

CLASSIFIEDS

MENTAL HEALTH

**Counselor-II
Detoxification
Technicians**

One Part-Time and One Full-Time Available
The Positions: CODA, Inc. seeks two Counselor-II Detoxification Technicians. One position is part-time (24 hours per week), works weekends, and pays \$7.76 to \$8.84 per hour. The other is full-time and pays \$1,345-\$1,550 per month. Both positions are benefits-eligible. Positions are responsible to: Monitor the health conditions of men and women (including pregnant women) detoxifying from alcohol and/or drugs; Check vital signs of patients; Monitor, inventory, and account for patient medication; perform admission, assessment, and treatment planning per CODA policy and procedure; Admit and discharge patients. Facilitate educational groups. Monitor the residential unit. Perform all duties assigned by the Detoxification Coordinator and Clinical Coordinator. **Physical Demands:** Must be able to perform CPR for 15 minutes continuously. **To Qualify:** A bachelor's degree or certification in health services, counseling, or other relevant discipline and at least one year of supervised human-services experience (ideally in residential detoxification services) or equivalent are required. Candidate must possess or be in the process of obtaining Oregon Drug and Alcohol Counselor certification. Applicants must be certified/certifiable in CPR and capable of performing CPR for fifteen minutes continuously. Preference will be given to candidates demonstrating strong oral and written communications skills. Bilingual capability is desired but not required. Individuals who are currently under a federal, state, or county parole or probation are ineligible for this position. **To Apply:** Specify part-time (Code C2T33) or full-time (Code C2T35). Obtain a standard CODA application form and detailed position announcements for each position sought. Screening questions responses are required for each position sought. CODA cannot accept resumes in lieu of application forms. **Application Materials Are Available At And Must Be Returned To:** CODA, Inc., 210 NE 20th Ave, Portland, OR 97232; Tele: (503) 236-2290 Ext 254.
 CODA is an Equal Opportunity/Affirmative Action Employer

**Survey Field
Technician**

W&H Pacific, a rapidly growing leader in engineering, planning and consulting services, is seeking a talented professional who can provide creative solutions and superior service.
 Requires two years experience in all aspects of surveying. Familiarity with electronic theodolites and data collection required. Experience with wild total station/data collection a plus. LSIT registration or college education in a related field also a plus. Successful candidate must have a B.S. in surveying or related field and must be a licensed land surveyor with a minimum of 10 years experience including managerial and technical competence in large fee, complex survey projects. Successful candidate must have good; current relationships within professional and trade groups related to the surveying community. A high degree of business development and client maintenance skills required. Competent in possess excellent listening, writing, and presentation skills.
 As one of the *Oregon Business 100 Best* companies to work for in Oregon we can offer excellent benefits, advanced equipment, and opportunities for growth and development. If you value team oriented environment with professionals who work hard and play hard, we'd like to hear from you. Please mail or fax resumes to:
W&H Pacific
8405 SW Nimbus Avenue
Beaverton, OR 97008
Fax: (503) 526-0775
 We value diversity and are an equal opportunity employer.

Data Processing

Information Systems Manager-Christ-centered College seeks qualified individual for full-time position responsible for managing and coordinating its information systems. Training, installation and system development. Bachelor's degree required. 3-5 years experience required. Closing date: Oct. 7. Send resume to Human Resources, Warner Pacific College, 2219 SE 68th Ave., Portland, OR 97215, EOE.

**Job Announcement:
Admissions Counselor**

Responsibilities: A full-time position responsible for the planning and implementation of strategies to recruit students. This person visits high schools, churches and community colleges to promote the College to prospective students. The assignment also involves serving as a resource and guide for students during the admissions and registration process, with particular attention being given to the recruitment and retention of students of color. The Admissions Counselor reports to the Dean of Admissions.

Qualifications: Bachelor degree preferred. Energetic, outgoing. Excellent communication and interpersonal skills. Hispanic, African-American, Native American and Asian-American encouraged to apply. Give evidence of active participation in a Christian church. Compatibility with the mission, goals and expectations of Warner Pacific College.

Compensation: Salary is dependent upon experience and qualifications; full-time benefit package. The contract year is twelve months.

Applications should be completed and sent to:

Personnel Warner Pacific College
2219 SE 68th Ave.
Portland, OR 97215

The application packet should include a letter of application and a personal statement of faith. Complete applications will be accepted until the position is filled. The screening and interview process has begun. Applications will be accepted through September 25, 1996. The College reserves the right to end or extend the search at any time.

In accordance with the heritage of the Christian faith and in accordance with Federal and Oregon State non-discriminatory law and guidelines, Warner Pacific College is an equal opportunity establishment and does not discriminate in its hiring, personnel, or admission policy or practice on the basis of gender, race, national or ethnic origin, age, marital status or disability.

Warner Pacific College is A Smoke-Free And Drug-Free Community.

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.

