

CLASSIFIED ADVERTISING

CLEO/LILLIAN'S SOCIAL CLUB Has the following positions available. Cook-Soul Food Mixologist - Full & Part-Time, Will Train Security Guards - Certified, Full & Part-Time Salary Depending on Experience Call Xavier 284-7150

SENIOR ENGINEER ELECTRICAL/ELECTRONIC The Eugene Water & Electric Board is seeking qualified applicants for a senior electrical engineer. Requires a Bachelor's Degree in Electrical Engineering with course work in power systems and protective relaying. A minimum of eight years experience working in electrical engineering with a minimum of four years' experience in meter/relay operations. Must be a licensed Professional Engineer or have the ability to obtain within one year. Skilled in communicating complex information both orally and in writing. This exempt/technical position is responsible for providing operation and maintenance engineering for meter, relay, and control systems on EWEB's power generation, transmission, substation, and distribution systems. Includes a wide range of diverse opportunities including design, construction, and operation and maintenance engineering/technician activities and analysis. Position will require hands-on field work in the installation, testing, and commissioning of meter, relay, and control systems. Develops maintenance procedures, test plans, operating instructions and standards for relaying and metering systems. Salary \$68,713 to \$82,455/annually. For application packet contact: Eugene Water & Electric Board, P.O. Box 10148, Eugene OR 97440 ATTN: Human Resources. EWEB requires a completed application form for all positions. (541) 484-3769 Job Information Line. E-mail Brenda.Wasson@eweb.eugene.or.us. EWEB values diversity in the work force and is an equal opportunity employer.

WASHINGTON COUNTY Community Development Program Manager \$4,775-\$5,804/mo Closes March 26, 1999 Operations Superintendent \$4,017-\$4,883/mo Closes March 12, 1999 Park Aide (Temporary) 3 full-time positions available 7-8 months in duration \$7.64/hr Park Fee Collector (Temporary) 4 Part-time positions available 3-4 months in duration \$6.96/hr Call (503) 648-8606/TTY (503) 693-4898 for information. County application and supplemental application forms required. Women, minorities, and people with disabilities are encouraged to apply. APPLY TO: Washington County Human Resources Division 155 N. First Avenue, Suite 320 Hillsboro, OR 97124

COFFMAN EXCAVATION SUB-BIDS REQUESTED Warm Springs Reservation Wastewater System Improvements, Warm Springs, Oregon Bid Date: 3/11/99, 3:00 p.m. COFFMAN EXCAVATION P. O. Box 687 Oregon City, OR 97045 Phone: (503) 656-7000 FAX: (503) 656-0686 We are an equal opportunity employer and request sub bids from all interested firms including disadvantaged, minority, women, disabled veterans and emerging small business enterprises.

OREGON HEALTH DIVISION Public Service Rep 2 Customer Service Representative This full-time position requires a detailed oriented person with excellent phone skills who can type 55 words per minute and has one year experience in high volume customer service. English/Spanish preferred. Salary begins at \$1,465 a month. For application call (503) 731-4005 between 8:00 am and 4:30 pm. Closing date is March 12, 1999.

REC/OFFICE ASST Nielsen Dillingham Builders seeks a team player to perform general office duties inclu: receptionist duties, filing, word processing, mail distribution, support of office staff. MS Windows 95/Office 97 req. a multi-task self starter desired. Mail/fax/email resume to: Nielsen Dillingham Builders 9220 SW Barbur Blvd. Suite 106 Portland, OR 97219 246-1125 FAX jlage@ndbi.com email No phone calls. EOE

Receptionist - Full-Time - For Entercom radio stations KKSX AM/FM AND ROSIE. Must be friendly, patient and able to handle multi phone lines. Lots of listener/client contact. Computer skills a must. Send cover letter, resume/references to Business Manager, Entercom, 888 SW 5th Ave. #790 Portland, OR 97204. EOE. Minorities and women encouraged to apply No phone calls.

