

CLASSIFIEDS AND BIDS

**Great Activist Employment Opportunities at Western States Center**

The Western States Center is currently recruiting for two key positions within our Portland, Oregon headquarters. We are seeking enthusiastic, committed activists to provide leadership, vision, and team support to our Community Leadership Training Program.

**Program Director, Community Leadership Training Program**  
Candidates will ideally have a minimum of five years organizing, training, staff supervision, program management, and fundraising experience in community and grassroots settings, including successful experiences working in communities and organizations of color, and in multicultural settings. Candidates must be willing to travel extensively throughout the West, and possess a valid driver's license. Salary range: \$32,000-37,000, based on experience, as well as excellent health, dental and vacation benefits, and pension plan.

**Trainer/Field Organizer, Community Leadership Training Program**  
Candidates will ideally have a minimum of three years of experience providing training and technical assistance, program planning, and grassroots organizing skills including fundraising, issues identification, member recruitment and community organizing to targeted coalitions and organizations in the West. Additionally, candidates must be willing to travel extensively throughout the West, and possess a valid driver's license. Salary range: \$26,000-32,000, based on experience, and excellent health, dental and vacation benefits, and pension plan.

To apply, please send a cover letter (max. 2 pages) indicating your interest in the position you're apply for, your work background, and how you feel you've prepared for this opportunity. Include an updated resume and three professional references and forward to:

Attn: Sharon Gary-Smith  
Western States Center  
PO Box 40305  
Portland, OR. 97240

or email to: sharong@wscpxd.org. **Deadline is July 30, 1998.** No faxes will be accepted. People of color are strongly encouraged to apply.

**SUB-BIDS REQUESTED**

**Ivon Court Duplexes At:**

2637 SE 125th Ave.  
Portland, OR

Longshot Constr. Co.

249-2777 Fax: 249-8673 CCB:86069

*We Are An Equal Opportunity Employer And Request Sub-Bids From Women and Minority Business Enterprises.*

**LIBRARY AIDE (.5 FTE)**

City of Milwaukie, Oregon. Salary Range: \$9.55/hr to \$12.19/hr, D.O.Q. plus excellent benefit package. We are seeking qualified entry level candidate(s) for half-time positions at the Ledding Library. Candidates with related library experience, will be given preference. Positions in this class perform a variety of semi and skilled manual tasks such as cataloging, working the circulation desk, shelving books, and assisting library patrons. Requires diploma or GED. Must have knowledge of modern library systems and programs; circulation or processing techniques; library classification systems; and basic office procedures. Must have a minimum of one year's prior work experience directly involving computer skills, clerical, customer service and general library experience or combination of education and experience equivalent. **Prior to hiring, applicants will be required to satisfactorily complete a drug test.** Contact: Cynthia, (503) 786-7507. Applications available Monday, July 13, 1998, at Milwaukie City Hall, 10722 SE Main Street, Milwaukie, OR 97222. Completed packets must be received by 4 PM, Monday, July 27, 1998, in Human Resources at the above address. Fax # (503) 652-4433. TDD #786-7555. All qualified applicants are encouraged to apply. EOE.

**Sabin CDC**, a Non-profit agency serving parts of inner NE Portland, is seeking qualified applicants for subsidized and moderate-income rental units and our Land Trust Home Ownership program. Approved applicants will be put on a priority waiting list. You may pick up applications at 1488 NE Alberta. \$15 application fee for non-HUD units.

Current vacancies: 2 bedroom at Otesha Place, 1488 NE Alberta \$480 rent, \$455 security deposit (income limit applies)

**Material Handler's**

Large north Portland/Swan Island clothing Distribution Centers are in need of hard working individuals to pick n-pack orders. Must be able to lift 40-50 lbs repetitively. These are great summer and/or long-term opportunities. Swing shift available. Call Express Personnel today (503) 735-1200.

**VOLUNTEER FAMILIES NEEDED** to host high school exchange students. Call Darla at 503-284-1539 or 1-800-888-9040.

**(1) For construction, building, home repairs, handyman, remodeling, contractors, home services, etc. sections:**

**NOTICE: Oregon Construction Contractors Law (ORS 701)** requires that all businesses that advertise remodeling, repair, home improvement or new construction be registered with the Construction Contractors Board. Registration means contractors have a bond and insurance. For your protection, call 503/365-7484 (24-hour automated contractor inquiry line) or 503/378-4621 ext. 4900 (CCB staff) to check a contractor's registration and claims history before contracting with them.

