

CLASSIFIEDS

Garlington Center Behavioral Healthcare

Case managers needed to provide supportive therapy and full range of case management service to residential clients. Min 2 yrs related exp req. QMHA or QMHP reg. On-call adult caregivers needed to assist mentally ill clients in activities of daily living & problem solving in residential setting. Min 1 yr exp pref. Competitive salary & benefits. Send/fax cover letter & resume to: Garlington Center, 4950 NE MLKing Blvd, Portland, OR 97211 Attn: HR Fax: 331-5956 EOE Committed to diversity. No phone calls pls. **Job Hotline**, 727-5947, for add'l openings.

Writer/Editor Position

January 18, 1996
Writer/Editor position opening soon. Help improve health care quality for Oregonians, particularly Medicare enrollees. Produce promotional and educational materials, including booklets, newsletters and feature articles. Bachelor's degree and two years writing experience required. Four years experience and health care background preferred. Resume and brief writing sample containing no more than three examples to:
Director, OMPRO, 1220 SW Morrison, #200, Portland, OR 97205. No calls, please. Equal Opportunity 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. Minimum 40 hour week with benefits. Send a letter of interest listing qualifications, or pick up an application in person by Friday, Jan. 26, at:

Human Resources

31224 E. Historic Columbia River Hwy.

Troutdale, Oregon 97060

As an affirmative action employer, we are seeking qualified minority, female, veteran and disabled applicants; however, all qualified applicants will be considered.

Washington County Corrections Officer Trainee

\$2182/MO

Apply By February 9, 1996

Community Health Worker II

\$11.22 - \$13.64/hr

Apply by February 9, 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 2100 Hillsboro, Oregon 97124

Women, minorities, and people with disabilities are encouraged to apply.

Engineering Operations

Supervisor (Traffic)

City of Eugene

\$2,940 - \$3,730/mo.

Plans, organizes, and supervises the activities of the Traffic Engineering Operations Section of the Transportation Division. Performs a variety of technical tasks relative to traffic engineering operations such as program and project management, and evaluations of traffic operations policies, procedures and practices. Requires five years of responsible traffic operations maintenance experience including two years of supervisory experience and equivalent to two year associates degree, supplemented by specialized training related to traffic engineering or a related field. Closing Date: Feb. 16, 1996. Obtain application packet from Human Resource and Risk Services, 777 Pearl St. Room 101, Eugene, OR 97401. (541) 687-5061. AA/EOE.

Portland Development Commission

Graphic Designer

\$26,855 - \$38,950

Seeking an individual who can organize, design and produce graphic materials including maps, brochures, newsletters, presentation materials, manuals, handbooks, catalogs, reports and other such publications using PageMaker, Illustrator, Freehand, Photoshop and conventionally generated camera-ready artwork.

Successful candidate, in addition to the above, will need to possess the following skills: Ability to work with tight deadlines; Organized; Excellent interpersonal skills. Five to eight years of experience in graphic design and Desktop Publishing. Graphic Design degree desirable.

Interested application should pick up a more detailed job description and application packet at PDC. Application materials must be returned by 5:00 pm, February 2, 1996. 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.

Energy Program Specialist I/II

City of Eugene

\$1,887-\$2,549/mo.

Tracks energy use data and works to implement and track energy conservation projects. Uses computerized software program to organize, analyze, and provide energy use and cost data in a variety of formats. Requires four years' experience with two-year degree in Energy Management desirable. Closing Date: Feb. 2, 1996. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (541) 687-5061. AA/EOE.

Social Services

Clinical Associate position. Half-time, Mon-Fri. 2:00-6:00 p.m. Work with at-risk youth ages 10-17, provide supervision, transportation to appointments, plan and provide recreational activities. Support to staff and shelter parents, document activities. Requires 2 yrs. prior experience with at risk youth. Valid driver's license and ability to drive 15 passenger van required. Salary \$5.96 to \$8.94 depending upon experience. Excellent benefits. Apply at The Boys & Girls Aid Society, 018 S. W. Boundary Cr., Portland, or call 503-222-9661 ext. 728 for an application. Application deadline 1/29/96 Equal opportunity employer.

