

# CLASSIFIEDS

## Aquatics Recreation Leader

**City of Eugene**  
Sheldon Pool and Fitness Center  
\$1,940-\$2,393/mo.

Plans, coordinates, and leads the afternoon and evening aquatics programs at the Sheldon Pool and Fitness Center. Customers include preschool, after-school and at-risk youth, and a high volume of fitness participants. Assists in directing the work of part-time and seasonal staff and instructors. Requires three years of experience in aquatics fitness, swimming instruction, life guarding, and/or water safety, and associate degree in Physical Education or a related field, and valid first aid, CPR, water safety instructor, lifeguarding, and fitness instruction certificates. **Closing Date:** August 23, 1996. Obtain application and supplemental questionnaire from City of Eugene, Human Resource and Risk Services, 777 Pearl Street, Eugene OR 97401. (541) 687-5061. AA/EOE

## Airport Worker II (Eugene Airport)

**City of Eugene**  
\$2,055-\$2,497/mo.

Directs and performs varied maintenance duties, including custodial activities, at the City Airport to maintain airport facilities and grounds and support airport operations. May act as lead worker for one or more airport maintenance crews. Hours: Currently assigned to graveyard shift, midnight to 8:00 a.m. Subject to change with appropriate notice. Requires three years' experience in facilities or grounds maintenance, including one year in airport maintenance. **Closing Date:** August 23, 1996. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Eugene OR 97401. (541) 687-5061. AA/EOE

**Juvenile Detention Supervisor** - Yamhill County Juvenile Court Services. Full-time position to direct activities, programs, and care of juvenile offenders detained in detention facility; and supervise detention facility employees. Requires: college degree in corrections or behavioral sciences; 2 years experience in juvenile corrections casework and supervision of security staff. Salary: \$2556 to \$2929 depending on exper. Closes: Open until filled. Call (503) 434-7504 for application or contact County Employment, Room 105, Yamhill County Courthouse, 535 East 5th St., McMinnville, Oregon 97218. Equal Opportunity Employer

**Program Assistant** wanted for senior adult day care program in N/NE Portland. 30-40 Hr/Wk with opportunity to go full-time. Provide personal care healthcare monitoring and lead therapeutic group activities with frail senior. Diverse team needs a positive team player. \$6.71/Hr. Open until filled. Send Resume to: VOA - MSC, Attn: Monica Beemer, 4616 N. Albina, Portland, OR 97217 Equal Opportunity Employer.

Office Manager for non-profit community services organization. Self-starter with great organizational skills in setting up systems and making an office run smoothly; excellent interpersonal skills; superior secretarial skills; computer literate. Knowledge of human resources and/or Novell helpful. Salary \$25,500; liberal vacation and exc. health benefits. Resume and letter of interest to AMA, PO Box 11243, Portland, OR 97211 by Aug. 15, 1996.

## Flaggers

Hiring immediately in Western Oregon. Will train. Start \$6.75/hr. Need own transportation. Call between 10am-1pm at 682-3074 or 1-800-473-1649. K & D Service of Oregon.

## Geographic Information Technician I

**City of Eugene--Public Works Engineering**  
\$1,940-\$2,393/mo.

Responsible for researching and maintaining varied records and data bases and providing assistance to the public regarding engineering permits and records. Provides technical support to the Engineering Division in maintaining as-built records for public improvement, reviewing utility ROW use permits, and backup support at the Public Information counter. Requires one year of experience in clerical or technical support work, preferably in an engineering, surveying, mapping, or graphics work environment; high school equivalency and training in graphic information systems, computerized drafting, or cartography. Experience with automated mapping and civil engineering records systems desirable. **Closing Date:** August 23, 1996. Obtain application and supplemental questionnaire from City of Eugene Human Resource and Risk Services, 777 Pearl Street, Eugene OR 97401. (541) 687-5061. AA/EOE

## Court Operations Specialist II

**City of Eugene--Municipal Court**  
\$1,693-\$2,080/mo.

Performs a variety of clerical work of moderate difficulty and complexity relating to operations of the City Municipal Court. Answers general questions from the public regarding court procedures; maintains filing systems; purges, prepares and processes court documents. Requires one year of experience in an office setting and one year of basis bookkeeping, preferably work processing experience in an office setting and one year of basis bookkeeping, preferably work processing experience; high school equivalency. **Closing Date:** August 23, 1996. Obtain application and supplemental questionnaire from City of Eugene Human Resource and Risk Services, 777 Pearl Street, Eugene OR 97401. (541) 687-5061. AA/EOE

Committed, responsible TEENS wanted for 1996-97 season of a peer education program using theater and role-play to educate teens about sexuality and health issues. Get leadership and performance experience, health education, and a great job reference. Requires a large time commitment for training in late August and September, as well as activities during school hours throughout the year. Stipend provided. Call Planned Parenthood of the Columbia/Willamette at 775-3918 for more information and application packets.

