

CLASSIFIEDS AND BIDS


Columbia Sportswear Company®
Computer, High Technology

Columbia Sportswear, a global leader in the design and manufacture of outerwear and sportswear, has the following need in our dynamic Information Services department:

Senior Programmer/Analyst
We are seeking a programmer/Analyst who will support our Sales application development group. You will be responsible for developing global Sales Force Automation applications for customers at all levels of technical and business understanding. Five plus years visual Basic and Access experience in a business environment is required. You must have experience working with a variety of hardware platforms and operating systems: Windows, Win95, NT, LAN/WAN communications, and standard PC applications are required. Strong business communication, personal leadership, and project management skills are essential.

Columbia Sportswear offers competitive compensation/benefits package, and a business-oriented team environment.

Please send resume and salary history to: Human Resources, Dept. IS-SALES, PO Box 83239, Portland OR 97283, or FAX to: (503) 735-4597. Equal Opportunity Employer.

Events/Corporate Relations


Implement Oregon Food Bank's annual goals & objectives for statewide & local events. Requires ability to work with logistics & details; solicit sponsorships and develop corporate relations. FT + benefits. Send resume & salary reqs. by 3/11/98 to Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211. Equal Opportunity Employer.

Receptionist/Secretary - Answer busy phones, greet visitors, process mail, order office supplies, maintain office equipment and assist with office tasks. Requires experience in operating multi-line phone, 50 WPM typing, good problem solving, organizational and communication skills. Prefer experience on WordPerfect 7 and Publisher. FT + benefits. Send resume & salary reqs. by 3/4/98 to Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211. Equal Opportunity Employer.

Inner N. NE Portland CDC is seeking a committed, organized individual to manage our housing portfolio. Starting salary is 24 - 27K, & excellent benefit package.

Qualified applicants must have a min. of two years property management experience, and COS & CHM certificate through NCHM.

Interested persons may submit their resume and cover letter to: Attn: Executive Director, PO Box 11268, Portland, OR 97211 no later than March 2, 1998.

Retail

Columbia Sportswear Company®
Assistant Manager

Columbia Sportswear, the leader in outdoor apparel, is seeking an Assistant Manager for our retail outlet store in Sellwood. You will assist the Manager to ensure the efficient, profitable and customer-oriented operation of the Outlet Store. Train Sales Associates in cash register transactions, outlet procedures and the best customer service anywhere! Act as back-up for Outlet Store Manager whenever necessary.

Please send resume to Columbia Sportswear, Dept. SEL, Box 83239, Portland OR 97283-0239, or FAX to (503) 735-4597.

We are an equal opportunity employer.

Advertisement For Bids

Demar Downs Apartments
2700-2846 SE 148th Avenue
Portland, Oregon 97236
Job No. M6-0132

Sealed bids will be received at the Housing Authority of Portland (HAP), 8910 N. Woolsey Avenue, Portland, Oregon 97203, until 2:00 p.m., Tuesday, March 31, 1998 for labor and materials for an existing one-story, nine two bedroom duplexes. Shortly thereafter, bids will be opened and publicly read. No bidder may withdraw their bid after the hour set for opening until after the lapse of sixty (60) days from the bid opening.

The basic work consists of asphalt paving, concrete paving, concrete extruded curbs, modular block retaining wall, tree removal, landscaping, masonry, garbage/recycling facilities, mail kiosk, metal fabrication, composition roofing, fiber-cement exterior siding, vinyl windows, metal doors, painting, sheet vinyl flooring, plastic laminate countertops, minor plumbing and electrical.

Bid Documents are available at the HAP Office noted above. A \$50 (fifty) deposit for one set and \$20 (twenty) for each additional set is refundable when documents are returned within 10 days after bid opening.

Attendance of bidders is requested at a pre-bid tour of the project commencing at the project site noted above at 10:00 a.m., Thursday, March 12, 1998. Questions posed during the tour, not addressed in the documents, will be answered by addendum.

The Housing Authority of Portland may reject any bid not in compliance with the prescribed bidding procedures and requirements and may reject any or all bids and waive all informalities if, in the judgement of HAP, it is in the public interest to do so. questions regarding this project should be directed to H. David Walter at (503) 735-4210 or 735-4211.

