

Careers &

CLASSIFIEDS



BlueCross BlueShield of Oregon
HMO Oregon
DATA PROCESSING Underwriting Systems Programmer Analyst
(Position #166)

Blue Cross and Blue Shield of Oregon is currently accepting applications for an Underwriting Systems Programmer Analyst. Responsibilities include: performing the complete project development life cycle in mainframe and PC development environments to support utilization management analysis and reporting. This includes ad hoc reporting, new system development, and maintenance of on-line and batch systems. Qualified applicants will have: At least two years experience as a programmer analyst. Must include experience in systems analysis, design, and implementation. SAS and Easytrieve Plus experience preferred. A college degree in Business Administration, Business Information Systems, or equivalent work experience. Strong analytical and problem solving skills including cost/benefit analysis. Experience in data research, analysis, and validation. For more information about current openings call our Job Information Line: 1-800-231-1617

Pre-employment drug screening required. To assure your resume is processed immediately, place the position number or job title at the top of your resume or in your cover letter. Send resume to:

Blue Cross and Blue Shield of Oregon/HMO Oregon
Human Resources Dept., 3rd flr
100 S.W Market
Portland, OR 97201
TDD# 225-6780
Equal Opportunity Employer

Salem-Keizer Public Schools
Community School Outreach Coordinator

Positions will work with school staff, community agencies and organizations to develop, implement and evaluate parent/community involvement and community outreach activities at an assigned high needs elementary school. Requires two years of experience in assessing/organizing parent involvement and/or community education program development experience plus an associate degree with major course work in family support coordination, community development, parent outreach, early childhood education or a related field. Possession of, or ability to obtain, a valid Oregon driver's license. 8 hr/day. Limited term to June 28, 1996. Beginning Salary \$2011. Eight positions available. Applications will be accepted through **August 18, 1995**. Complete job description and skill requirements are available from the Human Resources office, 1309. Ferry St., SE, Salem, OR 97301, phone (503) 399-3063.

An Equal Opportunity Employer

Volunteers Needed
As on-call Rape Victim Advocates with the Multnomah County District Attorney's victim assistance program for evening and weekend shifts. Six training sessions (evenings) begin 10/3/95. Must be 18 years old and have own transportation. Call 248-3222 for more information and to register.

Garlington Mental Health Center

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

Clinical coordinator needed for outpatient division of community mental healthcare center. Duties incl program development, marketing, clinical & admin supervision of staff & carrying caseload of clients. Exp in brief treatment for adults & families. Exp w/ managed care issues/contracts pref. Min 2 yrs prior related exp req. Masters in mental health related field & license req. Refer to PCS-CC when applying.

Alcohol & drug specialist needed to serve as case manager for mentally ill & chemically dependent clients. Duties incl providing community outreach, case mgt & therapy. Min 2 yrs dealing w/ substance abuse in mental health setting. Must be QMHP or QMHA. Refer to CM-M when applying.

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

Case manager needed to provide supportive therapy & full range of intensive case mgt services to chronically mentally ill adults from multicultural backgrounds. Min 2 yrs exp req. Must be QMHA. Refer to CM-I when applying.

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 pref. 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. No phone calls please.

Marketing

Local Mfg. Company seeking Marketing Assistant to assist with the product development process; implementation and tracking of product changes; assist with discontinuing and consolidation of items; and assist with forecasting functions. Must have four year degree or equiv., plus min. two years exp. in marketing and PC knowledge in Excel, Word and Access. Send resume and salary requirements to PO Box 13480 Portland OR 97217. We are an equal opportunity employer.

Carpenter/ Painter

Nabisco, a major food manufacturer in Portland, currently has an opening for a Carpenter/Painter. Qualified applicants will be self-motivated and have the following qualifications:

- Minimum of 5 years experience in carpentry, cabinet work, painting, finishing, masonry, tiling and general facilities repair
- Ability to lift up to 50 pounds
- Ability to work any shift and some weekends
- Ability to work well in a team-based environment with limited supervision

Prior food processing exposure is desirable. Nabisco offers an excellent pay and benefits package. Qualified individuals should send a resume to Nabisco Dept. OB-Opportunity/Affirmative Action Employer, M/F/D/V.

Nabisco

Environmental Opportunities

OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY
The following position are with the Waste Management and Cleanup Division of the Oregon DEQ in Portland.

ENVIRONMENTAL CLEANUP ANALYST: \$2814-\$3826/mo. These are three Environmental Specialist 4 positions in the Cleanup Program and Policy Development Section responsible for formulating complex technical standards and policies for incorporation in the redrafting of the environmental cleanup program and to implement program revisions by communicating and interpreting new requirements.

HAZARDOUS WASTE DRY CLEANING ANALYST: \$2814 - \$3826/mo. this is also an Environmental Specialist 4 position in the Hazardous Waste Program and Policy Development Section responsible to develop policy and guidance for separate hazardous waste management and related requirements for dry cleaning facilities in accordance with Legislative mandate.

ENVIRONMENTAL CLEANUP DRY CLEANING ANALYST: \$2814 - \$3826/mo. This Environmental Specialist 4 position is in the Cleanup Policy and Program Development Section and is responsible for planning and leading implementation of separate cleanup program requirements for contaminated dry cleaning facilities in accordance with Legislative mandate.

ENVIRONMENTAL TOXICOLOGIST: \$2950 - \$4011/mo. This position is in the Site Response Section and is responsible for serving as the toxicological expert in the cleanup program's development and implementation of a detailed risk assessment protocol to determine whether contaminated sites exceed the statutorily defined acceptable risk to human health and the environment.

To receive application packet call the DEQ jobline at (503) 229-5785; or Internet address; gopher.state.or.us. TTY (503) 229-6993.

