

Cabinets
MACHINE OPERATOR
Seeking experienced cabinet shop machine operator. Familiarity with Striebig saw desired. Experience with shop machinery, 32mm system, and production work required. Full time. Be dependable, flexible, and personable. Work with fun people! Call (503) 335-9278 and leave message.

Cabinets
CABINET FINISHER
32mm system cabinet shop seeking experienced cabinet finisher. Full time. Be dependable, flexible, and personable. Work with fun people! Call (503) 335-9278 and leave message.

OFFICE MANAGER
Cabinet manufacturer seeks experienced office manager for full time work. This office ties into central administrative and accounting office. Computer experience required - Word and Excel programs. Must be organized, dependable, flexible, and personable. One of Oregon Business Magazine's 100 Best Companies to Work For in Oregon. Send resume and cover letter including salary requirements to Julia Spence, VP Human Resources, Neil Kelly Company, 804 North Alberta St., Portland, OR 97217.

Full-Time And Part-Time Transit Operators

Salem Area Mass Transit District is now accepting applications for both full-time and part-time Transit Operators to operate passenger buses over prescribed routes in accordance with designated schedules. No previous bus driving experience required. We train. Starting wage \$12.14 per hour. Detailed description of duties, qualification requirements, and official application form available in our Human Resources Office, 3140 Del Webb Ave. NE, Salem, OR 97303. Official District application form must be completed and received at District by 5:00 P.M. January 22, 1999. An equal opportunity employer.

Radio Research Director for Entercom Portland. Duties include assisting sales staffs with presentation information, providing clients with specific data requests and creating/presenting data to advertising agencies and clients. This person will report to the Director of Sales for Entercom Portland. Experience with Arbitron, Scarborough, International Demographics and other marketing qualitative/quantitative data a must. Send resume/references to Director of Sales, KKSJ FM, 888 SW 5th Ave. #790, Portland, OR 97204. Women and minorities encouraged to apply. EOE.

Treatment Coordinator needed in a day treatment program for a psychiatric care center, treating emotionally and behaviorally disturbed children ages 6-12. Requirements include a bachelor's degree in a related field, and experience working with emotionally disturbed children. Please call Kate @ 665-0157 ext. 330 for more information.

Edgefield values diversity in its workforce.

Multi-cultural community mental health center seeks energetic team member to assist in day program service adults with mental illness & dual diagnosis. Provide skills training & support in independent living, socialization & money mgmt, individually & in groups. Requires BA or three years combined experience in mental health. \$20,800-\$22,933 plus benefits. Minorities encouraged to apply. **Submit resume & cover letter to: CCMH Att: Joe Bebe, 3716 NE MLK Jr Blvd., Portland, OR 97212 or Fax: 288-8168.**

Network Associates is a rapidly growing independent software vendor that provides computer security software solutions. We are seeking several enthusiastic **Senior Software Engineers** for exciting career opportunities in Beaverton, Oregon. You will be responsible for designing and implementing cross-platform applications and standards mainly on the windows platforms. The successful candidate should be proficient in C/C++, Windows 3.1/95/NT application development. Excellent communication and good interpersonal skills are a must. Network Associates offers excellent benefits and growth opportunities in beautiful Beaverton, Oregon. Please send your resume to:
Network Associates, HR-OR, 15220 NW Greenbrier Pkwy, Suite 100, Beaverton, OR 97006. Fax: (503) 531-7655, E-Mail: HR-Oregon@nai.com

KENNEDY SCHOOL NIGHT AUDIT/FRONT DESK
FT position avail. Past customer service exp. and good basic accounting skills req'd. Fast paced high-energy position! Must work nights!

HOUSEKEEPING
Full and part-time jobs avail. Responsible for maintaining guestrooms and common areas.

DISHWASHER
Responsible for all Catering dept dishes. 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 6736 NE 33rd or on line at www.mcmenamins.com. No phone calls please! McMenamins is an equal opportunity employer.



Retail

Assistant Manager

Columbia Sportswear, the leader in outdoor apparel, is seeking an Assistant Manager for our Flagship retail store in downtown Portland. You will assist the Manager to ensure the efficient, profitable and customer-oriented operation of the Flagship Store. Train Sales Associates in cash register transactions, store procedures and the best customer service anywhere! Act as back-up for Flagship Store Manager when necessary.

We offer a competitive wage, sales incentives, medical/dental insurance, 401K, employee discount and the training you will need to be successful with us.

Please send resume to Columbia Sportswear, Dept. FlagAM, Box 83239, Portland OR 97283-0239, or Fax to (503) 735-4597. We are an equal opportunity employer.

OREGON DEPARTMENT OF JUSTICE Attorney

A half time (.5 FTE) Attorney position is available in the Appellate Division, located in Salem. Duties include briefing and orally arguing appeals in the Oregon and federal appellate courts. Strong academic credentials and superior legal research and writing skills are required. A minimum of four years' (full-time) Attorney experience is also required. **To apply, please call (503) 378-5555 ext. 321 (TTY) (503) 378-5938 or visit our web site at www.doj.state-or.us.** AA/EOE. Application deadline is January 22, 1999.

