Careers & GLASSIFIEDS

Mental Health Supervising RN **Oregon State** Hospital

Job share position at Oregon State Hospital working in both Portland and Salem. Individuals applying should have some supervisory or Charge Nurse experience, experience working with psychiatric patients, excellent communication skills, and the ability to be flexible. Excellent benefits. Call (503) 945-2815; TTY (503) 945-2996 for more information and an application packet. Call by Friday, October 6, 1995. The State of Oregon and all its divisions are proud to employ opportunity equally.

Marketing

Marketing Analyst needed for growing mfg. co. Responsible for statistical forecasting, marketing and sales analysis, prepare reports and marketing presentation materials, maintain correspondence with internal and external customers. Must have four year degree in related field, forecasting and marketing analyst exp., proficiency in use of PC spreadsheet, database and presentation programs. Knowledge of PC forecasting and inventory replenishment software preferred. Excellent math and communication skills. Qualified applicants send resume and salary history to PO Box 13480 Portland, Or 97213. We are an equal opportunity employer.

Engineering Technician City of Eugene--

Public Works Dept. \$2,488-\$3,154/mo.

Performs skilled technical duties relating to engineering surveys, computer drafting and design, and inspection of public improvement projects. Works as a team member with other technicians and engineers. Requires equivalents of two years' experience in civil engineering technology. Closing Date: October 20, 1995. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (503) 687-5061. AA/EOE

Forecasting Analyst Growing mfg. co. has an open-

ing for a Forecasting Analyst. Responsibilities include collecting forecasting related data from internal and external sources, maintaining forecasting database, providing forecasting and inventory replenishment recommendations using "Quick Response" system. Qualified applicants must have four year degree in related field, forecasting exp., excellent PC spreadsheet and database skill. Knowledge of "Demand Solutions" is preferred. Send resume and salary history to 3580 NE Broadway, Portland OR. 97232. We are an Equal Opportunity Employer.

Office Supervisor City of Eugene, Public Works **Engineering**

\$2,225-\$2,744/mo. Plans, organizes, and supervises support operations and performs a variety of technical tasks related to daily activities in the Engineering Division offices. Provides administrative staff assistance to management, the City Engineer, and program staff. Requires three years of increasingly responsible office, administrative, and clerical experience, including lead supervisory responsibilities and office management training. Closing Date: October 20. 1995. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (503) 687-5061. AA/EOE

HEALTHCARE INSURANCE



BlueCross BlueShield of Oregon **HMO Oregon**

Provider Network Development Specialist

Qualified applicants must have managed care experience in developing and maintaining networks of professional and facility providers to support HMO, PPO and tradition indemnity product lines. This includes contract development, provider negotiation and monitoring of financial performance. Ability to build and maintain working relationships with facilities and organized groups of providers is required. Bachelor's degree plus five years in the health care industry is required.

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

CLERICAL



BlueCross BlueShield of Oregon **HMO Oregon**

Department Secretary

Qualified candidates must have 2 years secretarial experience, 50 WPM, word processing experience, excellent oral and written communication skills and a HS diploma or GED. Also requires the ability to organize, prioritize, and meet deadlines as well as dept standards.

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**

MENTAL HEALTH

Residential Relief Workers

\$6.62 Per Hour

The Position: CODA, Inc., seeks relief workers to provide facility and client supervision on an irregularly-scheduled, as-needed basis at our Gresham, Lents District, and/ or Tigard residential treatment facilities. Some positions require childcare (infant through toddler) skills and experience. To Qualify: Requires drug/ alcohol treatment experience and/or education. 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 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

Deputy Fire Marshal

City of Eugene, Oregon The City of Eugene is looking for people who want to work in a progressive, innovative public safety agency. We are currently recruiting for a Deputy Fire Marshal to administer a plans review or inspection services program within fire prevention. The position requires three years' experience in inspection and public education or four years' fire suppression experience which includes inspection and public education, and a high school diploma or equivalent supplemented by an AA degree in fire science or a related area. Salary range: \$2,984-\$3,814. Our goal is to have a workforce that relfects the diversity found in our community. We encourage applications from women and people of color. To obtain and application packet, contact the Human Resource and Risk Services Office at (503) 687-5061 or write to 777 Pearl Street. Room 101, Eugene OR 97401. The deadline for applications is November 3, 1995. AA/EOE