OPERATIONS SUPERVISOR Supervises bus drivers, oversees the transit island, and dispatches vehicles and drivers. Starting wage \$16.36 per hour. Write or call 503-588-2424 for official District application form and detailed vacancy announcement. Send completed application form to Human Resources Division, Salem Area Mass Transit District, 3140 Del Webb Ave. NE, Salem, OR 97303. Applications must be received by District by 5:00 p.m. March 19, 1999. An equal employment opportunity employer.

COMMUNITY DEVELOPMENT OUTREACH COORDINATOR St. Johns in the 21st Century (BHCD Target Area Development Steering Committee) seeks qualified candidates. The position requires group process community organizing and project management skills. 25-30 hrs./week, some eves and wknds; \$15-20/hr. DOE. Send or submit a cover letter and resume to: SJ21 2410 N. Lombard Portland, OR 97203 Application deadline is 2 p.m. March 15, 1999. Questions should be directed to Judy Sanders at BHCD-823-2383.

Adoptive Parents Wanted: Prefer a married, financially stable, SERIOUS INQUIRES ONLY. Send information to: P.O. Box #### Quincy, IL. 62301

SOCIAL SERVICES Counselor, In-Home for new Choices Program. F/T and P/T. Provide weekly therapeutic home visits to teen parents. Focus on goal/life planning, education, observation and intervention. Exp. W/ATOD prevention, teen parents, family dynamics helpful. MSW or equiv. Exp. Bilingual skills helpful. Benefits, \$12.50-13.50/hr. Must have own car! Resume and personal statement (your philosophies abt. Teen parents, research and counseling) to Insights by 12:00, 3/4/99, 1808 SE Belmont, Ptd., OR 97214 or call Jana @ 239-6996.

SOCIAL SERVICE POSITION: Volunteer & Training Coord. For a domestic and sexual violence program. 40/hrs/week, some evenings and weekends. Bilingual helpful. Must have own car and valid driver's license. 21,500 plus excellent benefits. Knowledge about domestic/sexual violence required. Send cover letter, resume to PWCL, PO Box 42610, Portland, OR 97242. PWCL is an EEOC employer. People of color are urged to reply. Open until closed.

FOOD DRIVE COORD - Energetic, friendly, organized team player to plan and implement statewide and local food drives. Requires excellent oral and written communication skills, problem solving and planning skills, flexibility, and attention to detail. Proficient in Win95 and related applications. Send resume and cover letter to Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211 by 3/15/99. Equal Opportunity Employer.

Edgefield Children's Center a residential and day treatment center for emotionally and behaviorally disturbed children ages 6-12. Have the following positions available.

Treatment Coordinator; days shift, requires a bachelor degree in behavioral science, experience working with emotionally disturbed children.

Child Care Worker, FT & PT available. Experience working with emotionally disturbed children helpful.

For more information call Kate @ 665-0157 ext. 330. Edgefield values diversity in its workforce.

GENERAL MANAGER Salem Area Mass Transit District, a system consisting of 20 routes serving a population area of 185,000, is accepting applications for the position of General Manager. The successful candidate must possess the broad knowledge and abilities needed to manage a public transit system including the overall planning, organizing, and operating functions. This position reports to a 7-member elected Board of Directors and has direct responsibility for implementing the policy decisions of these elected officials.

For a more detailed description and list of qualifications, request a Vacancy Announcement from Salem Area Mass Transit District, Human Resources Division, 3140 Del Webb Ave., N.W., Salem, Oregon 97303. Applications must be submitted to the District's Human Resources Manager and consist of a letter of application, complete resume and salary history. Closing date for accepting applications is April 9, 1999. An Equal Opportunity Employer committed to Workforce Diversity.