MECHANIC

**Maintenance
Mechanic**

Maintenance Mechanic needed for growing mfg co. Responsible for preventative maint. and repair of all equipment. Must have TWO years mech. exp., preferably with mfg or pkg machine Mon-Thurs 5:30pm-3:30am. Starting wage \$9.00. Exc. benefits after 90 days. Apply direct between the hours of 1-5 M-F or send resume to 3580 NE Broadway, Portland OR, 97232. We are an equal opportunity employer.

Juvenile Detention Cook,

Clark County, WA. Filling Deadline: October 4, 1996. This position is responsible for meal planning and preparation for 50 - 60 juveniles detained in Clark County's Juvenile Detention Center. Responsibilities involve planning menus within a budget; maintaining per meal costs; ordering food and supplies; and keeping records, financial data, and USDA documentation. Requirements: Two years experience in institutional or large scale meal planning, purchasing, and preparation; completion of a one year educational program in commercial foods, including a practicum, may substitute for one year of experience; possession of a Food Handler's card within two weeks of hire; and high school diploma or GED certification. Salary range: \$10.50 - \$13.39 per hour. Requires Clark County application and answers to supplemental questions. For application materials contact: Clark County Human Resources Department, 1013 Franklin Street - PO Box 5000, Vancouver, WA 98666-5000. (206) 737-6018 (206) 737-6032 (TDD) **Equal Opportunity Employer**

**Earn up to \$570/
Weekly**

We need people to make Jewelry (Necklaces, Bracelets, Earrings). Year around, at home. No experience needed. S.A.S.E. To: KevenChris Corp. 5165 Broadway Ave; Suite 246, Ext. 4238 Buffalo, N.Y. 14043

**Senior Residential
Advisor**

Senior Residential Advisor needed for shift coordination of residential dormitory at employment training center. Oversees dormitory conditions and coordinates activities including recreation and special skills. Requires high school diploma or equivalent and four years related experience in counseling, social work, rehabilitation or vocational guidance. Associate's or bachelor's degree in human services preferred. Prefer six months experience as a residential advisor. Submit letter of interest and resume no later than October 4, 1996.

Springdale Job Corps Center Human Resources
31224 E. Historic Columbia River Hwy.
Troutdale, OR 97060

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

Admin. Assist - Development

- enthusiastic person to maintain donor database & provide support to dept. Req. exp. in Windows 95/WordPerfect, database maintenance/entry (Raiser's Edge preferred). Detail oriented, good oral/written skills, ability to work with numbers and analyze computer data. Ability to work independently and as part of a team. FT + benefits. Send letter with salary requirements & resume by 10/4/96 to Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211. Equal Opportunity Employer.

Public Relations Manager -

Join Development Team of non-profit organization. Duties: public and media relations; publications; promotion of events and speakers bureau; coordination of marketing plan. Requires: excellent interpersonal, oral and written communication skills; desktop publishing skills; excellent ability to manage multiple priorities; experience with media and production of publications; good with details; collaborative work style; creative. Send letter with salary requirements & resume by 10/4/96 to Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211. No phone calls. Equal Opportunity Employer.

Education

Admissions Counselor - Christ-centered college seeks qualified individual responsible for recruiting students, with particular emphasis on students of color. Bachelor's degree preferred. Closing date: Sept. 25. Send resume to Human Resources, Warner Pacific College, 2219 SE 68th Ave., Portland, OR 97215, EOE

**Community Resource
Specials Truancy Diversion
Program**

to work primarily with chronically truant youth in 4th - 6th grades in north Portland schools. Staff will work with families to identify barriers to school attendance, develop a plan and provide a mix of services either directly or through referral, to address attendance issues. Staff will also work in an alternative classroom with referred youth. Staff will be part of a team including a Juvenile Court Outreach Worker who will represent the initial intervention phases with families. Two FTE full year positions available. Staff will be outstationed at Beach and Roosevelt Family Resource Centers. Some evening work will be required to accommodate families. Staff will participate in initial program implementation stages and evaluation component. Salary range \$16,000 - 26,000, 35 hour work week and generous benefit package. Qualifications: Bachelors level degree, masters preferred, in fields of social services, counseling, psychology or education. Knowledge of community resources fluency in a second language, preferably Spanish, preferred. Valid drivers license and excellent driving record. Send resume to: North Portland Youth & Family Center, 7704 N. Hereford, Portland, OR 97203, a member of Delaunay Family of Services an equal opportunity employer.

METAL HEALTH

**Residential Relief
Staff**

\$7.15 per Hour

The Position: CODA seeks relief staff to provide facility and resident supervision on an irregularly-scheduled on-call basis (very often evenings or weekends). Positions are available at all three of our residential drug-treatment facilities (Gresham, Lents District, and Tigard). Some positions require childcare skills and experience. To Qualify: Drug and alcohol treatment education and/or experience is required. Candidates must consent to a criminal-background check. Individuals serving any probation or parole are ineligible. To Apply, submit standard CODA application form (including screening question responses) to the address below. Application materials are available at and must be returned to: CODA, Inc., 210 NE 20th Ave., Portland 97232. To request application materials, call 236-2290 Ext. 254 and inquire about CBR00 or C1T00. CODA is an equal opportunity/affirmative action employer.