Housing Authority of Portland

H. David Walter

Assistant Director, Housing Operations

Employment
Metro

*Providing regional services * Creating livable communities*

Checkroom Attendant (Portland Center for the Performing Arts) - \$7.68 - \$9.35/hour, 1 part-time position (Deadline March 5, 1998). This position greets and directs patrons, checks coats, and collects checkroom fees. Acts as a night receptionist for events. Checks in volunteers and paid staff at the Portland Center for the Performing Arts.

Custodian (Metro Washington Park Z00) - \$13.95 - \$15.47/hour, 1 part-time position (Deadline March 5, 1998). Performs general custodial work in maintenance of visitor facilities and offices. Works under the supervision of the Facilities Supervisor. This position works varied hours and shifts. Shift assignments are made through bidding based on seniority. Daily oversight and work assignments are received from the Maintenance Lead. Some work may be assigned, although most work follows a set routine and employees function without direct supervision. May have oversight of community service workers and volunteers. May assist in orienting temporary employees and newly hired Custodians. Must be able to work nights and weekends.

Multi-media Services Supervisor (Oregon Convention Center) - \$38,127 - \$48,609/annually, 1 full-time position (Deadline March 6, 1998). This position will oversee the Oregon Convention (OCC) & Expo Centers' applied information management programs related to promotions, public relations, advertising programs and display systems. Supervision is received from the Sales Department manager. This position Supervises staff in the program areas.

Technical Specialist (Metro Information Management Services) - \$15.64 - \$20.97/hour, 1 full-time position, (Deadline March 6, 1998). This position provides technical support to PC/Macintosh users throughout the organization assisting with hardware, software and communication problems including installing software programs and answering questions of the use of such programs.

Resumes are not accepted. Required application materials available at: Metro HR Dept., 600 NE Grand Ave.; If you wish application materials mailed to you, call (503) 797-1570. Web address: <http://www.metro.dst.or.us>

AA/EEO Employer

Job Opportunity: City Of Portland
New Job Listings February 20, 1998

Painter - Hourly Salary: \$17.82 at entry to \$19.37 after six months. Closing date Friday, March 6, 1998 at 4:30 pm.

Open Continuous

- Building Plan Examiner II \$21.39 to \$24.77/hr
- Clerical Specialist, \$1,856 to \$2,590
- Electrician \$20.31 to \$22.08/hr
- Police Data Technician Trainee \$9.17 to \$9.96
- Secretarial Clerk I, \$20,280 to \$28,142/yr
- Secretarial Clerk II, \$21,611 to \$30,451/yr
- Systems Analyst/Programmer \$45,365 to \$57,990/yr

For other job listings call (503) 823-4573 TDD (503) 823-3520.

Submit completed applications to:

City Personnel
 1400 SW Fifth, 10th Floor
 Portland, Oregon 97204

The City of Portland is an AA/EEO Employer.

SALES

Recognized as #1 in our industry, we have immediate openings for account executives to manage local territories. Excellent opportunity to join a growth company in a dynamic industry. Must have a strong desire to learn, the ability to communicate and the willingness to work hard and deliver results. If you are seeking unlimited income, are self-motivated with a proven sales record...Call GETKO 1-800-345-1123 M-F 8am-6pm Eastern Standard Time

Unit Director Geropsychiatric Treatment Services

Oregon State Hospital in Salem, Oregon. Position manages the overall functioning of one Geropsychiatric unit, encompassing staff and patients. Must have six years of experience in supervision or staff-technical or professional-level work related to a human services program, and the experience must have included at least two years of project leader responsibilities. Permanent full-time position. Salary is \$3,146 to \$4,430 monthly plus excellent benefit package. Application packets are available 8-5, M-F at Oregon State Hospital Employee Relations, Bldg 29; 2600 Center St. NE; Salem OR call 503-945-2815 or TTY 503-945-2996. Closing date is February 27, 1998. EOE/AA/

Manual Labor

Outdoor Poster hanger in Portland. Need car. Great pay. Will train. Call 201-634-0260 X303


Columbia Sportswear Company®
Human Resources
Divisional HR Representative Work For One Tough Mother...

Mother Boyle has proven for more than 50 years that quality construction and innovation in sports apparel is a formula for success. We're seeking a Divisional HR Representative who thrives on challenge in a fast paced environment. This position will be located in our state of the art Rivergate Distribution Center.

