

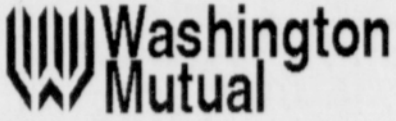
CLASSIFIEDS

Office and Banking

Support Specialist

We have an opening for a Support Assistant who is proficient in responding to telephones, photo-copying, data input, credit evaluation and general office work for our busy Lake Oswego Home Loan Center. Req. self-motivated individual with strong math aptitude, attention to detail and exc. inter-personal skills.

Pay: \$1276-1596 mo. with exc. benefits. Applications are available at all bank locations. To apply fill out application and mail to:



Attn: HR 9701074
851 SW 6th Ave., Suite 230
Portland, OR 97204
EOE

This and other positions are listed on our job hotline (800) 952-0787.

Attorney

Oregon Department of Justice
Two attorney vacancies in the Family Law Section of the Civil Enforcement Division. One position is located in Eugene, the other in Salem. Duties include making numerous circuit court appearances in hearings and trials involving establishment and enforcement in support orders, termination of parental rights litigation, providing general counsel legal advice on family law matters. Experience in litigation, juvenile and family law, administrative law is desirable. Must be OSB member. To apply, call (503) 378-5555, ext. 321, (TTY 503-378-5938). Application deadline is 4/16/97. AA/EOE

Information Systems Manager

Legislative Administration Committee needs an experienced Information Systems Manager with a leadership style that initiates and influences positive change, strong skills in communication, conflict resolution, mediation and negotiation, and knowledge of the practices of re-engineering to bridge the gap between existing operation and new processes and visions. Salary is \$3536-\$4742 per month. Do not Fax resumes. For application information contact Employee Services, 140 State Capitol, Salem, OR 97310 (503) 986-1373. TTY: (503) 986-1374. Fax: (503) 986-1684. Applications and corresponding material must be received by 5:00 p.m., May 7, 1997. EOE

Management Employee Services Manager

Now Hiring a manager for the Employee Services unit of the Legislative Administration Committee. Must have professional experience managing personnel functions and extensive knowledge of personnel related practices. Salary is \$3,536-\$4,742 per month. Do not Fax resumes. For application information contact Employee Services, 140 State Capitol, Salem, OR 97310 (503) 986-1373. TTY: (503) 986-1374. Fax: (503) 986-1684. Applications and corresponding material must be received by 5:00 p.m., May 2, 1997. EOE

Radio -

Immediate opening for a PM News Editor, must be able to write and produce stories for broadcast. Talented in interviewing newsmakers via phone. Also must record network programs and news feeds. Experience required. Send tapes and resumes to attention Program Director - 0234 S.W. Bancroft St., Portland, OR 97201. No phone calls. Equal Opportunity Employer.

Dermatology Surgery Instructor

The appointee shall provide services as assigned by the supervisor in furtherance of the University's missions and goals of teaching, research, patient care, outreach and public service. This position is under the supervision of the Chair of the Department of Dermatology. The duties include but are not limited to: provide care of patients assigned by the Chair, teach medical students and residents in the field of dermatologic surgery and oncology, including Mohs micrographic surgery, by means of lectures in classrooms, seminars and workshops in accordance with assignments within the department, establish and maintain a program of scholarly activities directed toward improve understanding of the causes, detection and treatment of disease, and engage in public service through consultation activities with non-University groups with the knowledge and consent of the Chair. Duration of this appointment and indicated salary may be changed or eliminated if a gift, grant, or contract fund supporting this position becomes unavailable.

Neil A. Swanson, M.D.
Professor and Chair, Department of Dermatology
Oregon Health Sciences University OP06
3181 SW Sam Jackson Park Rd...
Portland Oregon 97201-3098
Voice: (503) 494-8597 Fax: (503) 494-6968
O.H.S.U. is an Affirmative Action/Equal Opportunity Employer

