

CLASSIFIEDS

Advocate: The Community Partnership to Stop Violence Against Women seeks AmeriCops applicants to provide advocacy and support to victims and survivors of domestic violence and sexual assault. Opportunity exists for 21 advocates throughout the state. This is a full-time opportunity that requires at least a one year commitment. Must have prior experience, paid or volunteer, in the field of domestic violence and/or sexual assault. A living allowance, health and child care benefits, along with an educational award are provided. To apply, call Robyn Harris at 223-7411. EEO/AA employer, bilingual, minorities and persons with disabilities are encouraged to apply.

Washington County Probation & Parole Officer I (Bilingual)
\$2,639 - \$3,208/mo
Closes September 5, 1997
Residential Counselor (Bilingual)
\$2,570 - \$3,123/mo
Closes September 5, 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.

Community Services Intake Worker,
\$6.50-\$9.00
Case Manager,
\$7.20-\$10.92 FT & PT
Bi-lingual Sp/Eng a plus
Apply at:
Albina Ministerial Alliance
1425 NE Dekum, PtInd

Liquor Store Operator
Public Notice
The Oregon Liquor Control Commission has vacancies for independent contractors to operate the following retail liquor stores:
*Store 221 Lloyd Center - currently located at 1621 NE 9th
*Store 109 Harrisburg - currently located at 180 Moore
*Store 223 Christmas Valley - currently located at 517 Christmas Valley Road
*These stores must be operated in conjunction with another business.
STARTING DATE DECEMBER 1, 1997
We evaluate all applicants on background, knowledge and work experience in:
* retail business management;
* inventory/cash management;
* retail sales;
* customer service/public relations in a retail environment.
The successful applicant must be able to:
* enter into an agency agreement contract with the OLCC;
* qualify for a fidelity bond;
* negotiate the lease or purchase of the store location or propose a more suitable location serving the same community subject to staff requirements;
* meet the operating expense of the agency;
* purchase the fixtures and equipment as specified in the agency information sheet;
* begin operation on the date specified above.
Selected finalists will be notified and interviewed by the staff screening committee in Portland. Final selection will be made by the Commission, based on set criteria, at its public meeting in October.
The appointed agent is an independent contractor for the State of Oregon. This person will operate the liquor store on behalf of the OLCC and have no ownership or property rights in the agency. Only individuals may be appointed agents.
For application forms and additional information contact:
OLCC, 9079 SE McLoughlin Blvd., Portland, OR 97222 or phone 872-5015 (toll-free 1-800-426-2005).
Separate application forms are required for each store. Applications are due in the Store Operations office, Room 102 at the above address, by 5:00 PM, Friday, September 19, 1997.



McMENAMINS
Employment Opportunities @ our new Kennedy School location in NE Portland, opening in October. Positions available include:
* Restaurant - Servers, Cooks, Catering
* Hotel - Frt Desk, Hskeepers, Night Audit
We will be holding an open hiring call
Monday, Sept 8 from 10 AM - 4 PM @ 1624 NW Gilsan (please use disentr. on 17th). E.O.E.

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

Community Revitalization Coordinator
Half-time Target Area Coordinator in Portsmouth (North Portland). Seeking energetic, self-starter to facilitate 4 year neighborhood revitalization effort. Duties will include assessing community assets & needs, planning & developing goals, planning & developing goals; working w/ committee to produce & carry out implementation plans. Start: \$13/hr + health insurance.
To apply: Send cover letter & resume to Portsmouth vision 20/20, % NPNO, 2410 N. Lombard, Portland, OR 97217 by 5:00 p.m. 9/11/97. Info: 283-1096.

Receptionist
The Portland office of the **Federal Public Defender, District of Oregon**, is taking applications for the position of Receptionist.
Duties include reception, multi-line phones, light typing, data entry. Minimum starting salary \$23,092. Excellent benefits. Spanish a plus. Minimum 2 years experience required.
Send resume and handwritten cover letter by 9/5/97 to: Diana Briggs, 101 SW Main, #1700, Portland OR 97204.
Equal Employment Opportunity Employer.

AmeriCorps: Attorney: Legal aid programs seeking OSB-admitted attorney to work on family law/domestic violence issues in one-year project. Positions in Albany, Bend, Eugene, Hillsboro, Medford, Ontario, Portland, and possibly Pendleton. Living allowance of \$8,340 & loan repayment of \$4725. Send letter, resume and specify geographic preference to Aleta Doerr, Oregon Legal Services, 700 SW Taylor, Suite 310, Portland, OR 97205.

