

CLASSIFIEDS

City Of West Linn Police Officer

\$2473-\$3216/mo/ DOQ. Position performs all aspects of police duties (patrol, report writing, radar operation, traffic stops.) Must have ability to communicate effectively and with authority both orally and in writing, and the ability to work assigned shifts. Must have Oregon driver's license and a good driving record. Details of testing process will be outlined to candidates selected for interview. Requirements include: High School graduation or GED, College level courses in law enforcement and/or general psychology or sociology preferred. Prior law enforcement or reserve experience required. Successful candidate who has not graduated from BPSST Academy training will be placed in Recruit classification. Must be 21 years of age and a U.S. citizen. Prior to appointment, candidate must successfully complete a drug screen. Qualified applicants must submit a completed City of West Linn application to City Hall, 22825 Willamette Drive, West Linn, Or 97068 by January 10, 1996, 4:30 PM. packets are available at City Hall or by sending a self addressed stamped envelope. (503) 656-4518 TDD, EEO.

Accounting Technician

City of Milwaukie, OR Salary: \$1,985 - \$2,533 per month, DOQ, plus excellent benefit package. This is a fully skilled accounting support generalists position. The current assignment is utilities billing. Applicants will be screened throughout the process for City values including technical competency, teamwork, quality customer service, reliability, integrity, respect and safety. Applicants must possess the equivalency of an Associate degree in related field and a minimum of three years prior experience in customer service and technical areas. Required experience includes full cycle accounting, journal entries, auditing reconciliation, computer data entry, word processing and spreadsheets, and cashing. Application materials include a completed City job application and supplemental questionnaire. All application materials must be received by the City of Milwaukie, Human Resources, 10722 SE Main Street, Milwaukie, OR 97222, no later than **4:00 PM, Monday, January 22, 1996.** TDD # (503) 659-5171 or FAX # (505) 652-4433. Prior to hiring, applicants will be required to satisfactorily complete a drug test. All qualified applicants are encouraged to apply. EEO

Civil Engineer II

\$3,401-\$4,257/mo.
City of Eugene (population 120,000)

Engineering Division is seeking a qualified person for the position of Civil Engineer II. The person selected for this position will exercise a wide range of responsibilities from acting as a project Manager for complex street, sewer, and drainage projects to assisting in policy formulation. REQ: State of Oregon Professional Engineer's license, or ability to obtain in six months; Bachelor of Science in Civil Engineering; minimum of 4 years' professional experience in planning, designing, and constructing specialized engineering work; and a demonstrated ability to supervise diverse technical staff in a dynamic team-oriented environment. Closing date: February 16, 1996. Obtain application and supplemental questionnaire from the City of Eugene, Human Resource and Risk Services, 777 Pearl Street, Eugene OR 97401. (503) 687-5061. AA/EEO

Office Assistant

City of Milwaukie, Oregon Salary \$1715 - \$2188/mo D.O.Q., plus excellent benefit package. We are seeking a qualified professional person to act as the front line receptionist for the finance office in the City Hall. This person must have a minimum of 2 years progressive office experience, including telephones, cashing, word processing and excellent customer service skills. Requires: High School diploma or GED with supplemented course work in office or secretarial sciences. Hiring process to include evaluation of city application and supplemental questionnaire. Top candidates will then be interviewed via telephone. Only the top candidates from these two processes will be invited to an oral board. Before hiring, candidates must successfully pass a drug screening. If possible, please pick up application packets at Human Resources Department, 10722 SE Main Street, Milwaukie, OR 97222. Contact Cynthia, (503) 786-7507. Completed packets must be received by 4 PM, Thursday, January 18, 1996, in Human Resources at the above address. Fax# (503) 652-4433, TDD #786-7555. All qualified candidates are encouraged to apply, EEO.

FINANCE

Portland Development Commission Financial Analyst

\$38,028 - \$57,093

Immediate opening for a team oriented individual with proven track record in financial analysis. Key duties include analyses of financial data related to project/program proposals, loan portfolio analysis, preparation of management financial information, and strategic financial planning.

Candidates need to have strong financial and analytical skills. Must be competent in PC spreadsheets and data base environments. Experience in bank lending and real estate finance a plus. Bachelors degree and/or equivalent experience. Five years experience in finance and financial analysis.

Interested applicants should pick up a more detailed job description and application packet at PDC. Application materials must be returned by 5:00 pm, January 16, 1995. If outside Portland metro area, please call our job hot line (503) 823-3463 and 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 opportunity and affirmative action.

