

Kennedy School



Front Desk

FT long-term positions avail. Past customer service exp. and ability to handle multiple priorities req'd. Fast paced high-energy position! Must have flex sched 7 am-11pm any day.

Catering Cook

FT line cook positions. Must have flex sched noon-10pm any day. fun, fast-paced, interesting work. Great job for someone looking to gain exp. in cooking.

Dishwasher

FT long-term positions. No exp. necessary. Fast paced fun work environ!

All applicants must have flex sched and be able to work wknds. We offer benefits and pay raises to long-term employees. Please apply at 5736 NE 33rd or on line at www.mcmenamins.com. No phone calls please! McMenamins is an equal opportunity employer.

**Quality Control Advertisement
Quality Control
Laboratory**

Growing vitamin manufacturing company looking for Laboratory Personnel. Positions require effective communication at all levels, quality management, organizational and time management skills, and an ability to be a team player.

Lab Clerk, Nights - Self-managing and able to follow directions
Lab Tech I, Nights - Two years college work or equivalent plus safety training
Lab Tech II, Days - Two years college work or equivalent, safety training, and lab experience preferred
Lab Tech III, Nights - Two years college work or equivalent, safety training, and lab experience required

Send resume to P.O. Box 13480, Portland, OR 97213, Attn: Candice or apply in person at 3580 NE Broadway, Monday through Friday, 8:00 a.m. to 5:00 p.m. Equal Opportunity Employer.

Office Support - FT

Head Start of Yamhill County is now accepting applications for the position of Office Specialist. One year general office experience preferred. Must be a self-starter, organized, and have ability to prioritize multiple tasks. Ability to work with multiple supervisors is necessary. Must have experience with desktop computers, as well as database and word processing software.

Salary: \$9.92-\$11.69 per hour depending on experience. Closing date is June 15th, 5:00 p.m. Position requires ability to meet basic physical qualifications, current ODL, and insured vehicle or acceptable alternative, available for use on the job. Application and job description available at 800 NE Second St, McMinnville or by calling (503) 472-2000 ext. 0. Include resume with application.

Head Start of Yamhill County offers an excellent benefits package. EOE

Receptionist

Immediate opening FT - 40hrs - Experienced, able to work with diverse populations & crisis situations, strong customer service skills, word processing. Salary range \$6.00 - \$9.00 per hour. Resume and references to Office Manager, AMA, P.O. Box 11243, Portland, OR 97211.

Construction Jobs Start ASAP

Exp. Labor - Jn. Carp \$9-\$16 p/h Vehicle/UA/ODL req. Call 203-5488 or 654-0021

Express your love for Dad on Father's Day by placing a personal announcement in the Portland Observer. Call Tony or Mary at 288-0033. (Deadline: June 6)



SPRING INTO SUMMER WITH THE #1 PART-TIME JOB

POSITIONS AVAILABLE NOW!
Rated #1, the Most Admired Company in the nation in the 'package, mail, and freight category' by Fortune Magazine!

\$8.50 - 9.50/hour to start
» opportunities for advancement
» variety of 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

SUBSIDIZED UNITS may be available at this time. If not, qualified applicants may be placed on a waiting list. Guardian Management Corporation is committed to "Equal Housing Opportunity."

Villa West Apartments

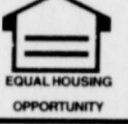
201 S.W. Agee St. McMinnville, OR. 97128 503-472-1156



SUBSIDIZED SENIORS/DISABLED - Subsidized units may be available at this time. If not, qualified applicants may be placed on a waiting list. Guardian Management Corporation is committed to "Equal Housing Opportunity."

(Orchards Plaza Apartments)

1310 N.E. 27th. St. McMinnville, OR. 97128 503-472-1892



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

Oregon Army National Guard
Non-prior or prior service okay. We take GED's. Good pay and benefits. Call: 503-557-6034.

Legal Secretary - US Attorney's Office. Full-time permanent position located in Portland, Oregon. Salary range \$21,404-34,455 depending on experience. Must be US Citizen and able to pass comprehensive background investigation and urinalysis. Full text of vacancy announcement available on Internet at www.usajobs.opm.gov or call (503) 727-1004 for information/application. Application must be postmarked by 6-10-98. Equal Opportunity Employer.

Security Guard
In-house Security Guard needed for NE Portland Liquor Outlet. Salary DOE. Call Robert at 284-3691

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:

Claims Analysts (Job #875)

You will analyze and enter claim information into our automated claims processing system. You must have a High School diploma or equivalent. Knowledge of medical terminology and ICD9 and CPT IV coding is required.

Junior Accountant (Job #716)

You will prepare journal entries and reconcile general ledger accounts using GAAP. Additionally, you will analyze and prepare financial statement consolidation worksheets, assist with annual statement preparation, and work on special projects. You must have an Associates degree in Accounting or Finance and 2 years of experience in financial accounting.

