

Multnomah County Currently has the following great opportunities available:

Sheriff's Office

Human Resources Director Salary is \$47,670 - \$66,739 annually DOE. Apply by May 28. Exam #920401

Health Department Health Services Administrator Corrections Health

\$47,670 - \$66,739 annually (\$47,670 - \$57,205 standard hiring range). Apply by May 7. Exam #969308

Medical Billings Customer Service Representative **Business Services Division**

\$12.81 per hour starting (12.81 -\$14.84 per hour full range). Apply by May 7. Exam #602702

Community & Family Services **Clinical Supervisor** School-based Health Centers

Behavioral Health Division \$41,195 - \$57,674 annually (\$41,195 - \$49,434 standard hiring range). Apply by May 7. Exam #900803

Clinical Supervisor Alcohol and Drug Assessment and Referral Unit

Behavioral Health Division \$41,195 - \$57,674 annually (\$41,195 - \$49,434 standard hiring range). Apply by May 7.

Family Involvement/Clinical **Excellence Training Specialist Behavioral Health Division** \$39,228 - \$54,918 annually

(39,228 - \$47,072 standard hiring range). Apply by May 7. Exam #911505

Information Specialist

Behavioral Health Division \$12.06 per hour starting (\$12.06 -\$13.87 per hour full range). Apply by May 7. Exam #601903

Transportation Program Development Technician Developmental Disabilities

\$13.81 per hour starting (\$13.81 -\$15.92 per hour full range). Apply by May 7. Exam #602010

Application materials and formal job announcements are available at: www.co.multnomah.or.us/jobs/, in person or by mailing a selfaddressed stamped envelope requesting application forms to: Multnomah County Employee Services, 1120 SW 5th Avenue, First Floor, Lobby, PO Box 14700, Portland, OR 97293-0700.

Assisted access to Multnomah County job mation and website is available at Multnomah County Libraries. Equal Opportunity Employer



Northeast Portland Brand New Home \$125,500

Waiting for you is this new 3 bedroom, 1 1/2 bath house w/a combination floor plan including dining & living space off of the kitchen. This is a special buying opportunity for you. Ask about the HOST details or the option to include a new range & refrigerator. Call: David J. Tangvald 635-2660 x204 or 24HR 790-

Vending route for sale: Snickers Bars. 50 Locations. \$800-\$1200

solid monthly income. Cost \$2995. www.vendingroutes.com 1-800-963-6123.

This is Where Ordinary People Become **Extraordinary Citizens**

Volunteers of America of Oregon, a notfor-profit social services organization with a 102-year history serving this community, has the following positions:

FAMILY AND COMMUNITY PARTNERSHIPS COORDINATOR

FT Coordinator needed to oversee services for families of children ages 0-3 in an Early Head Start program. Requires BS in ECE or the equivalent and 2 years experience. Head Start experience preferred. \$8-\$11.

EARLY HEAD START TEACHER INTERVENTIONIST

Start program. The position requires BS in ECE or equiv alent with 2 years' experience in human services or a CDA in ECE with 5 years' experience in human services, cluding understanding/experience w/diverse cultures. \$8-\$10.

ADMINISTRATIVE ASSISTANT

FT Administrative Assistant needed to provide clerical support for an Early Head Start program. Requires 2 years' coursework at an accredited 2 years' relevant work experience. \$8-\$8.75.

For the above positions please send a resume w/cover etter to Volunteers of America of Oregon, Inc., 537 SE Alder Street, Portland, OR 97214. Attn: Susan Hakoda.

Oregon, is a great place to work for



Parking

Facility

part-time lot attendant with

Portland's leading parking

Company. We are seeking

dependable individuals with

a neat appearance and a

positive attitude.

available

drivers

\$7.25 starting wage

Advancement potential

Medical, Dental and 401K

Applicants must have valid

and background check.

Parking at 215 SW 6th.

Washington County

Cartographer II

\$2,642 - \$3,210/mo

Closes 5/7/99

Civil Deputy

\$2,320 - \$2,818/mo

Closes 5/7/99

Code Enforcement Officer

\$3,298 - \$4,010/mo

Closes 5/7/99

Financial Operations Supervisor

\$4,328 - \$5,260/mo

Closes 5/14/99

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

Apply To:

Washington County Human

Resources Division

155 N. First Avenue, Suite 320

Hillsboro, OR 97124

Recruiting volunteers and practicum

We need support in advocacy,

Please contact Audrey at 282-1082

students to work with survivors of

the sex industry and their children.

emergency services, facilitating

groups, child care, office work,

fundraising and board members.

for applications and/or questions.

