

# CLASSIFIEDS

## Notice To Contractors

Sealed bids for the construction of Terrebonne Domestic Water District, Deschutes County, Oregon, Storage Reservoir, Booster Pump Station and Transmission and Water Distribution Improvements will be received by Deschutes County until 11:00 A.M. Pacific time, on July 22, 1997. Bids submitted prior to bid opening date are to be delivered to the Board of Commissioners Office, County Administration Building, 1130 N.W. Harriman, Bend, Oregon 97701. Bids submitted the date of bid opening are to be delivered to Terrebonne Water District, Attn: Susan Mayea, Board Conference Room, County Administration Building, 1130 N.W. Harriman, Bend, Oregon 97701.

Bid opening will be conducted in the **Board Conference Room of the County Administration Building** and publicly opened and read aloud.

The project consists of constructing a 0.25 mg steel ground storage reservoir, booster pump station/equipment building, installation of transmission main and distribution system improvements.

Project components and estimated major quantities are as follows:

### Schedule "A"

- 8" Ductile Iron Waterline.....37 Linear Feet
- 10" PVC Waterline..... 1,012 Linear Feet
- 8" PVC Waterline..... 1,816 Linear Feet
- 6" PVC Waterline..... 60 Linear Feet
- 4" PVC Waterline..... 40 Linear Feet

Miscellaneous Appurtenances and Restoration Work

### Schedule "B"

Construction of a 0.25 mg bolted or welded steel ground storage reservoir, 1,600 square foot masonry block equipment building, 1,500 gallon per minute constant pressure booster pump station and installation of a pitless adapter for well No. 1.

Plans and specifications may be seen at the Office of HGE Inc., Architects, Engineers, Surveyors & Planners, 375 Park Avenue, Coos Bay, Oregon 97420, and at the following locations:

- Terrebonne Domestic Water District.....Terrebonne, OR
- HGE Inc., 19 N.W. 5th Avenue..... Portland, OR
- Eugene Builders Exchange..... Eugene, OR
- Douglas County Plan Center..... Roseburg, OR
- Daily Journal of Commerce Plan Center.....Portland, OR
- Daily Journal of Commerce Plan Center.....Tigard, OR
- Dodge Scan Reports.....Wilsonville, OR
- Oregon Contractors Plan Center.....Clackamas, OR
- Construction Data West.....Portland, OR
- Construction Data Wilsonville.....Portland, OR
- Central Oregon Builders Exchange..... Bend, OR

One copy of the Contract Documents may be obtained by prospective bidders upon receipt of cash or check in the amount of \$100.00 made payable to the Engineer. Deposit made upon procurement of drawings, specifications, and forms of contract documents will be **non-refundable**. Individual sheets and specification pages may be purchased for the cost of reproduction: Drawings \$2.00 per sheet; Specifications \$0.25 per sheet.

Bidders must prequalify with Owner, on Standard Oregon Review Board Prequalification forms, ten (10) days prior to

bid opening. Disqualification statements shall be issued not later than four (4) days before bid opening by the Owner. Prequalification forms may be obtained from the Engineer and should be submitted to the Owner via the Engineer. If a prequalification form is on file with the engineer and is not over one year old, refiling is not necessary unless there has been a substantial change in contractor's status.

No bid will be considered unless fully completed in the manner provided in the "Instructions to Bidders" upon the bid form provided by the Engineer and accompanied by a bid bond executed in favor of Deschutes County in an amount not less than ten percent (10%) of the total amount of the bid. Bid bond is to be forfeited as a fixed and liquidated damage should the bidder neglect or refuse to enter into a contract and provide suitable bond for the faithful performance of the work in the event the contract is awarded them. Funds for the improvements are available, and monthly payments will be made by check.

The successful Bidder must be registered, or shall become registered, with the Construction Contractor's Board or licensed by the State Landscape Contractor's Board as required by ORS 671.530. Bidder is not required to be licensed under ORS 468A.720.

Each bid must contain a statement as to whether the Bidder is a Resident Bidder as defined in ORS 279.029.

Contracts awarded under this Notice to Contractors will be financed with a grant from the United States and the Department of Housing and Urban Development (HUD) through the Oregon Community Development Block Grant Program (OCD), administered by the Economic Development Department (EED) of the State of Oregon. Neither the United States nor any of its departments, agencies, or employees is or will be a party to this Notice to Contractors of any resulting contract. This procurement will be subject to regulations contained in part 33 Procurement Under Assistance Agreements. Contracts are subject to 40 CFR regulations.

Bidders on this work will be required to comply with the provisions of the President's Executive Order No. 11246 concerning equal employment opportunity, including all amendments and requirements issued thereunder. The requirements for Bidders and Contractors under this Order are explained in the Contract Documents.

The attention of Bidders is directed to the requirements and conditions of employment to be observed and minimum rates to be paid under the Contract. The Bidder shall comply with provisions of the Davis-Bacon Act (40 U.S.C. 276a) for this public work project.

