

CLASSIFIEDS

Developer of Summer Youth Programs

Responsibilities: Work involves the negotiation and development of summer youth program contracts to ensure that effective service delivery occurs and that all programs conform to TPIC policies and performance standards. This is a temporary position through August 30, 1997.

Requirements: Significant experience in the management of major service delivery contracts; graduation from a four year college or university with major course work in the social sciences, business administration or closely related field, or equivalent relevant experience; experience in employment and training programs or human services; excellent written and verbal communication skills; experience developing and managing contract budgets. Requires travel in Portland Metro area to locations which may not be close to public transportation.

Compensation: \$11.12 to \$12.60 per hour
Closing date: March 7, 1997

Job Developer

Responsibilities: The Job Developer's work involves developing working relationships with employers to insure successful employment of Disaster Relief Program participants. This position includes job development, post placement services and employment preparation for participants who have completed disaster program subsidized employment. This is a regular, limited duration position through June 30, 1997.

Requirements: Requirements include two years experience in business, marketing, communications, or closely related field; excellent communication skills; experience working with low income or long-term unemployed adults; background in public relations desired; degree in business or social services; qualifying experience may be substituted for education. Requires travel throughout Multnomah and Washington Counties.

Compensation: \$21,294 to \$31,941 plus excellent employer-paid benefits
Closing date: March 7, 1997

TPIC Applications are required for all positions and must be received by 5 pm on the closing date.

Applications are available at The Private Industry Council, 720 SW Washington St., Suite 250, Portland, Oregon 97205
Tel: (503) 241-4600;
Fax: (503) 241-4622
An Affirmative Action, Equal Opportunity Employer

Washington County

Community Services Coordinator
(Community Corrections Center)
\$10.00/hr.

Community Services Assistant
(Community Corrections Center)
\$8.00/hr.

Building Engineer
Building Services
\$3,889 - \$4,727/mo.

Plans Examiner
Building Services
\$3,194 - \$3,881/mo.

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, OR 97124
Women, minorities, and people with disabilities are encouraged to apply.

Lead Family Resource Coordinator-229 days per year.

Duties: Coordinate, implement, monitor Clark County Infant Toddler Program. Negotiate interagency contracts/agreements with service providers. Develop child find activities. Coordinate activities of the County Interagency Committee. Provide family resource coordination services. **Requirements:** Bachelors degree in Human Services, Program Administration, Early Childhood or closely related field. Three years experience working with families who have children 0 to 3 years of age. **Starting wage:** \$14.79 p/hr.

Submit cover letter, resume, signed child abuse statement, 3 letters of recommendation and an EOC application by Wed., March 5. Obtain applications 9am-4pm, M-F at EOC, 10621 NE Coxley Dr., Suite 207, Vancouver, WA (360) 896-9912.

EEOC/AA

County Counsel For Multnomah County - Senior Attorney

with extensive experience in Oregon law needed to manage office of attorneys and paraprofessionals for the State's most populous County. Providing legal advice to elected officials and managers on a variety of complex issues. Conduct litigation as needed. Multnomah County is committed to service that is customer-focused, providing value for the citizen tax dollar, and being an exceptional place to work. The successful candidate must be a member of the Oregon Bar, have at least eight years of increasingly responsible legal experience, including at least two years supervisory experience, and be knowledgeable about quality management practices. Excellent salary: \$70,015 - \$98,021 annually, DOE and a full range of paid benefits. Submit resume, list of references, and cover letter detailing your experience an qualifications to Search Team, Multnomah County Counsel, c/o Employee Services Division, P.O. Box 14700, Portland, OR 97293-0700. Resume must be received by Friday, March 28, 1997. Information about this position and application materials also available at <http://www.multnomah.lib.or.us/jobs/> Multnomah County actively recruits to enhance service to our diverse community.

Senior Asset Manager

The Arcand Company, a national investment firm specializing in Sec. 42 low-income housing tax credits, seeks a Senior Asset Manager for its Portland headquarters. Primary duties will include: an assigned portfolio requiring analysis and active intervention; supervision of a team of asset managers; negotiating partnership agreements; property budget variance analysis; monitoring occupancy and regulatory compliance; investor reporting; cash flow monitoring; analysis of demographics, income trends and housing availability. Bachelors and MBA (or comparable) degrees in Finance or Business required with a minimum of five years' experience in multi-family asset or property management or investment real estate. Experience with Sec. 42 or other affordable housing programs a plus. Proficiency in MS Office helpful. Excellent salary and benefits. Send resume with cover letter and salary requirements to: The Arcand Co., Attn: Personnel, 16101 SW 72nd Ave., Suite 200, Portland, OR 97224-7764 or fax: (503) 598-9450. Equal Opportunity Employer.