Recreation Advisor

Recreation Advisor needed to conduct recreation activities for young people enrolled in a residential, vocational/educational training school. Requires a high school diploma and two years experience. A valid commercial driver's license and CPR/First Aid certification needed. Submit letter of interest and resume to: Human Resources, 31224 Historic Columbia River Hwy., Troutdale, OR. 97060. Must be received no later than October 4, 1996.

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

**Are You Ready?
A Youth And Family
Development Project**

Program Director: Oversight of a North Portland community-based program designed to provide comprehensive services and opportunities to adolescent and family members. Position requires equal experience and responsibilities in management, supervision and direct youth service. Good communication skills a must. Starting salary \$24,355 - \$36,543, depending upon experience.

Community Organizer: Demonstrated ability to relate positively with multi-ethnic youth and family members. Knowledge of University Park-area neighborhoods. Excellent interpersonal communication skills must. Half-time. Starting salary \$6,015 - \$9,020, depending upon experience. Good benefits package; regular evening and weekend work; long term commitment. Apply at The Boys & Girls Aid Society, 108 S.W. Boundary Ct., Portland, or call 503-222-9661, ext. 136 for application. Preference given to applications received by Oct. 4, 1996. We value diversity. Equal opportunity employer.

**Sales Secretary --
Full Time**

Consider an exciting career in radio. Salem Media of Oregon Inc., Christian formatted radio (KPDQ AM/FM, Portland, OR), has immediate openings for a full-time sales secretary. Qualified candidates must have secretarial experience (preferably in a sales environment), typing & computer skills, organizational skills, positive team attitude, and ability to meet and cope with deadline pressure. Contact Chuck Tyler for an application and interview. (503) 231-7800, Mon.-Fri. 9-5. Job closing 9/30/96. **KPDQ Is An Equal Opportunity Employer.**



In Oregon, opportunity means great benefits, competitive salaries, and a large variety of careers available state-wide. 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 an immediate opportunity for the following position:

Contract Coordinator
 We are seeking a motivated individual for a challenging position located in Salem. This individual will manage contracts for mail, copy, and other services statewide and act as ODOT's customer liaison. Position is responsible for developing and monitoring performance indicators as well. Requires three years of experience administering or coordinating parts or subsets of a project or program. A Bachelor's degree in Business Administration, Management, Public Administration, or a field directly related to the position will substitute for two years of the required experience. Salary \$2,261 - \$3,008 monthly + benefits. Completed application materials must be received by October 4, 1996. Announcement No. OCDT6333. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

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

OREGON LOTTERY
 Opportunities with the Oregon Lottery! Recognized as a national leader! We invite applications for the following positions:

Internal Auditor (\$3,054 monthly)
 This is a one-year, limited duration position. (December 1, 1996 to December 1, 1997) The Internal Auditor supports the assessment of the Lottery control structure, legal compliance, performance and operation efficiency by planning and performing audit activities, preparing audit recommendations and reviewing Lottery activities to prevent and detect concerns. To qualify, you must have a

CPA, CIA, CISA or CFE certificate and three years of accounting experience and/or financial auditing experience. Position is located in Salem. Announcement No. OL177006. Position closes October 4, 1996.

Field Representative 1 (\$1,965 to \$2,488 monthly)

The Field Representative 1 maintains, services, accepts and enrolls Lottery equipment in retail outlets in an assigned area of the state, and/or at the warehouse location in Salem. To qualify, you must have one year of electronic experience which included digital electronics or one year of equivalent training. This position is located in the Portland Metro area. Announcement No. OL177005. Position closes October 4, 1996.

For these positions, you must complete a Lottery application or a State of Oregon application form (PD100). Job announcements and application forms are available at the **Lottery office located at 500 Airport Road SE in Salem or at any local office of the Oregon Employment Department.** Applicants are subject to an extensive background check. Women, minorities and persons with disabilities are encouraged to apply. For more information call (503) 540-1323. Send completed application materials to Oregon Lottery, Human Resources, PO Box 12649, Salem, OR 97309.

OREGON STATE HOSPITAL

Certified Occupational Therapy Assistants (Temporary)

Two temporary full-time COTA positions available immediately in expanding vocational program in adult forensic hospital treatment setting. Related living skills also a treatment focus. Supportive, hardworking OT staff as co-workers. For more information contact Barb Adams, OT Director, Oregon State Hospital, Salem (503) 945-9978, TTY (503) 945-2996.

FAIRVIEW TRAINING CENTER

Custodian

Varied custodial duties for residential facility, day and swing shifts. \$6.86 per hour. Requires drug and criminal screen. Apply at Fairview, 2250 Strong Road SE, Salem, 986-5050, TTY 986-5070. Announcement # 103090511

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 (Oregonian Inside Line) (503) 225-5555 #7777, TTY (503) 378-4672, visit our 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.