The Council for

Volunteer Opportunities

Prostitution

Alternatives

to apply

Apply in person between 12:00

and 1:00 PM daily at City Center

license, submit to drug test

Immediate opening for full and

Operator

American Red Cross is establishing an exciting new program in Umbilical Cord Blood Banking. Two full time positions available to collect umbilical cord blood in a hospital setting, interact with laboring mothers and hospital staff, and ensure safe, efficient, appropriate collection and processing of samples. Qualifications include LPN or equivalent, strong phlebotomy and people skills. Familiarity with blood banking and/or labor and delivery preferred. Bilingual abilities a plus. Applications required. Please apply at or call 503-284-0011 ext. 311 for information:

Cord Blood Collection Tech

American Red Cross

Pacific Northwest Regional Blood Services Job No. 246N16 3131 N. Vancouver Ave. Portland, OR 97227 Drug Test Administered M/F/D/V

Accountant Part-Time Accountant needed to perform accounting and auditing functions within general accounting and to summarize data for periodic operating statements for a training institution. Requires a Bachelor Degree in Accounting or Business Administration and one-year related experience. Public and private sector experience preferred. Directly related experience may be considered in lieu of formal education. Submit letter of interest and resume to:

Human Resources

31224 E. Historic Columbia River Hwy. Troutdale, OR 97060

Responses Must Be Received No Later Than Friday, April 30, 1999 As an affirmative action employer, we are seeking qualified minority, female, veteran and disabled applicants; however, all qualified applicants will be considered.

Northeast Portland Brand New Home In N.E. \$128,500

Waiting for you is this new 3 bedroom, 1 1/2 bath house w/a combination floor plan including dining & living space off of the kitchen. This is a special buying opportunity for you. Ask about the HOST details or the option of a new range & refrigerator included. Call: David J. Tangvald 635-2660 x204 24HR 790-3665

Title Examiner

Washington State Dept. of Transportation has 1 F/T position in Seattle, for a right of way Agent 3-Title Examiner. Candidates must have 3yrs exp conducting property title examination as a Title Examiner/Officer employed by a Title Co. \$2992-3833/mo. + benefits. Call 206/440-4060 Mon-Fri 8-4:30 or http://www.wa.gov/ dop/ Closes 4/28/99

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:

Administrative Assistant II

You will be responsible for assisting the Marketing Department in all functions including personnel, special projects, annual budget, preparing reports and gathering data, coordinating special sales campaigns, meetings and processing daily paper flow. Requires a High School diploma or GED, and knowledge of general office procedures in a business environment. A minimum of 3 - 5 years' secretarial experience preferred. Strong PC skills (word processing spreadsheets, graphics software), and the ability to type 60wpm necessary. Ability to multi-task, meet deadlines, handle confidentiality, and communicate effectively, both verbally and in writing is a must.

Customer Service Representatives

We're currently experiencing high growth due to a recent business acquisition and have several exciting opportunities available! 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.

Medical Management Coordinator I

We're currently experiencing high growth due to a recent business acquisition and have several exciting opportunities available! As a Medical Management Coordinator, 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. You must have a current Oregon RN's license and at least three years of active practice in a hospital setting or recent precertification experience. You must have knowledge of current medical and nursing standards of practice and a valid Oregon or Washington driver's license with a good driving record.

Marketing Technician

In Regence BlueCross BlueShield of Oregon Marketing we rely on the efforts of our exceptional support staff. As a Marketing Technician in our Salem office, you will be a member of our support team assisting our sales reps in all secretarial and technical aspects of sales. As part of this dynamic team, you will be involved with direct contact with agents and customers, receiving census information on prospective groups, rating quotes for community groups and performing secretarial duties. This position requires a minimum of I year experience working in a high-pressure office environment dealing with the public by telephone and in person. Insurance background/experience would be helpful.