## Management Analyst I/II City of Eugene--Planning Division

**\$2,690-\$3,842/mo.**

Performs a variety of complex and highly responsible professional analytical and administrative duties for the City Planning and Development Department and the Planning Division. Conducts analytical studies of planning services and operational issues; develops and manages the division budget; provides supervision to division administrative support staff. Requires two to four years of responsible professional program development and administrative experience, preferably in a local government; equivalent to a bachelor's degree with major course work in business administration, public administration, economics, or related field. **Closing Date:** August 23, 1996. Obtain application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101 Eugene OR 97401. (541) 687-5061. AA/EOE

## Are You Ready? A North Portland Pregnancy Prevention Project

Program Director (1 FTE): Experience with: low-income, multi-ethnic youth, families; program management, supervision, team leadership, collaboration, community relations, communication skills. Starting annual salary range \$21,508 - \$32,270 depending upon experience.

Community Organizer (.5 FTE): Experience organizing/supporting multi-ethnic youth, families; communication, community relations skills; personal knowledge of neighborhoods close to University Park Community Center. Starting annual salary range \$6,015 - \$9,020 depending upon experience.

Good benefits package; regular evening, weekend work; long term commitment. Apply at The Boys & Girls Aid Society, 018 S.W. Boundary Ct., or call 503-222-9661, X109 for application. Deadline August 19, 1996. We value diversity. Equal opportunity employer.

**HUMAN RESOURCES/PAY-ROLL CLERK F/T** for fast-paced corporation. Willing to work flex schedule. Key role for complete payroll backup. ADP payroll experience. Self starter, detail orientated, independent worker. Accurate 10-key by touch, typing, math, filing, reliable, organized, ability to work with deadlines. Computer skills. Excellent verbal communication. Team player. Excellent benefits. Apply in person at: VOA - Human Resource Department, 537 SE Alder St., Portland, OR 97214. Equal Opportunity Employer.

## Bus Operator

Lane Transit District is now accepting applications for Part-Time Bus Operators. Part-Time Bus Operators are required to safely operate any assigned transit coach or other assigned vehicle on a designated route while maintaining and accurate time schedule and providing excellent customer service. Qualified applicants must have or be able to obtain a valid Oregon Commercial Driver's License, including passenger and air braked endorsements, and a valid D.O.T. medical card. Compensation is \$4.75 per hour during training and \$10.78 to \$14.38 per hour following the successful completion of training. Apply by submitting a completed Lane Transit District employment application by 5:00 p.m. on Monday, August 19, 1996, to: Lane Transit District, 3500 East 17th Ave., P.O. Box 7070, Eugene, Oregon 97401-0470. Phone (541) 741-6100.

Lane Transit District is an affirmative action/equal employment opportunity employer.

## Major Telephone Co.

Now hiring Technicians, Installers, Acct/Serv Reps, Operators. No experience necessary. To apply, call 1-219-755-0033, ext. F22 6am to 6pm, 7 days.

**Brand New Sofa/ Only Had For 5 Months Cream w/Pillows ONLY \$150.00 Please Call 239-9680**

## Garlington Center Behavioral Healthcare

(Open job listings as of August 2, 1996)

**Respite Care Manager** needed for SAC House, a 5 bed respite care house. Duties include administrative and clinical supervision of house staff, admissions screening, implementation of therapeutic client care activities and general client care and ensuring house meets all County and State operating requirements. QMHP required. Two years related clinical and administrative experience preferred. (Temporary position) Ref#SAC.

**Temporary Residential Adult Caregiver** 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# AC-SAC. Competitive salary and benefits. Send/fax cover letter and resume to: Garlington Center, 4950 NE MLKing Blvd. Portland, OR 97211 Attn.: HR Fax: 331-5955 EOE. Committed to diversity. No phone calls please. Contact our **Job Hotline** at 727-5947 for additional job opportunities.