MANUFACTURING

Immediate Openings

Growing Vitamin Co. has several manufacturing positions available for all shifts: Weekends (Fri-Sun) days & nights (Mon-Thurs). MFG exp. and good math skills preferred. Starting \$6.10 - \$6.50 HR. Pay increase and benefits after 90 days. Please apply between 1-5, M-F or send resume to 3580 NE Broadway, Portland, OR. 97232. We are an equal opportunity employer.

Washington County

Technical Services Supervisor

\$4181 - \$5082/mo

Apply by January 5, 1996

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.

NURSING

Relief Nurses (RN and LPN):

CODA, Inc. seeks registered and licensed practical nurses with unencumbered Oregon licenses for relief work in our methadone dispensary. RN earns \$10.24-\$16.49 per hour; LPN earns \$8.86-\$14.55 per hour. Positions work on an on-call, as-needed basis, often weekends or evenings (no night shifts). Responsible to assess methadone clients, administer and control medications, monitor UA's, maintain individuals currently serving any federal, state, or county parole or probation are ineligible for these positions. Candidates must consent to a criminal background check. To Apply, obtain a standard CODA application form and detailed position announcements for each position sought. Screening questions responses are required for each position sought. CODA cannot accept resumes in lieu of application forms. **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.

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 child-care (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 materials Are Available At And Must Be Returned To:** CODA, Inc., 210 NE 10th Ave, Portland, OR 97232; Tele: (503) 236-2290 Ext 254.

CODA is an Equal Opportunity/Affirmative Action Employer.

Looking For An Incredible Place To Work?

Tualatin Valley Fire & Rescue is accepting applications for: Firefighter, FF/Paramedic, and Sr. Entry Level FF. TVF&R is the largest Fire District in Oregon providing service to 8 cities+ over 210 sq miles in the Portland metro area. There are over 350 employees and 125 Volunteer Firefighters. 20 stations respond to over 18,000 alarms annually (70% medical). With over 60 Firefighters retiring in the next 5 years, lots of opportunity exists. Requires: 18 yrs. old, HS/GED, VDL; OR EMT-P or Nat'l Reg for paramedics. Sr. FF requires: meet all FF req's plus min 3 yrs exp as paid FF averaging a min of 2400 hrs with a fire dept of at least 24 salaried employees. Starting salary (FF) \$2419/mo + 11.2% for EMT-P assigned; (Sr. FF) \$3118/mo. Full employer paid benefits. Applications available only from Jan. 2 thru Jan. 12, 1996 by 4:30pm with a \$15 application fee (waivers available upon request). Please call (503) 649-8577 to request an application. Women and minorities are encouraged to apply. EOE

TELEMARKETING



PARAGON
CABLE

Part-Time Telemarketers!!!

- Earn Extra Cash
- Complementary Cable
- \$6/Hour + Commissions

Now actively recruiting for Part-Time Telemarketers. Looking for professional, self motivated team players to join our team. Must have high school degree or equivalent and previous telemarketing experience. Ability to follow a script verbatim and excellent oral communication skills necessary. Familiarity with computers helpful. Bi-lingual is a definite plus! You will call Paragon subscribers to offer enhancements to their current cable service and call non-subscribers to introduce the many cable service opportunities Paragon has to offer! Twenty hours, five days per week. Most shifts offer evening hours, and requires occasional Saturday. However, schedules are subject to change. Requires close vision for CRT use. Requires close vision for CRT use. May lift up to 10 lbs. Requires repeated use of a touch tone phone, must be able to sit for long periods of time. A preemployment drug test is required. Apply now at 3075 NE Sandy Blvd., Portland. **Hurry! Don't miss out!!!** Paragon is proud to be an Equal Opportunity/ADA Employer

Installer



PARAGON
CABLE

Great opportunity available for a self-motivated individual to install cable services. Qualified applicant must have a high school diploma or equivalent, valid driver's license and a good driving record. Bondable, excellent customer relation skills, able to lift 75 lbs, able to work flexible hours, including evenings and weekends. Must be able to work on ladders/poles and at heights up to 40 feet. Previous customer service/sales experience preferred. Experience in a related field a plus! Pre-employment physical examination and drug test is required.

We offer a drug free work environment and an excellent compensation/benefits package including complimentary cable! A pre-employment drug test is required. Qualified candidates apply now at paragon cable. 3075 NE Sandy Blvd., Portland.

Paragon is proud to be an Equal Opportunity/ADA Employer

FT-Teacher/ Interventionist

FT-Teacher/Interventionist working w/ Families at-risk. Resp. for classroom curriculum & parenting information/intervention. Required AA in ECE + 3 yrs or BS in ECE + 1 yr experience in related field. Resume/Apply to: VOA - Family Nursery, Attn: Lorraine Barton 537 SE Alder, Portland, OR 97214. Equal Opportunity Employer

Advertising Sales

Fastest growing format in the country Newly upgraded signal. Marketing Department has increased four-fold March 1995! We need an experienced Radio Marketing Consultant. CRMC preferred. Position includes existing account list.