Manager

General Manager
Metropolitan Exposition-Recreation Commission (MERC)
\$85,400 - \$133,474
MERC is seeking a leader to manage an organization with 708 full-time and part-time employees and an annual budget of \$35 million. MERC is responsible for operating the following facilities: Oregon Convention Center, Portland Center for the Performing Arts, Civic Stadium and the Expo Center. The Ideal Candidate will possess the following attributes: A degree in business administration or related field; knowledge of managing public assembly facilities; significant experience in developing and implementing business plans including responsibility for meeting profit projections; experience working with elected or appointed public officials including local government officials in the Portland Metropolitan Region; extensive knowledge and experience in developing and implementing public sector budgets, fiscal procedures, and financing methods; ability to direct contract negotiations with vendors and labor unions; experience in effectively communicating with citizen advocates, elected officials and the press; ability to manage the design and implementation of strategic marketing plans; experience in leading and managing a large staff and attracting and retaining a diverse workforce. Please submit a resume with a cover letter which clearly states how you meet the criteria for the ideal candidate to: Human Resource Director, Metro/MERC, 600 N.E. Grand Avenue, Portland, OR 97232. Applications will not be accepted after 5:00 p.m. on April 25, 1997

Metro/MERC is an Affirmative Action/Equal Opportunity Employer

Security Officer Retail Bookstore

State certification and driver's license will be required. FT., eves & weekends required \$7.75 - \$10.00 D.O.E
Apply by 04-21-97 to Powell's Books, 1005 W. Burnside, Portland OR. 97209. Attn: Box 227. Applications available at Burnside Store.

Office Assistant

Due to continuing growth, Goodwill Industries is accepting applications for an Office Assistant for our Transportation/Donations Department. Responsibilities will include:

Maintain Trans./Donation records
Answering customer questions
Typing and word-processing of reports/documents
Data entry of operational and donation records.
Must have excellent typing, writing, spelling, record keeping, and phone etiquette skills. Knowledge of Word and Excel required. Previous data entry experience a plus. Goodwill offers and excellent benefits package and commensurate salary commensurate with experience and ability. If this sounds like the job for you, please direct your resume and cover letter detailing your qualifications to: Goodwill Industries, 1943 SE Sixth Ave., Portland, OR 97214. Attn: O.A. If applying in person please enter through the Administrative Services Entrance and apply M-F, 7:30-4:00.

Goodwill Industries of the Columbia Willamette
Equal Opportunity Employer

City Of West Linn

Police Officer - Recruit

\$2416 mo. Position performs all aspects of police duties (patrol, report writing, radar operation, traffic stops.) Must have ability to communicate effectively and with authority both orally and in writing, and the ability to work assigned shifts. Must have Oregon driver's license and a good driving record. Details of testing process, including fees, will be outlined for selected candidates. Requirements include: High School graduation or GED, College level courses in law enforcement and/or general psychology or sociology preferred. Must be 21 years of age and a U.S. citizen. Prior to appointment, successful candidate must pass drug screen. Qualified applicants must submit a completed City of West Linn Application to City Hall, 22825 Willamette Drive, West Linn, OR 97068 by May 2, 1997, 4:30 PM. Date to fill position is July 1, 1997, based on available funding. May 2, 1997, 4:30 PM. Date to fill position is July 1, 1997, based on available funding. Pick up application packet at City Hall or call (503) 656-4518, TDD, EOE.

Radio -

Immediate opening for Overnight Editor/Board Operator. Must write and produce stories for broadcast. Must be able to interview newsmakers via phone. Experience required. Send tapes and resumes to attention Program Director - 0234 S.W. Bancroft St., Portland, OR 97201 No phone calls. Equal Opportunity Employer

Employment

DEPARTMENT OF ENERGY
Program Technician 2 (Senior Government Loan Officer)
The Senior Government Loan Officer markets and directs the Small Scale Energy Loan Program (SELP) financing programs for state, federal and local governments. The job requires two years of commercial lending experience with responsibility for monitoring and coordinating a program. The experience must have included program evaluation responsibility. Monthly salary range: \$2,733-\$3,644. For an application packet for recruiting announcement #LE970290, call (503) 378-4932, or TTY (503) 378-4040, or by Internet to: Linda.L.Kutnar@state.oc.us. Please include your mailing address and the announcement number listed above. The complete application and written responses to test questions must be received by 5:00 pm, April 30, 1997. For additional information, log onto our web site at <http://www.das.state.oc.us/jobs/>.

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OREGON DEPARTMENT OF JUSTICE
Attorney
Two attorney vacancies in the Oregon Department of Justice. 1) Commercial and Environmental Litigation Section of the Trial Division. Duties include preparing and trying cases in all state and federal trial courts. Litigation experience in environmental lands use, water law, commercial law preferred. Salary for this Salem-based position is \$3,054-\$5,765 monthly DOE. Application deadline 5/8/97. 2) Appellate Division. Duties include briefing and orally arguing appeals in the Oregon and federal appellate courts. Experience in public sector practice preferred. Salary \$3,054-\$4,098/mo. DOE. Application deadline 5/2/97. Both positions require excellent writing, analytic and oral communication skills. Must be OSB member on effective date of appointment. To apply, call (503) 378-5555 ext. 321, TTY (503) 378-5938.

