

CLASSIFIEDS

Health Care Management

The Department of Veterans Affairs Medical Center in Portland, Oregon is actively recruiting quality candidates for the position of Administrative Director, Mental Health Services. This position is responsible for the management of the following patient care lines and facility services:

- Geriatric Psychiatry Clinic
- Psychiatric Consultation/Liaison Service
- Behavioral Medicine
- General Medicine/Psychiatry Team
- Chemical Addiction Rehabilitation Section
- Residential Rehab Program
- Acute Ward Psychiatry
- Intensive Psychiatric Community Care
- Day Treatment Program
- Post Traumatic Stress Disorder
- Mental Health Clinic
- Clinic Team

Clinic Team Duties include responsibility for budget allocation and for the successful performance of each of the above areas, specifically with regard to patient satisfaction, quality of services provided and efficiency of delivery of services. The successful candidate will work with a Clinical Director as the Senior Management Team responsible for all operations of the Mental Health Group.

This includes being a member of the Executive Operations Group, which is the executive body of the medical center. Salary range is \$51K to \$66K.

Experience. Benefits include health and life insurance programs, vacation and sick leave, ten paid holidays, wellness center and attractive retirement program. Interested candidates should submit a resume of curriculum vitae to:

Chief, Human Resources
Management Service (05A), VA
Medical Center, 3710 SW U.S.
Veterans Hospital Road,
Portland, OR 97201



Department of Veterans Affairs - An EO/AA Employer

Nurse Executive

(Associate Director, Inpatient Services)

The Department of Veterans Affairs Medical Center in Portland, Oregon is actively recruiting quality candidates for a Nurse Executive position (Associate Director of Inpatient Services). This position is responsible for the management of the following patient care lines and facility services:

- Inpatient Care Units
- Nutrition and Food
- Inpatient Pharmacy
- Social Work
- Chaplain
- Nursing Administration
- Dialysis
- Speech Service Pathology
- Respiratory Therapy
- Short Stay Care Unit
- Infection Control
- Escort

Duties include responsibility for budget allocation and the successful performance of each of the above areas, specifically with regard to patient satisfaction, quality of services provided and efficiency of delivery of services. The successful candidate will be a member of the Executive Operations Group, which is the executive body of the medical center.

Salary range is \$89,581 - \$100,966, depending on qualifications and experience. Benefits include health and life insurance programs, vacation and sick leave, ten paid holidays, wellness center and attractive retirement program. Interested candidates should submit a resume or curriculum vitae:

Chief, Human Resources Management Service (05A),
VA Medical Center, 3710 SW U.S.
Veterans Hospital Road,
Portland, OR 97201



Department of Veterans Affairs - An EO/AA Employer

Health Care Management

The Department of Veterans Affairs Medical Center in Portland, Oregon is actively recruiting quality candidates for the position of Administrative Director, Long Term Care and Rehabilitation. This position is responsible for the management of the following patient care lines and facility services:

- Comprehensive Rehabilitation Unit
- Physical Medicine & Rehab
- Prosthetics & Sensory Aids
- Adult Day Health Care
- Contract Nursing Home
- Nursing Home Care
- Home Health Services

Duties include responsibility for budget allocation and the successful performance of each of the above areas, specifically with regard to patient satisfaction, quality of services provided and efficiency of delivery of services, and general responsibility for our Vancouver campus, to include real and plant property, equipment, and fire and safety. The successful candidate will work with a Clinical Director as the Senior Management Team responsible for all operations of the Long Term Care and Rehabilitation Group. This includes being a member of the Executive Operations Group, which is the executive body of the medical center.

Salary range is \$51K to \$66K, depending on qualifications and experience. Benefits include health and life insurance programs, vacation and sick leave, ten paid holidays, wellness center and attractive retirement program. Interested candidates should submit a resume or curriculum vitae to:

Chief, Human Resources
Management Service (05A), VA
Medical Center, 3710 SW U.S.
Veterans Hospital Road,
Portland, OR 97201



Department of Veterans Affairs - An EO/AA Employer

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 experience req. Ref # CH-CFT.

Residential adult caregiver needed to assist mentally ill clients in activities of daily living & problem solving in residential setting on full-time basis. Min 1 yr prior exp pref. On-call residential adult caregivers also needed.

