

CLASSIFIEDS BIDS

Social Service

Early Childhood Education Assistant - Work with children birth to five years in Center setting. Help facilitate interactive parent-child groups in strength based setting. AA in ECE or related field. Minimum one year experience. .6 FTE \$7.61 - \$11.42 per hour depending upon experience. Apply at The Boys & Girls Aid Society, 018 SW Boundary Ct., Portland. Application deadline August 20, 1996. Equal opportunity employer.

EDUCATION

Teacher-MS/HS Alternative School

FT position avail now. Ability to teach core curriculum. Current handicap cert. required. Min 5yrs exper with at risk youth. Minority exper desired. Valid ODL req'd. Mail resume: 3710 N Mississippi, Portland, OR 97227. Salary based upon experience.

Adolescent/Family Therapist

Intensive day treatment program for severely emotionally disturbed adolescents 13-17, multicultural treatment approach to youth and families. MSW or MA degree in related field required. Send resume by 8/19/96 to Shirley Roberts, CCMH, 7025 N. Lombard, Portland, OR 97201.

EDUCATION

Counselor- Adolescence

FT position. Adolescence in alter-native education setting. MSW or equivalent exp w/ strong-willed youth. Valid ODL req'd. Minority exper desired. Mail resume to: 3710 N Mississippi, Portland, OR 97227. Salary based upon exp.

Community Development

Portland community development intermediary seeks Program Officer to manage CDC operating support grants, training/technical assistance, and community organizing programs. Requires a bachelor degree and 5 years CDC management experience. EOE/Minorities and women strongly encouraged to apply. Send resume and cover letter to Director, Neighborhood Partnership Fund, 621 SW Morrison St., Ste. 725, Portland, OR 97205.

MYCAP

Residential Care Facilitator MYCAP seeks to hire 3 on-call Residential Care Facilitators. 2 years experience working with high risk youth requires. Pay rate \$6.00 per hour. To apply, call Sam Pierce at (503) 280-1050, 289-9917.

Community Wellness Center/ MYCAP

Grant Writer CWC/MYCAP is recruiting for experienced and self-motivated grant writer. Experience and success in grant funding required. Experience in RFP's, governmental and charitable grant preferred. To apply, call Sam Pierce at (503) 280-1050, or 289-9917. MYCAP Inc. P. O. Box 17332 Portland, OR 97217

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. Please apply at: Albina Ministerial Alliance - 1334 N.E. Saratoga - Portland, Oregon 97211

Police Officer

The Port of Portland is recruiting Police Officer candidates for Portland International Airport. The successful candidates will:

- Be responsible for the protection of life and property at Portland International Airport (PDX).
 - Ensure public convenience and well-being while traveling through airport facilities.
 - Respond to needs of airport tenants in a prompt and professional manner.
- Beginning annual salary: \$29,320
- Requirements
- Must be a citizen of the United States of America.
 - Must be 21 years of age.
 - Must possess high school diploma or GED.
 - Must possess or be able to obtain by hire date a valid Oregon or Washington State driver's license.

Applicants must complete a Port of Portland employment application to be eligible for the test which will be administered on August 24, 1996 at Portland State University. A study guide may be purchased for \$5.00 at the time a completed application is submitted. There will be an additional \$5.00 fee, payable at the test site, for those taking the test.

Applicants who may experience a hardship by paying fees for the Study Guide and/or test may request an exemption.

If interested and qualified, apply in person at the Port of Portland Employment Office, 700 NE Multnomah, 14th floor. Applicants residing outside the Portland metropolitan area, and physically disabled applicants may request application materials by calling (503) 731-7400. Pre-employment drug screening is required. Applications received after Friday, August 9, 1996, may not be considered.



