

# CLASSIFIEDS/BIDS

## Engineering

**Project Engineer--(Electrical)**—Tacoma, Public Utilities--Water Division. \$40,082 to \$48,672 annual salary. Appointive (non-civil service) position responsible for evaluating well and pump motor wire-to-water efficiencies; preparing specifications for a variety of electrical equipment; and administering related contracts as well as additional duties. Requires graduation from a four year college or university in electrical engineering or related field. Two to three years' experience desirable but not required. Call for application materials: (206) 591-5400. Return to: City of Tacoma, Human Resources Dept., Attention: Louis Telles, Tacoma Municipal Building, 747 Market St. Room 1336, Tacoma, WA 98402-3764. Questions, call (206) 591-5434. (Louis Telles). Closing date: Friday, January 10, 1997. Affirmative Action/Equal Opportunity Employer

## Program Director

Regional vocational training program seeks strong manager to coordinate program admissions, job placement and general office operations. The ideal candidate will have 3-5 years hands on managerial experience in a fast paced multi-task environment, providing strong leadership and direction in organizing programs that serve clients and communities. Proven experience in case management, contract compliance, budget monitoring, problem solving, team building and marketing is necessary. Bachelors degree required. If interested and qualified, submit a cover letter of interest and resume to:

**Human Resources**  
31224 E. Historic Columbia River Hwy.  
Troutdale, OR 97060  
RESPONSES MUST BE RECEIVED NO LATER THAN FRIDAY, JANUARY 31, 1997

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

## Remodeling Salesperson

Residential remodeling design and sales position with nationally recognized design/build contractor. Experience required. Background in remodeling sales required. Knowledge of housing, architecture, interior design, construction, or combination needed. Commissioned position with start up base salary. Health benefits. Job description available on request. Neil Kelly, a fifty year old Portland company, named one of Oregon's top 100 businesses to work for in 1996 by Oregon Business Magazine. Team Spence, V.P. Human Resources, Neil Kelly Designers/Remodelers, 804 N. Alberta St., Portland, OR 97217.

## GIS Assistant

Portland based timberland investment management firm is seeking a part-time (potentially full-time) GIS assistant during Spring term (March-June, 1997). Requirements include: three months work experience in ARC/Info and/or ARCView (or class equivalent), working towards a Bachelors Degree in Forestry, Geography or Natural Resources, demonstrated computer skills and good communication skills. Familiarity with the forest products industry is desirable. We are an equal opportunity employer. If you are qualified and interested in working with a great group of people, and for a company that believes in employee development and training, send resume and cover letter by February 7, 1997 to Vicki Reber, GIS Assistant, One SW Columbia, Suite 1720, Portland, OR 97258.

## Facilities Carpenter

Bring your knowledge & exp. in remodel finish carpentry to us! We're a, successful & unique company producing high quality & authentic period lighting fixtures. We are progressive, responsible, & fun! Duties incl. performing basic maintenance, carpentry or construction of woodwork & equipment in the co. Successful candidate will have 3+ yrs exp in remodel finish carpentry, valid driver's license, combination of education & exp. equiv. to 12th grade, exc. oral & written communication skills. Salary dependent on exp, full time w/ exc. benefits pkg. Pre-employment drug screen required. Apply at or send resume to: Rejuvenation Inc., Attn: H.R. Dept., 1100 SE Grand, Portland OR 97214. Equal Opportunity Employer

## Computer/Information Systems

Computer Specialist needed for NE Mfg. company to assist users in daily operations, install new applications, troubleshoot software/hardware problems. Must know Word, Excel, PowerPoint, MS mail. Qual. incl. Assoc. degree in I.S. or related and two years computer support in MS Office products. Must be self motivated with excell. commun. skills. Please apply or send resume & salary history/requir. to 3580 NE Broadway, Portland Or 97232 between the hours of 1-5 pm, M-F. We are an Equal Opportunity Employer.

## Line Technician

Position requires a minimum of three years as an Apprentice Line Technician and six months as a groundman or equivalent experience. Completion of a three-year approved Lineman Apprenticeship or training program. Valid Driver's License with Class "A" CDL Endorsement. EWEB requires DOT drug testing procedures prior to placement.

Non-exempt position. Position closes Monday, February 10, 1997 5:00 p.m. For an application packet contact, Eugene Water & Electric Board, P.O. Box 10148, Eugene OR 97440 ATTN: Human Resources (541) 484-3769 or www.eweb.org. EWEB is an equal opportunity employer and is committed to diversity in the work force.