City Of Milwaukie

Utility worker I - City of Milwaukie, Oregon. We are seeking qualified persons for our utility operations divisions (Sewer/Streets/Water). Candidates with related experience and a current commercial Drivers License, Class B or above, will be given preference. Positions in this class perform a variety of semi and skilled manual tasks in the Interested candidates must re-Public Works Department, in relation to equipment operation, installation, repair and maintenance. Requires diploma or GED equivalency and ability, to obtain appropriate certifications. Must have minimum of two years prior work experience directly involving technical skills and general construction, maintenance, or repair work; skilled in medium to heavy equipment operation, safety oriented, and a team player. If possible, please pick up application packets at Human Resource Department, 10722 SE Main Street, Milwaukie, OR 97222. Contact Cynthia, (503) 786-7507. Completed packets must be received by 4 PM, Monday, October 23, 1995, in Human Resources at the above address. Fax# (503) 652-4433, TDD #786-7555.

Survey Technician City of Eugene--**Public Works Dept.** \$1,244-\$1,577/mo., based on

20-hr./week Part-time position performs a variety of technical and subprofessional surveying duties involving field work and related calculations, legal descriptions, boundary and right-ofway location, and records management. Requires two years' experience in surveying and drafting work and Associate's degree in surveying technology; Land Surveyorin-training certification is desirable. Closing Date: October 20, 1995. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (503) 687-5061 AA/EOE

Driver

Full-Time bus driver needed. Requires minimum of a highschool 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, Oct.

An Equal Opportunity Employer M/F/D/V

Principal Executive/ Manager B Safety Officer **Oregon State**

Hospital Develops and implements hospital's safety management program for both OSH-Salem and OSH-Portland. Prior experience managing a safety and occupational health program is desired. Must have 5 years' technical-/professional-level work experience related to safety and workers' compensation. Excellent benefit package. \$2,511 to \$3,536 per month. Call (503) 945-2815, TTY (503) 945-2996 for application packet. Closes Tuesday, October 10, 1995.

Executive Director

The Department of Administrative Services' Oregon Commission on Children and Families (OCCF) is a non-traditional government agency seeking candidates with outstanding organizational, communication, managerial and leadership skills. A budget of \$54.8 million dollars and staff of 33 are leveraged beyond their numbers to build community capacity through 36county level commission. This organization model is attracting national attention. The job is potentially among the most significant policy and implementation jobs in the state. The director is appointed by a citizen commission and is based in Salem, OR. Closes: October 30, 1995

quest a recruitment packet from: Gail Ramirez, Recruitment and Career Services, Department of Administrative Services, 155 Cottage Street, NE, Salem, OR 97310. Phone (503) 378-3040, fax (503) 373-7684.

Garlington Mental Health Center

Psychiatric nurse needed approx 20 hrs/week for community mental health children's program serving culturally diverse population of children ages 0-21. Duties incl triage, assessment, mgt, spychoeducation, consultation & records mgt. RN or BSN & 2 yrs exp req. Ref# CH-PN.

Receptionist needed for children's program. Exp w/high volume multi-line switchboard req. Other duties incl greeting clients & assisting w/general office duties. Typing 45 wpm

Receptionist needed for children's program part-time. Hours: T,W,TH5pm-8pm. Exp w/high volume multi-line switchboard req. Other duties include greeting clients and assisting w/general office duties. Typing 45 wpm req.

Competitive salary & benefits. Send/fax cover letter & resume to: Garlingion Center, 4950 NE MLKing Blvd, Portland, OR 97211 Attn: HR Fax: 249-8235

EOE Minority/disabled encouraged to apply. No phone calls please.

Cook

On-call cook needed. Requires minimum high-school diploma or equivalent, food service training and a valid food handler's permit. Application must be picked up in person

Human Resources 31224 E. Historic Columbia River Hwy. Troutdale, Oregon 97060 An Equal Opportunity Employer

Chauffeurs

Male or Female - Part time independent contract drivers for Portland's best limousine company. Great tips! Must be over 25 with excellent driving record, professional dress and customer service attitude. Reliable and must know the city. - Call 499-7170.

Quality Control

Local Vitamin MFG CO. seeks entry level Lab Technician to complete testing of raw materials, assays, dissolution tests, etc. Two years college level courses in chemistry or equiv. Prev. lab exp. pref. Monday-Friday 5:00 PM - 3:30 AM. Start wage \$7.80 hr. Review and benefits after 3 mo. Apply 1-5 PM, M-F or send resume to 3580 NE Broadway Portland, OR 97232. Equal Opportunity Employer

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 fast-paced training facility. Respond by sending cover letter of interest and a resume no later than 10/13/95 to:

Springdale Job Corps Center Attn: Human Resources 31224 Historic Columbia River Hwy

Troutdale, OR 97060 An Equal Opportunity Employer M/F/D/V

Accounting

Seeking highly skilled Fiscal Manager in growing non-profit agency. Accounting degree and extensive non-profit and computer experience. Budgeting and a Full array of accounting responsibilities. ACCPAC Plus.