Port of Portland

We are 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:

- Director International Audit (#262)
- Information System Auditor (#260)
- Department Secretary (#258)
- Provider Performance Analyst (#226)
- Interactive Voice Response Developer (#184)
- Secretary III (#263) & (#270)
- Computer Operator Analyst (#226)
- Medical Review Coordinator (#273)
- Medical Management Coordinator (#219)

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**

Metro

- **Principal Administrative Services Analyst** - \$3,411 - \$4,735/month, full time (deadline 8/21/96). This is a responsible lead position in the Regional Environmental Management Department which includes budget, solid waste disposal rate development, franchise administration, contracts administration and data base management.
- **Regional Environmental Management Director** - \$66,652 - \$92,471/year, full time (deadline 8/20/96). Serves as a senior level department head and reports directly to the elected Metro Executive Officer. Responsible for directing major programs and functions within the REM Department at Metro, which contains 109 employees with an annual budget of \$88.9 million.
- **Auditor's Administrative Assistant** - \$22,090 - \$32,178/year, full time (extended deadline 8/19/96). Serves as confidential assistant in the Office of the auditor and performs administrative support duties for office operations. Windows, word processing, spreadsheet, and some statistical typing required.
- **Human Resource Receptionist** - \$9.88 - \$13.73/hour, full time (deadline 8/22/96). Performs typing, clerical and receptionist duties to contribute to efficient office operations.
- **Event Security Agent** - \$9.83-\$11.96/hour, part time (deadline 8/22/96). Under direction of Security Supervisor, assures public safety and provides security for MetroERC facilities, including directing patrons, protecting personal property and enforcing MetroERC rules and regulations.
- **Secretary, Event Services** - \$11.12 - \$14.21/hour, full time. Open to residents of First Opportunity target area only. (Deadline 8/27/96). Wide variety of duties supporting management, professional and technical staff; provides information and assistance to public.
- **AV Production Assistant** - \$8.48 - \$10.31/hour, part time (deadline 8/22/96). Responsible for setting and striking A/V video and theatrical lighting sets, assists in routine maintenance of equipment, keeps accurate scheduling and usage records.
- **Medical Specialist** - \$12.59 - \$15.31/hour, part-time (deadline 8/22/96). Under supervision of Special Services Manager, provides medical assistance to patrons and staff at MERC facilities.
- **Event Custodian** - \$8.69/hour, part time (open continuous recruitment).
- **Usher** - \$6.69/hour, part-time (open continuous recruitment).
- **Gate Attendant** - \$8.04/hour, part-time (open continuous recruitment).

Applications available at:
Metro Human Resource Division - 600 NE Grand Avenue
Oregon Convention Center - 777 NE Martin Luther King Jr., Blvd.
The Urban League - 10 N Russell
The Northeast Workforce Center - 4106 N Vancouver Ave.
Application materials may be faxed by calling (503) 797-1570
Web address: <http://www.multnomah.lib.or.us/metro>
AA/EEO Employer

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) \$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, mid-night 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

BANK OF NEWPORT/WEST COAST TRUST is seeking a qualified applicants for the position of Secretary in Portland.

...High school diploma, formal secretarial training, or any equivalent combination of training and experience; basic math skills; good attention to detail; and demonstrated effective administrative and organization skills

...Rapid accurate typing/work processing skills and the ability to use general office equipment, computers, etc

...Solid verbal and written communications skills with special emphasis on English grammar, spelling and composition

...Ability to use good judgement, discretion and maintain confidential information

...Ability to project a professional manner and demeanor to interact with officers, customers, staff and the public

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

PUBLIC SAFETY COMMUNICATIONS SUPERVISOR

\$17.65 - \$21.37/HR. CITY AND BOROUGH OF JUNEAU, ALASKA. Will coordinate and oversee the operation of the communications center. Supv. 12 employees. Three years as an emergency services dispatcher and application (907) 586-5250. EOE.

Third Supplemental Information Advertisement Department Of Transportation Call For Bids

Sealed bids will be received until 9 a.m. August 22, 1996 for the project listed below:

County

Marion M.P. 52.1 Slide Stabilization Section of the North Santiam Highway approximately 2 miles east of Detroit. 4% DBE goal. DBE subject to Commercially Useful Function (CUF) requirements. Earthwork and Drainage.