In this vital position, you will be working Adjusted Swing shift Hours (Monday-Thursday from 12:00pm-8:00pm/Fridays 7:00am-4:00pm) and be responsible for:

- Developing business partnerships with all division management.
- Working closely with managers to develop strategic staffing plans.
- Providing management training on HR policies and procedures in a group of individual setting.
- Coordinating and overseeing divisional selection process.
- Providing employee relations services to managers and employees.

Competitive candidates will have 5+ years experience in the HR field as a generalist or specialist, possess an advanced level of knowledge related to recruiting and legal employment practices and Federal/State labor laws, and have excellent verbal and written communication skills.

Send resume to: Human Resources, Dept. DHR, PO Box 82339, Portland OR 97283, or Fax to: (503) 735-4597. Equal Opportunity Employer.

MULTNOMAH EDUCATION SERVICE DISTRICT
INVITATIONS FOR BIDS AND QUOTES
for furnishing VARIOUS SUPPLIES

Bids and quotes are solicited to furnish various supplies for this agency's Cooperative Purchasing and Outdoor Education programs. Bids and quotes will be received by Michael Mlynarczyk, Purchasing Agent, at 11611 NE Ainsworth Circle, Portland, OR 97220-9017 (PO Box 301039, Portland, OR 97294-9039) (Phone: 503-257-1791) on the dates noted below until no later than 4:00 PM, Pacific Standard Time (PST), for

- (1) Art, Paper & Photographic Supplies IFB #145-98-348, March 19, 1998
- (2) Construction Paper, IFB #145-98-350, March 5, 1998
- (3) Dairy & Eggs (Spring, 1998), RFQ #221-98-357, March 6, 1998
- (4) Health Room Supplies, IFB #145-98-346, March 12, 1998
- (5) Office Supplies, IFB #145-98-351, March 19, 1998
- (6) Playground and Athletic, IFB #145-98-345, March 12, 1998

at which address and times the bids and quotes will be publicly opened, but bid and quote items and prices will not be read aloud.

Specifications may be obtained at the above office. Each bid or quote must contain a statement as to whether or not the bidder is a resident bidder as defined in ORS 279.029. The District may reject any bid or quote not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all bids or quotes upon a finding of the agency it is in the public interest to do so. No bid or quote will be considered that is received after the appointed date and time.

Dear Clients and Families of the Garlington Center

This is to let you know that I regret any break in services or inconvenience that may have happened over the past week or so with changes in our staff. These changes brought a great deal of confusion to a number of clients and their family members. I apologize for that confusion. This letter is to clear up any confusion or misunderstanding that you may have had. If you have further questions, please ask your case manager, therapist, nurse or doctor. If they do not have the answer right away, they will get the answer for you. It is important to make the following points clear to you:

- > The Garlington Center has not stopped providing services at any point over the past two weeks. The Garlington Center has never stopped providing services.
- > The Garlington Center is not going to stop providing services in the future. You can count on the Garlington Center and its staff to continue providing the very same services that you are used to getting from us.
- > You or your family member can obtain the following services from us:

You can get your medications.

You can get your medication prescriptions refilled.

You can get an appointment to see a doctor when you need to.

You can see a nurse and get advice when you need to.

You can attend your medication groups as you always have.

You can get your shots when scheduled, or you need to.

You can always call your case manager and get a response. You can always call your therapist and get a response.

You can attend all of the programs that you always have.

You can work on getting housing with a case manager.

You can get involved in vocational programs by working with your case manager.

You can get individual and group therapy as you always have, which is based on your treatment plan.

Because we have changed to a new way of getting funding, we must start to do our work with greater cost savings. Therefore, we have had to reduce the number of our staff. This has been a hard decision for administrators, for many staff, and most importantly, it has been hard for many clients and their family members. However, please keep in mind that YOU WILL HAVE A DOCTOR, NURSE, CASE MANAGER OR THERAPIST TO HELP YOU WHENEVER YOU NEED IT. That Will Not Change. It may be hard to make the change from one person to another. But you will get the support and care that you need and deserve, by staff who care very much about you and your well being.

If you have any questions about any of this, please ask your case manager, your therapist, your nurse or your doctor. Family members are asked to do the same as they have questions, to help their family member who is a client to get the care they deserve and need.

Thank you for your patience, and we apologize for any inconvenience or problem that you may have experienced during this period of staff change.

Sincerely,

Phyllis S. Paulson
Chief Executive Officer