

CLASSIFIEDS/BIDS

Structural/Mechanical Inspector A

\$2965-\$3735 per month

Plans Examiner A

\$3106-\$3914 per month

Two immediate openings for qualified, team-oriented individuals with good public relation skills to join the Buildings Services Division of Clackamas County.

The Structural/Mechanical Inspector performs field inspections on all types of buildings. Requires Oregon A-level Structural and Mechanical and related certifications. The Plans Examiner A reviews industrial, commercial, and residential building plans for code compliance. Requires Oregon Plans Examiner, A-level Structural and Mechanical and related certifications. Must pass job-related physical exam after job offer.

County employment application required. Application materials available at Clackamas County Personnel, 904 Main Street, Oregon City, OR 97045, (503) 655-8459. Closing date Tuesday, January 21, 1997, 5:00 pm.

EEO Employer.

Secretary

Part-time position to perform a variety of secretarial duties. Requires high school diploma or equivalent and one year related secretary/receptionist experience, be skilled in organizing and maintaining filing systems, must have experience with multi-line phones, be computer literate, able to type 60 words per minute, submit resume and cover letter to:

Human Resources

31224 E. Historic Columbia River Hwy.

Troutdale, OR 97060

Responses Must Be Received No Later Than Friday, Jan. 10, 1997

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

Clark College

Clark College, a public community college in Vancouver, WA, is accepting applications for the following full-time tenure-track faculty positions. Instructor positions begin in September, 1997; Counselor position begins in Summer, 1997. Starting salary: \$29,656-\$35,148.

Adult Basic Education Instructor/Coordinator, M.A. in Adult Education or related field. Closing date: Feb. 14, 1997

Counselor, Student Success/Retention, Master's degree in Counseling or related field. Closing date: February 24, 1997

Developmental Education Instructor, M.A. in Adult Education or related field. Closing date: February 14, 1997

English Instructor, M.A. or M.A.T. in English or Rhetoric/Composition. Closing date: February 21, 1997

Physical Education Instructor, Master's degree in Physical Education or related field. Closing date: February 19, 1997

Required application materials must be received by 5 p.m. on the closing date, and may be obtained from Clark College Personnel Services, 1800 E. McLoughlin Blvd., Vancouver, WA 98663, (360) 992-2105. JOBLINE (360) 992-2836. [Hearing impaired (360) 992-2317]. AA/EEO employer. The College will consider its diversity needs when filling all positions.

Sales/Counselor

Immediate opening for a highly motivated, compassionate, sensitive, caring, well organized, self starting individual. Customer relational skills a plus. Must have own transportation, salary plus commissions and benefits. Call Julie; River View Cemetery 246-4251.

Placement Specialist

We are seeking a self-starting individual who will be responsible for job development and placement of students for the state-wide Job Corps Programs. Applicants must have experience working with economically disadvantaged youth. Bachelor's degree required or related experience may be considered in lieu of formal education requirements. Please send letter of interest and resume.

Human Resources

31224 E. Historic Columbia River Hwy.

Troutdale, OR 97060

Responses Must Be Received No Later Than Friday, Jan. 10, 1997

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

Western States Center

Trainer/Field Organizer

Western States Center works in 8 NW states providing training, organizing & technical assistance to grassroots organizations & coalitions. Join our field team to deepen & strengthen our relationships w/communities of color. \$26-32K DOE, excel benefits.

Conference Coordinator

For 2 major annual events: Community Strategic Training Initiative & the Western Progressive Leadership Network conferences. Assist field staff w/ other training. \$22-24K, 22 months, 3/4 time FTE. Excel benefits.

Deadline for both: 1/31/97 - For job description (503) 228-8866. To apply: cover letter, resume, 3 references to C. Howell, WSC, Box 40305, Portland, OR 97240 or FAX (503) 228-1965

Social Service

Program Asst needed for soc svc prog serving elderly. Should have basic computer literacy, good prob solving skills & ability to handle multiple tasks. Must be detail oriented & have current ODL. Part-time w/ good benefits. Exp. with coordinating volunteers a plus. Send resume to: Jana, Metropolitan Family Service, 2200 NE 24th Ave, Portland, OR 97212 Fax: 249-1480 Equal Opportunity Employer

Work-Based Training Specialist

Individual needed to help coordinate and monitor a school-to-work program. Should have experience in student accountability and report writing. Requires a bachelor's degree or related training and experience in public relations, sales or management. Interested applicants should submit a cover letter of interest along with resume to:

Human Resources

31224 E. Historic Columbia River Hwy.

Troutdale, OR 97060

Responses Must Be Received No Later Than Friday, Jan. 10, 1997

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

Counselors: Innovative agency serving children, youth & families in a wide variety of settings seeks motivated, respectful, creative, diverse, and determined people who want to make a difference. Excellence learning & skill development opportunities. Regular, volunteer and substitute positions available. Obtain required applications at Janus Youth Programs, 738 NE Davis, Portland. Call job line, 233-6090, ext. 2997, for info on current openings. We value diversity.