Equal Opportunity Employer

Nursing



BlueCross 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.

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Alcohol/Drug Counseling Senior

Chemical Dependency Counselors (C-V) (Three Positions Available)
Starting Salary: \$1,917-\$2,200 Per Month Plus Benefits

The Corporation: CODA, Inc., offers a comprehensive range of addiction treatment services at one large outpatient site and three residential sites (each of which also provides child development and limited outpatient services). Our services include intensive drug-free outpatient, methadone maintenance, short-and long-term residential, and detoxification. Our client population is large and extremely diverse. We have led the field in tailoring services to pregnant women, women with very young children, and to families. With a thorough range of services, locations, and client profiles, CODA offers a challenging and multifaceted environment in which addictions professionals can grow and advance. CODA further encourages professional advancement with an energetic training program consisting of monthly in-service events, frequent special events, and cash and paid-time allowances for off-premises training.

The Position: We seek one experienced senior counselor for our Alpha Family Treatment Center and two experienced senior counselors for our Outpatient Treatment Services to serve a chemically-dependent client population; mandated; dual diagnosis; and methadone-maintenance clients. Service delivery is both short-and long-term. Duties of these exempt positions include: diagnosis, evaluation, treatment planning, and after-care and discharge planning; individual, family, and group counseling/therapy; research duties as requested. **Physical Demands:** Must be able to (a) negotiate a staircase and (b) perform CPR for fifteen minutes continuously.

Shift: Alpha position works Sunday-Thursdays 1:30-9:30 PM; outpatient positions work a combination of daytime and evening hours Monday through Friday, typically 10:30 AM until 7:30 PM. To Qualify: A Masters 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 CADC, LCSW, LPC, and LMFT. Two years of supervised human-service experience, including clinical supervision duties is required; Knowledge, skills, and abilities demonstrating competence in chemical-dependence treatment are required; Specialized skills in criminal-justice and/or pregnant-client are preferred; Excellent oral written communication skills are required; Candidates must be certified/certifiable in 1st Aid/CPR and capable of performing 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. **Applications Material 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.

NURSING



BlueCross BlueShield of Oregon HMO Oregon

RN Hospital Audit Coordinator

The Hospital Audit Coordinator is a member of a self-directed work team that coordinates, supports, and conducts the activities of Hospital Audit Claims Review, both prepay and postpay consistent with CQI principles and techniques to determine appropriate DRG classification, correct reimbursement methodology, appropriate resource use, quality of care delivered and cost containment.

Qualified candidate must have a valid Oregon RN License, be a graduate of an accredited School of Nursing or BSN and have a minimum of three years recent hospital experience. This position also requires a knowledge of principles of hospital and industry trends, changes and new techniques relating to quality Assurance, Utilization Review, DRG Classification, Hospital Audit and ICD-9-CM Coding.

The Hospital Auditor should have a knowledge of current nursing practices, new medical techniques, psychiatric and substance abuse treatment models and standards of practice and application and principles of CQI. Strong leadership, PC skills and oral and written communications are a must.

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Residential Advisor

Full-time student dormitory advisor needed. Requires minimum of a high-school diploma or equivalent and two years experience in counseling, social work, rehabilitation or vocational guidance. Associate's or bachelor's degree in human services preferred. Valid drivers license with an acceptable driving record. Send cover letter, resume to:

Human Resources
31224 E. Historic Columbia River Hwy.
Troutdale, Oregon 97060
Responses Must Be Received No Later Than Friday, August 11, 1995
An Equal Opportunity Employer M/F/D/V

Major Telephone Co.

Now hiring Technicians, Installers, Acct/Serv Reps, Operators. No experience necessary. To apply, call 1-219-755-0033, ext. F22 6am to 6pm, 7 days.

Secretary

Part to full-time, competent to work under pressure with Juvenile Justice Programs in multicultural setting. Excellent clerical, language skills; accuracy, confidentiality essential. Type 50 w.p.m., WP 5.1 Salary based on training & experience. Pick-up application at The Boys & Girls Aid Society, 018 SW Boundary Court, Portland, or call (503) 222-9661, X240. Equal Opportunity Employer.

Nursing



BlueCross BlueShield of Oregon HMO Oregon

Medicare Medical Review Analyst II

The Medicare Medical Review Analyst II is responsible for performing medical review activities on Medicare claims received from providers to assure application of benefits according to HCFA coverage criteria.

Requirements include current licensure as a registered nurse in the state of Oregon with a minimum of three years current work experience in an acute care medical/surgery setting, strong computer skills and excellent oral and written communication skills.

Qualified candidates must have the ability to diagnose complex medical claim problems as well as the ability to interpret/apply regulation and guidelines for specific situations.

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Job Announcement

Patient Services Staff Full time, Nonexempt \$7.38/hour

Responsible To: Center Manager

Primary Function: Responsible for front office duties including greeting patients, chart preparation, data entry, supply dispensing and financial reconciliation. Requires attention to detail and prioritizing skills. Participates as a member of the SE Portland Center team.

Qualifications:

- High school diploma or GED and one to two years of work experience, or equivalent.
- Previous medical office experience desired.
- Spanish speaking ability preferred.
- Willingness to work flexible hours including evenings and weekends.
- Ability to relate well with a variety of people and to sustain an attitude of respect for all individuals.
- Commitment to the goals and philosophy of Planned Parenthood.

TO APPLY:
Send Resume to:
Lisa Simpson, Manager Planned Parenthood
3231 SE 50th
Portland, Oregon 97206
Closing Date: When position is filled.

Mental Health:

QMHA needed at residential treatment facility serving adolescent males in Tigard. Must meet & document QMHA qualifications. Position requires ability to meet agency corporate driving requirements. Salary is \$8.00 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. Position open until filled. We Value diversity.

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The Portland Observer