Employment



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

**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:

**Communications Branch Manager (Principal Executive/Manager F)**  
This is a challenging opportunity to lead an external outreach program

that engages and involves citizens, transportation stakeholders, state and federal agencies, local governments, elected officials and opinion leaders as partners in ODOT's activities, projects and initiatives. The position, headquartered in Salem, Oregon, will manage and coordinate a full range of activities in public affairs, and governmental and community relations through a comprehensive communications strategy. The ideal candidate will be a skilled communicator and an experienced leader in public relations, consensus building and community outreach. Management experience in public affairs, governmental relations, journalism and/or marketing with a related Bachelor's degree preferred. Annual salary \$62K negotiable plus an excellent benefits package. Call Gail Ramirez, Department of Administrative Services at (503) 378-3040 (TTY 378-4672) to request required application packet. Completed materials must be received by 5:00 p.m. on August 23, 1996. (Announcement Number OGD76220)

**Human Resource Development Specialist (Training Specialist)**  
We are seeking a Human Resource Development professional with experience in workforce development and the facilitation, design, and development of interventions in response to organizational change. Candidates with experience facilitating learning for a workforce adapting to organizational and technological change utilizing computer technology and databases preferred. Ideal candidate will also be a skilled communicator with demonstrated success in outreach to the targeted audience. Minimum requirements: a related Bachelor's degree AND 3 years experience as a trainer which included responsibility for assessing, planning, delivering, and evaluating training needs. Salary \$2,605 to \$3,471 monthly plus excellent benefits package. Applications will be accepted until the position is filled. Announcement No. OGD76235. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

**Jr. Photogrammetrist**  
We are seeking a Civil Engineer for position in Salem. Will assist in the coordination of acquisition of aerial photographs and preparation of aerial mosaics and planimetric and topographic maps and digital terrain models used in the design of highways, hearing exhibits and displays. Requires a Bachelor's degree in civil or transportation-related engineering; OR a Professional Engineer's license in civil or transportation (PE); OR a Professional Land Surveyor's license (PLS); OR an Engineer-In-Training certificate (EIT); OR a Land Surveyor-In-Training certificate (LSIT); OR three years of engineering-related experience at the level of an Engineering Specialist 1 and pass the Associate Transportation Engineer multiple-choice examination (this option is available to ODOT employees only). Salary \$2,135 - \$2,922 monthly + benefits. Completed application materials must be received by August 23, 1996. Announcement No. OGD76230. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

## COMMERCIAL BANK is seeking a qualified applicants for the position of Teller in Salem.

...Prior teller experience preferred  
...Good customer service and cash handling skills  
...Attentive to detail  
Please call (503) 315-2836 for an application or apply at the affiliate nearest you and forward to Human Resource, 702 Church St. NE. Salem, OR 97301  
Come grow with the "SUPER COMMUNITY BANKING" companies of West Coast Bancorp and its Affiliates: Commercial Bank, Valley Commercial Bank, Bank of Newport, West Coast Trust, West Coast Data Services and Bank of Vancouver.  
Equal Employment Opportunity Employer M/F/V/D

## Child Care Management Consultant

**Part-time 30 hours/week Salary 18,000/year**

This person will be providing technical assistance in business administration to child care centers and family child care providers. Bachelors Degree in Business Administration or related field, preferred. At least 4 years experience in business/program management and administration. Must have own transportation. Please apply at: Albina Ministerial Alliance - 1334 N.E. Saratoga - Portland, Oregon 97211

## Washington County

**Occupancy Specialist**  
\$2205 - \$2679/mo  
Apply by August 23, 1996

**Dog Control License Writer**  
\$1680 - \$2043/mo  
Apply by August 16, 1996

**Senior Program Coordinator**  
\$3611 - \$4390/mo  
Apply by August 16, 1996

**Planning Assistant**  
\$12.72 - \$15.46/hr  
Apply by August 16, 1996

**Accounting Assistant II**  
\$2048 - \$2489/mo  
Apply by August 16, 1996

**Management Analyst II**  
\$3273 - \$3978/mo  
Apply by August 16, 1996

**Senior Building Inspector**  
\$3525 - \$4285/mo  
Apply by August 16, 1996

**Senior Probation And Parole Officer**  
\$3273 - \$3978/mo  
Apply by August 16, 1996

**Public Health Nutritionist**  
\$2753 - \$3347/mo  
Apply by August 23, 1996

**Community Health Nurse II**  
\$2935 - \$3566/mo  
Apply by August 16, 1996

**Right-Of-Way Agent**  
\$3437 - \$4179/mo  
Apply by August 16, 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.

Office Manager for radio stations KINK-KOTK. Job requires word processing, secretarial, administrative, organizational and managerial skills. Experience required; radio experience strongly preferred. Send resumes to Steve Keeney, General Manager, KINK-KOTK Radio, 1501 SW Jefferson, Portland, OR 97201. Closing date: August 16, 1996. An equal opportunity employer.