Before a Contract will be awarded, compliance with all HUD, OCD and EED requirements specified in the Contract Documents will be subject to HUD, OCD, and EED review and approval.

Deschutes County may reject any bid not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any and all bids upon the finding of Deschutes County that it is in the public interest to do so. No Bidder may withdraw or modify their bid after the hour set for the opening and thereafter until the lapse of ninety (90) days from the bid opening.

By order of Deschutes County.

## RETAIL MGMT.

### Management Opportunity

Join our established, growing regional retail chain. As Assistant Store Manager at one of our 19 exciting retail locations, you will oversee the daily operation of all store functions, hire and train new employees, and supervise all customer relations.

The position requires 2 to 3 years experience in a supervisory and management capacity or a bachelor degree in management or business, strong ethics, and excellent communication skills. The position offers excellent benefits, management development, and opportunities for growth.

Please send resume and cover letter or apply in person to: **Goodwill Industries, 1943 SE 6th Ave. Portland, OR 97214; Attn: D.F.**

### Goodwill Industries

*The Business of Changing Lives™*  
Equal Opportunity Employer

## Garlington Center Behavioral Healthcare

**Program Director** responsible for clinical, administrative and fiscal operations of adult intake and assessment, out-patient and private practice model counseling services. Preference for applicants with experience in a managed care environment and demonstrated ability to develop and market private practice model counseling services. Masters degree in Social Work or related field and 5 years progressively responsible experience, including at least 2 years supervisory/managerial experience, preferably in a community mental health setting. Ref #AD-PD

**On-Call Residential Specialist** needed to assist mentally ill clients in activities of daily living and problem solving in a residential setting. Minimum 3 years prior experience preferred. QMHA required. Ref #OC-RS

**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

**Receptionist PT and FT** needed for children's program. Experience with high volume multi-line switchboard required. Other duties include greeting clients and assisting with general office duties. Typing 45 wpm required. PT/Hours: 8:30 - 12:00 T W TH. Ref # CH-PT \$6.93 hr.

**Salary Range FT:** \$13,300 - \$14,365

**Office Specialist II** needed for children's program. Duties include transcription from a dictation machine, typing 65 wpm, filing, tracking of client information and providing backup support to the reception area. Knowledge of Word and excel a must. Ref # CH-OS

**Salary Range:** \$16,400- \$17,713

**Administrative Assistant** needed for children's program. Duties providing secretarial and administrative support to outpatient & crisis programs, and supervising program support staff. Minimum 3 years related office experience preferred. Knowledge of Word and Excel. Typing 55 wpm required. Ref. # CH-AA

**Administrative Assistant** needed for adult services program. Duties include supervision of receptionist and patient records staff, developing and maintaining and automated client database, scheduling client appointments for medical department, and maintaining medical staff billing report. Minimum 3 years related office experience, with at least 1-year supervisory experience preferred. Knowledge of Word and Excel (Office 97) and ability to type 55 wpm. Ref #AP-AA

**Resident Manager** part-time position managing a 16 unit supported housing apartment complex for psychiatrically disabled adults. Responsibilities include property management, facilities and grounds maintenance, and occasional skills training with the residents. Position requires manager to live on-site in a two bedroom apartment. Bachelors degree preferred or three years of education/experience in human services. Ref. #MLK-RM

**Salary Range:** \$8,750-\$9,350 plus apartment  
**Closing Date: July 18, 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.

## 2 POSITIONS - MAINTENANCE/JANITORIAL

person needed for building maintenance, yardwork, and janitorial duties at 4 sites. Prior work exper. and references required. **Van Driver** to transport clients w/ behavioral and/or substance abuse issues. Must be dependable and punctual. Prior exper. desirable. Both positions also require valid and clear ODL and DMV record, and applicant must pass criminal background check. For either position, send resume by 7/11/97 to: CCMH, 6329 NE MLKing, Portland, OR 97211. Attn: O. Clark

**CLIENT ACCOUNTS REPRESENTATIVE** for A&D program. Strong secretarial & public relations skills. Exper. with client billings and insurance collections desirable. Computer proficiency a must. Send resume by 7/11/97 to: PCR, 3716 NE ML King, Portland, OR 97211. Attn: S. Cheeks.

**CLINICAL SUPERVISOR** for intensive day treatment program located in North Portland. MA/MSW and minimum of 2 yrs supervisory exper. working with culturally and clinically diverse youth required. Send resume by 7/11/97 to: Nickerson Center, 7025 N. Lombard, Portland, OR 97203. Attn: S. Roberts.

**PROGRAM DIRECTOR** - Licensed mental health professional to manage a mental health and substance abuse treatment program located in Northeast Portland. Requires a LCSW or equivalent licensure, minimum of three years supervisory exper., clinical background, strong program management skills, and exper. working with clinically and culturally diverse populations. Send resume by July 14, 1997 to: CCMH, 6329 NE ML King, Portland, OR 97211. Attn: C Chism.