Park Specialist II

City of Eugene

\$1,002-\$1,218/mo

Salary listed based on 20-hour week; hours may be increased to 40 week during Spring/Summer. Performs maintenance duties and equipment operations requiring skills in grounds maintenance. Requires three years' experience in groundskeeping an parks maintenance, with an emphasis on turf maintenance and irrigation system maintenance and repair. Closing Date: February 9, 1996. Obtain application packet from Human Resource and Risk Services, 777 Pearl St. Room 101, Eugene OR 97401. (541) 687-5061. AA/EOE.

Information System Analyst -

Portland based investment management company seeks a highly motivated individual with demonstrated experience in computer hardware and software support and systems development. The successful candidate will work in our corporate office located in downtown Portland. Candidate must be a service oriented team player with good communication and interpersonal skills. Main responsibilities will include: primary support of a central Novell 3.11 LAN and support of remote office PC's and LAN's. Applications support includes Windows, WordPerfect, Lotus 1-2-3, Access, MS Office, and E-Mail. Experience in Microsoft NT and HP mini-computers a plus. 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, Suite 1720, Portland, OR 97258.

Custodian

City of Eugene-Hult Center
\$774.50 - \$946.50/mo., based on 20 hr/week

Part-time position performs janitorial, building maintenance, and grounds keeping duties. Requires one year of experience in janitorial and building maintenance in a large facility, and a valid Oregon driver's license. Work schedule varies. Must be available between 5:00 a.m. and 1:00 p.m., 7 days/week. Closing Date: February 2, 1996. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (541) 687-5061. AA/EOE

Executive Assistant

Nonprofit housing management organization seeks an experienced individual with real estate background to assist in the administrative activities of the organization. Candidate should have knowledge/experience in housing development, property management, construction draw and bid process, budget analysis, financial reporting and possess good communication and writing skills. Salary range \$24,000 - 28,000. Fringe benefits. No Walk-ins. Submit resume by February 1, 1996 to:
Maxine Fitzpatrick
PCRI
P. O. Box 11474
Portland, OR 97211
Equal Opportunity Employer

Secretary

for Development department requires strong office/admin skills incl. 60 WPM, computer (WordPerfect & QuattroPro), detail oriented, file maint. and excellent communication, interpersonal and organizational skills. FT + benefits. Mail resume, cover letter with salary requirements by 1/26/96 to Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211. Equal Opportunity Employer.

Advertisement For Bid

Sealed bids for the OSU President's Residence Refurbishment project will be received by the Oregon State Board of Higher Education until 2PM, local time, February 20, 1996. Bids will be opened and publicly read aloud at the time. All bidders must be registered with the Construction Contractor's Board. Additional information may be obtained by contacting Facilities Services, Adams Hall, Corvallis, Oregon 97331-2001 or telephone 541-737-7694.

Our Most Important Asset Is People

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

-Medical Claims Analyst (#006)

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



In Oregon, opportunity means great benefits, competitive salaries, and a large variety of careers available state-wide. Currently, openings exist in the following agency:

SENIOR AND DISABLED SERVICES

Principal Executive/ Manager E

Consumer Relations Manager

This position is located in the Administration Unit in Salem. To qualify, you must have 3 years' management experience in a public or private organization which included responsibility for each of the following: a) development of program rules and policies; b) development of long- and short-range goals and plans; c) program evaluation; d) budget preparation. (Graduate level courses in Business or Public Administration, Personnel or Human Resources management, or a closely related field, may be substituted for one year of the required experience.) Preference may be given to individuals who have government or non-profit experience in complaint resolution, governmental relations, public information or advocacy campaigns on behalf of citizen causes. Salary range: \$3,365 to \$4,742 monthly. Your application must be received in this office by 5:00pm on February 9, 1996. To obtain an announcement for this position, call (503) 945-5845 or (503) 945-5843, TTY (503) 945-5811.

