

CLASSIFIEDS AND BIDS

KICK OFF 1998 WITH THE
ULTIMATE PART-TIME JOB

UPS IS HIRING!

*Rated as the #4 Most Admired
Employer in the nation
by Fortune Magazine*



- \$8.50 - 9.50/hour to start**
- » opportunities for advancement
 - » various part-time shifts available
 - » must be 18 years or older
 - » full benefits for employees & dependents

**DROP BY . . .
THE NORTHEAST
WORKFORCE CENTER, INC.**
4106 North Vancouver Ave, Portland
8 a.m. - 3 p.m.
Monday through Friday

For more information, please call
the Workforce Center at 503-288-4370
An Equal Opportunity Employer

SUB-BIDS REQUESTED

**Portland Public Schools
Southeast Team/Phase 2**

Bid Package #2 - Early Procurement
Glencoe, Grant, Kellogg, Marysville, Richmond
(Custom Cabinets, Landscaping, Frames, Doors,
Hardware, Fire Alarm Systems)
Bids Due: March 19, 1998 at 2:00pm



**Hoffman Construction
Company Of Oregon**

Bid Phone: (503) 221-8811 - Bid Fax: (503) 221-8934
1300 SW Sixth Avenue - Portland, OR 97201 - OR CCB
#28417

We are an equal opportunity employer and request sub bids from all interested firms including disadvantaged, minority, women, disabled veterans and emerging small business enterprises.
Other Subcontracting Opportunities - Internet <http://www.hoffmancorp.com>

**McMURPHY'S
APPLIANCE
CENTER**



Sales • Service • Parts



4011 N.E. M.L.K.
Portland, OR 97212
(503) 288-3233

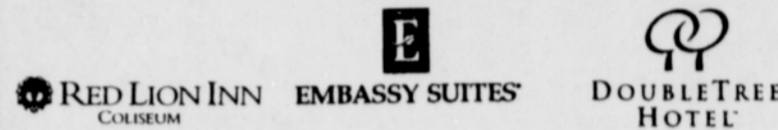


STEWART GROUP REALTY

*A Growing Company Committed
To A Growing Community*

Fax: 289-3435
E-Mail: fred@screalty.com
289-4970

**Promus Hotels
WORLDWIDE CAREER OPPORTUNITIES**



NOW HIRING - ALL LOCATIONS
If you are interested in working at a fun, fast paced environment
with great benefits:

Job Hotline (503) 978-4515
EEO/AA Pre-Employment drug screening required

Doubletree Hotel - Downtown Portland 310 SW Lincoln	Central Reservations 201 N Park Plaza Dr. Suite 250 - Vancouver
Doubletree Hotel - Jantzen Beach 909 N Hayden Is Drive	Doubletree Hotel - Columbia River 1401 N Hayden Is Drive
Doubletree Hotel - Inn at the Quay 100 Columbia - Vancouver	Red Lion Inn - Coliseum 1225 N Thunderbird Way
Doubletree Hotel - Lloyd Center 100 NE Multnomah	Embassy Suites 319 SW Pine St.

WASHINGTON COUNTY

Law Student Intern

(Full or Part-time)
\$12.47-\$15.16/hr.
Open Continuous

Senior Human Resources Analyst
\$45,757-\$55,620/yr

—OR—

Human Resources Analyst II (Journey Level)
\$41,555-\$50,379/yr
Closes March 20, 1998

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 Ave. Suite 210
Hillsboro, OR. 97214

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

Advertise In
The
Portland
Observer
Call 503-288-0033

Employment



In Oregon, opportunity means great benefits, competitive salaries, and a large variety of careers available state-wide. Currently, openings exist in the following agencies:

**OREGON
DEPARTMENT OF
TRANSPORTATION**

Fleet Program Technician
Oregon Department of Transportation is seeking an individual with experience as a fleet program technician for a position in Salem. You will plan, analyze, and prepare from concept to final product management reports, presentations, responses, studies, research and maintain statistics of performance. Conduct independent contract research and development

regarding equipment leases, ownership, privatization issues, life cycle, value analysis, cost analysis, standardization and other areas involving large heavy equipment fleet and repair operations. Evaluate contracts that meet purchasing and state legal laws and guidelines for bids. Administer fleet purchase, repair and parts contracts with contractors to include problem resolutions. Requires three years of experience administering or coordinating parts or subsets of a project or program or a Bachelor's degree in Business Administration, Management, Public Administration, or a field directly related to the position will substitute for two years of the required experience. Preference may be given to those who have training or experience in contracts or leases. Salary \$2,329 to \$3,098 a month plus benefits. [Announcement #OCOT8113] **Contact ODOT Recruitment at (503) 986-4030 (TTY 986-3854 for the hearing impaired) for required application packet.** Completed application materials must be received by March 18, 1998.