**CITY OF SALEM, OREGON HOUSING AUTHORITY INVITATION TO QUOTE**

**INSTALLATION OF GLEN CREEK COMMUNITY ROOM ON A PERMANENT FOUNDATION**

Separate sealed quotes for the Housing Authority of the City of Salem will be received by the City Purchasing Administrator's office, Room 330, City Hall, Salem, Oregon 97301, **until, but not after 5:00 p.m., local time, August 5, 1998**, for the project specified herein.

The "Information for Bidders", form of "Bid Form", "Bid Bond", Contract, and Performance & Payment Bond, Plans, Specifications, and other contract documents may be examined and obtained, at the office of the Purchasing Administrator, 555 Liberty St. SE/Room 330, Salem, Oregon 97301-3503, phone: (503) 588-6136.

Work Description: the work consists of the installation of Glen Creek Community Room, a pre-manufactures structure, on a permanent concrete foundation. Extend existing site utilities and connect to building.

Quotes must be submitted on the Quote forms furnished to bidders. Quote forms shall be submitted in a sealed envelope plainly marked "Quote ON GLEN CREEK COMMUNITY ROOM INSTALLATION ON PERMANENT FOUNDATION - Quote No. 989065", and show the name and business address of the bidder.

A **PRE-BID CONFERENCE** will be held at Glen Creek Village, 1302 Orchard Heights Rd. NW, Salem, Or **promptly at 10:00 a.m. on Monday, July 27, 1998.** A tour of the project site will follow the pre-bid conference. Only one orientation will be held. The entire pre-bid conference is expected to last approximately one hour.

A surety bond, cashier's check, or certified check of the bidder in the amount of ten percent (10%) of the Quote must be attached to each proposal as quote security. Unsuccessful bidders will have their security refunded to them when the contract has been awarded.

The successful Bidder will be required to furnish and pay for satisfactory Performance and payment Bond, in the full amount of the Contract.

The Salem Housing Authority is an Equal Employment Opportunity/Affirmative Action Employer.

Attention is called to the provisions for equal employment opportunity, MBE goal of 20%, insurance requirements, and the payment of not less than the minimum salaries and wages as set forth in the Specifications.

As permitted by state law and required by the U.S. Department of Housing and Urban Development:

- a. Retainage is 10 percent not 5 percent,
- b. Interest will not accrue on retainage, and
- c. Bonds or securities may not be substituted as an alternate form of retainage.

The Salem Housing Authority reserves the right to reject any or all Quotes, to waive formalities in the bidding and of postponing the award of the contract for thirty (30) days. Prices Quote shall be firm for a period of 30 days after the closing date.

No Bidder may withdraw his quote within thirty days after the date of Quote opening.

NOTE: This project is federally funded through the Department of Housing and Urban Development and all requirements of that agency pertaining to bidding and contract performance shall be strictly adhered to.

Inquiries concerning the contents of the Quote specifications should be directed to Brian Swenson, Contract Administrator, Salem Housing Authority, at (503) 587-4801.

Sally J. Cummins,  
Contract Coordinator

*Advertise Your Church In*

**The Portland Observer**

*Call 288-0033 or*

*Email at PDXOBSERV.COM*

**SUB-BIDS REQUESTED**

**Portland Public Schools - Lincoln High School**  
**Bid Date: July 30, 1998 \* 4:00 pm**

Baugh Construction Oregon, Inc. requests sub-bids for a new elevator addition at Lincoln High School including elevator, masonry, site concrete, structural steel, and curtain wall system.

Baugh Construction Oregon, Inc. will be bidding on all Concrete and Rough Carpentry work. Plans are available for review at Baugh Construction and all major plan centers in the Portland area.

Bids shall be addressed to Ken Mersereau, Estimator at:

15500 SW Jay St., Beaverton,  
OR 97006-6018  
503/641-2500  
Fax #503/643-0646  
CCB #62877

*We are an equal opportunity employer and request sub-bids from disadvantaged, minority, women, and emerging small business enterprises. Bids will be opened and read publicly at 4:30 pm on July 30, 1998 at Baugh Construction, 15500 SW Jay St., Beaverton, OR. Indicate whether you are a resident bidder. Any bid not conforming to public bidding procedures, may be rejected. Bids not bearing a Construction Contractor's Board Registration Number will not be considered.*