## Electrician

Electrical Construction Company, Portland, OR-a large well-established and respected electrical contractor has immediate need for inside Wiremen Electricians. Licensed in Oregon and/or Washington for various Portland area projects. E C Company is an NECA/IBEW member. For further information, contact Dick Larson at 1-800-659-3511.

E C Company is an Equal Opportunity Employer and supports a Drug Free Workplace Program.

## Police Officer Reserve Police Officer (Volunteer)

The City of Beaverton is accepting applications for Police Officer (\$15.70-\$21.04/hr) and Reserve Officer (Volunteer). Must be 21 years old, high school graduate or GED and have 2 yrs. of college (90 credit hrs) to participate in testing process scheduled for July 26, 1997. College requirements waived for Reserve Officer applicants. City application form must be submitted by July 18, 1997 with \$10 (or statement indicating inability to pay) to cover the cost of the examination. Applications may be obtained at City of Beaverton Human Department, 4755 SW Griffith Drive, Beaverton, OR 97005. (503) 526-2200. Equal Opportunity Employer, M/F/D.

## Electrician

Journeyman & foreman industrial maintenance positions in the Portland Area. PLC knowledge a plus. Employer is a local union contractor. Call Jeff, E C Co. @ 220-3505 for interview.

E C Company is an Equal Opportunity Employer and supports a Drug Free Workplace Program.

## Washington County

**Inspector II/Plumbing**  
\$3,290-\$3,997/mo.  
(Open Continuously)

**Program Educator (Housing Services)**  
\$2,769-\$3,364/mo.  
Closes July 18, 1997

**Nutrition Technician**  
\$2,162-\$2,628/mo.  
Closes July 25, 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, OR 97124

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

## Free Lease 1st Month

Seeking talented self motivated hair designer for Multi-Cultural salon. Contact Ms. Washington at Waves Hair Design. 232-6263

## General Ledger Accountant

**Requirements:** two years specific experience in the following areas: bank reconciliation, general ledger, account analysis and accounting cycles; degree in accounting or finance or equivalent relevant experience; highly organized; excellent attention to detail; experience in accounting and spreadsheet software.

**Responsibilities:** reconciles monthly cash accounts; assists in development of fiscal procedures; maintains files; coordinates and prepares staff benefits payments; prepares audit schedules; maintains inter fund balances; allocates monthly costs; works as member of fiscal team.

**Compensation range:** \$21,294 to \$31,941 plus excellent benefits. Beginning salary in first quartile of range, DOE.  
**Closing date:** 5pm, Tuesday, July 15, 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

## NURSING

### Oregon State Hospital Supervising RN

Oregon State Hospital is now accepting applications for a full-time Supervising RN on the Children's unit. Monday to Friday, 8am to 5pm. Experience in child/adolescent/psychiatric nursing preferred. Supervisory or charge nurse experience required. Oregon State Hospital has an excellent benefit package, competitive salary and additional compensation for a BA/MS Contact: Employee Relations, Oregon State Hospital; 2600 Center St. NE, Salem, OR 97310 or call (503) 945-2822 or (503) 945-2815 for application packet. TTY (503) 945-2996. AA/EOE.

**RADIO** - seeking an interesting, entertaining and topical talk host, solo or team. Must range from politics to pop culture. Send resume and tape to attention Operations manager - 0234 SW Bancroft St. Portland, OR 97201 No phone calls. EOE

## Employment

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

Since 1941, Regence BlueCross BlueShield 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:

### Claims Analysts (Job # 114)

Regence BlueCross BlueShield of Oregon has immediate opportunities for Claims Analysts. 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 diploma (or equivalent) and possess a certificate in Medical Terminology, Knowledge of ICD9 and CPT IV coding is required, as is one year of experience working in a doctor's office, hospital or other medical facility. Proficiency with 10-key and typing are a must. Excellent communication skills and the ability to work overtime are required.

### Senior Accountant (Job # 208)

You will monitor and oversee the general ledger for our HMO Financial Accounting Department. You will collect, compile and evaluate financial data as well as develop estimates using historical data and assumptions about the current period's activity. You must have a Bachelor's degree in Accounting or Finance with a minimum of two years' accounting work experience. Knowledge of general ledger practices, Lotus 1-2-3 and general accounting theory is required.

We offer competitive salaries and benefits package. Pre-employment drug screening is required, and we support a smoke-free work environment. To apply, please indicate job # at the top of your resume or cover letter and submit to **Regence BlueCross BlueShield of Oregon HMO Oregon, 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.

  
**Regence**  
*BlueCross BlueShield of Oregon*  
**HMO Oregon**

For more information about career opportunities, call our Job Information Line: 1-800-231-1617 or visit our website at [www.bcbso.com](http://www.bcbso.com).