Service Worker

Cleans district vehicles and facilities and performs routine maintenance on District equipment, buildings, bus stop signs and bus shelters. Starting wage \$10.51 per hour. Detailed description of duties, qualification requirements, and official application form available in our Human Resources Office, 3140 Del Webb Ave. NE, Salem, OR 97303. Official District application form must be completed and received at district by 5:00 p.m. January 22, 1999. An equal opportunity employer.

The Oregon Zoo Juniper Fence Replacement RFB #99B-01-Zoo

The Oregon Zoo, a service of Metro, the regional government providing services in Multnomah, Clackamas and Washington Counties is requesting bids for juniper fence replacement. Work contemplated consists of removing and replacing existing railing and posts and installation of glass viewing areas in accordance with the bid specifications.

Optional pre-bid conferences for prospective bidders will be conducted at 2:00 p.m., Tuesday, January 19, 1999 in the Oregon Zoo Facilities Management Resources Room through Gate A, 4001 S.W. Canyon Road, Portland, Oregon 97221. Parking available in general public parking lot only.

Sealed Bids are due no later than 2:00 p.m. Thursday, January 28, 1999 at the Metro Oregon Zoo, Facilities Management Resources Room, Attn. Sam Lasko, Facilities Management Division at 4001 SW Canyon Road, Portland, Oregon 97221.

All bidders must certify that they will comply with the requirements of ORS 279.350, requiring payment of the prevailing wage rates, and the prevailing wage rate fee and be registered with the Oregon Construction Board pursuant to ORS 671.530.

Drawings and specifications may be examined at the Zoo Facilities Management Offices. Copies of the bidding documents may be obtained at the Oregon Zoo upon receipt of a non-refundable payment of \$10.00 per set. Contact Judy Case at (503) 220-5718.

Bids must conform to the RFB format and be complete including the use of any forms. Metro may accept or reject any or all bids, in whole or in part, or waive irregularities not affecting substantial rights if such action is deemed in the public interest.

Metro and its contractors will not discriminate against any person(s) based on race, color, national origin, sex, sexual orientation, age, religion, physical handicap, political affiliation or marital status.

Metro extends equal opportunity to all persons and specifically encourages minority, women-owned and emerging small businesses to access and participate in this and all Metro Projects, programs and services.

NUISANCE ABATEMENT TRAINING PRESENTED BY CITY OF PORTLAND BUREAU OF PURCHASES AND BUREAU OF BUILDINGS

Thursday, March 4, 1999

8:30AM - 12:30PM

1120 SW 5TH AVE ROOM 930 PORTLAND OR 97204

Preregistration required by February 18, 1999. Call Harry Jacobs, Sr. Procurement Specialist (503) 823-6853.

Note: This training is offered only to contractors and qualified businesses and does not constitute an offer of employment by or for the City of Portland. Work/Training Program starts on April 1, 1999.

TOPICS
Contractor Responsibilities
Costing
Work Order Process
When/Who to Call for Assistance

Attorney Sought By the Department of Energy

The Richland Operations Office of the Department of Energy (DOE) in Richland, Washington, seeks to hire an experienced attorney for work that will mainly involve the Department's Office of River Protection (ORP). This is an excellent opportunity for an experienced attorney to apply his or her expertise to resolving a wide range of legal questions associated with environmental restoration, contracting, and operation of a multi-billion dollar radioactive waste processing plant under privatization contracts involving third party financing arrangements.

Legal issues at DOE's Hanford Site include contracting and privatization issues, environmental compliance and permitting negotiation of agreements with regulators, in particular regarding cleanup activities.

The position will be at the GS-14 level, with a salary range per year of \$67,298 - 87,489. Applicants must have at least six (6) years of professional legal experience and be a current active members of the bar. To obtain vacancy announcements and application materials call 509-376-8797, (800) 695-4363, or via e-mail at doe-ri_recruitment@ri.gov. Completed application packages must be received or postmarked by January 28, 1999. Location: Richland, WA. US Citizenship Required.

Successful Careers UNITEDhealthcare

United Health Care is leading the health care industry through innovation in management skills technology. Our employees are the key assets that help us in the pursuit of our missions and goals. We are looking for bright dependable individuals who want to share in our continued success! We currently have the following positions available:

CUSTOMER SERVICE BENEFITS SPECIALIST St. Louis Park/Bloomington

- Respond to inquires from providers and beneficiaries. Knowledge of Medicare helpful for Bloomington position.
- Requires telephone communication, problem solving and customer service skills, as well as an ability to interact with others in a team environment.

