

CLASSIFIEDS AND BIDS



Data Entry Operator

Enter, maintain, and audit dealer orders (alpha/numeric). Ability to perform a variety of Data Entry assignments in accordance with modern office practices. Required to operate a keyboard at a minimum of 50 words per minute. Ability to work effectively under deadline pressure. Require 1+ years related experience performing data entry, office support assignments, or equivalent education and/or experience. Spreadsheet experience a plus.

Consumer Representative

Answer direct customer (consumer) inquiries or requests on busy phone lines correctly and courteously. Order appropriate and in-stock replacements for problem garments. Respond appropriately to repair questions, give information on fabric, garments, findings/notations. Requires 1+ years business experience, preferably in a customer service position. Previous phone experience helpful.

Account Representative Assistant

Provide administrative and research support to assigned Territory Account Representative. Respond to customer inquiries regarding product availability, claims, return authorizations and orders. Requires 1+ years experience in business environment, preferably in a customer service or a related field; or equivalent work experience in customer service in the apparel industry. Ability to work effectively under deadline pressure.

Please send resume and salary history to: Human Resources, Dept. Cust, P.O. Box 83239, Portland, OR 97283, or FAX to: 503-735-04597. Equal Opportunity Employer.



Accounting Senior Analyst-International Finance

Columbia Sportswear Company, a leading manufacturer of sportswear and outerwear, is seeking an International Accountant responsible for providing world wide financial support to international subsidiaries and divisions. Responsibilities include preparation of financial statements in accordance with GAAP, preparing budgets, monitoring and reconciling intercompany activity between subsidiaries, forecasts and other analyses as required. Bachelors degree or equivalent specializing in accounting and two plus years general accounting experience. C.P.A., C.M.A. or candidate preferred. Experience with consolidation accounting Working knowledge of computer spreadsheet based financial analysis and modeling required. Exposure to international business a plus. Some international travel may be required. Must be a team player that thrives in a fast pace corporate HQ environment. Please send resume and salary history to: Human Resources, Dept. INTACCT, P.O. Box 83239, Portland, OR. 97283, or FAX to: 503-735-4597. Equal Opportunity Employer.

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Area Millionaire

Looking for 5 entrepreneurs who are motivated, success minded, self-starters and want to make serious money. Call 1-888-309-2575

Notice To Contractors 1997/98 Preventive Maintenance Crack Sealing Project No. 5098

Sealed proposals will be received by the Department of Environmental Services at Gresham City Hall, 1333 N. W. Eastman Parkway, Gresham, Oregon 97030, until **May 6, 1998, 9:00 a.m.**, local time, at which time they will be opened for the **1997/98 Preventive Maintenance Crack Sealing Project No. 5098**.

The major quantities involved are as follows:

Preparation by air blasting and sealing of approximately 603,000 linear feet of cracks in pavement surfaces. The City will provide the crack sealing material, street sweeping and herbicide treatment.

Contractor for this work shall furnish all labor at current U.S. Department of Labor prevailing wage rates, materials and equipment and services of all kinds to complete the work in accordance with the plans and specifications therefore.

Prior to obtaining plans and specifications, contractors must be a holder of (as identified by the Department of Environmental Services distribution list), or purchase (\$50), the current **City of Gresham Public Works Standards** (July 20, 1993).

Plans and specifications may be examined at the office of the Department of Environmental Services, 1333 N.W. Eastman Parkway, Gresham, Oregon. Copies of said plans and specifications may be obtained upon application to the Department of Environmental Services and by posting a non-refundable fee of \$25 with the Department of Environmental Services for each set of plans and specifications requested. **If plans and specifications are ordered by mail, you must add a \$5 processing and mailing charge.** Questions concerning this project should be addressed to **John Harris, Transportation Operations Supervisor, or Jim Clark, Project Manager, at 618-2626.**

Contractors must prequalify for construction with the City of Gresham, as required by the laws of the State of Oregon, before the date of bid opening. Otherwise, their proposal may not be given consideration.

Contractor must prequalify for construction with the City of Gresham, as required by the laws of the State of Oregon, before the date of bid opening. Otherwise, their proposal may not be given consideration.

