

CLASSIFIED ADVERTISING

Machinist - Tool Room

Rapidly growing Portland-based manufacturer of innovative metal products seeks a highly skilled journey-level tool room machinist/die maintenance person for our swing shift. You will build a variety of parts for jigs, dies, fixtures and machinery, as well as work from engineering drawings to maintain and repair dies. Must be a team-player with minimum 5 years machinist experience. Fabrication and welding experience is a plus. We offer competitive wages, excellent benefits, and a good work environment. Equal Opportunity Employer. Pre-employment drug and alcohol screening required. Send resume to



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

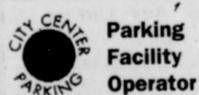
Sales - Home Repairs

Neil Kelly Co., a nationally recognized design/build remodeling firm, has an immediate opening in its Home Repair division. The Repair Salesperson must have experience in all phases of construction with particular focus on sales and estimating to residential homeowners. The position is commissioned with start-up base salary and health benefits. A vehicle program is available. Team organizational structure. One of Oregon business Magazine's 100 Best Companies to Work For. Send resume and cover letter to: Julia Spence, Human Resources Manager, Neil Kelly Company, 804 N. Alberta St., Portland, OR 97217 or e-mail to: jbspence@neilkelly.com

Mental Health Oregon State Hospital Mental Health Specialist

OSH is now accepting applications for a current vacancy in Salem. This position provides evaluation and group treatment for adults on a forensic ward. Patients have chronic and/or acute mental illnesses and receive treatment for issues such as substance abuse, medication management and community reintegration. Must have a Bachelor's degree in Psychology or a closely related field, plus two years' experience treating clients suffering from mental/emotional disturbances, alcohol/drug abuse. Preference will be given to applicants with a Master's degree or specialized experience. Salary is \$2,399 to \$3,346 a month, plus an excellent benefits package. Apply Monday through Friday at: Oregon State Hospital, Employee Relations, 2600 Center St. NE., Salem, OR 97310 or call (503) 945-2815. (TTY) (503) 945-2996 for the hearing impaired). EOE Closing date is June 30, 1999.

Radio Advertising Sales for Entercom Radio Station KKSX FM. Must have 1-2 years broadcast sales exp. Good organizational, written/verbal communications skills. Excellent benefits/incentive package. Send resume/references to Sales Manager, KKSX FM, 888 SW 5th Ave. #790, Portland, OR 97204. Women and minorities encouraged to apply. EOE.



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.
• \$7.25 starting wage
• Advancement potential
• Medical, Dental and 401K available
Applicants must have valid drivers license, submit to drug test and background check. Apply in person between 12:00 and 1:00PM daily at City Center Parking at 215 SW 6th.

Project Coordinator, "I Have a Dream"
The Oregon foundation seeks applicants for fulltime Coordinator of education program in the Forest Grove - Cornelius area. A demonstrated ability to work with youth, parents and teachers, and sufficient fluency in Spanish and a Bachelor's degree required. Information available at (503) 287-7203, bdetman@hjaduno.com. Applications desired by July 2.

Utility Workers

The City of Portland is recruiting for Utility Workers to work in the Maintenance Bureau, the Water Bureau and the Bureau of Parks and Recreation. Utility workers drive small to medium sized trucks and perform semi-skilled physical labor tasks. Applicants must meet all the qualifications listed in the application.

Non-mandatory Informational Meetings to provide information and answer questions about this recruitment will be held on Thursday, June 24, at 4:00 PM and on Tuesday, June 29th at 7:00 PM. Both meetings will be held at the Bureau of Maintenance located at 2929 N. Kerby Avenue.

Current wages - \$13.76 at entry to \$16.86 after 1 year (wages effective 7/1/99 are under review). Applications can be obtained at the Portland Building Application Center, 1120 SW 5th Avenue, in the NE corner of the lobby. Applications may also be completed via the internet at www.ci.portland.or.us/jobs.

All applications must be received no later than 4:30 PM on July 2, 1999. Please contact me at 823-3515 or amesser@ci.portland.or.us if you have any questions regarding this advertisement.

Account Executive

Expanding National Wholesale Mortgage Lender seeks Account Executive for Portland surrounding areas. Wholesale mortgage and sales experience preferred. Excellent compensation and benefit plans.

Please send resume with salary requirements to:

HR Dept., Washtenaw Mortgage Co.
315 E. Eisenhower, Ste. 12
Ann Arbor, MI 48108
or fax: 734-662-9517
www.washtenawmortgage.com

Office Clerk

Engineering Department
\$1599 - \$2078/mo DOQ. Performs clerical and receptionist duties, including answering and directing telephone calls, filing, retrieval and organization of archived materials and may perform limited research for engineering projects. Must have ability to use a typewriter for the purpose of typing labels on envelopes and files, etc. Requires 1 year of clerical experience or equivalent combination of experience and training. Must have ability to learn basic computer skills. Applicants who meet or exceed these requirements, are encouraged to apply. City of West Linn application packets are available at City Hall, 22825 Willamette Drive, West Linn, OR 97068, or call 722-3426 Voice Mail, 656-4518 TDD. Completed application packet must be received at City Hall by Friday, July 9, 1999, 4:00 PM EEO

EAP Counselor

CAPE Employee Assistance Program, an Affiliate of Megellan Behavioral Health, is accepting applications for an EAP Counselor position.