METRO Scalehouse Technician (Regional Environmental Management) - \$10.80 - \$14.47/hour, part-time, temporary. (Deadline March 10, 1999). This position operates a computerized scaling system; estimates loads and performs cashier duties for commercial and public vehicles delivering solid waste to disposal sites and provides information to scalehouse customers. No resumes accepted. Required application materials available at: Metro Human Resources Division, 600 NE Grand Avenue; Oregon Convention Center, 777 NE Martin Luther King Jr., Blvd; the Urban League, 10 N Russell; or the Northeast Workforce Center, 4106 N Vancouver Ave. If you wish application materials mailed to you, call (503) 797-1570. Web address: http://www.multnomah.lib.or.us/metro AA/EEO Employer

ALCOHOL & DRUG EVALUATION SPECIALIST Starting salary is \$15.01 per hour; full range is \$15.01 - \$20.48 per hour. Apply by March 12. For information, call (503) 736-6777.

OREGON STATE UNIVERSITY Facilities Services Trade Maintenance Coordinator Applicant for this position must possess a valid Oregon driver's license, a CFC license, and a Limited-Maintenance Industrial/Electrical license. Position requires three years' experience in operation, maintenance, or repair of facilities in one or more physical plant or building services and one additional year of experience with responsibility for coordination of maintenance work. The purpose of the position is to assist the Shop Manager in daily operations of Preventive Maintenance Shop and perform Journeyman level refrigeration work. Employees participate in accident prevention and safety training programs; and in quality and continuous improvement activities. Salary is \$2,733 to \$3,152 a month. Contact OSU Office of Human Resources, 14th and Jefferson, Corvallis, OR 97331-2131 or call (541) 737-3103 (TTY (800) 735-1232 for the hearing impaired) for application materials. AA/EOE. Closing date is March 12, 1999

Consolidate Bills! Low Rates! No Fronts Fees! Bad Credit Accepted! Bankrupts Accepted. 24 hrs Approved. Toll Free 1-877-378-0424.

CITY CENTER PARKING Facility Operator 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.

Employment The State of Opportunity. In Oregon, opportunity means great benefits, competitive salaries, and a large variety of careers available statewide. Currently, openings exist in the following agencies: OREGON DEPARTMENT OF TRANSPORTATION Associate Transportation Engineer Project Scheduling Coordinator/Designer Capitalize on your design, communication and computer skills for this position with our Region 1 Technical Support Unit in Portland. You will design, inspect and coordinate construction of small bicycle/pedestrian projects; track projects using Project Scheduling, Excel and Access software; prepare and monitor budgets; and provide other support to the Unit. Requires a Bachelor's degree in Civil or Transportation-related Engineering, or a PE (Civil or Transportation), PLS, FE/EIT or FLS/LSIT. Salary \$2622 - \$3752/month plus excellent benefits: health insurance; paid vacation, sick and personal leaves; 10 paid holidays; and full employer-paid retirement contribution. Announcement #OCDT9084. Contact ODOT Recruitment at (503) 986-4030 (TTY (503) 986-3854 for the hearing impaired) or visit www.hr.das.state.or.us/jobs for announcement and application. ODOT is an AA/EEO employer committed to a diverse workforce. Deadline: March 22, 1999. Geologist 2* Engineering Geologist Strong communication skills and the ability to work independently are a must for this vacancy located in Portland. Position will develop, oversee, interpret and report on routine to complex geologic investigations. This position is a Senior Specialist who will apply comprehensive skills to geologic investigations for highway and bridge design projects, landslide and rock fall problems, and groundwater considerations. *Although this position is classified at the Geologist 2 level, we encourage candidates who meet the minimum qualifications for a Geologist 1 to apply, as we may consider under filling the position until the selected candidate meets the minimum qualifications for a Geologist 2. Geologist 2: Requires a Bachelor's degree in Geologic Science with courses in Geologic Engineering; and two years' experience in Engineering Geology. Under fill Option (Geologist 1): Requires a Bachelor's degree in Geology. Registration as a Professional Geologist is preferred. Salary \$2,376 - \$3,407/month (\$2,156 - \$3,088 /month for Geologist 1) + excellent benefits: health insurance; paid vacation and sick leaves; 9 paid holidays; and full employer-paid retirement contribution. 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 visit our web site at www.hr.das.state.or.us/jobs. The State of Oregon and all its divisions are proud to be equal opportunity employers.