Lonely?

Need to hear a soft voice???
1-900-467-9292
Ext. 3357, 3658, 3659, 3660
\$3.99 per min.
Must be 18 yrs.
Serv-U (619) 645-8434

Hairstylist-Barber

for extremely busy salon in prime N.E. location. Talented, self-motivator to join our progressive multi-cultural salon. Contact Viola Washington at Waves Hair Design. 232-6263.

Water Engineering Manager

Position will supervise evaluation of water system facilities requirements, preparation of long range facilities plans, and management of water system capital program. Provides leadership in the planning, design and construction of water system improvement projects. Develops and ensures consistent application of system planning and engineering standards, and provides assistance in the administration of water service policies and procedures. **Qualifications:** A minimum of five (5) years progressively responsible experience in water utility engineering at the senior technical, program management and supervisory level. Demonstrated experience and skills in water facilities planning, project management, facilities design and construction, and supervision. Requires a Engineering Degree and Oregon Professional Engineer's License (or ability to obtain within 12 months) in Civil/Mechanical Engineering with emphasis in water system planning and design. \$60-\$78K Annually.

For application packet contact: Eugene Water & Electric Board, P O Box 10148, Eugene OR 97440 ATTN: Human Resources (541) 484-3769 or e-mail Brenda.Wasson@eweb.eugene.or.us or visit our web page at www.eweb.org. Position closes on Monday March 24, 1997 @ 5:00 p.m.

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

Power Quality Engineer

The Eugene Water & Electric Board seeks a power quality engineer to provide power quality services to customers and other utility personnel. Strong emphasis on power quality diagnostic, monitoring, and mitigation skills in combination with excellent communication skills. Training and experience with mechanical and electrical equipment and electrical distribution systems in residential, commercial, and manufacturing facilities required. Minimum educational requirements are Bachelor of Science degree in Electrical Engineering or related technical field from an accredited university. Minimum Electrical Engineering or related technical field from an accredited university. Minimum of five (5) years experience in power quality engineering, facilities engineering, or utility operations. Minimum of four (4) years experience is acceptable with EIT Certification. This is an exempt position and requires a valid driver's license and EIT as noted. \$46-60K annually.

For information and application packet contact Eugene Water & Electric Board, PO Box 10148, Eugene Or 97440 Attn: Human Resources. Call (541) 484-3769 or Fax (541) 334-4608 or e-mail Brenda.Wasson@eweb.eugene.or.us or visit our web page at www.eweb.org. Position closes Friday, April 18, 1997 5:00 p.m.

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

4-SALE

Good For Starters

\$275 for all of the following:
• King size mattress & box spring
• Dresser
• Kitchen table with 4 chairs
• Accessories--kitchen
• 12" TV
• glass stand or wall unit
CALL ANTHONY AT 237-5297

\$300 for all of the following:
• Dresses
• Coach
• Twin mattress with box spring
• Small wood table
• Two chairs
• Recliner (used)
• Small TV stand
• Coffee table
• Accessories
• Vacuum cleaner
• Head board
CALL ROVONNE AT 570-0492

Administrative Analyst

City of Beaverton Office Of The Mayor
\$3,233-\$4,332/mo. Perform duties such as budget preparation and analysis, contract administration and management, manage special projects, represent the department by participating in or coordinating citizen groups and task forces; research policy or legislative matters. Req. Bachelor's Degree in Business Administration, Management, Public Administration or closely related field with experience in program or project monitoring and coordination including program evaluation. Apply with City of Beaverton application form by March 7, 1997 to Human Resources Department, City of Beaverton, 4755 SW Griffith Drive, Beaverton, OR 97005, (503) 526-2200. Equal Opportunity Employer M/F/D

LIGHT INDUSTRIAL



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Ability to Lift 50 Lbs

We hire people with disabilities, clinical depression, hearing loss, diabetes and many other conditions.
To see how you qualify, please call or visit us.