**Employment Opportunities City Of Portland**

**Assistant Trades Supervisor** - \$3,346 to \$4,277/mo. Closes 8/10/98. Reference No. 836. Exam No. 98-110.

**Building Inspector** - \$20.45 to \$24.45/hr. Open Continuous. Reference No. 825. Exam No. 98-096.

**Building Plan Examiner II** - \$22.10 to \$25.59/hr. Open Continuous. Reference No. 832. Exam No. 97-061.

**Clerical Specialist** - \$1,917 to \$2,674/mo. Open Continuous. Reference No. 830. Exam No. 97-118.

**Community Police Officer** - \$30,306 to \$49,733/yr. Open Continuous. Reference No. 829. Exam No. 97-146.

**Customer Accounts Specialist I** - \$2,056 to \$2,881/mo. Open Continuous. Reference No. 844. Exam No. 98-062.

**Electrician** - \$20.31 to \$22.08/hr. Open Continuous. Reference No. 834. Exam No. 97-083.

**Electrical Inspector** - \$20.45 to \$23.67/hr. Open Continuous. Reference No. 827. Exam No. 95-052.

**Engineer (Structural)** - Bureau of Buildings - \$4,723 to \$5,205/mo. Open Continuous. Reference No. 838. Exam No. 98-068.

**Maintenance Manager** - \$82,971/yr. Closes 8/3/98. Reference No. 841. Exam No. 98-073.

**Police Data Technician Trainee** - \$9.17 to \$9.96/hr. Open Continuous. Reference No. 821 Exam No. 98-015.

**Police Desk Clerk** - \$1,572 to \$2,175/mo. Closes 7/24/98. Reference No. 840. Exam No. 98-103.

**Secretarial Clerk I** - \$20,280 to \$28,142/yr. Open Continuous. Reference No. 837. Exam No. 97-123.

**Secretarial Clerk II** - \$21,611 to \$30,451/yr. Open Continuous. Reference No. 839. Exam No. 97-124.

**Senior Accountant (Auditor's Office)** - \$2,876 to \$3,510/mo. Closes 8/3/98. Reference No. 835. Exam No. 98-105.

**Senior Programmer Analyst** - \$45,365 to \$57,990/yr. Open Continuous. Reference No. 831. Exam No. 98-050.

**Senior Programmer Analyst (Water)** - \$46,862 to \$59,903/yr. Closes 8/10/98 Reference No. 845. Exam No. 98-111.

**Senior Programmer Analyst (Buildings Bureau)** - \$45,365 to \$57,990/yr. This recruitment may close at any time without notification. Reference No. 843. Exam No. 98-071.

**Senior Risk Specialist (Loss Control)** - \$3,905 to \$4,992/mo. Closes 8/3/98. Reference No. 847. Exam No. 98-108.

**Systems Analyst/Programmer** - \$45,365 to \$57,990/yr. Open Continuous. Reference No. 833. Exam No. 97-073.

For Detailed Information, Call 823-4573 And Choose Reference No. From Ad.

**Mailing address:**

Bureau of Human Resources  
1120 S.W. 5th Ave. Room 404  
Portland, OR 97204

Any requests for Open Competitive or Open Continuous examination applications must be accompanied by a stamped, self-addressed, standard, business-size envelope. If requests for applications are made close to our deadline, you may not get the applications in time. Applicants are invited to apply via our Internet web site, City of Portland, home page www.ci.portland.or.us

**Pick up applications at:**

Portland Bureau of Human Resources  
Application Center, Portland Bldg. Lobby 1120 S.W. 5th Ave.  
Minorities, females and disabled encouraged to apply

**Washington County**

**Assistant Planner**

\$2,769 - \$3,364/mo

Closes July 31, 1998

**Legal Assistant**

(Part-time Job Share)

\$16.36 - \$19.89/hr

Closes July 31, 1998

**Recycling Project Specialist**

\$3,055 - \$3,713/mo

Closes August 7, 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 Avenue, Suite 210  
Hillsboro, OR 97124

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

**Multnomah Education Service District**

**An Equal Opportunity Employer**

Multnomah Education Service District

INVITATION FOR BIDS #221-98-369

and Specifications for

**BUS TRANSPORTATION FOR STUDENT LEADERS**

from (18) Metropolitan Area High Schools

to (5) Outdoor School Camp sites

The Multnomah Education Service District is seeking bids on Bus Transportation for Student Leaders to an from Outdoor School as described in this Invitation for Bids (IFB).

Sealed Bids will be received for Student Leader Transportation as described in Invitation for Bids (IFB) #221-98-369; bids will be received until

**4:00 p.m. PDST (Pacific Daylight Savings Time),**

**Friday, July 31, 1998.**

at the Multnomah Education Service District Purchasing Office at 11611 NE Ainsworth Circle, Portland, OR 97220 (or P.O. Box 301039, Portland, OR 97294-9039), at which time and place they will be publicly opened and read aloud. Interested parties are invited to attend.

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.

**Campground Memberships For Sale**

Cascade Meadows campground membership for sale. Unlimited use of home park in LaPine Oregon.Coast to Coast and Resort parks affiliations.Frozen dues. \$500. (517) 663-2793.