Contractors shall obtain a city of Gresham business license prior to commencing work.

All proposals must be submitted on the regular forms furnished by the City of Gresham, addressed and mailed or delivered to the Department of Environmental Services, City of Gresham, 1333 N.W. Eastman Parkway, Gresham, Oregon 97030-3813 in a sealed envelope plainly marked, "**Sealed Bid on 1997/98 Preventive Maintenance Crack Seal Project No. 5098**", bearing the name and address of the bidder. Each bid must be accompanied by a certified check, cashier's check or bid bond in an amount not less than ten percent (10%) of the total bid. A performance and payment corporate surety bond in the full amount of the contract shall be required to guarantee faithful performance of the terms of the contract at the time of contract execution.

Each bid must contain a statement as to whether the bidder is a resident bidder, as defined in ORS 279.029. In determining the lowest responsible bidder, the public contracting agency shall, for the purpose of awarding the contract, add a percent increase on the bid of a nonresident-bidder equal to the percent, if any, of the preference given to that bidder in that state in which the bidder resides.

Each bid must contain a statement by the bidder that the provisions of ORS 279.350 will be complied with.

Each bidder must file with his bid an affidavit of non-collusion.

The City Gresham reserves the right to reject any and/or all bids, waive informalities or to accept any bid which appears to serve the best interests of the City.

The City of Gresham is an equal opportunity employer.

By Order Of The City Council

1333 N.W. Eastman Parkway
Gresham, OR 97030

Systems Assistant

Franz Bakery seeks experienced computer operator for busy office. Prefer 2 years related experience or combination education/experience-manufacturing environment a plus. Knowledge of D-Base, Report Writer, Monarch, Microsoft Office helpful. Will run daily production reports, maintain pricing tables, provide user support for office staff and handheld routes and troubleshoot. Must be able to learn quickly and demonstrate strong attention to detail using customized bakery software. Will have flexible hours and some Saturday work. Competitive salary and excellent benefit package. Send resumes to P.O. Box 14769, Portland, OR. 97293-0769. No Resumes Accepted after 4-26-98. AAO/EEO Employer.

St. Mark Baptist Church

Looking for piano player. Contact Paster Robert Kelly Church, phone 287-7457

Accounting Analyst

Position performs in-depth analysis of electric power operations and financial performance. Develops and monitors incentive compensation for power marketing area. Prepares complex financial statements and other analysis, manages projects and performs and applies in-depth accounting research. Position requires a minimum of a four year degree in Accounting or related field and at least two years of advanced accounting experience. Closing date is Friday, May 1, 1998, 5:00 pm. Salary \$37,1700\$47,986 annually.

For information and application packet contact:

Eugene Water & Electric Board, P.O. Box 10148, Eugene, OR. 97440, Attn: Human Resources. Job information line 541-484-3769 or e-mail brendawasson@eweb.eugene.or.us. A completed application form is required for all EWEB positions.

EWEB values diversity in the workforce and is an equal opportunity employer.

Notice To Contractors

Sealed bids for the construction of Lakeside Water District, Coos County, Oregon, Phase I Water System Improvements -Transmission Water Main, Backwash Water Main, Pressure Sanitary Sewer and 500,000 Gallon Steel Storage Reservoir will be received by the District until 2:00 P. M. Pacific Time, on May 20, 1998. Bids submitted prior to opening are to be delivered to the District Office, P.O. Box 314, 1000 North Lake Road, Lakeside, Oregon 97449.

Bid opening will be conducted in the District Office Board Room and publicly opened and read aloud.

Schedule B project consists of installing approximately 5,700 linear feet of transmission water main, with alternate bids for construction of additional pipe line. Project components and estimated major quantities are as follows:

16" PVC Waterline.....1,830 linear feet
12" PVC Waterline.....3,810 linear feet
6" PVC Backwash Water Main.....2,540 linear feet
2" PVC Pressure Sanitary Sewer.....2,540 linear feet

Miscellaneous Appurtenances and Restoration Work

Schedule C project consists of installing 500,000 Gallon Welded Steel Storage Reservoir with alternate bid for construction of 500,000 Gallon Bolted Steel Storage Reservoir. Site work, concrete ringwall and miscellaneous appurtenances is included.

