

**Project Facilitator**

Project Facilitator non-profit organization seeks personable individual to provide in-home energy conservation education for low income seniors and people with disabilities, do home audits for installation of energy saving materials. Train and lead volunteer teams. Monitor evening and weekend workshops. Maintain inventory control. Vehicle required. Position closes on 9/4/98. Contact Community Energy Project Inc. at 284-9403. CEP is an equal opportunity employer.

**Case Manager**

Case Manager needed to design and document case plans, as well as to provide counseling services and agency collaboration to meet student need (housing, childcare, food, transportation) in a vocational training school located in Portland. Requires individual with a bachelor's degree in counseling, social work or related field and minimum of one year related experience. Please send resume and letter of interest to:

**Human Resources**  
31224 E. Historic Columbia River Hwy.  
Troutdale, OR 97060  
**RESPONSES MUST BE RECEIVED NO LATER THAN TUES., SEPT. 8, 1998**

As an affirmative action employer, we are seeking qualified minority, female, veteran and disabled applicants; however, all qualified applicants will be considered.

**SUMMERBRIDGE PORTLAND COORDINATOR**

for a non-profit educational program sponsored by The Catlin Gabel School for a diverse group of middle school students. Major responsibilities include program outreach & admissions, planning & coordinating summer program, developing curriculum, recruiting, training and supervising faculty, and day-to-day logistics of the summer program. The position is part time during the school year and full time during the summer. Minimum requirements are BA or BS degree, prior experience working with children in an educational setting & computer skills. For more information check our website [www.catlin.edu](http://www.catlin.edu).

Send cover letter and resume by Sept. 4th to:  
**Human Resources Manager**  
8825 SW Barnes Road  
Portland, OR 97225  
Equal Opportunity Employer

**Columbia Sportswear Company's Seamstress**

**Product Development**  
Columbia Sportswear Company has an immediate need for an experienced seamstress to work in our Sample room. This position will be temporary but open ended in duration.

Qualified candidates will have working knowledge of sewn construction, ability to construct a total garment with minimal supervision, and ability to gather trims and findings as per specifications. Candidate must have working knowledge of single needle, serger, coverstitch, double needle, bartack, buttonhole, and buttons. Specific job experience should include factory sewing, sample sewing and cutting. Send resume to: Columbia Sportswear Company, Human Resources, Dept. Seam, P.O. Box 83239, Portland, OR 97203, or fax to (503) 735-4597. Equal Opportunity Employer.

**Radio Promotion Coordinator For Entercom Portland Radio Station.**

Coordinate contesting, data entry, sales promotions, major station events. Must have good computer skills, be detail oriented and organized. Send resume/references to Human Resources-Entercom Portland, 0700 S.W. Bancroft Street, Portland, OR. 97201. Entercom Portland (KGON, KNRK, KFX, KKRH, KKS, AM/FM) is an Equal Opportunity Employer-Women and Minorities encouraged to apply.

Small company who cares, hiring Direct Care Workers. No exp. nec. Start at \$6.45-\$7.30 an hour. Want to make a difference? Call 669-6622. Homes Opening soon.

**Have Summer Off!**

**DATA ENTRY** - Leading non-profit seeks flexible, accurate person for daily processing/entering of revenue and office tasks. Requires computer exp., 50 WPM and 10 key. Part-time schedule with summers off. Apply at Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211 by 9/2/98. Equal Opportunity Employer

**Start tomorrow**

**\$9-15 p/h**  
Laborers, Carpenters, Flaggers, Landscapers, Clean up, Drivers, Framers, Millwrights, Welders, Cabinet makers. Apply @ 2700 SE Harrison #D, Milwaukie, OR. 8am-4pm M-F. Veh/ODL/UA654-0021

**Business/Child Care Management Consultant**

**Part-time 30 hours/week Salary \$18,000/year**  
This person will be providing technical assistance in business administration to child care centers and family child care providers. Bachelors Degree in Business Administration or related field preferred. At least 4 years experience in business/program management and administration. Must have own transportation. Please send resume to: Albina Ministerial Alliance Metro CCR&R P.O. Box 11243 Portland, Oregon 97211 Deadline: September 4, 1998

**Sales/Counselor**

Immediate opening for highly motivated, well organized, self starting individual. Caring, helpful, sensitive, customer relational and listening skills essential. Sales and cold calling experience important. Must have own transportation. Some hourly pay plus commissions and benefits. Call Julie, River View Cemetery 246-4251.