## Washington County Accountant II

\$2,966-\$3,605  
Closes February 7, 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.

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

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

## Mortgage Loan Processors

Washington Mutual Bank has an opening for a Senior Loan Processor who is proficient in processing and closing conventional, government, and construction loans for our busy Lake Oswego Home Loan Center. Experience in escrow and construction loan closing procedures an added plus. Requires self-motivated individual with strong math aptitude, attention to detail and excellent inter-personal skills. Minimum of 2 years recent related experience necessary. We offer a professional work environment and an excellent compensation package, including a monthly base salary + incentive and a generous flexible benefits program. Resumes are not accepted. Applications are available at all Washington Mutual Financial Centers or you may call 1-800-952-0787 to have one mailed to you. Mail completed application to:

**Washington Mutual**  
Attn: Position #9700207  
1191 Second Avenue  
Mailstop--SAS0108  
Seattle, WA 98111

For complete listing of current openings, call 1-800-952-0787.

Equal Opportunity Employer

## Affordable Housing For Sale

Franciscan Enterprise of Oregon is selling two 3bdrm 2bath homes at \$80,000 each, to families with qualifying income and credit.

There will be an open house February 2, 1997 from 1-3 pm for viewing the properties which are located at 608-610 NE Killingsworth Court.

Minimum income requirements is \$19,200 annually with a \$1500 down payment. Maximum income requirements are as follows:

Household size	Maximum Income
1	\$19,400
2	\$22,200
3	\$25,020
4	\$27,780
5	\$30,000

For more information please contact Tamia Murphy at 284-8642.

## The City of Vancouver, Washington

is currently accepting applications for the following positions. In addition to technical competence all qualified candidates must provide a high level of customer service at all times; project and maintain a positive image with those contacted in the course of work and work and act as a team player within area of assignment and in all interactions with other city departments. **These positions will be open till sufficient applications are received. May close at anytime without notice.**

Clerical Assistance	Maintenance Services
Office Assistant I/II	Vehicle Service Worker II
Alarm Coordinator I	Vehicle Parts Specialist
Vancouver Police Dept.	Maintenance Worker II
Permits Specialist I	Mechanic
Community Development	Utility Maintenance Mechanic
Senior Office Assistant	
Neighborhood Coordinator	

Application materials are available by calling (360) 696-8419. Fax (360) 696-8364. Completed application and supplemental questionnaire materials must be Received for consideration

Equal Opportunity Employer

## CLERICAL



We have state and county jobs to fill now!

We have career opportunities for you!

## SECURITY OFFICER TRAINEE

If you wish to become a certified Security Officer, we can provide you with the certification you need. This job will require a criminal background check, drug screen, and reference checking. No felonies in the past 5 years. We will pay you \$5.50/hr. to be certified.

We optimize opportunities for people with disabling conditions.

If you are interested, contact either Lori or Angela at 232-8807 or stop by our office at 500 N.E. Multnomah, Ste. 240

## DRIVER-\$9.00 PER HOUR-P/T

CDL with passenger endorsement. Will be driving a 20 passenger bus transporting children and parent in the Oregon City area. Hours are 8:30am-1:30pm, Monday, Tuesday, and Thursday. This assignment begins immediately and is indefinite. Bi-Lingual is helpful.

We specialize in placing people with all types of disabling conditions.

Apply today:

**St. Vincent dePaul Staffing Services**

500 N.E. Multnomah, Suite 240

232-8807

## HIGH-TECH

### Quality Assurance Change Management

Northwest Natural Gas, a Portland, Oregon-based gas utility, seeks a strong technical individual to manage and coordinate test cases in our AS400 Windows '95 PC environment. Excellent facilitation skills are required in coordinating development processes and testing tools towards operative use with a team of high-level technical experts.

Progressively responsible experience in the Information Services field with continued skill building is required. Proven management and quality assurance testing skills are essential.

We offer an excellent Benefit Package and career advancement.

