

CLASSIFIEDS

Membership Director

Recruit, support volunteers. Must have 2 years related experience in community organization, work w/diverse populations; good oral & written. BA/BS or equiv. exp; need own transportation & can work flex hrs. \$24,243-\$30,303 + benefits. Closing date Sept. 26, 1997. Send resumes to Personnel, Columbia River Girl Scout Council, P.O. Box 2427, Lake Oswego, OR 97035-0096; (503) 620-4567. Equal Opp. Employer dedicated to diversity.

Medical

OTRs and COTA Oregon State Hospital

Expanding vocational program at Oregon State Hospital seeks full-time OTR and COTA to join our team. Positions provide services to adult/forensics psychiatric population. If interested, contact Barb Adams, OTR/L, Interim Voc. Services Director, 2600 Center Street NE, Salem, Oregon, 97310. Call (503) 945-9978, Fax (503) 945-2867, TTY (503) 945-2996. Other OTR positions also available. All positions include excellent benefit packages and salary is negotiable. AA/EOE.

Drive Hunger Out Of Oregon Driver/WHSE Asst. -private non-profit seeks person for pick-up, delivery and whse duties. Incl loading/unloading & inventory maint. Req excellent driving record, (CDL-B), exp driving 24' truck w/ airbrakes and forklift. FT + benefits. Call for (282-0555) or complete application by 9/24/97 at Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211. Equal Opportunity Employer.

Medical Unit Director

Oregon State Hospital
\$3,146 to \$4,430 Monthly Salary
This position is located in the Child/Adolescent/Geropsychiatric Treatment Service

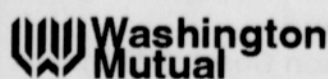
Program of Oregon State Hospital. It manages the overall functioning of one Geropsychiatric unit, encompassing staff and patients. Applicants must possess a valid Oregon Registered Professional Nurse's license at the time of appointment. Excellent benefit package and ongoing training opportunities. Call (503) 945-2815, TTY (503) 945-2996 for application packet. Closes September 22, 1997. AA/EOE.

Banking Financial

Loan Processor

We have a Loan Processor position open in our Lake Oswego Home Loan Center. Applicant must exp. processing conventional mortg. loans and custom construction loans. Exp. in special construction loan processing helpful. Req. self-motivated individual with strong math skills, attention to detail and exc. interpersonal skills. Min. 2 yrs. recent related exp. req. Salary: \$1904-\$2381 + Incentive.

We offer a professional work environment and an exc. compensation package (base + incentive and benefits) Resumes are NOT ACCEPTED. Applications are available at all bank locations Mail completed application to:



HR 9702951
851 SW 6th Ave. Suite 230
Portland, OR 97204

For a complete list of openings call (800) 952-0787
EOE

Custodian, 11:30 p.m. to 8:00 a.m., Sun night - Fri morning at Catlin Gabel School. Seek experienced detail oriented custodian. Ability to perform zone or team cleaning. Call 203-5100 for more information and application.

Computer



Come enjoy our outstanding quality of life in Salem, Oregon. Rugged mountains, beautiful coastline, Portland's urban amenities and more are within an hour's drive.

The Oregon Legislature has two excellent opportunities for seasoned Information Technology Professionals to plan, design and implement new technology in a stimulating team environment.

Project Director

Will manage our mission-critical Technology Transition Project and lead teams of IT professionals in re-engineering the legislature's information systems. The Project Director will guide the teams in designing a new hardware/software architecture for the organization and developing new software application systems using client/server technology.

System Software Analyst

Will provide systems programming support for the legislature's IBM 4381 mainframe running VM/ESA and SQL/DS. The System Software analyst will be a key player in designing the architecture for the new client/server environment and building our new hardware/software platforms.

Compensation includes a generous contribution to your health/dental/life insurance, a fully paid retirement fund and leave for vacation, sick and personal business along with a salary commensurate with experience.

For application information visit our web site at <http://www.leg.state.or.us/jobs.html> or contact Employee Services, Room 140 State Capitol, Salem Oregon (503) 986-1373 TTY:(503) 986-1374 Fax: (503) 986-1684. Application materials must be received in Employee Services by 5:00 p.m., September 24, 1997.

Ceres Behavioral Healthcare Systems, a Managed Behavioral Healthcare Organization which is a Division of Green Spring Health Services, a national behavioral health company, is accepting applications for several openings as follows:

Director of Operations

A full-time position which manages the administrative operations team. Responsible for the oversight of the organization's day to day operations in the areas of finance, reporting, information systems, administrative services, and facilities. Experience in management and healthcare administration preferred. CPA preferred.

