

CLASSIFIED ADVERTISING

Radio Promotion Coordinator - for KKS AM/FM. Coordinate contesting, data entry, sales promotions, major station events.

Administrative Assistant \$13.86 - \$18.71 Per Hour 30 hr/wk

Family Court Services has an opening for an experienced Administrative Assistant to complete administrative projects.

County Employment application Required. Application materials available at Clackamas County Personnel, 900 Main Street, Oregon City, OR 97045.

AmeriCorps Promise Fellows Graduate student intern in human services or public administration needed to plan and develop youth leadership and youth development programs in the local community.

Multnomah County's Community and Family Services Department currently has the following opportunities available.

Children's Services Unit Administrator Developmental Disabilities Program

Standard hiring range is \$47,670 - \$57,205 annually; \$47,670 - \$66,798 full range.

Behavioral Health Consultant Starting salary \$18.02 per hour, full range is \$18.02 - \$20.88 per hour. Apply by April 2.

For complete details and application materials, visit www.co.multnomah.or.us/jobs/ or call (503) 736-6777.



Washington County Administrative Specialist I \$1,737 - \$2,112/mo Closes 4/9/99

Administrative Specialist II \$2,014 - \$2,448/mo Closes 4/9/99

Administrative Specialist II (Bilingual-English/Spanish) \$2,014 - \$2,448/mo Closes 4/9/99

Park Ranger \$2,393 - \$2,908/mo Closes 4/2/99

Principal Planner \$4,547 - \$5,527/mo Closes 4/9/99

Senior Management Analyst \$3,823 - \$4,649/mo Closes 4/2/99

Shop Aide \$1,972 - \$2,383/mo Open Continuously

Call (503) 648-8606/TTY (503) 693-4898 for information. County application and supplemental application form required.

The Enterprise Foundation, NW

Regional office, is recruiting a Fund Manager to manage lending programs in the NW region. Knowledge of affordable housing and community development programs, real estate development preferred.

Accounting

PowerBar Inc. Assistant Plant Controller (Boise, Idaho)

PowerBar Inc., the maker of the #1 energy bar is launching even more products and business soars! We need an Asst. Controller to provide acctg/financial svcs to the mfg facility; determine costs of goods to produce, analyze variances, maintain fixed assets and manage inventories.

Fax resume to: Attn: Acctg Recruiter, 510.704.7214 or email to: Hr.resumes@powerbar.com. Our website at www.powerbar.com has more info!

Power on!

Oregon Health Plan Coordinator

Ceres Behavioral Healthcare Systems, a Managed Behavioral Healthcare Organization that is an Affiliate of Magellan Behavioral Health, is accepting applications for the position of Oregon Health Plan Coordinator.

Ceres offers competitive salaries, benefits packages including 401K, plus a great working environment. Qualified applicants are invited to send resumes to: Ceres Behavioral Healthcare Systems

Maintenance Worker

Full-time maintenance worker needed. Requires minimum of high school diploma or equivalent plus two years related experience. Must demonstrate maintenance skills. Valid driver's license with an acceptable driving record.

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

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

City of Portland seeks a Director of Neighborhood Involvement \$63,731 to \$81,453 annually. The Director is responsible for the management of the office and its component programs, and the operations of a complex office with a budget in excess of \$3,000,000.

The qualified candidate will have experience as an advocate, a leader, a spokesperson, a visionary, a budget and staff manager, and skill in conflict resolution, mediation and consensus building.

Feel qualified? Please pick up an application packet at our Application Center in the Lobby of the Portland Building 1120 SW 5th Ave or call Pete Kelly at 503/823-3529.

Apply via internet at www.ci.portland.or.us/jobs/ This Recruitment closes Wednesday, March 31, 1999 An Equal Opportunity Employer

Management & Training Corporation

Springdale Job Corps Recreation Coordinator

Recreation Coordinator needed to oversee recreation program for residential vocational/educational training school. Requires a bachelor's degree in recreation, physical education and one year related experience.

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



In Oregon, opportunity means a variety of careers available statewide, competitive salaries and great benefits.

OREGON DEPARTMENT OF TRANSPORTATION

Principal Executive/Manager F Chief Accountant

Innovative, experienced leader in the accounting field wanted for a rewarding position in Salem. Utilize your management skills and accounting knowledge to oversee ODOT accounting policies and insure compliance with legal and business requirements.

Principal Executive/Manager D Business Services Section Manager

Proven leader in customer service wanted to direct a multi-faceted, business operations support section in Salem. Direct and manage 9 diverse, department-wide service units that include: record management, library resources, supply inventory and distribution, mail services, and copy services.

Principal Executive/Manager D Right of Way Engineering Manager

Apply your leadership skills and knowledge of Real Estate and/or Civil Engineering in this key position located in Salem. You will supervise the Right of Way Engineering Unit, which provides maps and property descriptions needed to transfer property rights between the department and others.

Tax Economist

Launch your economics career with ODOT! As a Tax Economist in Salem, develop and deploy revenue and budget forecast methods. Build financial and economic models for the department to assist with automating and estimating financial and economic needs.

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.