Tillamook

Miami - Foley Road Section of the Miami River Road in Tillamook County. 4% DBE goal. DBE subject to Commercially Useful Function (CUF) requirements. AC Pavin & Oiling.

Plans, specification and bid documents may be obtained in Room 1, Transportation Building, Salem, Oregon 97310. Plans may be ordered by phone at (503) 986-3720, or by facsimile at (503) 986-3224. **There is a \$20.00 charge for plans and specifications per project.** Prime contractors must be prequalified ten days prior to the bid opening day. For additional information regarding pre-qualification, please contact Fran Neavoll, Program Section, at (503) 986-3877.

If your business is not certified as a Disadvantaged Business Enterprise (DBE) or a Women Business Enterprise (WBE), please contact the Office of Minority, Women and Emerging Small Business at 155 Cottage, Salem, OR 97310, phone (503) 378-5651.

Housing Authority of Washington County

Miscellaneous Construction/Maintenance Work
Bids due 2:00 pm, Sept. 11
Invitation To Bid (Contract #96082B)

Sealed bids are requested for labor and materials to renovate rental units for the Housing Authority of Washington County (HAWC). Bids will be received at the Department of Housing Services (Housing Authority of Washington County) offices, 111 NE Lincoln St. #200-L, Hillsboro, Oregon 97124, until 2:00 p.m. on the 11th day of September 1996, shortly thereafter, bids will be opened and publicly read. Bids submitted after that time will be returned unopened. Bids should be addressed to: Steve Nicholas, Washington County Dept. of Housing Services.

The basic work consists of; 1.) removing and replacing sidewalks, curbs and driveways, 2.) remove and replace roofing, 3.) replace gutters, 4.) exterior painting, and 5.) flooring replacement. Bidding will be on a unit cost basis to provide services over a period of two years. Total value of work to be performed is estimated at \$400,000, no guarantee of the total quantity of work under this contract is implied. Work is to be performed on an "as needed" basis. Suppliers may increase their prices by a portion equal to the Portland area Consumer Price Index every six months from the date of the execution of the contract. The locations in Washington County where the work is to be performed will be identified later. Contractors may bid on all, or any subcontract portion, of the specified work. The proposed forms of contract documents, are on file at the offices of the Washington County DHS at 111 NE Lincoln St. #200-L, Hillsboro, Oregon 97124, 503/693-4794. Copies of the documents may be obtained by making a non-refundable deposit of \$5.00 (No cash please) with the HAWC for each set of documents requested. Documents may be obtained through the mail by calling Steve Nicholas at (503) 693-4440.

A certified check or bank draft, payable to Housing Authority of Washington County, U.S. Government bonds, or a satisfactory bid bond executed by the bidder and acceptable sureties in an amount equal to 5 percent of the bid shall be submitted with each bid. The successful bidder will be required to furnish and pay for a satisfactory performance and payment bond in a penal sum of 100 percent of the contract price.

As required by state law, attention is called to the following:

1.) Provisions for equal employment opportunity, and payment of not less than the minimum salaries and wages, as set forth in the specifications, must be paid on this project. No bid will be considered by the agency unless the bid contains a statement by the bidder as a part of the bid, that the provisions of this requirement are to be complied with.

2.) No bid for a construction contract shall be received or considered unless the bidder is registered with the Construction Contractors Board or licensed by the State Landscape Contractor Board as required by ORS 671.530.

The Board of County Commissioners for the Housing Authority of Washington County reserves the right to reject any or all bids or to waive any informalities in the bidding. No bid shall be withdrawn for a period of 90 days subsequent to the opening of bids without the consent of the Department of Housing Services and/or the Housing Authority of Washington County. Questions regarding this project should be directed to Steve Nicholas at 693-4440.

The Washington County Department of Housing Services is an Equal Opportunity Employer.

Public Notice Fund Development

RFP available for fund development coordination with Talking Book and Braille Services at Oregon State Library; one year contract. Contact Judyth Leifheit, (503) 378-4243 x221. Due September 3, 1996.



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.