CLAIM ENTRY BENEFITS SPECIALIST BLOOMINGTON

- To accurately enter claims into computer system.
- Requires strong data entry skills and ability to follow written instructions.

We offer competitive salaries, comprehensive benefits, and casual work environment. Please send/fax resume indicating position of interest to: United HealthCare, HR/EJ, 8120 Penn Ave. S., Bloomington, MN 55431. Phone 612-885-2978. Fax: 612-885-2900.

www.unitedhealthcare.com

We promote a drug-free environment and are committed to diversity in the workplace. EOE M/F/D/V

The Council for Prostitution Alternatives Volunteer Opportunities

Recruiting volunteers and practicum students to work with survivors of the sex industry and their children. We need support in advocacy, emergency services, facilitating groups, child care, office work, fundraising and board members.

Please contact Audrey at 282-1082 for applications and/or questions.

Code Compliance Specialist - City of Milwaukie Salary Range: \$2,330 to \$2,974 per month, DOQ, with excellent benefits. Looking for excellent, dependable performance, responsive customer service, and team work. Need good organization and communication skills. Minimum requirements include a high school diploma or GED equivalent. Three (3) years experience related to inspection, code enforcement, building inspection, land use, public administration, neighborhood services, mediation, or related field. Some mediation and case management training and experience desirable. Some knowledge of code enforcement principles. Working knowledge of applicable laws, etc. and inspection techniques. Ability to present verbal and written information to the general public and in the court room. Skill in using persuasion and education to achieve voluntary compliance. Application materials include a cover letter, current resume, City job application, certification form, and supplemental questionnaire. All application materials must be received by the City of Milwaukie, Human Resources, 10722 SE Main Street, Milwaukie, OR 97222, no later than 4:00 PM, Tuesday, January 26, 1999. For more information: (503) 786-7507 or TDD #(503) 786-7555 or Fax #(503) 652-4433. Prior to hiring, require satisfactory completion of criminal background check and drug test. All qualified applicants encouraged to apply. EEO.



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

We offer:
\$7.00 starting wage
\$10.50 overtime
Opportunity
* Medical and Dental Health plan available
* Advancement potential
Applicants must have valid drivers license, submit to drug test and background check.
Apply in person between 12:00 and 1:00 PM daily at City Center Parking at 215 SW 6th.

Multi-cultural community mental health center seeks energetic team member to assist in day program service adults with mental illness & dual diagnosis. Provide skills training & support in independent living, socialization & money mgmt, individually & in groups. Requires BA or three years combined experience in mental health. \$20,800-\$22,933 plus benefits. Minorities encouraged to apply. Submit resume & cover letter to: CCMH Att: Joe Bebe, 3716 NE MLK Jr. Blvd., Portland, OR 97212 or Fax: 288-8168.

Waves Hair Design

is looking for a Hair Stylist, if you are interested Please Call DJ at (503) 891-1081

Weed & Seed Resource Coordinator

Northeast Coalition of Neighborhoods, Inc., (NECN)
The Resource Coordinator will support the Albina Community Weed and Seed site. The Coordinator should possess community organizing skills, college degree in social science preferred, knowledgeable as related to Inner North/Northeast Portland, and preferably bilingual (English/Spanish) or multilingual. Full-time, \$17.00 hr. Resumes are not accepted in lieu of a completed NECN application. No phone calls please. Apply in person to NECN, 4815 N.E. 7th, Room C-25, Portland, before 5:00 P.M., Monday, January 18, 1999.

Education

Volunteers of America of Oregon, a not-for-profit social services organization with a 102-year history serving this community, has a job opening:

Teacher Interventionist
FT Preschool Teacher needed to lead class of 3-5 year olds, provide parenting information, and work with families at risk of abuse and neglect. Requires BA in ECE+ 1 year exp., or AA in ECE+ 3 years exp. Medical/dental, vacation, \$8.00 - 8.60/hr.

Send a letter and resume to Volunteers of America of Oregon, Inc., 537 SE Alder Street, Portland, Oregon 97214, referencing FN Equal Opportunity Employer.

Rosemont Convent And School Redevelopment Request For Information

The Portland Development Commission, (PDC) working with the Rosemont Planning Committee and Pacific Rim Resources is in the process of preparing a redevelopment plan for the existing buildings on the Rosemont property located at, 597 North Dekum in Portland, Oregon.

The purpose of this Request for Information (RFI) is to help identify potential users and types of uses for the existing structures on the site, specifically, the re-use of the convent and if appropriate, the other structures.

If you are interested in receiving more information and a questionnaire, please call or write:

Shelly Bird

Portland Development Commission

1900 SW 4th Avenue Suite 100

Portland, Oregon 97201

(503) 823-3269

(503) 823-3368 Fax

The deadline for receiving more information and a questionnaire is 11 a.m. Friday, January 29, 1999.

LOANS, CREDIT CARDS, DEBT CONSOLIDATION.
For All Your Financial Needs
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