UNIX Systems Administrator

You will be responsible for installing, administering and supporting UNIX servers and workstations. Duties will include developing and documenting the systems configuration; performing evaluation and installation of UNIX-based program products; and providing technical support for enterprise-wide infrastructure projects.

Medicare Project Analyst

You will negotiate to recover overpayments to the Federal Government. This includes determining the best repayment method in compliance with HCFA regulations and initiating procedures to reduce interim payments. Will also coordinate arrangements with Medicare Reimbursement and Audit, Medicare Claims and Financial Accounting to keep abreast of circumstances and provide assistance with the Medicare bank reconciliations and HCFA reports.

Provider Relations Representative Allied Products

You will be responsible for performing internal and external provider relations activities designed to educate and communicate information to providers to assure cooperative working relationships and understanding of provider arrangements. This will include developing and distributing written provider communication material; developing and conducting training through presentations; contracting; and serving as the Provider Affairs liaison for Corporate Projects/Task Forces/Committees that impact the provider public.

Assistant Auditor

As the entry level member within the Medicare Reimbursement and Audit Department, you will be responsible for performing desk reviews, field audits, and finalizations in accordance with generally accepted accounting principles (GAAP), federal regulations, and approved Health Care Financing Administration (HCFA) procedures.

Provider Network Development Specialist

You will be responsible for developing and maintaining healthcare delivery system networks for all product lines through the development, negotiation, administration and monitoring of all professional, facility and IPA provider contracts. Duties will include negotiating contracts with new providers; coordinating internal administrative functions of contracting programs to assure performance within guidelines of provider contracts; monitoring financial performance of shared risk contracts; and developing plans to improve financial performance.

Medical Management Coordinator I

You will perform advanced medical case assessment, management and intervention, as well as concurrent medical review. You will oversee medical care provided to subscribers to comply with company quality assurance, utilization review and case management policies and procedures.



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.

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 application materials. ODOT is an AA/EEO employer committed to a diverse workforce. Deadline is April 19, 1999.

Railroad Specialist 2 Motive Power & Equipment Inspector

Apply your knowledge of railroad operating procedures and safety standards in this current vacancy located in Salem. You will ensure that railroad freight cars and locomotives moving in Oregon comply with federal standards; conduct railroad safety inspections and accident investigations; and provide assistance to railroad maintenance personnel on freight car and locomotive repair and maintenance.

Executive Support Specialist Excellent organizational, communication and computer skills are needed for this immediate vacancy in Salem. Position will provide confidential, executive and administrative support for the State Bridge Engineer, Geo-Hydro Section Manager and the Administrative Support Unit Manager.

Public Affairs Support Office Specialist 2 Self-motivated, organized, customer-focused individual wanted to provide executive support for our Public Affairs Management Team and staff in Salem.

Oregon Health Division Administrative Specialist 1 The purpose of this position is to provide coordination and support for the WIC data system (TWIST) project during its development and implementation. Responsibilities include coordinating communications and implementation. Responsibilities include coordinating communications between project work groups, local partners, and the software developer.

time position located in the Portland State Office Building. The purpose of this position is to provide skilled HVAC installation and maintenance to all building mechanical equipment and systems. Requires you to have four years' experience maintaining, repairing, and fabricating parts for machinery, tools and equipment such as automobiles, trucks, hydraulic systems, HVAC systems, lift trucks, etc., or completion of an approved Mechanical Maintenance Apprenticeship Program.

BUREAU OF LABOR AND INDUSTRIES

Wage and Hour Compliance Specialist This position will investigate allegations of unlawful pay and working conditions through interviews, evaluation of evidence and onsite inspections. The position investigates allegations of licensing irregularities, prepares investigative reports and enforcement remedies, negotiates compliance agreements and settlements, and prepares cases for administrative law or court hearings.

OREGON STATE UNIVERSITY

Facility Services Painter

The person in this position will have completed painter apprenticeship training and be a journey worker, or have three years' varied painting experience. This position performs a variety of semi-skilled painting and maintenance tasks on new and existing facilities. Major duties include using hand tools and spray equipment; mixing and matching paint colors using mechanical color systems; mixing and applying plaster and dry wall compound; and performing general maintenance duties on doors, windows, screens, hardware, floor tiles, etc.

Facilities Services Trade/Maintenance Coordinator

The person in this position will have three years' experience in operation, maintenance, or repair of facilities in one or more physical plant or building services and one additional year' experience with responsibility for coordination of maintenance work. A valid driver's license; valid pesticide applicator's license (or obtained within six months); and arborist certification (or obtained within one year) is required. The purpose of this position is to direct and work with the landscape management crew and the landscape management Shop Manager. Major duties will include coordinating grounds maintenance workers and students; inspecting campus landscape conditions; assisting in shop operations; inspecting construction where landscape or irrigation is impacted; performing landscape and irrigation design using AutoCAD; developing specifications for landscape, irrigation, and plant protection work; and serving as the University's Certified Arborist to determine landscape needs on campus.

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 a more complete announcement listings, call the State Job Line (Oregonian Inside Line) (503) 225-5555 ext. 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.