shall remain open until filled. Persons of diverse backgrounds are encouraged to apply.

OSU is an AA/EEO employer and is responsive to dual-career needs.

Mental Health

Counselor-V Outpatient Treatment Services (OTS)

Starting Salary: \$1,917-\$2,100

Per Month Plus Benefits

The Position: CODA, Inc. seeks an experienced senior chemical-dependency counselor for our Outpatient Treatment Services to serve a diverse chemically-dependent client population: mandated; dual-diagnosis; and methadone-maintenance clients. Service delivery is both short-and long-term. Duties of this exempt position include: Manage a caseload consisting primarily of opiate-dependent clients; Provide individual, family, and group counseling/therapy with minimal guidance from clinical coordinator; Monitor, track, and record client treatment progress including treatment planning and progress summaries; provide clinical supervision to junior counselors; Coordinate client services and consult with external agencies (CSD, Probation Offices); participate in promotion and marketing of services and with task force, committee, and research duties as requested. **Physical Demands:** must be able to (a) negotiate a staircase, and (b) perform CPR for fifteen minutes continuously. **Shift:** Position works a combination of daytime and evening hours Monday through Friday. **To Qualify:** A master's Degree in psychology, mental health, counseling, or a related field is required; Candidate must be in the process of obtaining Oregon Alcohol and Drug Level II certification. Preferred candidate will have achieved such certification. Additional desired certification includes CADAC, LCSW, LPC, and LMFT; Two years of supervised human-services experience, including clinical supervision duties, is required; Knowledge, skills, and abilities demonstrating competence in chemical-dependency treatment are required; Specialized skills in criminal-justice and/or pregnant-client are preferred; Excellent oral and written communication skills are required; Candidates must be certified/certifiable in 1st Aid/CPR for 15 minutes continuously. Individuals currently serving any federal, state, or county parole or probation are ineligible for this position. Candidates must consent to a criminal background check. **To Apply,** submit standard CODA application form, including screening question responses, to the address below. **Application Materials Are Available At And Must Be Returned To:** CODA, Inc., 210 NE 20th Ave., Portland, OR 97232; Tele: (503) 236-2290 Ext. 254. CODA is an Equal Opportunity/Affirmative Action Employer.

Remodeling Sales Assistant

Trainee position leading toward commissioned residential remodeling design and sales. Education and/or experience in some combination of interior design, building design, interior architecture, architecture, or housing; and in board drafting. Sales experience plus. Waged entry level position with benefits. Job description available on request. Send resume and cover letter to: Julia Spence, Neil Kelly Designers/Remodelers, 804 N. Alberta St., Portland, OR 97217.

On Call Teacher Aide

Teacher Aide working w/families at risk, Resp. incl. assisting teacher in classroom and assisting children on/off van. Must be 18 years old or older and desire to work with children. Resume/App: VOA-Family Nursery Attn: Lorraine Barton, 537 SE Alder, Portland, OR 97214. Equal Opportunity Employer.