Accountant

A full-time position whose responsibilities include general ledger, budget, fixed assets, and claims payment. CPA or CMA preferred. Prefer software proficiency in MS Office and MAS 90, plus 3 to 5 years of experience.

Financial Analyst

A full-time position with responsibility for general analytic support of operations, finance, and accounting functions. Requires strong analytic skills. 4-year degree in business related field or 5 years progressive experience. Proficiency in MS Office required.

Ceres offers competitive salaries, a benefits package including 401K, plus a great working environment. Qualified applicants are invited to send resumes and salary requirements to:

Ceres Behavioral Healthcare Systems

Attn: Human Resources

1750 SW Skyline Boulevard, Suite 201

Portland, OR 97221

Fax: (503) 203-5141

Equal Opportunity Employer

Ceres Behavioral Healthcare Systems, a Managed Behavioral Healthcare Organization which is a Division of Green Spring Health Services, is accepting applications for several clinical openings as follows:

Clinical Director

A full-time position with responsibilities including clinical supervision and oversight of this Managed Behavioral Healthcare Organization. Licensed psychologist with minimum 5 years clinical experience. Administrative and supervisory experience required. Prefer prior experience in MBHO and excellent general computer skills. Hiring range: \$61,298 - \$76,623.

Supervisor of Care Manager Unit

A full-time position with responsibilities including supervision of a team of behavioral health care manager providing telephone assessment, outpatient treatment authorization, and management of inpatient care. Requires clinical license. Hiring range: \$42,867 - \$53,584.

Care Manager

Multiple positions with responsibilities including providing utilization management of inpatient care including initial authorization and ongoing concurrent review. Provides initial telephone assessment and treatment authorization for outpatient care. Clinical license required. Hiring range: \$38,277 - \$47,847.

Oregon Health Plan (OHP) Regional Coordinator

A full time position managing a region of the Ceres public sector system of care. Acts as liaison to affiliated providers, allied agencies and advocates. Oversight of regional delivery system. Limited travel in western Oregon required. Preference for strong clinical experience with interest or experience in mental health administration. Experience with services for children preferred. Master's degree in mental health or related field required. Hiring range: \$38,277 - \$47,847.

Ceres offers competitive salaries, a benefits package including 401K, plus a great working environment. Qualified applicants are invited to send resumes to:

Ceres Behavioral Healthcare Systems

Attn: Human Resources

1750 SW Skyline Boulevard, Suite 201

Portland, OR 97221

Fax: (503) 203-5141

Equal Opportunity Employer

Personnel Technician (Payroll Specialist)

One full time, continuing position is open. The Payroll Specialist processes payroll information and provides excellent customer service relating to personnel issues in the employee Services office of the Legislative Administration Committee. Salary is \$1,757 - \$2,346 per month. For application information call (503) 986-1373. Employee Services, Room 140 State Capitol Salem OR TTY: (503) 986-1374 Fax: (503) 986-1684. Application Materials must be received by 5:00 p.m. September 30, 1997.



Bethel AME Church is seeking a Musician/Choir Director.

Requirements:

- Demonstrative willingness and ability to work with a diverse populace for the edification of the church
- Basic music background necessary
- Programming coordination abilities, a plus
- an interview is also required.

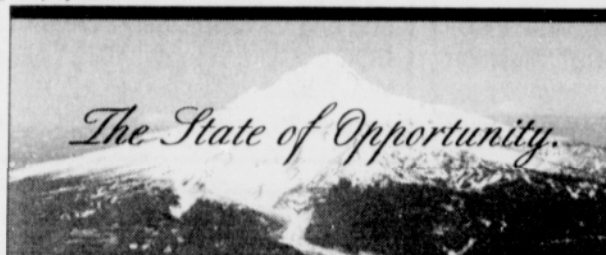
Contact: Rev. Dorsey McCullough

5828 N.E. 8th Ave.

Portland, OR 97211

(503) 288-5429 or 288-5420 Fax 288-0411

Employment



In Oregon, opportunity means a variety of careers available state-wide, competitive salaries and great benefits. 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:

Principal Executive/Manager D (Appraisal/Relocation Supervisor)

We are seeking an individual with strong leadership skills for position in Salem. Will supervise Senior Right of Way Agents in the function of appraisal and relocation review statewide and oversee personal service contracting for appraisals. Requires six years of experience in supervision, staff-technical, or professional-level work related to right-of-way acquisition. This experience must have included at least two years of experience as a project leader assigning and reviewing work of professional staff (i.e. right of way agents) including project responsibility for developing goals and objectives, project evaluation, OR monitoring and controlling, or preparing a budget. A Bachelor's degree related to Management, such as Business or Public Administration, or a field related to real estate may be substituted for up to three years of the required experience but not the two years of specialized experience. Salary \$3,146 to \$4,430 a month plus benefits. Announcement #OCOT7430. Completed application materials must be received by October 1, 1997. Contact ODOT Recruitment at (503) 986-4030 (TTY 986-3854 for the hearing impaired) for required application packet.