This is a full-time position requiring a Master's level degree and clinical license. Duties include provision of short-term therapy to individuals, couples, and families, alcohol and drug assessments, and providing telephone consultation to clients and supervisors. EAP and supervisory experience is desired, but we are willing to train the right person.

Magellan offers competitive salaries, a benefits package including 401K, plus a great working environment. Qualified applicants are invited to send resumes to:

Magellan Behavioral Health
Attn: Human Resources
921 SW Washington St., Suite 550
Portland, OR 97205
Fax: (503) 219-6892
E-mail: jharvey@magellanhealth.com

Administrative Assistant

General office, reception, maintain office systems and supplies. Assist Executive Director. Must have excellent written, verbal & communication skills, be highly organized. Proficient on Word, Excel, Access & Publisher. 5 yrs. Experience in high-level support position. Send cover letter & resume to Administrative Assistant Search Committee, FEO, PO Box 11268, Portland, Oregon 97211 or Fax: (503) 284-4092. Deadline: 6/24/99.

Animal Care Technician

Compassionate, hardworking, flexible, reliable with good work/communication skills. Animal experience/knowledge required. Excellent customer service skills. F/T, \$8.00 HR., benefits after 90 days. Applications and resumes only. Oregon Humane Society, PO Box 11364, Portland, OR 97211.

Program Developers School of Extended Studies Portland State University

Program Specialist for Degree Completion Program

Primary responsibilities: program needs assessment, delivery, evaluation, and expansion; building alliances with community colleges and businesses; development and implementation of marketing plan; and work with degree completion students. The successful candidates will have: a master's degree; administrative and marketing experience; ability to work in team environment; strong communication skills; customer service orientation; organizational skills; demonstrated ability to work with adult students; knowledge of academic procedures; experience in distance learning and experience in a self-support environment preferred. Twelve-month, fixed term, renewable, 8.0 FTE unranked academic position, projected start August 1, 1999.

Program Assistant for Continuing Education/School of Education

Primary responsibilities: coordinate web and print marketing and maintain publication schedules; manage and use databases to provide information and generate publications; track student enrollment. The successful candidate will have: a bachelor's degree; marketing experience; demonstrated skills in project management; computer experience; strong communication skills; customer service orientation; self-directed and organization skills; demonstrated ability to work with range of people; knowledge of academic procedures preferred. Twelve-month, fixed term, renewable, 1.0 FTE unranked academic position, projected start August 1, 1999.

For detailed job descriptions, see www.hre.pdx.edu/unclsjob.htm or call 503-725-4670. An EO/AA Institution.

Material Technician

As part of a dynamic operation, this position will coordinate material formulation, flow and track usage; determine starting materials/alloys and processing instructions to meet customer specifications; perform inventory reporting; and maintain records. Requires 2-year degree in Material Mgmt, Metallurgy, or related field and 2 years of inventory management or production scheduling related experience. Demonstrated knowledge of material control principles, chemistry, mathematics, and advanced computer applications. Solid analytical, problem-solving, organization and communication skills required. APICS certification is a plus.

Qualified candidates are invited to send resume and salary requirements to: Human Resources, PO Box 580, Albany OR 97321; or fax to (541) 812-7030. We are an AA/EEO employer offering competitive compensation package including defined pension plan, 401k, tuition assistance, and health benefits.

Edgefield Children's Center serves residential and day treatment programs to emotionally and behaviorally disturbed children ages 6-12. Valuing diversity in our workforce. The following positions are available:

Treatment Coordinator

Qualifications include a bachelor's degree in behavioral science, child management skills, counseling skills, treatment planning skills; experience working with emotionally & behaviorally disturbed youth. Position is FT with agency benefits, swing shift.

Child-Care Worker

Prefer an associate degree in mental health or one year experience working with children. Position is FT with agency benefits, graveyard. Contact Susan @ 669-9522 for information on either of these positions.

Construction - Remodeling Carpenter

The Neil Kelly Company is the leading design/build firm in the Portland area. We need a finish carpenter for our Home Repair Team who: takes pride in his/her craftsmanship, likes getting things done right, has good communication skills, has strong listening skills, and does beautiful finish work. If you qualify, you can earn union wage with all benefits. We offer you the opportunity to have your personal growth match your effort, to receive recognition for your accomplishments, and to work with people who support your efforts. One of Oregon Business Magazine's 100 Best Companies to Work For. Send resume, vehicle type, and tool list to Julia Spence, Human Resources Manager, Neil Kelly Company, 804 North Alberta St., Portland, OR 97217 or e-mail to: jbspence@neilkelly.com

Washington County

Community Health Nursing Supervisor

\$4,327 - \$5,258/mo
Closes July 2, 1999

Community Health Services Coordinator II

\$3,380 - \$4,110/mo
Closes July 2, 1999

Senior Community Development Specialist

\$3,641 - \$4,424/mo
Closes July 2, 1999

Apply To:
Washington County Human Resources Division
155 N. First Avenue, Suite 320
Hillsboro, OR 97124

Marketing Department Public Relations Manager



Mother Boyle has proven for more than 50 years that quality construction and innovation in sports apparel is a formula for success.