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 uninsured 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: Programmer Analyst Senior/Lead (job # 1614) We currently have an opportunity for a Programmer Analyst, Senior Programmer Analyst or Lead Analyst, depending on skills and experience, who will be responsible for working closely with Marketing to improve their information systems. Duties will include continually learning about Marketing business needs and how systems do or could have an impact; maintaining close working relationships with their management and staff; identifying and analyzing opportunities for new or improved systems; developing new systems and enhancements; and supporting existing systems and making sure they are used effectively. Requires 5 years' experience developing information systems, plus excellent analytical, interpersonal and communication skills. Strong focus on customer satisfaction is essential. Administrative Assistant (job #2411) You will be responsible for performing administrative/receptionist duties in support of Human Resources, primarily for the Job Posting function. Duties will include receiving Request for Personnel via paper or electronic copy; assigning job numbers; maintaining databases, and posting locations daily; and participating in special projects as assigned. Requires a minimum of 2 years' prior reception and/or secretarial experience, including public contact and administrative/clerical duties. Secretarial or business college training desirable; secretarial experience may be partially substituted with relevant education. Strong grammar; spelling/punctuation, and proof-reading skills; ability to type 60WPM and PC knowledge essential. Production Control Operator (job #2363) You will be responsible for the mailing of all outgoing computer-generated type claim payments, daily and monthly billings, special mailing projects, and miscellaneous forms being mailed to subscribers and providers daily within the established workload priority turnaround schedules. Duties will include documenting daily claims payments and special mailing processes; cross training on all equipment in the External Mail Center; maintaining a sufficient amount of postage in the postage meters; and logging accurate meter readings. Requires a High School diploma or GED, excellent attendance, and basic mathematics skills to balance worksheets. Ability to organize and prioritize workload as well as meet deadlines necessary. Willingness to maintain flexibility in working hours a must. Contracts Technician (job #2430) Working in the Regence Life and Health Insurance Department, you will be responsible for preparing master contracts that accurately reflect the group's eligibility requirements as well as the level and types of benefits sold using the master application as the source document. Duties will include assembling kits including claim forms and supplies that are appropriate for the benefits sold and the state where the group is stect; arranging delivery of completed documents; keeping accurate records verifying receipt and shipment of documents; and maintaining departmental records of incoming and completed work. Requires a High School diploma or GED, plus 2-3 years' experience in the insurance industry or equivalent experience. Knowledge of general office practices and procedures, and word processing software such as Word necessary. Must have the ability to perform detailed proof-reading, prioritize workload to meet deadlines, as well as communicate effectively, both verbally and in writing. Customer Service Representatives (job #2099) This is an excellent opportunity to use your customer service skills to serve as our liaison to provide information regarding benefits, contract administration, eligibility, claim payments and denials. You must work well with little supervision in a team environment. Additionally, you must have excellent customer service, PC, organizational, prioritization and communication skills as well as the ability to type 40 word per minute. Knowledge of medical terminology is preferred. Dental Analyst (job #2046) You will be responsible for accurate application of dental contract benefits within controlled guidelines and for proper coding of claims in order to capture necessary data. Requires a minimum of 6 months' claims analyst experience or a minimum 1 year dental office experience. Detailed working knowledge of dental terminology and ADA coding necessary. Strong verbal and written communication skills, CRT experience and 10 key by sight are a must. Ability to work under pressure and overtime when needed also a must. Regence BlueCross BlueShield of Oregon HMO Oregon For more information about career opportunities, call our Job Information Line: (800) 231-1617 or visit our website at: www.bcbso.com 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.