

# CLASSIFIEDS

## Job Opportunity: City Of Portland

### Delivery Driver

Approximate Hourly Rate: \$12.14 at entry and \$14.88 after 1 year.  
Tentative Closing Date: Friday, April 19, 1996.

### Community Relations Assistant - Admin Specialty (Police Bureau)

Approximate Hourly Rate: \$17.54 to \$22.41 Half Time Position  
Tentative Closing Date: Friday, April 19, 1996.  
Assistant Program Specialist - Communications Specialty (Police Bureau)

Approximate Monthly Salary: \$3,040 to \$3,884.  
Tentative Closing Date: Friday, April 19, 1996.

### Sr. MIS Support Analyst

Approximate Monthly Salary: \$3,370 to \$4,304.  
Tentative Closing Date: Friday, April 26, 1996.

### MIS Support Analyst

Approximate Monthly Salary: \$3,040 to \$3,884.  
Tentative Closing Date: Friday, April 26, 1996

### Program Manager II - (Administration)

Approximate Monthly Salary: \$3,734 to \$4,770.  
Tentative Closing Date: Friday, April 19, 1996. No Postmarks Accepted.

### Asphalt Raker

Approximate Hourly Rate: \$12.14 at entry to \$14.88  
Tentative Closing Date: Friday, April 12, 1996. No Postmarks Or Resumes Accepted.

### Program Coordinator/HCD

Approximate Monthly Salary: \$3,370 to \$4,304.  
Tentative Closing Date: Friday, April 12, 1996. No Postmarks Or Resumes Accepted.

### Technician III - CADD Specialty

Approximate Monthly Salary: \$4,136 to \$4,430 over six steps.  
Tentative Closing Date: Friday, April 12, 1996.

### Public Works Project Manager (Traffic Management)

Approximate Monthly Salary: \$4,136 at entry to \$5,287.  
Tentative Closing Date: Friday, April 12, 1996 Or Postmarked By That Date.

### Open Continuous (until further notice)

#### Police Officer (Community Police Officer)

This is an entry level law enforcement position with an emphasis on Community Policing. You must possess a Bachelor's Degree and be 21 years of age by date of employment, and upon hire complete an 18-month probationary period which includes classroom and on-the-job training.

Approximate Annual Salary: \$28,434 at entry; \$34,715 after six months.  
Tentative Closing Date: Open, Applications received by March 4, 1996 will be invited to the written test scheduled for April 16, 1996. Those applications received after March 4, 1996 will be invited to test at a later date.

### Open Continuous (until further notice)

#### Clerical/Secretarial

Take One clerical/secretarial test for positions with Multnomah County, City of Portland, Port of Portland, City of Gresham, and other public agencies. Excellent salaries and benefits. To Register, contact: City of Portland, Bureau of Personnel Services or call 823-3572 or the Affirmative Action Outreach Recruitment Unit at 823-3530. Registration fee: \$5.00

### Police Data Technician Trainee

This is an on the job training support position within the Portland Police Bureau.

Approximate Hourly Rate \$8.36/hour at entry and \$12.94 top pay grade. Shift differentials for swing and graveyard.  
Applications submitted by Friday, April 26, 1996 will be eligible to participate in a Candidate Orientation program on May 8, 1996. 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:

- Product and Process Custodian (#079)
- Provider Performance P/A (#067)
- Desktop and LAN Administrator (#108)
- Information Processor (#112)
- Enrollment Manager (#113)

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

Social Services/Social Change/Domestic Violence Intervention  
Bradley-Angle House is seeking:

Volunteer Coordinator (.75 FTE. Salary \$14,137/year)  
Applications are required and available at:

Urban League, 10 N. Russell, or call (503) 232-0988 to have one sent to you.  
Closing Date Extended To: April 17, 1996.  
EEO/AA/Feminist Organization

75-240D Mercedes \$1200.00 OBO 223-2466

### Service Writer/Administrative Asst.

Equipment distributor has immediate opening for person to perform warranty administration, data input, customer service via counter and phone, post labor and work orders assist with invoicing and estimates. Good pay/excellent benefits. Resumes To: Human Resources, PO Box 10286, Portland, OR 97210  
We are an equal opportunity employer and support a drug-free workplace program.

ARMY NATIONAL GUARD: Prior Service or non-prior service. Good pay, benefits. Oregon Army National Guard 557-6034.