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.dash.state.oc.us/jobs/>. The State of Oregon and all its divisions are proud to be equal opportunity employers.

Purchasing Assistant

full-time, permanent position to provide clerical and technical assistance in Purchasing Services. Requires H.S. diploma or GED and three years of clerical experience, two of which must include closely related field; OR equivalent combination of training/experience. Salary \$1,652/month. Closing date: 5:00 p.m. April 21, 1997.
Application materials may be obtained at 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.

Help Wanted

Asst. Theatre Manager.

15-20 Hr per Wk. publicity stage and sound. Must be available Thur-Sunday eve. Rexal, Rose, Cafe, and Theatre. 2403 NE Alberta, Application Deadline, April 24th. Please apply in person, no phone calls please. Equal Opportunity Employer
Contact person Kathy.

Computer Support Technician

Want to work for a company who's a leader in its industry? UGC, a leader in the PNW Grain Export industry, seeks an innovative team player to provide computer technical support for our Corporate office. Requires experience with MS Excel, WordPerfect, Windows 3.1, Windows95, MS Access, Novel Netware 4.1 administration and a minimum of 3 years experience with IBM compatible PC hardware. AS/400 operations experience a plus. Job skill requirements include excellent interpersonal skills and the ability to effectively diagnose and resolve hardware and software problems. Excellent benefits package. Please mail, fax or e-mail your resume and salary requirements to:
D. Gould/UGC
200 SW Market #1700
Portland, OR 97201
Fax: (503) 226-6074
E-mail: dgould@ugcpx.com
Equal Opportunity Employer

Help Wanted

Asst. Theatre Manager.

P/T Th-Sun eve. exp. desired in publicity and stage management.
Rexal Rose Cafe, and Theatre.
2403 NE Alberta
Application Deadline, April 24th.
Please apply in person, no phone calls please. Equal Opportunity Employer
Contact person Kathy.

Washington County

Dog Control License Writer

\$1,680-\$2,043/mo.
Closes April 25, 1997
Mental Health Services Coordinator II
(Involuntary Commitment)
\$3,115-\$3,787/mo.
Closes April 25, 1997
Park Ranger
(Temporary Four Months)
\$13.04/hr.
Open Continuously
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.

Counselor

Counselor needed to plan, coordinate, develop and implement individual and group counseling program for students in a vocational training school. Requires individual with a bachelor's degree in counseling, social work or related field and minimum of one year related experience. Preference will be given to individuals with diverse cultural professional experience. Please send resume and letter of interest to:

Human Resources

31224 E. Historic Columbia River Hwy.
Troutdale, OR 97060
Responses Must Be Received No later Than Friday, Apr. 25, 1997

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

HOSPICE HELPERS NEEDED

Volunteers are needed to provide weekly respite for hospice patients and family members in their homes on weekdays for up to four hours each week. Training will be provided on each Tuesday and Thursday AM from April 24 through May 22. Call Jim Tomlin, Volunteer Coordinator, 225-6375.



Legacy Visiting Nurse Association
Equal Opportunity/Affirmative Action 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.

Inventory Control Clerk

(Job # 077)

You will sort and batch claims, identify and deliver restricted and aged claims to our processing unit and maintain the outgoing claims log. You must have a High School diploma (or equivalent) and at least six months' general office experience including numeric sorting. You must possess the ability to organize a high volume of work with little supervision and be able to work overtime when necessary, including Saturdays.

Secretary to Manager

(Job # 080)

You will provide secretarial support including mail distribution, typing, correspondence and taking minutes. You will provide back-up phone coverage, make travel arrangements and schedule meetings. You must have completed High School and secretarial school, or possess equivalent work experience. The ability to use a PC including Word, Lotus 1-2-3 and WordPerfect is necessary.

Secretary to Manager

(Job #5023)

In this part-time, job-share position, you will assist on special projects, maintain spreadsheets and reports, and maintain and update a variety of informational documents. You must have a High School diploma (or equivalent) and a minimum of two years' secretarial and clerical experience. You must be familiar with Lotus 1-2-3 and WordPerfect. Knowledge of medical terminology is preferred.

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.bcbo.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.