Group Accountant I

In this entry level position, you will be responsible for performing accurate and timely eligibility and reconcilation tasks for 350-600 groups. This will include generating group bills; coordinating eligibility changes with subsidiaries; monitoring and pursuing aged accounts; and ensuring cash is processed through daily reconciliation. Requires a High School diploma, GED or equivalent, and previous office and accounting experience. College level accounting courses are desired. Must have strong verbal and written communication skills and be a team player with the ability to work well with all levels of employees, and identify and prioritize work to meet deadlines.

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



rmation about career opportunities, call our Job Information Line: (800) 231-1617 or visit our website at: www.bcbso.com

Transportation

Columbia

Work for One Tough Mother!

Shipping Specialist We are seeking a team player to work in our Shipping Department, You will coordinate the efficient and accurate processing of all outbound shipping documentation. Act as a backup to the Shipping Supervisor, for all Shipping Department related functions. Professional and technical skills are needed to support efficient movement of shipments to the retail industry. Responsibilities include preparation, processing and transfer of confirmed pick reports. Investigate shipping related documentation issues and

problems to complete resolution. Must possess Associate Degree (or equivalent work experience) minimum two years experience in a business environment, preferably in, traffic, shipping customer service, claims, or related field; or equivalent experience in transportation logistics, claims or customer service in the apparel industry. Excellent verbal and written communication skills in a fast paced, pressure oriented environment. Familiarity with Distribution Center operations servicing the retail industry preferred. Intermediate Microsoft Excel and Word experience a plus. Pre-employment drug screen required. Please send your resume to:

Columbia Sportswear Company, Human Resources, dept. SHPSPEC, PO Box 83239 Portland, OR 97283 or Fax (503) 735-4597

Executive Director

Non-profit organization is seeking an Executive Director, Must have a good sense of humor and like a challenging and rewarding career. For more information and an application packet please call 503-223-7411. Closing date is June 1, 1999

Maintenance Engineers

Franz Bakery has two immediate openings for Journeyman Maintenance Engineers. Requires three years experience in an manufacturing automated environment. Oregon LMI, CFC certification preferred. \$19.37 an hour with excellent benefit package. Please apply through North Portland Employment Office ref Job #1118031. We are an equal opportunity/AA employer.

Multnomah ESD has vacancies for spring session of Outdoor School Nurse Salary: \$786.70/ week (includes room and board) Flexible schedule possible job share 1 or more days a week

Assistant Cook

Salary: \$6.52/hr (no over night) Call Teresa at 257-1611 or Jerelyn at 257-1600 (TDD 257-1590) An Equal Opportunity Employer & Drug Free Work Place

Shipping Leadperson & **Marketing Clerk**

Join the team at Leatherman Tool Group, Inc., a leading manufacturer of multi-purpose compact tools which is known for its growing line of highquality and innovative products. We are equally proud of our professional work environment, our team of dedicated employees, and our commitment to build winning relationships.

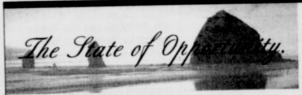
The Marketing Clerk scans publications for industry articles and ads, enters article and data in spreadsheets, maintains marketing library and supplies of line art and marketing material, processes ad claims, files documents, prepares mass mailings, and responds to customer requests for information. Requires a team player with 1 yr office exp, and word processing, spreadsheet and internet skills. Computer graphics and desktop publishing skills are a plus.

The Shipping Lead Person is a working lead who assists in training and evaluating employees; assigns work tasks, and assures the on-time smooth flow of materials, products, and documents; and, ensures quality and shipment schedules are met. Requires 2 yrs shipping exp as a: lead or supervisor; exp with documentation and packaging; exp with domestic transportation. Requires excellent communication skills, problem solving ability, and proactive approach. Must be well organized, detail oriented, with ability to work independently. Work is fast paced with the challenge of meeting daily deadlines.

