

CLASSIFIEDS

CITY OF WEST LINN Job Opportunity

Fire Marshall/Emergency Planner

This position is responsible for planning, organizing and directing all aspects of fire prevention. Comprehensive details available upon request. Beginning salary is \$3208/mo. **Successful candidate must pass pre-employment drug screen.** Application packet available at West Linn City Hall, 22825 Willamette Drive, West Linn, OR; or call (503) 656-4518 TDD. Completed application deadline is August 9, 1996, 4:30 PM. EEO

Clinic Director

We're looking for a motivated clinic director, responsible for operation, supervision and community activities for reproductive health center in NE Portland. Competitive salary and comprehensive benefits. Previous healthcare/management experience required; Spanish speaking ability an asset. Send cover letter and resume to: Jeanne Atkins, Planned Parenthood, 3231 SE 50th, Portland, OR 97206. Or phone to inquire at 775-4931.

Case Manager

Well established Adult Day Care Center desires F/T Case Manager for frail elderly participants and their caregivers. Requires reasonable combination of skills; abilities and knowledge; ability to work in culturally diverse environment and as part of an interdisciplinary health care team; good verbal and written communication skills; ability to drive agency vehicles and be insurable. Resume/App: VOA - ADC, 537 SE Alder St., Portland, OR 97214.

Equal Opportunity Employer.

Local housing Non-Profit has opening for a **Construction Supervisor**. Expr w/res. construction, volunteer mgt., and a team player w/excellent org. skills. \$16,500 + benefits. Send resume by 7/11 to: HR c/o PHFH, PO Box 11527, Portland, OR 97211. Equal Opportunity Employer. Women and minorities encouraged to apply.

ADMINISTRATION ASSISTANT - part time; full benefits; \$6.30-\$7.10/hr. Responsibilities include front desk reception, answering multi-line phones, shipping/receiving duties, and inventory control. Position requires strong attention to detail and computer experience. Send cover letter and resume to: Jacki Loprinzi, Planned Parenthood, 3231 SE 50th, OR 97206 EOE

Our Most Important Asset is People

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

- Network Support Supervisor (#217)
- Medical Management Coordinator II (#219)
- Sr. Under Writer (#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

Garlington Center Behavioral Healthcare

(Open job listings as of June 21, 1996)

Director of development wanted for progressive, managed care oriented, community based behavioral health care center. Responsible for developing and implementing a strategic fund raising and development plan which will result in long-term contributions and a diversified revenue base. Minimum of a bachelors degree in related field, knowledge of local, regional, national funding sources, grant writing experience in the non-profit sector, business knowledge, excellent verbal and writing skills, self-directed, but able to work on a team. Part-time to full-time with benefits and a salary commensurate with experience.

Child and family therapist needed full-time. Duties include providing outpatient services to a culturally diverse population of children ages 0-21. Experience with crisis interventions outreach and working with minority youth and families desirable. Masters degree in a mental health related field or bachelors and 2 years clinical experience required. QMHP required. Ref# CH-CFT.

On-call milieu therapist needed for children's preschool day treatment program implementing therapeutic activities in conjunction with treatment team. Bachelor degree in a mental health related field preferred. Prior experience working with preschool children preferred.

Outpatient therapist experienced in brief treatment, group and family therapy and crisis stabilization. Minimum 2 years experience and masters degree required. LCSW preferred. Ref# AD-OP.

Hourly clinician needed up to 19hrs. per week for outpatient counseling service. Experience with brief treatment for culturally diverse population of adults and families. Masters degree required. License required. Ref. PCS-OP.

Alcohol and drug specialist needed to serve as case manager for mentally ill and chemically dependent clients. Duties include providing community outreach, case management and therapy. Minimum of 2 year related experience in substance abuse treatment in a mental health setting preferred. Masters degree required. Ref #CM-M.

Case managers needed to provide community outreach/supportive therapy and full range of case management services to chronically mentally ill clients in need of intensive services. Masters degree in a mental health related field required. Ref #CM

Permanent and temporary crisis clinicians needed to provide phone and walk-in triage, community outreach, assessment, on-call and hospitalization screening services to a diverse population of chronically mentally ill adults. Masters degree in a mental health related field required.