**Principal Executive/Manager D
(Public Affairs and Employee
Communications Section Manager)**

Oregon Department of Transportation has an immediate executive level management opportunity for an experienced communications manager. Headquartered in Salem, this position manages the development of the department's statewide internal and external communication programs. It directs the activities of the Public Affairs and Employee Communications Section which includes developing department communication strategies, statewide marketing initiatives, public relations, information and education programs, internal and external outreach, public involvement strategies and communications programs. Qualified applicants will possess six years of mid-level management experience within a large organization which included responsibility for development of public affairs plans, employee communications, public relations strategy and issues management. Applicants must also possess experience managing and directing public affairs/relations; representing a company to various groups such as elected officials, industry and the general public; and effectively communicating the position of the company to sometimes unresponsive audiences. A related Bachelor's degree may substitute for up to three years of the required experience. Preference may be given to applicants possessing a Bachelor's degree in a related field and experience in marketing, public information, public involvement or journalism. Excellent benefits accompany a negotiable annual salary around \$51,000. [Announcement #OCOT8018] **Contact ODOT Recruitment at (503) 986-4030 (TTY 986-3854 for the hearing impaired) for required application packet.** Completed application materials must be received by March 30, 1998.

**Personnel Officer 1
(Recruitment Analyst)**

Innovative recruitment professional wanted. Apply your creativity and outreach talents as a Recruitment Analyst with the Oregon Department of Transportation's recruitment team in Salem. You will provide technical expertise and counsel to managers, employees and potential applicants in order to recruit a highly qualified, diverse work force. Requires two years of technical-level personnel experience involving recruitment and selection, testing, classification, compensation, benefits, employee training, personnel rules interpretation, employee relations or labor contract administration; or a Bachelor's degree in Human Resources Management, Personnel Management, Industrial Relations, Industrial Engineering, Business or Public Administration, or a closely related field with emphasis in Personnel or Human Resource Management. Must have strong analytical and communication (written/verbal) skills and experience managing multiple projects and priorities. Salary \$2,127 to \$2,856 a month plus excellent benefits. **Contact ODOT Recruitment at (503) 986-4030 (TTY 986-3854 for the hearing impaired) for required application packet.** Completed application materials must be received by March 31, 1998.

**OREGON STATE UNIVERSITY
HVAC Control Technician
(Facilities Services)**

Qualifications include being a Graduate of an accredited school (2 year program) in heating and air conditioning and two years full time experience

installing, altering, calibrating, repairing and maintaining HVAC control systems and performing corrective and preventive maintenance on HVAC systems. Two additional years of qualifying experience may be substituted for the two years of education. Major duties include performing troubleshooting of systems by reading and interpreting control logic diagrams, wiring schematics and written instructions; installing, altering, maintaining, and repairing pneumatic and electrical/electronic (DDC) control systems; calibrating environmental temperature, pressure and humidity controls; diagnosing and introducing custom control actions through application software; programming computer control code; installing and modifying HVAC systems; performing corrective and preventive maintenance on HVAC systems; and fabricating parts or mounts for equipment. Salary \$2,306 to \$2,657 a month. **Contact OSU Department of Human Resources, 14th and Jefferson, Corvallis, OR 97331-2131, (541) 737-3103, TTY (800) 735-2900,** for application materials. All application materials must be received by the closing date of March 27, 1998.

