

Careers & CLASSIFIEDS

Principal Manager C

Oregon Lottery is accepting applications for Principal Manager C (Field Manager/Southern Oregon). Salary is \$3,054 - \$3,904 Monthly. This position is responsible for field operations and supervision of staff in an assigned area which is Douglas, Jackson, Josephine, Curry, and Coos counties. Vehicle, computer, cellular phone, and pager are provided. Valid Oregon driver license required. Also requires frequent night driving, driving long distances, overnight travel, and extended travel of three days or more; and occasional exposure to tobacco smoke, temperature extremes, loud music, and belligerent language. To qualify you must have five years in supervision, leadwork, and/or professional-level work, related to sales, marketing, and/or service repair and the experience must have included at least one year of project leader responsibility involving such areas as a) development of program rules and policies; b) long- and short-range goals and plans; c) program and/or project evaluation; or d) budget preparation. A Bachelor's degree in a field related to management such as Business, Public Administration, or Marketing; or Electronic Technology may be substituted for up to three years of required experience. **Be Specific In Describing The Above Experience On Your Application.** To apply, submit a State of Oregon Application Form (PD100) or Oregon Lottery Employment Application to: Personnel Officer, Oregon Lottery, PO Box 12649, Salem, Oregon 97309. 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. Applications must be received in the background check which includes criminal history, fingerprinting, credit history, private and financial and tax records, driving record, and any affiliations with the gaming industry. Felony conviction or any gambling related offense will automatically preclude you from employment with the Oregon Lottery. Equal opportunity/affirmative action employer, women, minorities, and persons with disabilities are encouraged to apply. If you are disabled and need assistance in the application process contact Deni Tebeau-Clemons, Director's Office, (503) 373-0306, or TDD (503) 373-0333.

Cook

Full-time cook needed, preferably with some experience supervising young adults. Requires minimum high-school diploma or equivalent, food service training with one-year relevant experience, and a valid food handler's permit. Send a letter of interest listing qualifications, or pick up an application in person by Friday, June 16 at:

Human Resources

31224 E. Historic Columbia River Hwy. Troutdale, Oregon 97060
An Equal Opportunity Employer
M/F/D/V

Master Control Technician

Good communication skills, able to operate manual and automated playback systems for video and audio. Attention to detail important - computer skills a plus. Requires evening and weekend work and the ability to deal effectively with a diverse public. Contact Christine Martin at 288-1515 for application materials. PCA is an EEO/Affirmative Action employer. Completed applications are due by 5pm, June 22, 1995.

Mental Health

Counselor-V

Outpatient Treatment Services (OTS)
(Two Positions Available)
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 (OTS) to serve mandated clients; dual-diagnosis; and methadone-maintenance clients. Service delivery is both short- and long-term. Duties of this exempt position include: Provide a range of substance-abuse treatment services; diagnosis, evaluation, treatment planning, aftercare and discharge planning; Provide individual, family, and group counseling services; Effectively communicate and coordinate client services with referral sources and community resources; Assist with client-record compliance and quality-assurance activities; Participate in promotion and marketing of services and with task force, committee, research duties as requested. One position provides clinical supervision to junior and manages a caseload. **Physical Demands:** Must be able to climb stairs. **Shift:** Position works a mixture of daytime and evening hours Monday through Friday. A 4-day work-week may be possible. **To Qualify:** A Master's Degree in relevant discipline is required; Two years of supervised human services experience is required; Three years experience is desired; One year of supervisory experience is preferred; Knowledge, skills, and abilities demonstrating competence in chemical-dependency treatment are required; Clinical experience with mandated clients and with women's issues is desired. Candidates must be in the process of obtaining Oregon Drug and Alcohol Counselor Certification. 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.



Exp. Electrician

Oregon Arena Corporation is seeking an exp electrician to be resp for the operation and maintenance of all electrical equip in and around the Rose Garden and Memorial Coliseum, such as motors, fans, mobile equip, batteries, emergency generators, control panels, lamps, fuses and supplies. Candidate would report to the Maintenance Mgr and would assist as nec with special event productions. Min quals incl a valid OR Journeyman License, knowledge of HVAC and refrig. controls, knowledge of blueprint drawings and the abil to supervise work crew as req. Arena, Stadium, or Theatre exp is pref. Candidate should be prep to work nights, wkdns and holidays as dictated by events scheduled. Please send your resume and a copy of your license to: Human Resources, 700 NE Multnomah Street, Suite 600, Portland, OR 97232. No phone calls please. Closing date for appl is June 23, 1995.