Part Time

Chauffeurs Needed

Minimum age over 25, with excellent driving record, professional dress. Must be people oriented, friendly, reliable and know the city, days, even and weekend positions. Drug test required.

Age, race or sex is not a barrier.

Roy Jay Enterprises - (503) 244-5794, Ext. 45 for Details

Secretary/Admin Asst

The Downtown Portland Office of Northwest Natural Gas Company has an immediate opening for an administrative assistant. For job information and qualifications, contact:

Job Information Line -

Portland Area

(503) 226-4211, ext 2434

An Equal Opportunity Employer

Curriculum Development Specialist

Individual needed to develop and refine a comprehensive electronic curriculum tracking and training document for use by students and appropriate staff within the framework of a school to work program. Requires a degree in education, curriculum development or associated field or equivalent technical training in computer development, including use of multimedia and training non-technical individuals in the implementation. Minimum of two years direct experience in developing and maintaining local area networks and technical writing. Interested applicants should submit a cover letter of interest along with resume to:

Human Resources

31224 E. Historic Columbia River Hwy.

Troutdale, OR 97060

Responses Must Be Received No Later Than Friday, Jan. 10, 1997

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

Washington County

Facilities Maintenance Worker

\$2,099 - \$2,551/mo

Closes January 17, 1997

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.

Marketing/Sales Assistant

POVA Tourism Department Admin. Asst.: Must be skilled, swift, accurate, and upbeat. Secretarial responsibilities for department director; support for sales managers. Produce reports, letters, track projects, meeting minutes; maintain sales database and files; responsible for cordial communication with members, clients and POVA staff. Requirements: Demonstrated skilled secretarial performance for minimum three years in hospitality or other fast-paced business office. Must type 65 wpm error free, demonstrate multi-task success, and computer proficiency, e.g. WordPerfect 6.1 for Windows Lotus 1-2-3, dictaphone, etc. Application packets available from Portland Oregon Visitors Association, 26 SW Salmon, Portland, Oregon 97204, M-F 9-5; applications accepted until noon on Friday, January 10. No phone calls please.

Water Treatment Plant Operator Trainee

Requires at least two years college-level course work in water treatment, chemistry or hydraulics with one year of microbiology/bacteriology preferred. Valid driver's license. Must obtain Oregon Water Operators Certifications and must be approved by Oregon State Health Division for bacteriological analysis of water within the required time. For application and information packet contact, Eugene Water & Electric Board, PO Box 10148, 500 E 4th Avenue, Eugene OR 97440 or (541) 484-3769. Attn: Human Resources. Position closes on Friday, January 17, 1997 5:00 p.m.

EWEB values diversity in the work force and is an equal opportunity employer.

EMPLOYMENT

Star Mart

Want to work? Texaco is looking for hard working, dependable, friendly people to fill the following positions.

- Pump Island Attendants
 - Convenience Store Cashiers
 - Espresso Servers
 - Subway Express Workers
 - Taco Time Express Workers
- Locations in: Northeast, Southeast, Gresham, Tigard & Beaverton

Apply in person at: Texaco Training Center 7433 N Interstate Annex Monday thru Friday, 8am to 3pm (Corner of N. Interstate & Lombard Sts.)

An Equal Opportunity Employer

RN, LPN, CNA, Residential Attendant, Housekeeper, Foster Care Managers.

Apply: Mt. St. Joseph Residential Care, 3060 SE Stark Street, Portland



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.

Employment

When it comes to keeping Oregon healthy, we couldn't care more.

Since 1941, Blue Cross and Blue Shield of Oregon has relied on the efforts of our exceptional workforce to discover innovative routes to superior health care. Solutions like wellness programs, physician-directed care and assistance to uninsured Oregonians. Our people understand that while quality often has a price, efficiency and intelligent strategies can keep costs to a minimum. If bettering the quality of life in Oregon sounds like a worthwhile pursuit to you, consider our possibilities.

Sr. UNIX Administrator

(Job # 480)

You will install, evaluate, administer and support UNIX servers and workstations, as well as develop, standardize and document the configuration, operation and recovery procedures for our Computer System and Technology Group. To qualify, you must have a degree in Computer Science, Mathematics or Information Technology (or equivalent work experience) and at least six years' experience in data processing.