## Physical Therapy Positions

### Oregon State Hospital

**Physical Therapy Program Manager** wanted to coordinate P.T. treatment services at Oregon State Hospital in Salem. Position supervises P.T. Assistant and P.T. Aide as well as provides direct treatment.

**Licensed Physical Therapist Assistant** wanted to provide treatment services at Oregon State Hospital in Salem. This position is full time and provides backup supervision for a Rehabilitative Aide.

Both positions have excellent benefits package and salary is negotiable. Oregon Licensure is required. If interested, contact Employee Relations (503) 945-2815, TTY (503) 945-2996 for application packet. EOE

### Substitute Bus Driver

On-call position, 0 to 32 hrs/wk, October through June. Position requires dependable automobile, insurance, valid WA State Driver's license with safe driving record. Able to pass pre-employment health exam indicating ability to carry out the needs of the position including a drug screen. Must be willing to obtain CDL, class "C" with passenger endorsement. Paid EOC training. Placement at \$7.25 - \$7.46/hr. Obtain application pkg. 9-4 pm, Mon.-Fri., Economic Opportunity Committee office, 10621 NE Coxley Dr., Ste. 207, Vancouver, WA. 98662, (360) 896-9912. Applications for this position must be received by April 19, 1996 at 4 pm.  
EOC/AA

Portland based timberland investment firm seeks a highly motivated office administrator for their Vernonia, Oregon field office. This position will be responsible for the administrative support of the Vernonia forest management team that includes receptionist duties, office correspondence, typing, filing and accounts payable and receivable processing. Requirements include a positive and professional attitude, strong word processing and spreadsheet computer skills, good communication and phone skills and a minimum of five years similar previous work experience. Knowledge of the timber industry, log accounting and general accounting is preferred. Competitive salary/benefits package. We are an equal opportunity employer. Please send resumes to:

Vicki Reber  
One SW Columbia Suite 1720  
Portland, OR 97258

**Respite care mgr** needed for 5 bed respite care house. Duties incl admin & clinical supervision of staff, admissions screening, implementing therapeutic activities & gen client care & ensuring house meets legal operating requirements. QMHP req. 2 yrs related clinical & admin exp pref. Temporary position. Ref #SAC.

**Residential adult caregivers** needed to assist mentally ill adults from multicultural backgrounds in activities of daily living. 2 positions. 1) 40 hrs/wk, 3 swing & 2 graveyard shifts. Ref # AD-CG1. 2) 40 hrs/wk, 4 swing & 1 day shift. Ref # OC-CG.

Competitive salary and benefits. Send/fax cover letter w/ Ref # & 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.**

CONSTRUCTION **MGR/Minority & Women** Contractor Support program Coordinator for non-profit Technical Asst provider. Share your constr biz exp w Emerging Contractors, also supervise gen'l contractors for non-profit clients. Deep understanding of discrimination essential. Fax resume: Steve 281-8012.

## Accountant

**Staff Accountant** needed to perform accounting and auditing functions within general accounting and to summarize data for periodic operating statements for a training institution. Requires a Bachelors Degree in Accounting or Business Administration and one-year related experience. Public and private sector experience preferred. Directly related experience may be considered in lieu of formal education. Submit letter of interest and resume to:

**Human Resource**  
31224 E. Historic Columbia River Hwy.  
Troutdale, OR 97060  
**Responses Must Be Received No Later Than Friday, April 19, 1996**

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

## Inspection Support Supervisor

**City of Eugene**  
\$2,225-\$2,744/mo.  
Supervises clerical support staff at building and Permit Services Division's Inspection Support office. Performs varied inspection support, permit records, and technical functions relative to daily activities of the office. Requires three years' experience, including lead supervisory responsibility. Closing Date: April 26, 1996. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene OR 97401. (541) 687-5061. AA/EEO

## Media Technical Coordinator

**Legislative Administration Committee**  
Provides technical support of audio, video and closed-circuit television systems for the State Legislature. You must have 4 years experience designing, installing, testing, implementing, maintaining, and repairing technical audio, video and closed-circuit television systems. Any of the following licenses or certificates are preferred, but not required: Restricted Energy Technician 7 License, Asbestos Certification, or FCC General License for broadcast. Salary range: \$ 2,065 to \$2,773 monthly. Position is located at the State Capitol Building. Closing date: April 26, 1996. Requests for application forms, or any questions concerning this position, should be directed to Employee Services at (503) 986-1373, fax (503) 986-1684, TTY (503) 986-1374. EOE

## Head Start/ECEAP

**Economic Opportunity Committee Of Clark County, Inc.**  
**TEACHER** - \$10.62/hr 32 hrs per week. (September through June - beginning immediately.) Requirements: Bachelor's degree in Early Childhood Education or Bachelor's degree in Education with an ECE endorsement or Child Development Associate (CDA) Certificate. 1 year consistent paid experience with groups of children 3-5 years of age in a preschool program including supervision of adults and classroom planning and management.