Please send qualifications/resume, including salary history and requirements, to:

**Northwest Natural Gas**  
HR; Employment-Req.#97025  
220 N.W. Second Avenue  
Portland, Oregon 97209  
Fax: 503/721-2506  
Email:jsi@gasco.com

An Equal Opportunity Employer/drug-free, smoke-free workplace

## The State of Opportunity.

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 immediate opportunities for the following positions:

### Transportation Development Branch Manager (Principal Executive Manager G)

We have an immediate executive level management opportunity to provide a leadership role in managing Oregon's comprehensive, long range transportation planning process. Headquartered in Salem, this key position will bring together Planning, Policy, Research, Advocacy and Modal functions and integrate these diverse functions into a cohesive, well-defined branch with shared vision and goals to recommend high level, complex transportation policies that impact a variety of local and statewide public and private entities. Position has responsibility for a multi-million dollar budget with management oversight for approximately 170 employees. Qualified candidates will possess: Bachelor's degree (preferably in Public Administration or related field) and 8-10 years progressively responsible experience managing multi-faceted programs, including responsibility for personnel management, budget management, and overall program operations. Management experience in transportation issues required. Ideal candidates will have demonstrated skills in building strong relationships with external constituents. Three additional years of management experience may substitute for the Bachelor's degree. Graduate level coursework in management may be substituted for up to one year of the required experience. Excellent benefits accompany a negotiable annual salary around \$69K. Recruitment closes February 27, 1997. Completed application materials must be received by 5:00 p.m. on the close date. Call (503) 986-4030 (TTY 503-986-3854) to request application packet.

### Support Services Supervisor 2 (Administrative Unit Manager - Right of Way)

We are seeking an individual with strong leadership skills for position located in Salem. Will provide supervision and direction to administrative staff in the Right of Way Section. Requires one year of experience as a supervisor of technical, office, or support staff which included responsibility for hiring; training; assigning and reviewing work; doing performance appraisals; and handling disciplinary actions and grievances. Salary \$1,869 - \$2,511 monthly + benefits. Completed application materials must be received by February 14, 1997. Announcement No. OCDD7031. 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 POLICE Deputy State Fire Marshal

The Office of State Fire Marshal (OSFM) Division of the Department of Oregon State Police, is recruiting to fill vacant Deputy State Fire Marshal positions. These non-sworn positions are in various locations throughout Oregon. The Deputy State Fire Marshal, in an assigned district, oversees the fire prevention program which includes public fire safety education, fire and life safety surveys and inspections, enforcement of the Uniform Fire Code and Oregon Revised Statutes; and conducts fire cause investigations in public and private buildings. Minimum qualifications are three years of full-time experience, or five years of part-time supervisory experience in fire suppression or fire inspection; AND three years of experience in fire prevention work and structural fire safety (code enforcement). You must also possess a current Uniform Fire Code certification, or be able to obtain one within twelve months of appointment. Salary \$2,217 to \$3,009 monthly. To obtain an application packet, please contact Arthur L. Fennell, (503) 378-3720, ext. 4707, Department of Oregon State Police, 400 Public Service Building, Salem, OR 97310-1380. Apply by February 26, 1997 at 5:00 pm. Announcement #E970081.

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.

## 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.

### Associate Marketing Representative Mid-Valley/Salem

The Associate Marketing Representative is responsible for the sale and retention of all lines of small group business, (i.e., medical, dental, life, etc.) for the territory assigned. This includes developing agent relationships, accounts, presenting annual rate renewals and preparing and submitting all required reports. Qualified applicants should have a degree in marketing or a relevant field, or equivalent marketing experience.

### Claims Analysts (9 openings)

You will analyze and enter claims information into our automated Claims Administration System (CAS) for our Claims Training Department. You must have a High School degree (or equivalent), possess a certificate in Medical Terminology and one year of experience working in a doctor's office, hospital or other medical facility.

### Executive Secretary I Internal Audit Part-time

You will provide secretarial and administrative services to the Director of Internal Audit of The Benchmark Group and Blue Cross Blue Shield of Oregon HMO. You must have a High School diploma and two years of secretarial experience. You must be able to type 65 wpm, operate standard office equipment and use a personal computer.

### Executive Secretary II Marketing

You will perform administrative and secretarial duties for the Vice President of Individual Operations/Product Development with accuracy and timeliness. You must have a High School diploma and a secretarial degree (or five years of secretarial experience in an administrative environment). You must be able to type 65 wpm, operate standard office equipment and use a personal computer.

### Secretary III to Finance Manager

As a team player and in cooperation with other Finance department staff, you will provide secretarial and administrative assistance. Specific duties will include file maintenance, mail and document distribution plus correspondence and report typing. This position requires a High School diploma (or equivalent), proven secretarial skills and PC knowledge.

### Secretary III Provider Affairs

You will perform secretarial support and office management functions to provide efficient operations for our Provider Relations and Communication office. You must have two years of secretarial experience in an office management position, as well as personal computer and business writing skills. You must be able to type 60 wpm and use a calculator and transcription machine.

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.bcso.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.