Maintenance

**OREGON LEGISLATURE PREVENTATIVE REPAIR WORKER**

**\$2,191 - \$2,942**

- Operate Chiller and Boiler Systems
- Preventative Maintenance of Mechanical Equipment
- Plumbing and Fabrication

Karen Hupp  
Employee Services  
140 State Capitol, Salem OR 97310  
(503) 986-1373  
Job Line: (503) 986-1375  
<http://www.leg.state.or.us>  
Deadline: 9/8/98



Rideshare/Commuter information is available  
Applications are also available at  
The Portland Observer Newspaper  
4747 N. E. Martin Luther King Jr. Blvd.  
Portland, OR 97211

**WEST COAST BANCORP**

**JOB OPPORTUNITY ANNOUNCEMENT**

**Customer Service Rep 2**

High School Diploma, GED or equivalent experience. Basic knowledge of banking principles. PC skills including MSWord, ITI and Excel. Professional telephone skills and excellent customer service skills. Ability to multi-task, with organizational and time management skills. This position will be shared with Operations and the Loan Department.

To receive an application, please apply at the Affiliate nearest you, or go to the Human Resources Department located at 702 Church St NE, Salem OR 97301. Please return your completed application(s) to this same address.

**CITY CENTER PARKING**

**Parking Facility Operator**

Immediate opening for full and part-time lot attendants with Portland's leading parking Company. We are seeking dependable individuals with a neat appearance and a positive attitude.

We offer:

- \$7.00/hr starting wage
- \$10.50 overtime available
- Medical and Dental Benefits available
- Advancement potential


Applicants must have valid drivers license, submit drug test and background check. Apply in person daily between 12:00 and 1:00PM at City Center Parking at 215 SW 6th.

**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 UPS . . . FOR AN INTERVIEW AND TOUR OF THE FACILITY!**  
6707 N. BASIN AVENUE, Portland (Swan Island exit from I-5)

**12:30 or 6 p.m. Monday through Thursday**

An Equal Opportunity Employer

**HAVE YOU EVER WANTED TO FLY JETS?**



The Oregon Air National Guard 142nd Fighter Wing is looking for men and women for future pilot training positions.

**Minimum Qualifications:**

- Excellent Health
- Bachelor's Degree
- Desire to Excel
- Must Enter Pilot Training Before Age 27

**Benefits:**

- USAF Flight Training
- Worldwide Travel Opportunities
- Pay
- Lifetime Friendships
- Retirement

**Come Fly the F-15 Eagle with Oregon's Redhawks**

**Contact:**  
**Your Air Guard Recruiter at 1-800-392-1801**

**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.

**Customer Service Representative I** (Job #1285)  
In our Salem Office, you will provide accurate and timely information to our customers, brokers, providers, and group administrators regarding benefits, contract administration, eligibility, claim payments and denials. You must have a High School diploma, GED, or equivalent work experience including at least 1 year of customer service experience (within the last 2 years).

**Claims Analysts** (Job #1106)  
We are seeking dependable and enthusiastic candidates who have a High School diploma (or equivalent), and a basic knowledge of medical terminology as well as ICD9 and CPT IV coding to analyze and enter reimbursement information into our automated claims system. Attention to detail is crucial in this position, as is the ability to perform under pressure while meeting company standards in a team environment.

**Facility Design Specialist** (Job #1343)  
We are seeking an experienced designer who will maintain and update floor plans for new site installations. Qualified candidates will have a working knowledge of fire and building codes, as well as OSHA and ADA regulations for the office environment.

**Customer Service Representative I** (Job #1285)  
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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 number and/or title 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.



**Financial Analyst** (Job #1344)  
You will conduct studies of present accounting systems and procedures and recommend changes to improve efficiency and accuracy as well as develop an understanding of risk sharing model reports to ensure proper recording of provider bonuses or write-offs. You must have a Bachelors degree in Accounting or Finance with a minimum of four years of accounting work experience, or an appropriate combination of education and experience.

**Reimbursement Analyst** (Job #991)  
You will provide reimbursement support to all divisions of the organization. You must have a college degree in business, computer science, math, or statistics; or at least two years of experience as a programmer, statistical analyst, or in a position in health care finance.