Fax Commission history to: General Sales Manager, Spirit FM 503-238-7202. No calls please. An equal opportunity employer.

Job Opportunity: CITY OF PORTLAND

Police Data Analyst

Approximate Monthly Salary: \$3,201 to \$4,087. Tentative Closing Date: Friday, January 5, 1996. No Postmarks Accepted.

Administrative Specialist

This position provides technical support to administrative, professional and technical employees in a variety of city bureaus and offices.

Approximate Hourly Salary: \$11.04 at entry to \$14.13 at top pay range.

Tentative Closing Date; Tuesday, January 9, 1996 by 4:30 pm. No Postmarks Accepted.

Noise Control Officer

This field investigative position spends most of the time administering and enforcing the City's noise control ordinance.

Approximate Monthly Salary: \$3,201 at entry to \$4,087.

Tentative Closing Date: Wednesday, January 31, 1996 or Accepting Jan-31st Postmarks.

Special Recruitment Notice

Firefighter: Applications will be available beginning at 8:00 a.m. on January 8-12, 1996 at the PFB Training Center, 4800 NE 122nd Ave. Please do not call City Personnel for an application. Call (503) 823-1342 the 24 hour fire fighter job information line.

Submit completed applications to City Hall, Room 100, 1220 SW 5th Ave. Portland, OR 97204.

Some applications are also available by Tuesday Noon 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.

Our Most Important Asset Is People

Blue Cross Blue Shield/HMO Oregon is currently recruiting for the following positions:

-Sr. Underwriter (#328)

For more information about current openings call our Job Information Line: 1-800-231-1617

We are strongly committed to equal opportunity in all phases of employment.



BlueCross BlueShield
of Oregon
HMO Oregon

Accounting Clerk



PARAGON
CABLE

We are looking for an entry level Accounting Clerk II to join our exciting and dynamic team. Responsibilities include assistant with preparation of payroll an accounts payable. Must be able to do bank reconciliations a daily cash balancing. Candidate must have high school diploma or equivalent and two years related experience. PC skills an working knowledge of Lotus 1-2-3 a plus. Related work experience and versatility in various computer applications preferred. Must have strong interpersonal skills to interact with all levels of management. We are a great company with a competitive compensation and benefit package. Qualified applicant may apply by sending a resume to: 3075 NE Sandy Blvd. Portland, OR 97232. Attn: Human Resources.

We are proud to be an equal opportunity/ADA Employer.

On Call Position

Reliable person needed to fill an on-call position at a male youth residential facility. Will be responsible for providing coverage for day and evening shifts in order to assume necessary supervision of clients and staff support. Will also be responsible for assisting clients with education programs; facilitation and group discussions; recreational and social activities. Please send or fax resume to: MYCAP; 4732 N. E. Garfield, Ptlid, 97211 or (503) 280-1053; Attn: Johnnie W. Gage, Exec. Dir. You may also apply in person. No phone calls, please.

Environmental Coordinator

\$38,028 - \$57,093

The Coordinator for environmental issues acts on PDC's behalf in the investigation, preparation, administration, remediation and close-out of environmental aspects of Commission projects. Experience requirements include completion of Level 1 and 2 ESA's, asbestos abatement, familiarity with UST's, Oregon DEQ, completion of RI/FS studies, etc. Background shall include a degree in an environmentally-oriented discipline, supervision of UST removals and performing Level 1 investigations, appropriate license and previous experience with an environmental engineering firm, Oregon DEQ, EPA, environmental contractor, or equivalent.

Interested applicants should pick up a more detailed job description and application packets at PDC. Applications must be returned by 5:00 p.m., January 16, 1996. If outside Portland metro area, please call our job hotline (503) 823-3463 and request a packet.

Portland Development Commission 1120 S.W. 5th Avenue, #1100 Portland, OR 97204

The Portland Development Commission values diversity in its work force and is committed to Equal Employment Opportunity and Affirmative Action.

Community Development Director

\$4,863-5,373/MO. City and Borough of Juneau, Alaska.

Will supervise a staff of 12. Works with the Planning Commission, its committees, citizen committees and committees of the Assembly. Implements and revises the Comprehensive Plan, Zoning Ordinance, Wetlands Management Plan, Coastal Zone Management Plan and Sign Ordinance. Master's degree in urban planning and four years of experience at the level of a senior planner, including supervisory responsibilities. Closes January 26, 1996. Job Announcement and application (907) 586-5250. EOE.

**Advertise
Today
Call
288-0033**