Send resumes to Personnel Director, Self Enhancement, Inc., 1730 North Flint Portland, OR 97227. Deadline October 11th, 5:00

Production

Shop Floor Supervisor Local MFG. Company is seeking Shop Floor super. For PKG

Dept. Must have two years of supervisory exp. In PKG or MFG and 2+ years of related college work or equiv. Starting pay is \$8-\$10 HR. Plus excellent benefit package. Please apply or send resume to 3580 NE Broadway Portland, OR 97232 M-F between 1-5PM. We are an equal opportunity employer.

Part-Time:

Thurs-Sun (4days) apx. 3-5 hrs per day (early am AND late aftn each day) \$300 per month. Lot custodian to pick up and "polish" the National Pride Car Wash on MLK Neatness and reliability a requirement. Retired men and women encouraged to apply. National Pride is an equal opportunity employer. Call Bill 240-2889 and leave name and phone number.

Attn: Portland

Postal Positions available. Permanent fulltime for clerk/sorters. Full benefits. For exam date, application and salary info: 708-264-1600. Ext. 3600 8am to 8pm.

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 1-5pm, M-F or send resume to 3580 NE Broadway, Portland, OR 97232. Equal Opportunity Employer.

Job Opportunity: City Of Portland

Public Works Project Manager (Columbia Slough Watershed) Approximate Monthly Salary: \$4,136 at entry to \$5,287. Tentative Closing Date: Friday, October 13, 1995. No Postmarks.

Hearings Officer

Approximate Hourly Salary: \$27.82 to \$35.56. Tentative Closing Date: Friday, October 6, 1995. No Postmarks.

Risk Supervisor (Employee Benefits Manager) Approximate Monthly Salary: \$3,734 to \$4,770. Tentative Closing Date: Friday, October 13, 1995. No Post-

Submit completed applications to City Hall, Room 100, 1220 SW 5th Ave. Portland, OR 97204 Applications are also available by Tuesday 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.

Executive Director

Planned Parenthood of the Columbia/Willamette. Leadership and management for a mission-driven not-for-profit education, advocacy, and health services organization. Serving an ethnically diverse population from six permanent service sites in a 32 county service territory in Oregon and SW Washington. Annual budget \$4 million. Competitive salary and benefits package. 5 years senior management experience required. To apply, mail resume and employment history to PPCW Search Committee, PO Box 1734, Portland, OR 97207. Applications must be received by Friday, October 13, 1995; all will be held in confidence. Equal Opportunity Employer

Children's Program Coordinator

Children's Program Coordinator: Domestic violence shelter. Provide developmentally appropriate children's groups & parent education. Closing date: Oct. 13, 1995. For agency application call 654-2807. Women of color strongly encouraged to apply. AA/EEOE.

Auto Mechanic

Auto Mechanic - Part Time Independent Contractor To Handle Maintenance & Repairs On Limos. Must Have Own Tools. Know Electrical And Be On Call. \$10-\$15 Per Hour. Call: 636-6113.

Economic Opportunity Committee (EOC) of Clark County, Inc.

Head Start Classroom Aide: Assist implementing classroom activities under supervision of teaching staff. Assist with meal preparation; organize activities, supplies and environment; and maintain safety and cleanliness of center. HS diploma or equivalent required. 1 yr. experience working with children 3-5 yrs of age. 20 hrs p/wk. \$6.15 p/

ECEAP Classroom Aide: Assist implementing classroom activities under supervision of teaching staff. Assist with meal preparation; organize activities, supplies and environment; and maintain safety and cleanliness of center. HS diploma or equivalent required. 1 yr. experience working with children 3-5 yrs of age. 22 hrs p/wk. \$5.97 p/hr.

Head Start Teacher Assistant Substitute: 3 positions - Sep-Mar, Oct-Mar, Nov-Jun. Assist teacher in planning and implementing classroom curriculum. AA in ECE and 1 yr experience or CDA and 2 yrs consistent paid experience with 3-5 yr olds. 28-30 hrs p/ wk. \$7.84 p/hr.

Applicants must submit cover letter, resume 3 letters of recommendation, and EOC application. Obtain application pkg. 9 am - 4 pm, M - F at EOC office, 10621 NE Coxley Dr. #207, Vancouver 98662 (360) 896-9912, Deadline: 10/3

EEO/AA