**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.

**Technology Consultant Application Development Tools** (Job #304)  
The successful candidate will support our application development tools and processes. Although this is NOT a development position, it requires excellent skills in project management, information gathering and analysis, customer relations and service, and written and oral communication.

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

**OREGON DEPARTMENT OF HUMAN RESOURCES**  
Office of Medical Assistance Programs  
**Program Technician 2**  
**Prepaid Health Plan Coordinator**  
We are currently recruiting dynamic and creative individuals to act as Prepaid Health Plan (PHP) Coordinator for our Salem office. The positions are responsible for designing, implementing, and operating fully capitated prepaid health plans and related contracts and interfacing with diverse viewpoints and audiences. To qualify you must have two years of experience with responsibility for program or project monitoring and coordination. The experience must have included program evaluation responsibility. Salary \$2,814 to \$3,940 a month. To apply obtain announcement #LE980280A, a State of Oregon application (form PD100) and any required supplements from a local Oregon Employment Department office, or most state agency personnel offices or call (503) 945-5698. If you have a disability and need an alternative format in order to complete the application form, you may call the Exam Unit at (503) 945-5843 (TTY) (503) 945-6214. Closing date is September 4, 1998.

**Oregon State Hospital Rehabilitation Industries Rep**  
This position, located in Salem, develops and obtains work contracts for the patient benchmark vocation program, and participates in the development of public relations and marketing support. Applicant must have experience in sales and contracts, prior vocational experience is desired. Salary \$1,925 to \$2,683 a month, plus an excellent benefits package and ongoing training opportunities. Contact Employee Relations at (503) 945-2815 (TTY) (503) 945-2996 for an application packet. Closing date is September 8, 1998.

**OREGON BUREAU OF LABOR & INDUSTRIES CIVIL RIGHTS DIVISION**  
**Civil Rights Field Representative 2**  
**Senior Investigator**  
Responsible for investigating complaints of prohibited discrimination in employment, housing, public accommodations, and career schools. Position is located in Salem. Critical thinking/analytical skills related to civil rights, law, mediation, personnel, investigation, or related specialized experience required. Salary \$2,329 to \$3,249 a month. To receive application materials through the mail, call (503) 731-4070 in Portland. The job announcement (including test questions) and application form are also available on-line: <http://www.hr.das.state.or.us/jobs/> Closing date is September 4, 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.hr.das.state.or.us/jobs/>. The State of Oregon and all its divisions are proud to be equal opportunity employers.

**OREGON DEPARTMENT OF TRANSPORTATION**  
**Principal Executive/Manager D**  
**Technical Support Manager**  
If you are a skilled manager with experience in transportation, we have a position for you with our Region 1 Technical Support Unit in Portland. Using your communication and technical skills, you will provide leadership to 14 professional and technical staff members performing quality assurance and control, utility and bicycle/pedestrian coordination and scheduling. You will also work closely with other sections of ODOT, local jurisdiction and agency staff and the public. Requires six years experience in supervision, staff-technical or professional-level work related to transportation engineering, including two years experience supervising and managing a program, section or unit. Salary \$3,401 to \$4,794 a month plus excellent benefits: health insurance; paid vacation; sick and personal leaves; nine paid holidays; and full employer-paid retirement contribution. Announcement #OCDT8424. Contact ODOT Recruitment at (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired) or visit <http://www.hr.das.state.or.us/jobs/> for application materials. Closing date is September 14, 1998.

**Principal Executive / Manager A**  
**Program Manager**  
Apply your managerial experience as the manager of our Property Distribution Program for the Fleet Administration Operation Section of our Support Services Branch. Responsible for the receipt and disposal of the Department's equipment fleet and equipment, maintain accountability in the property operation, including inventory and disposal. Perform supervisory duties relating to the Property Distribution and Fleet Administrative Operations. Develop procedures and recommend hiring, provide training and resolve conflicts. Prepare biennial and fiscal budgets to include the projection of revenues, expenses and program needs. Monitor expenditures to stay within specific budgets. Salary \$2,416 to \$3,401 a month plus excellent benefits: health insurance; paid vacation; sick and personal leaves; nine paid holidays; and full employer-paid retirement contribution. Announcement #OCDT8205A. Contact ODOT Recruitment at (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired) or visit <http://www.hr.das.state.or.us/jobs/> for application materials. Closing date is September 15, 1998.

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