Sales/Advertising
Bright, Outgoing, Warm, Friendly, Sense of Humor!
If these describe you, please apply to Getting To Know You, a 35 yr. old national women-oriented advertising co. Fund raising, sales exp a plus. Flexible day hours, excellent benefits. 401(k). \$30-60k. Bonuses, Incentives. Car req'd Auto reimbursement.
Mrs. Spring
1-800-345-1123

Attorney Oregon Department of Justice
\$3,146 to \$5,938 Monthly Salary
Attorney vacancy in the Transactions Section of the General Counsel Division in Salem. Duties include advising state agencies with public contracting and transaction needs, and providing general counsel services to SAIF Corp. Familiarity with general commercial and contract law, state administration law, construction law, public contracting law, real estate transactions, information systems technology or intellectual property law, insurance law, or workers' compensation law desirable.
Must be OSB member at time of appointment.
For apply, call (503) 378-5555 ext 323, (503) 378-5938 TTY.
Application deadline is 9/15/97. AA/EOE.

Garlington Center Behavioral Healthcare
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"Committed to Solving Problems Our Community Cares About"
Garlington Center offers a full range of mental health services to adults, seniors, children, youth and families. Our services are designed to meet the individual, social and cultural needs of our clients. We seek dynamic professional for the following openings to work in our diverse, multicultural environment:
Accounting/Office Manager FT general ledger accountant. Ref # AD-AOM
MIS Manager responsible for maintaining HP Net Server 5/90 LM. Ref # AD-MIS
Clinical Supervisor II needed to supervise case management team serving adult CMI clients. Ref # CS-CSS
Child And Family Therapist for Children's Program. \$23,600-27,217. Ref #CH-CFT
For More Information on these and other vacancies, including job descriptions and qualifications, please call our JOB Line at 727-5947. Send/fax cover letter and resume to: Garlington Center, 911 N. Skidmore, Portland, OR 97217, Attn: HR, Fax 249-8740.
An Equal Opportunity Employer Committed to Diversity

Accounting: Full-Time faculty position beginning Jan 3, 1998. MBA and CPA minimum requirement w/future terminal degree required. Also requires 3yrs college-level teaching + 3yrs experience in public- or private-sector accounting. Fax request for complete job description to: Dr. Ann Widmer, Interim Dean, College of Business, 503/280-8124. Concordia University does not discriminate in the employment of individuals on the basis of race, color, national or ethnic origin, disability, sex or age. However, Concordia University is an institution of The Lutheran Church-Missouri Synod and, to the extent allowed by law, Concordia University reserves the right to give preference in employment based upon religion.

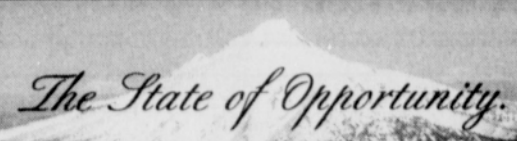
Stay Clean, Inc.
Stay Clean, Inc. minority specific alcohol and drug treatment program is extending employment opportunities experienced full time individuals for the following positions:

Alcohol & Drug Treatment Clinical Supervisor
to supervise our treatment program and treatment team. Must have current cadc certificate.
Full Charge Bookkeeper/Accountant
extensive experience in non-profit, computerized accounting.
Residential Care Facilitator two years experience working with individuals in alcohol and drug treatment. Primary duties are to monitor clients movement and activities; log events of shift and ensure client compliance with rules and regulations.
Cook
institutional style cooking, inventory, menu planning, sanitation and shopping.
For more information on these vacancies please call Olita Washington at 282-1922

Learn for Life
Teacher, p/t, activity-based lessons to Portland elem classes. Work well with kids, own transportation, flexible hrs. Enthusiastic, well organized, skilled teachers call (503) 225-5728 Wed/Thurs.

Clinical Supervisor
for intensive adolescent day treatment program located in North Portland. MA/MSW and minimum of 2 years supervisory experience working with culturally and clinically diverse populations required. Send resume by 9/5/97 to: Nickerson Center, 7025 N. Lombard, Portland, OR 97203. Attn: Shirley Roberts

Receptionist
Our service organization is seeking a highly skilled and personable individual to organize and handle phone communications, reports and letters, supply inventory, visitors and, most importantly, our staff. We run a high volume business that involves a great deal of contact with the public and with government organizations. Office is located in Portland. If you are computer literate, detail oriented, can type at least 60 words per minute, preferably bilingual and can prioritize a wide variety of tasks, please submit a resume and cover letter to:
Human Resources
31224 E. Historic Columbia River Hwy. Troutdale, OR 97060
Responses Must Be Received No Later Than Friday, Sept. 17, 1997
As an affirmative action employer, we are seeking qualified minority, female, veteran and disabled applicants; however, all qualified applicants will be considered.