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:

Lakeside Water District.....Lakeside, Oregon
Bay Area Plan Exchange.....Coos Bay, Oregon
HGE Inc., 19 N.W. 5th Avenue.....Portland, Oregon
Eugene Builders Exchange.....Eugene, Oregon
Douglas County Plan Center.....Roseburg, Oregon
Daily Journal of Commerce Plan Center.....Portland, Oregon
Dodge Scan Reports.....Wilsonville, Oregon
Oregon Contractors Plan Center.....Clackamas, Oregon
Construction Data West.....Portland, Oregon
Construction Data Wilsonville.....Wilsonville, Oregon
Construction Market Data.....Portland, Oregon

One copy of the Contract documents may be obtained by prospective bidders upon receipt of cash or check in the amount of \$75.00, per Schedule, 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) 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, refile 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 the Lakeside Water District 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 as required by ORS 671.530. Bidder is not required to be licensed under ORS 468A.720.

The Contract is for public work subject to ORS 279.348 to 279.363. No bid will be received or considered by the Lakeside Water District or any officer thereof unless the bid contains a statement by the Bidder as a part of their bid that the provisions required by ORS 279.350 (relating to prevailing wages) shall be included in this Contract.

Contracts awarded for this project will be financed with a grant and loan from the rural Development (formerly FmHA) branch of the United States Department of Agriculture. Prior to any Contract Award, compliance with all USDA/Rural Development requirements will be verified. Similarly, all contracts, project payments, change orders and associated paperwork will be subject to USDA/Rural Development review and approval prior to becoming effective.

Bidders will be required to comply with the provisions of the President's Executive Order No. 11246 concerning Equal Employment Opportunity (EEO), including all issued amendments thereunder. The requirements for Bidders and Contractors under this Order are detailed in the Contract Documents.

The Lakeside Water District 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 the Lakeside Water District 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 the Lakeside Water District.

Linda M. Sherych
Chairperson

Sales Executive

Duties include development and management of advertising clients for KPAM Radio. Must expedite sales process from sale to collection. Requires sales experience, motivated, team player, personal transportation, willing to prospect.

Administrative Assistant/ Receptionist

Duties include phone console, general office. Proficiency with MS Word, Windows 95; good computer skills required. Positive, team player, good speaking voice. MS Excel, CBSI traffic or radio traffic a bonus.

KPAM AM airs a Christian Hit Radio music format. Offer generous salary, benefits, vacation, 401K. KPAM is an equal opportunity employer. We encourage minorities and women to apply for these positions. Send resume or call KPAM, 10209 SE Division St., Suite 100, Portland, OR 97266; (503) 251-1277 or fax (503) 251-1047.



Computer, High Technology SR Network Engineer- Technical Support

Design and engineer LAN networks. Ensure the efficient and effective operation of the LAN system. Assist in system planning, design, troubleshooting, back-up and/or repair. Support backbone network (FDDI Ring). Requires 3+ years experience in LAN troubleshooting and repair or equivalent education and/or experience.

Columbia Sportswear offers competitive compensation/benefits package, and a business oriented team environment. Please send resume and salary history to: Human Resources, Dept. IS, P.O. Box 83239, Portland, OR 97283, or FAX 503-735-4597. Equal Opportunity Employer.

Coordinator, Disability Services for Students

Full-time (1.0 FTE), twelve-month position in the Information & Academic Support Center (IASC) at Portland State University. Coordinate university efforts for providing classroom accommodations for students with disabilities. Serve as resource to students, staff and faculty related to disability issues. Qualifications: Masters degree required. Experience working with students with disabilities in higher education setting. Send cover letter, vitae, and names of two references to Chair, Disability Services Search Committee, Portland State University, PSU Box 751-IASC, Portland, OR 97207-0751. Closing date for applications May 22. Anticipated start date of July 1, 1998. Position announcement available, (503) 725-4005. An EO/AA institution.