DEPARTMENT OF HUMAN RESOURCES

**Accounting Manager
Principal Executive Manager E**

The State of Oregon, Department of Human Resources currently has an opening for a Principal Executive Manager E (Accounting Manager) located in Salem. This position is responsible for overall accounting management, internal controls, audit support, and agency support for the Senior and Disabled Services (SDSD), Department of Human Resources Office of the Director, Office of Medical Assistance Programs (OMAP), and a portion of Office of Alcohol and Drug Abuse Programs (OADAP). The primary duties of this position involve the full scope of supervisory responsibility including hiring, training, coaching, performance appraisals, disciplinary actions, and terminations; direct and manage the professional and technical accounting staff performing Revenue and Expenditure Accounting, Account Payable, Accounts Receivable, Federal and State Management Reporting, Statewide Financial Reports, Federal Cost Allocation Plan, and Accounting Systems Maintenance; establish internal controls to ensure fiscal integrity, funds are properly expended, accounts are complete and accurately reflect fiscal status, accounts are reconciled on a timely basis, full and fair disclosure of financial position is available, and federal expenditure reports are complete and accurate. In order to qualify for this position you must have three years of management experience in public or private organizations 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; d) and budget preparation; OR three years of professional experience as a project leader, assigning and reviewing work of professional staff including project responsibility for developing goals and objectives, project evaluation, and monitoring and controlling or preparing a budget. Graduate level courses in management may be substituted for one year of the required experience. Salary is \$3,466 to \$4,884 monthly. **Application materials and a detailed job announcement (LE980054A) may be obtained through your local employment office, or by calling the DHR JOBLINE at 503-945-5742, TTY 503-945-6214 or internet at: <http://www.dash.state.oregon.gov/jobs/> Please send applications to: Department of Human Resources, Records and Recruitment Unit, 500 Summer Street NE, Salem, OR 97310. Applications will be accepted through March 13, 1998.**

OREGON DEPARTMENT OF CORRECTIONS

Correctional Counselor

Located in Ontario at Snake River Correctional Institution. Requires two years of professional counseling experience in a social service/rehabilitative program, one year of which must have been in a correctional setting and a Bachelor's degree in a behavioral science or related field. SALARY: \$2882-\$3919. Job Announcement # LE980283 and State of Oregon employment application may be obtained through any Oregon Employment Department or call (503)378-6013 or log onto our web site at <http://www.doc.state.oregon.gov>. Recruitment closes March 20, 1998.

Assistant Director of Institutions

The Oregon Department of Corrections has two vacancies as Assistant Directors of Institutions. These positions are responsible for the overall direction and leadership of a statewide network of 12 adult correctional institutions. Requires 10 years of progressively responsible management experience directing a complex, multi-faceted organization of related size and scope and a Bachelor's degree or three additional years of experience. Preference may be given to experience/knowledge of public sector management and/or Adult Correctional programming emphasizing the reduction of recidivism. SALARY: \$55,848-\$78,624 annually. Excellent Benefits. **Job Announcement #ES107028 may be obtained through any Oregon Employment Department or call (503)378-3040, FAX (503) 378-5731, or visit our web site at www.dash.state.oregon.gov/jobs/.** Recruitment closes March 18, 1998.

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.



**NEW
HOMES**



Priced from

\$122,500

- 1338 to 1469 sq. ft.
- 3 & 4 bedrooms
- 2 1/2 baths
- 2 car garages
- Fenced with front landscaping

**Open Fri
Sat-Sun-Mon
12 to 5**

To Visit: West on Highway 8 to Cornelius. Right on 19th. Proceed North 1/4 mile. Right on Holladay. Go to Information Center.

**Kifton Development
(503) 359-0911**



Columbia Gorge \$229,900

SKAMANIA! CHALET WITH 11+ ACRES

Columbia Gorge property with 6 acres, fenced and 12 X 16 horse barn. House has 3 bedrooms, 2 baths with 2,000 SF deck off master suite. Only 20 miles to I-205 access.

Please call 503-708-5510 or 1-888-288-5432.



**GREAT HOUSE, GREAT PRICE &
GREAT LOCATION**

Three bedroom, two baths, vaulted ceilings in living/dining and master bedroom. Large vaulted entry with hardwood & alcoves. Bayed window in living room. On cul-de-sac, brick accent, real wood trim, fenced & wood deck & large private side yard. Built 1990. **\$159,900.** #HDC12836.

Call Debbie (503) 708-5510 or 1-888-288-5432.