Principal Executive/Manager D (Geology Supervisor)

We are seeking an individual with strong leadership skills for position

located in Portland. Will provide management and direction to the Region Geology Group and its programs, and develop and implement strategies for providing engineering geology, hazardous materials and NPDES to ODOT programs. Requires six years of experience in supervision, staff technical or professional-level work. This experience must have included at least two years of experience

as a project leader, assigning and reviewing work of professional staff (i.e., engineers, geologists) including project responsibility for developing goals and objectives, project evaluation, OR monitoring and controlling, or preparing a budget. Applicants must clearly demonstrate experience in subsurface investigation and geo-technical engineering. Certified Engineering Geologists and/or experience in hazardous materials and/or water quality preferred. A Bachelor's degree in Business Administration, Public Administration, Geology, Civil Engineering, or related field may be substituted for up to three years of the required experience, but will not substitute for the two years of specialized experience. Salary \$3,146 to \$4,430 a month plus benefits. Announcement #OCOT7431. Completed application materials must be received by October 10, 1997. Contact ODOT Recruitment at (503) 986-4030 (TTY 986-3854 for the hearing impaired) for required application packet.

For other ODOT opportunities call our Recruitment JOBLINE at (503) 986-3847.

OREGON STATE HOSPITAL Psychiatric Social Worker

Oregon State Hospital in Salem. Immediate opening. Position provides highly responsible casework services and is responsible for social work which is of a particularly complex nature. Current vacancy requires an MSW in social work. Salary \$2,443 to \$3,249 a month. Excellent benefit package. Call (503) 945-9015, TTY (503) 945-2996 for application packet that includes description of duties and requirements.

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

Accounting

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 uninsurable 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:

Sr. UNIX Systems Administrator

(Job # 97-235)

You will install, evaluate, administer and support UNIX servers and workstations as well as develop, standardize and document the configuration, operation and recovery procedures for our Computer System and Technology Group. To qualify, you must have a degree in Computer Science, Mathematics or Information Technology (or equivalent work experience), and at least six years' experience in data processing or scientific computing to include at least four years' experience in UNIX System Administration (preferably with Sun Solaris and AIX).

Training and Documentation Specialist

(Job # 97-222)

You will prepare user-friendly technical documentation of mainframe systems and department policies and procedures. You will also prepare training presentations and materials, as well as conduct on-one and group training of mainframe systems, PC applications, and department policies and procedures. The successful candidate will have three years of training experience with business systems and policies and procedures. The Manager is looking for a creative, detail-minded, self-motivated team player who can motivate trainees.

Executive Secretary

(Job # 97-276)

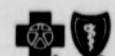
You will provide all administrative support for the Vice President, Claims. Specific duties include preparing correspondence, maintaining files, conducting information research, assisting with budget preparation and maintaining appointments/calendars. The qualified applicant will possess at least five years' secretarial experience, the ability to exercise initiative and good judgment, as well as have good PC skills and excellent organizational, interpersonal and communication skills.

Group Accountant I

(Job # 97-229)

You will support internal and external customer relations, maintain group eligibility and provide members information through written correspondence and phone inquiries. Additionally, you will produce group billing statements and reconcile aged accounts. You must have a High School diploma, or equivalent, and college accounting courses. Excellent PC and communication skills are necessary, as is the ability to type 40 wpm telephone skills and letter writing. You must possess the ability to deal with difficult customers and work overtime as needed. Previous office or accounting experience is considered a plus.

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 job # at the top of your resume or cover letter and submit to: **Regence BlueCross BlueShield of Oregon and Regence 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: 1-800-231-1617 or visit our website at www.bcsso.com



Volunteers

needed as On-Call Rape Victim Advocates with The Multnomah County District Attorney's Victim Assistance Program for evening and weekend shifts. Five training sessions (evenings) begin 9/30/97. Must be 18 years old and have own transportation. Call 248-3222 for information and to register.

Portland House of Umoja, Inc.
1626 NE Alberta Street
Portland, OR 97211

Portland House of Umoja has the following Job Openings:

Deputy Director/Bus. Manager
- Closes 9/24/97

Submit Resume & Cover letter to above address

Residential Care Facilitator
Open until filled

-Full-time

-Part-time

-On-call

P/U application packet at above address M-Fri 9-4