Applicants must submit cover letter, resume, signed child abuse statement, 3 letters of recommendation, and an EOC application. Obtain application pkg., 9-4 pm, Mon-Fri., EOC of Clark County, 10621 NE Coxley Dr., Suite 207, Vancouver WA. 98662, (360) 896-9912. Application deadline is Wednesday, April 17, 1996.

EEOC/AA

## Remodeling Design Associate

Trainee position leading toward commissioned residential remodeling design and sales. Education and/or experience in some combination of interior design, interior architecture, Architecture, or housing; and in board drafting. CAD experience a plus. Sales experience a plus. Waged entry level position with benefits. Job description available on request. Send resume and cover letter to: Julia Spence, Neil Kelly Designers/Remodelers, 804 N. Alberta St., Portland, OR 97217.

## Maintenance Worker

Full-time maintenance worker needed. Requires minimum of high school diploma or equivalent plus two years related experience. Must demonstrate maintenance skills. Valid driver's license or commercial driver's license with an acceptable driving record. Send a letter of interest listing qualifications or pick up an application in person by Friday, April 26, 1996 at:

**Human Resources**  
31224 E. Historic Columbia River Highway  
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.

## Social Services

Clinical Associate position. Half-time, Mon.-Fri. 2:00-6:00p.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 Ct., Portland, or call 503-222-9661 ext. 261 for an application. Application deadline 04/19/96. Equal Opportunity Employer.

## Parks & Facilities Worker I

Four full-time temporary positions (approx. 4 months). Monthly salary \$1469. Basic knowledge of landscape maintenance practices and valid driver's license req'd. Must be able to perform physically demanding tasks for extended periods of time. Application packets may be obtained at Troutdale City Hall, 104 SE Kibling Ave., Troutdale, Or. (Packets will not be mailed.) Applications must be received by 4:30 p.m. April 17, 1996. The City of Troutdale is an Equal Employment Oppty Employer.

## Sub Bids Requested

**Oregon Health Sciences University**  
**MRI Suite/Helistop**  
**Portland, Oregon**

All Work Except Concrete & Demolition  
Bid Due: April 19, 1996 2:00pm @ Hoffman Construction Co.

### Concrete & Demolition Work

Bids Due: April 22, 1996 2:00pm @ OHSU  
(Hoffman intends to submit bids to self-perform this work)

**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 Pkg. 6 - Detention Doors, Frames & Hardware**

Bid Date: April 23, 1996 2:00pm

**HOFFMAN CONSTRUCTION COMPANY OF OREGON**

Bid Phone: (503) 648-8869 - Bid Fax: (503) 681-6726  
111 SE Washington St, Suite B - Hillsboro, OR 97123 - OR CCB#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

**Portland International Airport**  
**Aircraft Rescue & Fire Fighting Facility**  
Portland, Oregon

Bid Date: April 24, 1996 Bid Time: 2:00 P.M.

**DONALD M. DRAKE COMPANY**

1740 NW Flanders  
Portland, OR 97209  
(503) 226-3991  
Fax (503) 243-2775



CCB #84045

We are an equal opportunity employer and request sub-bids from disadvantaged, minority, women, vietnam era veterans, disabled veterans, or emerging small business enterprises.

## Sub-Bid Request

**Sub and Supply Bids are Requested for:**  
**Powers Water System Improvements** Bid Date 4/15/96 2:00 PM  
**Tri-Met Sunset Transit Center Station Finishing,**  
Bid Date 4/23/96 2:00 PM

**Port of Portland Portland International Airport Aircraft Rescue and Firefighting Facility,** Bid Date 4/24/96 2:00 PM  
**US Coast Guard Medical/Dental Clinic - North Bend, OR**  
Bid Date 4/26/96 1:00 PM

**Bid to: Wildish Building Co. (CCB# 34429)**  
**PO Box 7428**

**Eugene, Or 97401**  
**Contact: Bob McDonald**

**Phone: (541) 485-1700 Fax: (541) 683-7767**

We Request Bids And Encourage Pre Bid Contact From DMWESB Firms For The Subcontract And Supply Opportunities Of This Project.