OREGON STATE HOSPITAL

CNAS and Mental Health Therapists

Salem and Portland Facilities

Now accepting applications for permanent and temporary Mental Health Therapists. Most positions require a current CNA. Experience working with psychiatric patients is desired, and is required for higher level positions. Apply immediately for current vacancies available on Forensic, Adult (Salem and Portland), Geriatric and Child/Adolescent wards.

• Excellent Benefit Package (permanent staff)

• Competitive Salaries

• Ongoing Training Opportunities

Application packets are available 8:30am to 4:00pm, Mon. - Fri. at Oregon State Hospital, Employee Relations, Bldg. 29, 2600 Center Street NE, Salem or call (503) 945-2815 in Salem or (503) 731-8628 in Portland, TTY (503) 945-2996.

LEGISLATIVE ADMINISTRATION COMMITTEE

Publication/Information Marketing Analyst

We are seeking someone to design and implement the Information Systems' public marketing program and oversee the Information Systems' Desktop Publishing/Graphic Design Services. To qualify, you must have four years of desktop publishing experience (a Bachelor's degree in Computer Science, Graphic Arts, or related field, may substitute for two years of the required experience). Salary range: \$2,065 to \$2,273 monthly. Position located at the State Capitol in Salem, Oregon. Requests for application forms, or any questions concerning the position, should be directed to Employee Services at (503) 986-1373, fax (503) 986-1684, TTY (503) 986-1374. Closing date: February 20, 1996.

This is just one of the current openings available with the State of Oregon. For additional information, a copy of the State of Oregon Application Form and more complete announcement listings, call the State Jobline (Oregonian Inside Line) (503) 225-5555 #7777, visit your local Employment Department, or log onto the internet at gopher.state.or.us The State of Oregon and all its divisions are proud to employ opportunity equally.

Sub Bids Requested

Snake River Correctional Institution Ontario, Oregon Bid Pkg #4 - Construction and Furnishings

Bid Date: February 15, 1996 at 4:00pm

HOFFMAN CONSTRUCTION COMPANY OF OREGON

Bid Phone: (503) 221-8811 - Bid Fax: (503) 221-8934

1300 SW Sixth Avenue - Portland, OR 97201 - OR License #28417
We are an equal opportunity employer an request sub bids from all interested firms including disadvantaged, minority, women, disabled veterans and emerging small business enterprises.

Sub Bids Requested

Washington County Justice Complex Hillsboro, Oregon Bid Package: #4 - Community Corrections Center Bid Date: February 22, 1996 2:00pm

HOFFMAN CONSTRUCTION COMPANY OF OREGON

Bid Phone: (503) 221-8811 - Bid Fax: (503) 221-8934

1300 SW Sixth Avenue - Portland, OR 97201 - OR License #28417
We are an equal opportunity employer an request sub bids from all interested firms including disadvantaged, minority, women, disabled veterans and emerging small business enterprises.

Sub-Bids Requested

Tigard Park and Ride

Tri-Met

Bid Date: February 1, 1996, Bid Time: 2:00 p.m.

COFFMAN EXCAVATION

P.O. Box 687 • Oregon City, OR 97045
(503) 656-7000 Fax 656-0686

CCB #33196

We are an equal opportunity employer and request sub-bids from women and minority business enterprises.

Sub-Bids Requested

Ramsey Lake Storm Trunk

City of Portland

Bid Date: January 30, 1996, 2:00 p.m.

COFFMAN EXCAVATION

P.O. Box 687 • Oregon City, OR 97045
(503) 656-7000 Fax 656-0686

CCB #33196

We are an equal opportunity employer and request sub-bids from women and minority business enterprises.