Equal Opportunity Employer
M/F/H/V

Mental Health

Counselor-II

Detoxification Technician
Starting Salary: \$1,222-\$1,550
Per Month Plus Benefits
The Position: CODA, Inc., seeks a full-time Counselor-II Detoxification Technician to assist in the supervision of patients detoxifying from alcohol and/or drugs in our six-bed facility located in Tigard. This position is responsible to: Monitor the health conditions of men and women (including pregnant women) detoxifying from alcohol and/or drugs; Check vital signs of patients; Monitor authorized patient medication; Complete intake paperwork and perform admission assessment, and treatment planning per CODA policy and procedure; Admit and discharge patients as appropriate and as directed by the Medical Director/Nurse Practitioner; Facilitate educational groups; Maintain shift log and progress notes for each patient; At each shift change, debrief each patient's status and conduct thorough medications inventory with oncoming staff; Monitor and control all visitations. **Shift:** 1:00 PM to 9:00 PM Monday through Friday. **Physical Demands:** Must be able to perform CPR for 15 minutes continuously. **To Qualify:** 1. A bachelor's degree or certification in health services, counseling, or other relevant discipline and at least one year of supervised human-services experience (ideally in residential detoxification services) or equivalent are required. 2. Candidate must possess or be in the process of obtaining Oregon Drug and Alcohol Counselor certification. 3. Applicants must be certified or certifiable in CPR and capable of performing CPR for fifteen 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:** CODA will not accept resumes except as enclosures to a standard CODA application form. Applicants must 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.

TCI Cablevision, an Equal Opportunity Employer, currently has a full time opening for the following position:

Director of New Business Development

Drug test required of final applicant.
Qualifications: Bachelor's degree or equivalent experience in business management, telecommunications or related fields.
A minimum 5 years' experience in cable television or related industry, system management.
Ability to effectively communicate with business managers, municipal officials, agencies & senior company management of both TCI & other enterprises.
Must be willing & able to travel as required.
Ability to organize, plan & direct projects with little supervision.
Ability to keep current on all activity, product development, product policy.
Interested parties may submit applications/resumes by mail to:
Andy Beecher
Mountain Division
8215 Tualatin Sherwood Road
Tualatin OR 97062

Mental Health

Residential Counselor-III

(Two Positions Available)
Starting Salary: \$1,359 - \$1,650
Per Month Plus Benefits
The Position: CODA, Inc., seeks two full-time Residential Counselor-III for our Alpha Family Treatment Center located at Southeast 182nd and Main and the other for our Detoxification Facility located in Tigard. These exempt positions are responsible to: Provide diagnosis and treatment to a caseload of clients, some of whom may be pregnant and/or have small children; Conduct individual, group, and family counseling and therapy; Coordinate therapeutic activities for clients; Maintain client records; Monitor the milieu; Maintain external contacts as assigned; Perform as requested all standard C-III duties. **Physical Demands:** Must be capable of performing CPR for fifteen minutes continuously. **Shift:** (Gresham) Variable 8-hour shifts which take place between 12:30 and 9:30 PM from Tuesday through Saturday. (Tigard): 9 AM to 5 PM Wednesday through Sunday. **To Qualify:** 1. A bachelor's degree in health service, psychology, counseling, or a related discipline, and at least two years' supervised human-services experience or equivalent are required. Experience with pregnant women and children is very strongly preferred. 2. Applicants must possess or be in the process of obtaining Oregon Drug and Alcohol Counselor certification. 3. Preferred candidate will have had residential treatment experience and will demonstrate strong oral and written communication skills. 4. Applicants must be certified/certifiable in CPR and capable of performing CPR for fifteen minutes continuously. 5. 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:** CODA will not accept resumes except as enclosures to a standard CODA application form. Applicants must 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.

Social Services

Case Manager II

School Case Manager, Beaver-ton. Alternative program for pregnant and parenting young women. Provide intensive case management services. Conduct daily groups. Spanish speaking preferred. B.A. in social work/related field plus 2 years experience in group work. Salary range \$16,060 - \$24,090, depending upon experience. Excellent benefits. Position contingent upon funding. Pick-up application at The Boys and Girls Aid Society, 018 S.W. Boundary Ct., Portland. Deadline June 19, 1995. Equal Opportunity Employer.

Secretary

Detail-oriented, organized individual needed for support position in Education department of major arts organization. Experience required: Word processing, spreadsheets, and database management in Mac environment; people skills; ability to juggle multiple tasks and keep a sense of humor. Send resume by August 1 to: Portland Opera, 1516 SW Alder, Portland, OR 97205 Attn: Carmela.