Apply today:

St. Vincent dePaul Staffing Services

500 N.E. Multnomah, Suite 240

232-8807

Chemeketa Community College Salem, Oregon

Chemeketa Community College is currently seeking applications for the faculty and administrative positions listed below. Full job announcements can be seen on Chemeketa's WEB Site. <http://www.chemek.cc.or.us>

- **Director-Financial Aid:** Salary \$4,099.50/mo., starts 7/1/97. Require Bachelor's in related field/equiv., 3 years' financial aid-related exp. in higher ed; supervisory, budget mgmt, computerized financial analysis systems exp.
- **Director-Social Science/Human Services Dept:** Salary \$4263/mo., starts 9/97. Require master's/equiv. w/course work in a department-related field; 3 years' F/T teaching exp in a subject area in the dept; leadership, management, budget, planning exp.
- **Manager-Public Safety:** Salary \$2817/mo., starts 7/97. Require Assoc. degree in crim. justice/related field or completion of a law enforcement certif. program with training/edcn in jurisprudence, interviewing, psych., communication skills, & writing; 3 years' exp. w/security or law enforcement agency. Prefer biling./Spanish.
- **History Instructor:** Salary competitive, starts 9/97. Require Master's in history/related field w/24 grad. credits in history; college teaching exp.
- **Emergency Medical Technology Instr.:** Salary competitive, starts 9/97. Require RN with belief in paramedic's role in pre-hospital care. Prefer BS in nursing, med. sciences, edcn or other related field.

Application Process: Please call (503) 399-5009/TDD for application and job announcement. Refer to the job announcement for required application materials, which should be sent to Chemeketa Community College, Personnel & Affirmative Action, PO Box 14007, Salem OR 97309. Electronic inquiries accepted; however, to apply submit orig. application documents by **April 11, 1997** or postmarked by midnight of that date. Chemeketa is an equal opportunity institution, values diversity in its workforce, and is committed to affirmative action; we encourage minorities, women, and persons with disabilities to apply.

Garlington Center

Bookkeeper needed to process payroll and employe benefits. Experience with Ceridian payroll. Peachtree general ledger software preferred. This position requires 2 years bookkeeping experience or college level accounting. Ref #FN-BK
Salary: \$20,200-\$21,817

Child and Family Therapist FT to provide individual, group and family therapy parent restraining & skills training to culturally diverse children and families ages 0-21, in clinic school and home setting. Masters degree in a mental health related field and 2 years clinical experience required. QMHP required. Ref # CH-CFT
Salary Range: OP/C 2 QMHP \$23,600-\$25,489
OP/C 3 QMHP w/Master & Licensure \$25,200-\$27,217

Case Manager needed to provide supportive therapy and a full range of case management services to chronically mentally ill clients in need of intensive services. Minimum 2 years related experience required. QMHP and a Master degree required. Ref # CM-1
Salary Range: CM4 QMHP \$23,600-\$25,489
CM5 QMHP w/Master & Licensure \$25,200-\$27,217

Office Specialist to organize and coordinate office procedures, supervise & backup support staff, and provide administrative assistance to outpatient program director in fast paced behavioral health clinic. Word processing & spreadsheet programs, 2 years increasingly responsible experience office work, 1 yr. office mgmt/supervision experience, ability to type 65 wpm, strong written and verbal communication skills required. Ref # CH-OS
Salary Range: \$17,000-\$18,901

Alcohol and Drug Specialist needed to serve as case manager for mentally ill and chemically dependent clients. Duties include providing community outreach, case management and therapy. Minimum 2 years experience dealing with substance abuse in a mental health setting. QMHP and Masters degree required. Ref # CM-M
Salary Range: CM4 QMHP \$23,600-\$25,489
CM5 QMHP w/Master & Licensure \$25,200-\$27,217

Residential Specialist 1 needed to assist mentally ill adults from multicultural backgrounds in activities of daily living. Minimum 1 year prior experience preferred. Ref # RS-PLZ
Salary Range: \$14,300-\$15,445

Finance Director Garlington Center Behavioral Healthcare has excellent opportunity for an individual with strong accounting, data processing, budget, payroll, cash management, tax and business office experience. Qualified candidate will have a minimum of five years experience in healthcare financial management, including at least 2 years at a management or executive level, and a bachelors degree in business and/or accounting. Working knowledge of capitation and managed care preferred. Competitive salary and benefit package. Ref #FN-FD

On-Call milieu therapist needed for children's preschool day treatment program implementing therapeutic activities in conjunction with treatment team. Bachelors degree in a mental health related field preferred. Prior experience working with preschool children preferred.

Food Service/Production Worker needed to assist cafe manager in all aspects of cafe operations. Two years experience & one year experience working with person with mental illness in a restaurant setting.
Salary Range: \$14,300-\$15,445

Closing Date: March 7, 1997

Competitive salary and benefits. Send/fax cover letter and resume to: Garlington Center, 911 N. Skidmore Portland, OR 97217 Attn: HR Fax: 249-8740 EOE. Committed to diversity. No phone call please. Contact our Job Line at 727-5947 for additional job opportunities.