On-call adult caregivers needed to assist mentally ill clients in activities of daily living and problem solving in a residential setting. Minimum 1 year prior experience preferred. Ref #OC-AD

Financial clerk needed for entry level position in busy finance department. Heavy data entry. 10 key by touch preferred.

Ref #F-AP

Competitive salary and benefits. Send/fax cover letter and resume to: Garlington Center, 4950 NE MLKing Blvd, Portland, OR 97211 Attn: HR Fax: 331-5956 EOE. Committed to diversity. No phone calls please. Contact our Job Hotline at 727-5947 for additional job opportunities.



PARAGON CABLE

Warehouse Person

Receive and process all company mail as well as receive and ship stock. Pull orders for company installers, construction, maintenance and contractors. Maintain warehouse inventory and perform required duties as specified by supervisor. Must be organized. Must have high school diploma or equivalent. Position requires the ability to do basic math skills and ledgeable penmanship. Six months experience driving a forklift required as well as certification to drive a forklift OR must be willing to be trained and certified to drive a forklift. Must be proficient in Microsoft Word and Lotus 1-2-3.

Must be able to lift 10 lbs - 50% up to 70% of shift and to occasionally lift 100 lbs or more. Must be able to sit, climb, stoop, kneel, crouch, and crawl up to 30% of shift.

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



PARAGON CABLE

Part-Time Customer Service Representatives!!!

Complimentary Cable!!!

20-23 Hours per week.

The ideal candidate will be a flexible team player with Customer Service and Sales experience in a high call volume and fast paced call center environment. Must have high school degree or equivalent and proven success and ability to handle a variety of tasks. Must manage constantly changing information. Experience with keyboarding and Personal Computers preferred. You will assist callers in selecting the right cable package for them and help existing customers with a variety of issues including repair and billing. We are a 7 day a week operation. Sales experience and bi-lingual (Spanish/English) a plus!

There will be a fun and informative mandatory training period. It is scheduled from 8:30 am-4:30 pm for six weeks starting August 19, 1996.

A minimum skills test, pre-employment drug test are required. Apply now at 3075 N.E. Sandy Blvd. Portland.

We are proud to be an Equal Opportunity/ADA Employer



PARAGON CABLE

Experienced Cable Installer

Experience in a related field required!

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. Must be bondable, have excellent customer relation skills, able to lift 75 lbs, and 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.

We offer a drug free work environment and an excellent compensation/benefits package including complimentary cable! Per-employment drug test and physical examinations are required.

Qualified candidates apply now at Paragon Cable, 3075 NE Sandy Blvd., Portland. Job Hotline (503) 230-2099 Ext. 561.

Paragon is proud to be an Equal Opportunity/ADA Employer



PARAGON CABLE

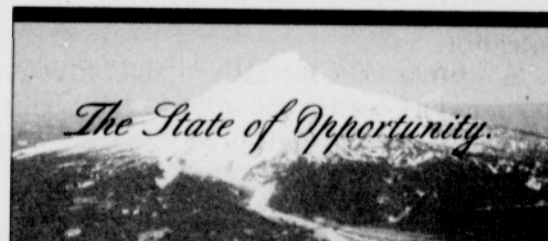
Free Cable TV For Employees!!!

Pay starts at \$8.34 per hour. We are actively recruiting for Part-Time Payment Tellers. If You have a high school diploma or equivalent, one year retail and cash handling experience, excellent communication skills, ability to use a 10-key adding machine and a computer keyboard don't miss out on this opportunity! Conflict resolution and direct customer service skills are preferred. Bi-lingual, Spanish speaking skills a plus! Working hours vary, 20-29 hours per week, must be able to work between 9am-6:30pm Mon.-Sat. Pre-employment drug test is required Apply in person at 3075 N.E. Sandy Blvd. Portland.