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:
DEPARTMENT OF HUMAN RESOURCES
Principal Executive/Manager E (Applications Support Manager)
We're seeking someone to manage a group of information systems professionals who plan, design, develop and maintain automated human services information systems within the Dept. of Human Resources. Qualifications include 3 years' management experience in a public or private organization which included responsibility for each of the following: a) development of program rules and policies; b) development of long- and short-range goals and plans; c) program evaluation; and d) budget preparation. Experience managing a team involved in designing and maintaining large/complex applications is preferred as are strong analytical, problem solving, and communication skills. Salary range: \$4,021 to \$5,654 monthly. Announcement # LE970730. Position closes: September 12, 1997. **Please mail or fax your completed application (form PD100) and any required supplements by the closing date, to: Cherie - Recruitment Section, Dept. of Human Resources, 500 Summer Street NE, 4th Floor, Salem, OR 97310-1043, fax (503) 378-8463. Questions? Please call (503) 945-5843, TTY (503) 945-6214.**
OREGON YOUTH AUTHORITY
Cottage Counselor (Juv. Probation/Social Service Officer/Juv. Correctional Counselor)
Oregon Youth Authority is hiring for Cottage Counselor to perform casework and counseling of adjudicated youth, to work with parole/probation officers, parents, school and youth offenders in setting up treatment plans and follow-ups; will provide guidance in developing strategies to meet individual needs. Qualifications include a Bachelor's degree in Behavioral Science or related field with major courses in behavioral science; and one year of professional Juvenile Counseling experience in a correctional facility setting. Salary \$2,443 to \$3,249 a month. **For application information, call 1-800-375-2864. Apply no later than 5:00pm, September 22, 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.dash.state.oregon.gov/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, 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:

Training and Documentation Coordinator
(Job # 222)
You will research and analyze operational and clerical activities in order to identify improvements and conduct hands-on training in system applications, PC usage and administrative/procedural policies. You will also be required to prepare user documentation based on established guidelines. To qualify, you must have three years' experience with membership-related systems, policies and procedures. The successful candidate must demonstrate a strong understanding of training techniques.

Administrative Specialist
(Job # 264)
You will provide advanced level administrative assistance to our sales representatives, clients and brokers, relating to the selling of new business and ensuring high quality service to existing clients. Specifically, you will assist in the selection of benefits packages that are appropriate to the needs of our clients. You must have a High School Diploma (or equivalent) and knowledge of the health and life insurance business as it relates to lines of business, processing claims, handling billings and technical knowledge of plan programs.

Member Customer Service Representative
(Job # 263)
As part of our FEP Member Services Department, you will provide accurate and timely information to our customers regarding benefits, contract administration, eligibility, claim payments and denials. You must have knowledge of medical terminology and some customer service experience. You must have excellent PC, organizational and communication skills, as well as the ability to type 40 words per minute.

Document Systems Engineer
(Job # 265)
As a member of our Document Systems team, you will provide technical support of electronic printing and publishing systems, as well as program coding of electronic forms using Xerox DJDE/PDF, IBM mainframe JCL and Transformer programming languages. You must have at least five years' experience working in a document processing department, data center, print shop or other related environment.

Dental Analyst
(Job # 209)
You will be responsible for the accurate application of dental contract benefits within controlled guidelines and for proper coding and processing of claims. You must have at least six months' claims analyst experience or at least one year' dental office experience. Additionally, you must have a detailed knowledge of dental terminology and ADA coding.

Senior Programmer
(Job # 251)
You will provide data processing and system support to Medicare contractors in eight states. Responsibilities will include installing software releases in nine test CICS regions and eight production regions, designing subsystems, troubleshooting and recommending improvements to our FSS system. Applicants must have at least two years of data processing experience and a working knowledge of system analysis, system testing and validation.
We offer a competitive salary and comprehensive benefits package. Pre-employment drug screening is required and we support a smoke-free work environment. **To apply, please indicate the 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, TTY # (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: (800) 231-1617 or visit our website at www.bcbso.com