Group Accountant I (Job #907)

You will support internal and external customer relations, maintain group eligibility and provide members information through written correspondence and phone inquiries. 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.

Auditor Assistant (Job #906)

In this entry-level position, you will perform desk reviews and field audit procedures on Medicare cost reports. Requires overnight travel on the average of one week per month. A Bachelor's degree in Accounting (or related field) including credits for auditing courses is required.

Technology Consultant (Job #304)

Working as a member of the team, you will support our Application Developer's tools and processes. Responsibilities will include troubleshooting, researching and recommending development tools, processes and education. Although this is not an application development position, required skills include project management, information gathering and analysis, customer relations and service, and written and verbal communication skills.

Programmer Analyst (Job #671)

Join our fast paced department and team of Programmer Analysts gathering, analyzing and documenting information for developing and directing system improvements. You must have at least 2 years of work experience in OS and COBOL. Knowledge of the following is required: UNIX (and/or AIX) environment, ORACLE, EAP ver 7, COBOL or Micro Focus COBOL, SQL, and Lawson HR/Payroll System.

Healthcare Analyst (Job #341)

You will use your excellent analytical and communication skills to develop, coordinate and execute projects to support Regence's ongoing professional and institutional provider performance activities for both the indemnity and managed care lines of business. Candidates must have at least five years of experience in the health insurance, medical, or pharmaceutical industry.

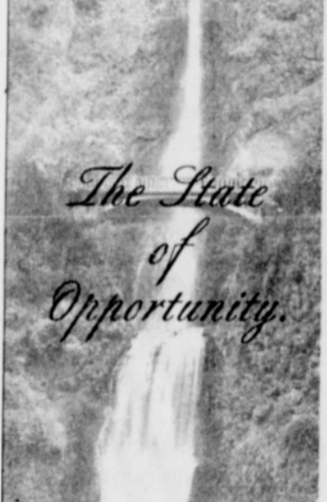
We offer a competitive salary and comprehensive benefits package. Pre-employment drug screening is required, and we support a smoke-free work environment. To apply, please indicate job # at the top of your resume or cover letter and submit to: Regence BlueCross BlueShield of Oregon and Regence HMO Oregon, 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.



For more information about career opportunities, call our Job Information Line: 1-800-231-1617 or visit our website at www.bcbso.com



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 Principle Executive Manager F (Public Transit Section Manager)

We are seeking an individual with strong leadership skills for a position in Salem. The position will supervise Public Transit Section, provide leadership, management and supervision of statewide public transportation services. Requires four years of management experience in a public or private organization which included responsibility of development of program rules and policies; development of long and short-range goals and plans; program evaluation; and budget preparation. Graduate level courses in management may be substituted for one year of the required experience. Salary \$3,830 to \$5,389 a month plus benefits. [Announcement #OC078325] **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 June 19, 1998.

Railroad Specialist 2 (Sr. Crossing Safety Specialist)

We are seeking an individual for a position in Salem. The person in this position will provide legal, accounting, direction, and monitoring of the program for safety improvements at railroad/highway grade crossings. The position also processes applications for new railroad/highway crossing construction, alterations, or closures; inspects crossings; and acts as liaison for public/railroad issues. Qualified candidates must have four years of experience in traffic, roadway, or railroad engineering such as in, but not limited to, a public works department, as a railroad public project engineer, etc.; OR a related Bachelor's Degree in Transportation, Business/Public Administration, Traffic, Roadway, or Electrical Engineering AND two years of the required experiences; OR three years of experience comparable to the Railroad Specialist 1 in the level of work, responsibility, and authority. Salary \$2,684 to \$3,576 a month plus benefits. [Announcement #OC078271] **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 June 19, 1998. ODOT is an AA/EEO Employer committed to a diverse work force.

Support Services Supervisor 3 (Administrative Support Manager)

We are seeking an Administrative Support Manager for immediate vacancy in Salem. This position will manage and direct the Administrative Support Unit for Roadway Engineering. Ensure that administrative, personnel, purchasing, project record keeping and payroll functions for Roadway Engineering are met. Works closely with unit supervisors and office staff. Position is one of six unit managers reporting directly to the Administrative Management Section Manager. Requires three years office management experience or office, technical, or support staff supervisory experience which included responsibility for hiring; training; assigning and reviewing work; doing performance appraisals; and handling disciplinary action. One year of the experience must have included supervision over multiple support functions. Salary \$2,127 to 2,856 a month plus benefits. [Announcement #OC078329] **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 June 19, 1998.

Personnel Officer 1 (Recruitment Analyst)

Innovative recruitment professional wanted. Apply your creativity, excellent communication skills and outreach talents as a Recruitment Analyst with our 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. Contribute to the team's effort to continuously improve our recruitment and selection practices. Requires two years of technical-level personnel experience or a related Bachelor's degree. Must have strong analytical and communication (written/verbal) skills, experience managing multiple projects and priorities, and an excellent customer service ethic. Salary \$2,127 - \$2,856/month + 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 June 11, 1998. Announcement #OC078116A.