We offer excellent benefits, competitive wages, and a friendly, professional work environment. Pre-employment drug and alcohol screening is required. Equal Opportunity Employer. Please send a resume and cover letter to Fax # 253-7830 or

Leatherman Tool Group, Inc. P.O. Box 20595 Portland, OR 97294-0595





In Oregon, opportunity means great benefits, competitive salaries, and a large variety of careers available statewide. Currently, openings exist in

OREGON DEPARTMENT OF TRANSPORTATION Principle Executive/Manager E

Bridge Operations Managing Engineer

fessional Engineer possessing strong leadership and communication skills and experience in structural engineering is needed for a current vacancy in our Bridge Operations Unit located in Salem. Position supervises the Bridge Operations Unit and manages the program for compiling and maintaining accurate and current information concerning the structural and functional status of all bridges in the State. Position also has responsibility for managing the program that provides bridge maintenance design and preventative maintenance and repair methods and procedures. Registration as a Professional Engineer is a must. Requires three years of management experience or three years of professional experience as a program/project leader, assigning and reviewing work of professional staff. Salary \$3,826 - \$5,662/month + excellent benefits: health insurance; paid vacation; sick and personal leaves; 9 paid holidays; and full employer-paid retirement contribution. Announcement #OCDT9224. 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 May 17, 1999.

Program Technician 2

Visual Resource Program Coordinator Unique opportunity in Salem for a creative individual possessing strong communication skills and an understanding of visual resource management concepts. Will provide advice on visual, aesthetics and landscape design elements for highway projects and provide public involvement services on design solutions for large, complex highway and transportation projects. This position serves as a liaison between internal and external stakeholders. Requires two years of experience with responsibility for program or project monitoring and coordination. This experience must have included program evaluation responsibility. Applicants must demonstrate visual resource management experience. A Bachelor's degree in Landscape Architecture, Environmental Design or Architecture is highly desired. Salary \$2,891 - \$4,140/month + excellent benefits: health insurance; paid vacation and sick leaves; 9 paid holidays; and full employerpaid retirement contribution. Announcement #0CDT9219. Contact 0D0T Recruitment at (503) 986-4030 (TTY (503) 986-3854 for the hearing aired) 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 May 6, 1999.

Transportation Engineer 1

Construction Training Coordinator Unique opportunity in Salem to apply your knowledge of highway construction inspection and materials testing. You will develop and administer field construction inspection and testing training and certification programs; and develop inspection and testing instructions, procedures and manuals necessary for the uniform statewide administration of highway construction contracts. Requires a Bachelor's degree in Civil or Transportation-related Engineering and one year of professional-level experience in the practice of transportation engineering; OR four years of engineering experience and have an FE/EIT/FLS/LSIT, PE or PLS. One of the four years must have been spent performing professional-level engineering duties. Salary \$2,891 - \$4,140/month excellent benefits: health insurance; paid vacation; sick and personal leaves; 9 paid holidays; and full employer-paid retirement contribution.

Announcement #OCDT9222. 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 May 14, 1999.

Engineering Specialist 3 Senior Inventory Specialist

Capitalize on your strong computer skills and knowledge/experience in technical engineering. Located in Salem, this position will produce Straightline Charts of the highway system using advanced methods of computer aided drafting and design; assist in assembling engineering data into the Integrated Transportation Information System (ITIS) and assist in the production of specialized mapping projects. Requires an Associate's degree in Engineering Technology from a recognized community college or technical school of engineering and four years of experience directly related to engineering; OR five and one-half years (66 months) of sub-professional engineering experience. A Bachelor's degree in Engineering, Architecture, Geology, Mathematics or Physics may be substituted for the Associate's degree in Engineering Technology. Experience with GIS a plus. Salary \$2,376 - \$3,407/month + excellent benefits: health insurance; paid vacation; sick and personal leaves; 9 paid holidays; and full employer-paid retirement contribution. Announcement #OCDT9227. 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 May 17, 1999.

Executive Support Specialist 2

Executive Assistant

A self-starter possessing excellent organizational, communication and computer skills is needed for this current vacancy located in Salem. Position will provide administrative, technical and confidential support to the Technical Services and Administrative Management Section Managers. Requires one year of experience performing administrative duties in support of agency projects or programs. Qualifying experience would involve data collection and analysis; project evaluation and/or analysis; interpretation and application of laws, rules and regulations; or similar experience. Salary \$1,983 - \$2,763/month + excellent benefits: health

insurance; paid vacation; sick and personal leaves; 9 paid holidays; and full employer-paid retirement contribution. Announcement #OCDT9221. Contact ODOT Recruitment at (503) 986-4030 (TTY (503) 986-3854 for 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 May 14, 1999.