**Port of Portland**

Career Opportunities Information about career opportunities with the Port of Portland can be obtained by calling the Job Hotline at (503) 731-7480. Hearing impaired applicants may call TDD. (503) 731-7485. Applications for open positions are available at the Port's employment office, located at 700 NE Multnomah, 14th. Flr. Office hours are Monday through Friday, except Holidays, 8 a.m. to 12 p.m. and 1 p.m. to 5 p.m. The Port of Portland is an Equal Opportunity Employer.

**Our Most Important Asset is People**

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

- I/P 3000 Mainframe P/A (#217)
- 113M Mainframe P/A (#133)
- Interactive Voice Response System Developer (#184)

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.

**Blue Cross Blue Shield of Oregon HMO Oregon**

**Purchasing Analyst**  
We are seeking applicants for two vacancies in Salem. Will assist in developing and administering contracts to procure products, services and equipment, and coordinate and advise on contracts for highway maintenance, public improvement, facilities maintenance, service contracts, fleet vehicles/equipment purchases and rental agreements. Requires one year of full-time purchasing experience which includes purchasing practices, procedures and techniques such as determining specifications, placing purchase orders and processing requisitions; AND a Bachelor's degree in Business Administration or closely related field or three more years of relevant experience. Salary \$1,869 - \$2,486 monthly + benefits. Completed application materials must be received by August 19, 1996. Announcement No. OGD76236. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

**Workstation Support Specialist (User Support Analyst 1)**  
Oregon Department of Transportation is seeking an individual to install and support workstations, servers and local area networks for the Transportation Development Branch in Salem. Qualified applicants will have a Bachelor's degree in Computer Science, Data Processing, or a closely related field; OR an Associate's degree or Certificate of Completion in Computer Science, Data Processing, or a closely related field AND one year of user support experience; OR two years of data processing experience may substitute for the Associate's degree or certificate. Salary \$1,789 - \$2,372 monthly + benefits. Completed application materials must be received by August 19, 1996. Announcement No. OGD76232. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

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

**DEPARTMENT OF CORRECTIONS**

**Chaplain**  
**Santiam Correctional Institution**  
Located in Salem, this position develops, implements and conducts religious services for inmates within a correctional institution; provides for spiritual development of inmates through programs which address their moral, ethical and religious needs. Graduate degree from an accredited seminary or theological school; be an ordained religious leader or possess official endorsement from a recognized religious organization; and 3 years fulltime experience as a religious leader in a formal setting required. Salary range: \$2,532 to \$3,527 per month. Medical and dental insurance, retirement, vacation and sick leave benefits. For a detailed job announcement and a required State of Oregon Employment Application, contact any local Oregon Employment Division Office, other Oregon state agency personnel offices, or the Department of Corrections at (503) 945-9010. Recruitment closes August 30, 1996. Announcement No. OC950648C.

**OREGON STATE UNIVERSITY**

**Designer/Project Coordinator**  
We are accepting applications for a Designer/Project Coordinator for Facilities Services. To qualify, you must have a Bachelor's degree in Engineering, OR an Associate's degree in Engineering or related technical area and two years of engineer-related experience, which included project field data collection and analysis, estimating project costs, designing projects within specs; OR an equivalent combination of related training and experience. Duties include the design and coordination of remodeling of public buildings. To obtain an application and job announcement, contact Employment Services, Oregon State University, 15th and Jefferson, 122 Kerr Administration, Corvallis, OR 97331-2132; or call (541) 737-3103. TTY (800) 735-2900. OSU employment information is available 24 hours a day by calling the Jobline at (541) 737-0554.

These are just some 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 (Oregon Inside Line) (503) 225-5555 #7777, TTY (503) 378-4672, visit your local Employment Department, or log onto our web site at <http://www.das.state.or.us/jobs/>. The State of Oregon and all its divisions are proud to be equal opportunity employers.