Systems Programmer

(Job # 5145)

You will perform installation, testing, maintenance and tuning of the MPE/iX operating system for our managed care processing system. You will also provide support to technical staff for MPE/iX, LaserRx, TurboImage, Image/SQL DBA, Netbase, Adager, DBGeneral and DBAudit. To qualify, you must have college degree (or equivalent work experience) and a thorough knowledge of MPE/iX operating system with minimum of three years in a networked environment.

Programmer Analyst

(Job # 387)

You will perform analysis, design, coding and testing activities for our Membership System Production Support Team. You will provide installation and test plans, as well as gather, analyze, and define requirements for system modifications. To qualify, a college degree in programming and knowledge in IMS Database Structures is desired but not required.

Methods and Procedures Analyst

(Job # 321)

You will perform research, analysis, design and implementation of enhancements to our MemBRS System, and develop and prepare user and technical documentation. To qualify, you must have at least two years' experience as a programmer with knowledge of COBOL, COBOL II, OS/JCL, TSO/ISPF, VSAM, IBM Utilities, Easytrieve Plus and Librarian.

Secretary III

(Job # 474)

You will use your organizational and communication skills to provide administrative assistance and clerical support to the manager, supervisors and staff of our Enrollment Services Department. To qualify, you must have a High School diploma (or equivalent) and at least one year of general office experience.

We offer competitive salaries and benefits package. Pre-employment drug screening is required, and we support a smoke-free work environment. For more information about career opportunities, call our Job Information Line: 1-800-231-1617 or visit our website at <http://www.bcbs.com>. To apply please place the position number at the top of your resume or cover letter and submit to: Blue Cross Blue Shield of Oregon HMO, Human Resources, P.O. Box 1271, Portland, OR 97207-1270, TDD # (503) 225-6780. We are strongly committed to equal opportunity in all phases of employment.



Blue Cross Blue Shield of Oregon

EMPLOYMENT



We have state and county jobs to fill now!

We have career opportunities for you!

★ Leader Worker

Four Temp to Hire positions available at progressive company. Must be able to lift 65 pounds, demonstrate light computer skills and customer service skills.

★ Driver with CDL

Immediate position available for individual with a CDL Class B license. Must be able to lift 35 pounds and assist a state customer's landscape crew. Long term assignment is paying \$8.00/hour

★ Port of Portland

Positions available now with the Port of Portland. Top level Admin. Assistants, Word processing, spreadsheets, Windows '95, and high level customer service. Professional work environment. Positions available at the PDX International Airport, N.E. Marine Dr. and the Port of Portland building. Additional FREE Computer Training for those who qualify.

Apply today:

St. Vincent dePaul Staffing Services

500 N.E. Multnomah, Suite 240

232-8807

Employment



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:

Fiscal Coordinator 2 (Financial Analyst)

We are seeking a motivated, experienced individual with strong financial, analytical and communication skills for position in Salem. Will provide facilitation and/or leadership of the Financial Services Branch's initiatives as well as analysis, interpretation and recommendations regarding financial and financial management issues. Types of analysis and recommendations may include: rate, lease/buy, cost/benefit, debt requirements; financial policy; and staff requirements and assignments. Requires a Bachelor's degree in Finance, Accounting, Public Administration, Economics or an equivalent field, with at least 24 quarter (16 semester) hours of accounting AND three years of accounting experience; or 24 quarter (16 semester) or 240 clock hours or more of accounting courses, or a State of Oregon Governmental Accounting Certificate II AND three years of accounting experience; or a CPA or PA certificate AND three years of accounting. Salary \$2,732 - \$3,643 monthly + benefits. Completed application materials must be received by

January 21, 1997. Announcement No. OGD76435. 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 STATE UNIVERSITY

Manager, Design Services

OSU Department of Facilities Services is a customer service oriented maintenance organization with a vision and a record of continuous improvement. Our department is a leader nationally in the facilities management arena. Here is an opportunity to join forces with a forward-looking department. We have an opening for a manager of Design Services with a verifiable record of excellent customer service and outstanding performance. In this managerial position you are responsible for supervising the in-house team of engineers, project coordinators, designers, planner/estimators, consultants and students. Major duties include providing expert engineering knowledge and experience to design, develop, and troubleshoot mechanical, electrical, structural and architectural systems in the campus facilities. You must be an engineer with a Bachelor's degree in Engineering, preferably Mechanical Engineering and Professional Engineering License. Minimum of five years in the design of systems applicable to the discipline in which the degree is held. At least one year experience in supervising a design staff is preferred. You must have demonstrated significant leadership experience and ability; proficiency in the use of a personal computer and relevant software applications to engineering fields, proficient in CADD use. Position is a 12-month, fixed term, unclassified appointment, renewable. Submit letter, application and references to LaRayne DeJulis, 100 Adams Hall, Corvallis, OR 97331-2001, (541) 737-7669. All application materials must be received by the closing date of January 17, 1997.

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 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.