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.

Admissions Assistant

Professional-minded person who is effective when working in a team setting needed to provide clerical/administrative support for a fast paced office. Requires a high school diploma or equivalent and two years secretarial experience. Word processing, automated database management and office organizational skills required. Must type 60 wpm. This position is located in Portland. If interested and qualified, please submit resume and letter of interest to: Human Resources Manager; 31224 E. Historic Columbia River Highway, Troutdale, OR 97060, postmarked no later than Friday, Sept. 5, 1995.

Equal Opportunity Employer M/F/D/V

Safety Technician

City of Eugene--Public Works Salary Range \$2,436-\$3,015/mo.

Performs technical safety support functions within the Maintenance Division. Responsible for the development and coordination of a comprehensive safety program. Major duties include program planning and coordination; development and documentation of safety policies; ensures staff compliance with local, State, and Federal safety regulations; provides coordination with Human Resource and Risk Services for City-wide safety programs; coordinates development and documentation of safety training programs; researches on-the-job accidents to determine cause and preventions; coordinates the divisional safety meetings; and performs in-house scheduled and unscheduled workplace safety inspections. Requires equivalent to four years' experience in program coordination and enforcement in a related field and an associate's degree with emphasis in industrial hygiene, safety, or related field. **Closing Date:** September 22, 1995. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (503) 687-5061. AA/EOE

Secretary/ Receptionist

Position performs a variety of secretarial duties including heavy amounts of telephone calls. Requires high school diploma or equivalent and one year related secretary experience, must be computer literate, able to type 60 words per minute and prefer dictation at 80 words per minute. This position is located in Portland. Submit resume and cover letter postmarked no later than Sept. 5, 1995 to: Human Resources Manager, 31224 E. Historic Columbia River Highway, Troutdale, 97060.

Equal Opportunity employer M/F/D/V

Marketing Specialist

City of Eugene

\$1,171.50 - \$1,474/mo.

Part-time position (20 hrs/wk.) develops and manages a comprehensive 1:1 marketing program for the Cultural Services division. Develops annual 1:1 customer service/audience development plan specifically designed to increase customer retention through customer service and patron program strategies in conjunction with the marketing and programming strategic plan and the ticket office customer service goals. Requires minimum of 3 years experience in cultural services or the performing arts, customer service, or sales and management. A two year degree in marketing, public relations, communications, retail/sales, customer service, business/public administration, Bachelor's degree highly desirable. **Closing Date:** September 15, 1995. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. AA/EOE

Maintenance Position

Professional property management organization seeking experienced maintenance person to perform scattered site, routine maintenance repairs and unit refurbishment in N/NE Portland. Experienced in painting, drywalling, carpentry, flooring, minor electrical, demo lawn maintenance, minor appliance repair and some general cleaning. Full time, permanent position with benefits. Must have valid driver's license and truck. Salary range \$8.50 - \$9.00 per hour, commensurate with experience. No walk-ins.

Submit resume by Sept. 15, 1995 to: Portland Community Reinvestment Initiatives, Inc. Maxine Fitzpatrick P.O. Box 11474 Portland, OR 97211

Gold Beach Field Office Manager (Principal Executive Manager B)

Current opening. State of Oregon Employment Department, Gold Beach Employment Office. \$2,511 - \$3,536 per month.

Recruiting announcement and required state applications are available at all Oregon Employment Department Field Offices on the State Jobs Display. Qualifications and application process listed in job announcement. Announcement is also available on the State of Oregon Jobline at 503/225-5555, Ext. 7777 in Portland, 24 hours a day, 7 days a week. TTY access is available in Salem 503/373-4672.

Note: Out-Of-State Applicants Announcement on Internet - gopher.state.or.us-Post Code d702 7956. For application form call 503/378-3253.

Applications must be returned to Employment Department in Salem by 5:00 p.m., September 7, 1995. An AA EEO employer.

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 food handler's permit. Send a letter of interest listing qualifications, or pick up an application in person by Friday, Sept. 8 at:

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

Recreation Coordinator

Recreation Coordinator needed to oversee recreation program for residential vocational/educational training school. Requires a bachelor's degree in recreation, physical education and one year related experience. Supervisory experience preferred with valid commercial driver's license and CPR/first Aid certification. Submit letter of interest and resume to: Human Resources, 31224 E. Historic Columbia River Hwy., Troutdale, OR 97060. Must be received no later than 9/1/95.