We are proud to be an Equal Opportunity/ADA Employer

BID NOTICE

The Housing Authority of Malheur County will accept sealed bids until 1:00 PM August 1, 1996, at which time they will be publicly opened. The construction will consist of a 48 unit apartment complex in Ontario, Oregon. There will be two adjacent sites, consisting of approximately 50,000 sqft total. Interested contractors may obtain bidding information from Pinnacle Architecture, 141 SE Third Street, Bend OR 97702, (541-388-9897, or Steve McKay, with NOHA, P.O. Box 3357, La Grande, OR 97850, or by calling (541-963-5360) ext. #30



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

OREGON DEPARTMENT OF TRANSPORTATION

Oregon Department of Transportation (ODOT), is known throughout the nation as a progressive government agency and as a leader in team development and performance measures. ODOT is responsible for the coordination of transportation programs between and among all governmental organizations within the state. We have immediate opportunities for the following positions:

Team Development Section Manager (Principle Executive Manager D)

Headquartered in Salem, this position leads and directs the Team Development Section(TDS), which provides guidance to department managers in communications, collaborations and involvement processes. The TDS manager is responsible for creating efficacy of a highly integrative participative work environment. This position involves leading other interventions and other organization development projects aimed at increasing organizational effectiveness. This manager partners closely with the Human Resource Development Section Manager (see ad below). The ideal candidate will possess the following qualifications: six years experience in workforce or organization development, which includes two years of program or section management. Related degree may substitute for three years of experience. Annual salary \$51K negotiable plus an excellent benefits package. Announcement #OCDE158. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Human Resource Development Section Manager (Principle Executive Manager D)

Headquartered in Salem, this position leads and directs the Human Resource Development (HRD) Section, which is responsible to ensure that ODOT has a fully skilled and competent workforce to meet the demands of its adaptable and evolving work environment. The HRD Manager provides strategic direction to the Department in aligning employee development activities with its strategic direction, while managing a high performance team in a fast paced changing environment. This manager performs the following: provides direction and support to the Department, Branch, and Region Management Teams for their strategic and operational workforce development activities; identifies and meets the training and workforce development needs associated with emerging and operational requirements; and recommends and implements changes to Department programs, policies and procedures. This manager will partner closely with the Team Development Section Manager (see ad above). The ideal candidate will possess the following qualifications: six years experience in workforce or organization development, which includes two years of program or section management. Related degree may substitute for three years of experience. Annual salary \$51K negotiable plus an excellent benefits package. Announcement #OCDE157. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Planner 3 (Transportation Economist)

We have a challenging opportunity for an experienced, motivated individual for position in Salem. Will direct and prepare major economic, planning, and statistical research studies; and may also prepare proposals, work plans, specifications and requests for proposals for various Intelligent Transportation Systems (ITS) and Commercial Vehicle Operations (CVO) operational tests and projects. This includes managing and directing projects and working with consultants. Requires a Bachelor's degree in Economics, Urban or Regional Planning, Public Administration, Social Science, Civil Engineering,

Architecture or a related field and two full years of planning experience; OR a Master's degree in Urban or Regional Planning or a related field and one full year of planning experience; OR five years of planning experience involving collecting and analyzing (including statistical analysis) data, identifying future trends and preparing technical papers and reports with recommendations. Must have strong communication, presentation and analytical skills. Salary \$2,732 - \$3,643/month + excellent benefits. Completed application materials must be received by July 23, 1996. Announcement #OCDE188. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Management Analyst 3 (Program Management Analyst)

We are seeking an analytical individual to conduct and direct systems and management analysis studies. Ideal candidates will have 3 years experience performing management improvement or program operations review studies; AND a Bachelor's degree in Business Administration, Public Administration, Industrial Engineering, Industrial Psychology, or a closely related field; OR 3 more years of experience assisting in planning and carrying out various management improvement or program operations review studies. Salary \$2,606 - \$3,472/month + benefits. Completed application materials must be received by July 12, 1996. Announcement #OCDE144. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Transportation Engineer 2 (District Operations Coordinator)

We have a challenging opportunity for experienced individual for position in Coquille. Will assist in the daily operation issues such as engineering, contract administration, planning and access development relating to state highways, bridges and facilities. Requires a Bachelor's degree in Civil or Transportation-related Engineering and two years of professional-level experience in the practice of transportation engineering; OR five years of engineering experience. Salary \$2,590 - \$3,547/month + excellent benefits. Completed application materials must be received by July 17, 1996. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Customer Service Manager (Principal Executive Manager B)