Support Services Supervisor 1 (Administrative Support Manager)

We are seeking an individual for a vacancy in Salem. This person will manage and direct the administrative support staff for the Environmental Services Unit, assign and review work, develop work procedures, establish work schedules, provide training and prepare budget. Requires three years of clerical or secretarial experience, two years of which must have been at a full-performance level and have included typing, word processing, or other generation of documents. One of the two years must have involved lead-work responsibility over office support staff (assigning and reviewing work of others). Courses or training in Office Occupations or Office Technology may be substituted for up to one year of the clerical or secretarial experience. No substitution will be made for the two years at the full-performance level. Salary \$1,757 to \$2,346 a month plus benefits. [Announcement #OC078152A] **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 June 12, 1998.

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

DEPARTMENT OF HUMAN RESOURCES

Oregon State Hospital Chief Psychologist

Principal Executive Manager F
We are now accepting applications for Principal Executive Manager F: Chief Psychologist located in Salem, OR. This position provides administrative and clinical supervision leadership to the Department of Psychology. This position ensures the development, implementation and maintenance of the goals, objectives, policies and accountability resulting in quality psychology programs and services at Oregon State Hospital. Monthly salary is \$3,830 to \$5,389. Excellent employer paid benefit package. **Contact Employee Relations at (503) 945-2815 or TTY (503) 945-2996 for application packet.** Closing date is June 11, 1998.

Oregon State Hospital Principal Executive Manager B Management Analyst

We are now accepting applications for a Principal Executive Manager B: Management Analyst located in Salem, Oregon. This position designs, plans and coordinates/conducts analytical management studies or audits of hospital policies and procedures, organizational structures and accounting, budgetary, operational or administrative systems. Must have 5 years of experience in lead work, supervision or staff/technical or professional-level work involving conducting management studies and audits. The experience must have included participation in the management of a program, section, or unit including one or more of the following areas: a) development of program rules and policies; b) long and short range goals and plans; c) program evaluation; and d) budget preparation. Monthly salary is \$2,586 to \$3,642. Excellent employer paid benefit package. **Contact Employee Relations at (503) 945-2815 for application packet. TTY (503) 945-2996.** Closing date is June 18, 1998. AA/EOE.

Oregon State Hospital RN's

Opportunity to work in a psychiatric setting with geriatric, child/adolescent, and adult populations. Positions are permanent, full-time. All shifts are available. Monthly salary is \$2,532 to \$3,344. Shift differential, educational differential. Benefits include medical/dental options, state paid retirement, paid holidays. **Contact (503) 945-2815 for more information and application packet or send completed application to Oregon State Hospital, Employee Relations, 2600 Center Street NE, Salem, OR 97310. TTY (503) 945-2996.** Please see our display ad for other available positions. AA/EOE.

DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT Public Relations Manager

Permanent position located in Salem with Oregon's nationally recognized land use planning agency, has an immediate opening for the position of Communications Manager (Principal Executive/Manager C). The person in this position manages the agency's internal and external communications program; is responsible for developing communication strategies, public relations, information and education programs, internal and external outreach, and public involvement strategies; is the agency's main point of contact with the media and the general public. Salary is \$2,856 to 4,021 a month plus excellent benefits. **Application and announcement #E86000 available from DLCD at 503-373-0050, or on the world wide web at: <http://www.dash.state.or.us/>.** Application deadline is 5:00 p.m., June 15, 1998.

BUREAU OF LABOR AND INDUSTRIES Administrative Specialist 1

There is an immediate opening in the Portland office of the Bureau of Labor and Industries, Wage and Hour Division. This position supports the Forest/Farm Labor Unit and involves correspondence, telephone, and in-person contact with contractors, farmers, land owners, Oregon Legal Services Corporation, and others. The position also requires the use of a specialized automated database. Position requires a minimum of three years of clerical/secretarial experience which included two years at a full performance level performing typing, word processing, or other document generation lead work responsibility or coordination of office procedures. Coursework or training in Office Occupations or Office Technology may be substituted for up to one year of the clerical/secretarial experience. Salary \$1,755 to \$2,329 monthly. **To request an application packet, call the Portland office at 731-4070, ext. 456.**

DEPARTMENT OF CORRECTIONS Corrections Landscaper

Located in Salem. Coordinates work of inmates in horticulture work in the maintenance of grounds at correctional facilities. Requires one year of landscape design or maintenance experience as a lead worker and an Associates degree in Landscape Technology or Horticulture or an additional year of pertinent experience. Also must possess, at the time of appointment, an Oregon Public Applicator's Pesticide License in the ornamental and turf category. SALARY is \$1972-\$2585 a month plus excellent benefits. **Oregon Employment Application and Job Announcement LE980215A may be obtained from any Oregon Employment Department or call (503) 378-6013 or log onto our web site at <http://www.doc.state.or.us>.** Apply soon, screening begins June 9, 1998, could close at any time.

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