Garlington Center

Child and family therapist needed to provide outpatient services to culturally diverse population of children ages 0-21. Exp working w/ minority youth & families desirable. Min 2 yrs clinical exp req. Masters degree in mental health related field req.

Program Supervisor needed for 22 bed residential care facility serving chronically mentally ill adults from diverse backgrounds. Min 2 yrs previous admin & clinical supervision exp req. Must be QMHP certified. Masters Degree in mental health related field pref.

Residential housing specialist needed to work on interdisciplinary team to access housing for chronically mentally ill adults. Prior exp working w/landlords, public & private agencies preferred. Strong client advocacy skills a must. Valid driver's license & reliable transportation req. Masters degree in mental health related field pref.

Crisis clinician needed to provide phone and walk-in triage, community outreach, assessment, on-call and hospitalization services to diverse population of chronically mentally ill adults. Min 2 yrs prior exp req. Masters degree in mental health related field pref.

Outpatient therapist experienced in brief treatment for CMI adults with personality disorders, PTSD and crisis recidivists needed. Min 2 yrs exp req. Group & family modalities a +. Masters req. LCSW preferred.

On-call adult caregivers needed to assist mentally ill clients in activities of daily living & problem solving in residential setting. Min 1 yr prior exp preferred.

Secretarial support needed to assist team of therapists in mental health setting. Duties incl responding to requests for release of information, tracking & monitoring service levels, & developing systems to facilitate paperwork flow. Typing 60 wpm & competency in WordPerfect required. Must be organized and able to work independently. Min 2 yrs prior office exp req.

Receptionist needed to work in mental health setting. Exp w/high volume multi-line switchboard req. Other duties incl greeting clients & assisting w/general office duties. Typing 45 wpm req.

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.

Insurance



Blue Cross BlueShield of Oregon HMO Oregon Senior Medical Underwriter

The Senior Medical Underwriter will be a registered Nurse with a broad knowledge of medical conditions for the purpose of underwriting health insurance. Qualified applicant will be currently licensed in the State of Oregon, be proficient in both written & oral communication skills, and have demonstrated leadership and problem solving background. The ability to handle stressful situations in a professional manner is a must.

Pre-employment drug screening required. To assure your resume is processed immediately, place ad #131 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

Construction Management Coordinator

Portland Development Commission is seeking an individual to be responsible for coordinating the construction of PDC projects. Responsible for schedules, budget, scope and quality.

Job duties include: defining project requirements; determining project construction contract requirements; development and coordination of budgets and schedules; coordinating design and construction services; construction document preparation and generally acting as construction representative. Possess thorough working knowledge of construction procedures, materials and systems and techniques. Strong oral, written and negotiation skills a must. Ability to perform both detailed and large-scale planning, scheduling and budgeting. Possess organization, planning and project management skills. Must have general knowledge of legal statutes, building codes and industry standards relating to construction.

To qualify, you must have Bachelor Degree and license in architecture and minimum of eight years experience. Salary range: \$33,928 to \$49,200. Please pick up application packet and return to PDC by 5:00 p.m., June 23, 1995. If outside Portland metro area, please call PDC job hot line, (503) 823-3463 to request a packet.

Portland Development Commission

1120 SW Fifth Avenue, #1100
Portland, Oregon 97204
The Portland Development Commission values diversity in its workforce and is committed to equal employment opportunity and affirmative action.

Finance

Real Estate Loan Officer

\$30,032 - 43,563

Responsible for coordinating and monitoring the origination of applications for real estate loans from a diverse population. Position reviews and recommends application loan terms by evaluating the final feasibility of proposals. Extensive public contact with people of varied social-economic backgrounds. Requires analytical skills and thorough knowledge of real estate and 2 yrs. experience in residential finance, residential loan underwriting and/or residential loan packaging. Must have bachelor's degree or equivalent combination of training and experience specializing in business, finance, or economics.

Please pick up application packet and return to PDC by 5:00 p.m., June 23, 1995. If outside Portland metro area, please call PDC job hot line, (503) 823-3463 to request a packet.

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Plumber/Mechanical Systems Technician

\$2,582 - \$3,201/mo. + 2.7%
Increase July 1, 1995
City of Eugene

Recruiting for Facilities Division Plumber. Must be journey-level certified in Oregon. Accepting application packets until June 30, 1995. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (503) 687-5061. AA/EOE