Put your exceptional customer service skills to work. We are seeking an experienced professional to manage the Driver and Motor Vehicle Field Office in Beaverton. Qualified candidates will have 5 years of experience in lead work, supervision, staff/technical, or professional-level work within a customer-oriented organization. Experience must include participation in the management of a program, section or unit with development of program rules and policies; development of short- and long-range goals and plans; program evaluations; OR budget preparation. A related Bachelor's degree may substitute for 3 years experience. Salary \$2,511 - \$3,536/month + benefits. Completed application materials must be received by July 12, 1996. Announcement #OCDE193. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Planner 2 (Associate Planner)

We have a challenging opportunity for an experienced individual with strong communication skills for position in Portland. Will coordinate and manage growth management projects related to corridor planning and development review; and work with a variety of special interest individuals or groups to help develop multimodal corridor plans and strategies for ODOT. Requires a Bachelor's degree in Urban or Regional Planning, Public Administration, Social Science, Civil Engineering, Architecture or a related field and one full year of planning experience; or a Master's degree in Urban or Regional Planning; or four years of planning experience involving collecting and analyzing (including statistical analysis) data, identifying future trends and preparing technical papers and reports with recommendations. Salary \$2,239 - \$3,065/month + excellent benefits. Completed application materials must be received by July 19, 1996. Announcement #OCDE191. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Traffic Signal Technician 1 (Signal Technician Trainee)

We have an opportunity for a motivated individual for a trainee position in the Portland Metropolitan Area. Will assist a team of electricians and technicians in the installation, testing and repairing of traffic signal

control devices. Requires three years of experience maintaining, testing and repairing electrical and electronic equipment; OR an Associate's degree in Electronic Technology from approved school. Preference may be given to those who have experience in repairing and maintaining traffic signals. Must have a CDL, Class B Driver's License and a good driving record. Salary \$1,839 - \$2,520/month + excellent benefits. Completed application materials must be received by July 15, 1996. Announcement #OCDE190. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Classification Specialist (Personnel Technician)

We are seeking an individual to provide professional and technical support in the areas of classification, database management and position control. Must have one year of personnel assistant level experience directly assisting employees in the administrative functions of a personnel program; OR two years administrative experience utilizing knowledge of personnel procedures such as recruitment and selection, classification and pay, benefits, grievance procedures, or administration of personnel rules and policies. OR a Bachelor's degree in Personnel Management, Industrial Relations, Industrial Engineering, Business Administration, Public Administration, or a closely related field. Preference will be given computer (word processing, spreadsheet and database management) proficient candidates. Salary \$1,706 - \$2,278/month + benefits. Completed application materials must be received by 5:00 p.m. on July 17, 1996. Announcement #OCDE195. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Engineering Specialist 2 (Mapping/GIS Specialist)

We are seeking an experienced, motivated individual for position in Salem. Will be responsible for building and updating Computer Generated base maps and GIS products of the Oregon Transportation System; and assist in the collection of roadway related data to support products. Requires an Associate's degree in Engineering Technology and two years of experience directly related to engineering; or three one-half years (42 months) of sub-professional engineering experience. Must have strong CAD/GIS skills. Salary \$1,672 - \$2,284/month + benefits. Completed application materials must be received by July 18, 1996. Announcement #OCDE192. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Exploration Foreman

We are seeking applicants for position in Bend. Will coordinate the overall operation of specialized heavy drilling equipment and associated specific and specialized sampling and testing devices; collect subsurface soil and rock samples; and perform on-site testing of data. Requires two years of experience in highway maintenance or construction work which includes operation of heavy equipment. One year of the experience must be in drill operations. Salary \$1,672 - \$2,284/month + benefits. For required application packet. Completed application materials must be received by July 16, 1996. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

Accounting Technician (Carrier Maintenance Unit)

We are seeking motivated, experienced individuals for positions in Salem. Will ensure revenue collected is deposited and properly classified; verify receipts and coding; and prepare deposits for daily entry into a complex computerized accounting system. Requires 8 quarter (5 semester) or 80 clock hours of college-level accounting courses; or one year of bookkeeping and office experience, including posting, reconciling and balancing accounts. Salary \$1,568 - \$2,061/month + excellent benefits. Completed application materials must be received by July 17, 1996. Announcement #OCDE197. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

For other ODOT opportunities call our Recruitment JOBLINE at (503) 986-3847.

These are just a few 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 x7777 and visit our Employment Department on line at our web site at <http://www.dcs.state.or.us/jobs>. The State of Oregon and all its divisions are proud to be equal opportunity employers.