Engineering Specialist 1 Traffic Data Analyst

Applicants possessing analytical ability and strong computer skills are needed for this current vacancy in Salem. Position will analyze, compute and summarize traffic count data and assist in the production of the Annual Transportation Volume Tables. Requires an Associate's degree in Engineering Technology from a recognized community college or technical school; OR eighteen months of experience directly related to engineering; OR a Bachelor's degree in Engineering, Architecture, Geology, Mathematics or Physics. Salary \$1,709 - \$2,421/month + excellent benefits: health insurance; paid vacation and sick leaves; 9 paid holidays; and full employe insurance, paid vection and san use the second paid retirement contribution. Announcement #0CDT9223. Contact 0D0T 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 May 13, 1999.

Office Specialist 2

Crash Data Technician Good analytical, organizational and computer skills are needed for this current vacancy in Salem. This position will analyze and record various types of technical data from reported traffic crashes using engineering drawings, diagrams, maps, milepost logs and charts, crash classification manuals and recording instructions. Requires two years of general clerical experience, one year of which included typing, word processing, or other experience generating documents; OR an Associate's degree in Office Occupations or Office Technology; OR a Certificate in Office Occupations or Office Technology and one year of general clerical experience. College courses in Office Occupations or Office Technology will substitute for the required experience on a year-for-year basis. Salary \$1,663 -\$2,292/month + excellent benefits: health insurance; paid vacation; sick and personal leaves; 9 paid holidays; and full employer-paid retirement ontribution. Announcement #OCDT9226. 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 May 14, 1999.

OREGON COMMISSION ON CHILDREN AND FAMILIES

Executive Support Specialist 2 The OCCF is recruiting for a Director's Assistant in Salem. This person will provide confidential administrative support to the Executive and Deputy Directors. Salary is \$2,023 to \$2,849 a month plus benefits. Announcement #LE990369. If you have state or local government administrative experience, excellent communication skills, and would like additional information about this position, contact OCCF at (503) 373-1570 ext. 222. Closing date is May 4, 1999.

OREGON STATE UNIVERSITY Facilities Services Division Plumber

Oregon State University, Facilities Services Division, is accepting applications for a Plumber. Applicant must have a valid Oregon Plumber's License and one year' experience as a journey-level plumber or completion of approved apprenticeship program. The purpose of this position is to maintain and repair steam lines, plumbing utilities and fixtures on the OSU campus. Salary is \$2,483 to \$2,861 a month. Contact OSU Office of Human Resources, 14th and Jefferson, Corvailis, OR 97331-2132 or call (541) 737-3103 (TTY (800) 735-1232 for the hearing impaired) for application materials. OSU is an AA/EOE. Closing date is May 14, 1999.

Facilities Services Division Sheetmetal Worker

Oregon State University, Facilities Services Division, is accepting applications for a Sheetmetal Worker. Applicant must have a valid Oregon driver's license and two years' experience as a journey-level sheetmetal worker; or four years' assistant-level sheetmetal fabrication experience. Major duties include fabrication, layout, installation and maintenance of metal and sheetmetal articles; performs related work as required, such as electric and acetylene welding and cutting; operating plasma cutter participating in accident prevention and safety training programs; and participating in quality and continuous improvement activities. Salary is \$2,291 to \$2,637 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 OSU is an AA/EOE. Closing date is May 14, 1999.

Facilities Services Division

Stationary Boller Operator Oregon State University, Facilities Services Division, is accepting applications for a Stationary Boiler Operator. Applicant must have two years' experience as a boiler operator; or completion of an approved boiler operator apprenticeship program. Major duties include performing maintenance on high pressure boilers, steam turbines and various pumps; placing boilers of a computerized system; inspecting for leaks or other abnormalities; and performing chemical analysis of boiler water, raw water, etc. Salary is \$2,258 to \$2,606 a month. Contact OSU Office of Human Resources, 14th and Jefferson, Corvallis, OR 97331-2132 or call (541) 737-3103 (TTY (800) 735-1232 for the hearing impaired) for application materials. OSU is an AN/EOE. Closing date is May 14, 1999. placing boilers on a computerized system; inspecting for leaks or other

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.oc.us/jobs. The State of Oregon and all its divisions are proud to be equal opportunity employers.