Communications And Stewardship Manager

Portland based timber investment management company seeks a highly motivated individual with a college degree in natural resources or communication and five years experience in the forest products industry preferably as a forester. The successful candidate will work in our corporate office located in downtown Portland. Candidate must have excellent communication skills, both oral and written. Main responsibilities will include: carrying forward the philosophies and practices of the company with internal and external communications as well as managing the company's land stewardship activities. Competitive salary/benefits package. We are an equal opportunity employer. If you are interested in working with a great group of people and a company that believes in employee development and training, send resume to Vicki Reber, One SW Columbia, Portland, OR 97258.

Washington County Nurse Practitioner (16 Hours Per Week)

\$24.07 - \$28.78 per hour Open Until Filled
Call (503) 648-8606/TTY (503) 693-4898 for information. County application and supplemental application forms required. Apply to:

Washington County
Human Resources Division
155 N. First Avenue, Suite 210
Hillsboro, Oregon 97124
Women, minorities, and people with disabilities are encouraged to apply.

Residential Advisor

On-call 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, Sept. 8, 1995
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KXL Newsradio

Promotions/Marketing/ Receptionist/Assistant.
Entry Level Position. Good P.R. Skills A Must. Able To Handle Multiple Tasks. Computer Skills Needed. Send Resume Attention Office Manager, P.O. Box 14957, Portland, OR 97214

Equal Opportunity Employer - No Phone Calls.

POLICE CAPTAIN \$4,261 - 5,198/MO. Juneau, Alaska. Bachelor's degree in police science and four years of experience at or above the rank of police lieutenant. Closes September 15, 1995. Job Announcement and application (907) 586-5250. EOE.

PT - Teacher Aide working w/ families at-risk. Resp. incl. setting up classroom, assisting teacher w/children's behavior, and written observations in a pre-school classroom. Req. H.S. Diploma/GED & 1 yr related work experience. Resume/App:VOA-Family Nursery, Attn:Lorraine Barton, 537 SE Alder St., Pld, Or 97214 Equal Opportunity Employer.

Firefighter/ Paramedic

Oregon's capital city, Salem, (Pop. approx. 120,000) invites applications for Oregon Certified Paramedics now through 9/15. Sal. \$2,364-\$3,269/Mo. + Excel Bene. pkg. Bilingual skills desirable. App. required. Contact: Personnel Dept. 555 Liberty SE, Salem, OR 97301 503/588-6162 EOE/AA.

Volunteers

Volunteers needed as on-call rape victim advocates with the Multnomah County District Attorney's Victim Assistance Program for evening and weekend shifts. Five 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.

Executive Direct

Executive Director for ecumenical non-profit housing organization. The director is responsible for the corporation's day-to-day management, including finances supervision of staff, compliance with applicable laws and adherence to the strategic plan and policies. The director reports to the Board President. Desired skills include: personal management, computer literacy, accounting/budgeting, general knowledge of construction, fundraising and public speaking. Salary \$24,000/yr. Women and minorities are encouraged to apply. Send resume and letter of interest to: Human Resources Chairperson, PO Box 11527 Portland OR 97211. Letters must be received by 5:00 pm September 11, 1995 to be considered.

Registered Nurse

Energetic registered nurse with valid license and three years related experience needed for on-call services. Duties may include coordination of all phases of medical and dental care for students in a fast-paced training facility. Respond by sending cover letter of interest and a resume no later than 9/8/95 to:

Springdale Job Corps Center
Attn: Human Resources
31224 Historic Columbia River Hwy.
Troutdale, OR 97060
An Equal Opportunity Employer M/F/D/V

Driver

Full-Time bus driver needed. Requires minimum of a high-school diploma or equivalent and one year experience as a licensed driver with a valid commercial driver's license. Send cover letter, resume and proof of CDL license to:

Human Resources
31224 E. Historic Columbia River Hwy.
Troutdale, OR 97060
Responses Must Be Received No Later Than Friday, Sept. 8, 1995
An Equal Opportunity Employer M/F/D/V