Columbia Sportswear Company, a global leader in the design and manufacture of outerwear and sportswear is seeking a Public Relations Manager to enhance the corporate image and increase exposure of Columbia Sportswear through media relations, community relations, public affairs and corporate communications. Responsibilities also include increasing consumer awareness and sales of Columbia Sportswear products.

Qualified candidate will possess a college degree in Public Relations, Communications.

Responsibilities also include increasing consumer awareness and sales of Columbia Sportswear products.

Qualified candidate will possess a college degree in Public Relations, Communications, or related field and a minimum of five to eight years Supervisory/management experience preferred.

Please send resume and salary history to: Human Resources Dept. PRMGR, PO Box 83239, Portland, OR 97283, or Fax to: (503) 735-4597.

Candy vending business for sale:

50 Locations. \$800-\$1200 solid monthly income.
Cost \$2995
www.vendingroutes.com
1-800-963-6123

Government Money

The government, together with the private sector is currently engaged in giving out low interest home loans to 1st time buyers.
For Free Recorded Message
1-888-252-7845-ext. 9221

Radio Air Personalities/Board-Op

full-time and part-time - for Entercom Radio Stations. Must have at least 3 years exp. Send tape/resume to Human Resources, Entercom, 0700 SW Bancroft Street, Portland, Oregon 97201. EOE. Women and Minorities encouraged to apply. EOE.

Management Position Available

U.S. Census Bureau-Census 2000

Bend position and hourly pay rate:

Assistant Manager Field Operations
\$17.50

Not to exceed 1 year
Applicant must pass a management test To schedule testing and for more information on how to apply call your Portland Local Census Office: (503) 808-4169 or 1-888-806-5878 ext 2

Bilingual speakers encouraged to apply
The U.S. Census Bureau is an Equal Opportunity/Affirmative Action Employer

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:

Assistant Auditor (Job #3202)

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. Duties will include performing assigned audit procedures; preparing necessary work papers to document audit findings and obtaining knowledge of the providers' accounting systems and perform audits at providers' facilities. Requires a Bachelor's degree in Accounting. Previous work experience in accounting or health care services is a definite plus. Ability to develop working knowledge of the Medicare cost reporting forms as well as become familiar with generally accepted accounting principles, reimbursement regulations, manuals and other directives issued is necessary.

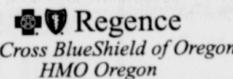
Medicare Budget & Report Specialist (Job #3204)

You will be responsible for the designing of programs which automate manual tasks and ensure accurate and efficient methods of storing, receiving and reporting information. Duties will include coordinating, obtaining, analyzing, and organizing data from many financial and statistical records in to complex formats; preparing cost, budget and financial reports for management and external parties, including the Health Care Financing Administration (HCFA); and assessing the appropriateness of allocations and takes corrective action as deemed necessary. Requires a Bachelor's degree in Accounting, including auditing course work, plus at least 2 years' experience in Medicare Reimbursement. Experience with EDP systems or comparable college level training necessary. Must have ability to multi-task and prioritize workload to meet deadlines with minimal supervision, as well as communicate effectively, both verbally and in writing. Strong PC knowledge (Word, Lotus 1-2-3) required.

Marketing Account Representative (Job #3196)

You will be responsible for providing field support to Account Executives by contributing to the sale of new business, conducting new enrollment and open enrollment meetings, and following up on the service and retention of existing business through agents, brokers and employee benefits administrators. Duties will include coordinating marketing functions; distributing literature to groups' work sites, and presenting at employee meetings. Requires a Bachelor's degree or at least 3 years' experience in the insurance field, plus extensive knowledge of Plans. Knowledge of the Healthcare industry, and Word, Lotus Notes and 1-2-3 necessary. Must have an Oregon Health Insurance license, or the ability to obtain within 6 months of employment, and a valid Oregon/Washington driver's license with a good driving record. Ability to multi-task while meeting stringent deadlines a must.

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.



For more information about career opportunities call our Job Information Line: (800) 231-1617 or visit our website at www.bcbsco.com

Employment



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

OREGON DEPARTMENT OF TRANSPORTATION Transportation Engineer 1 Designer

Advanced knowledge of field construction, location practices and principles and computerized design experience is needed for this leadership position within our Region 1 Technical Center Design Unit in Portland. You will lead projects, design, and prepare estimates for the roadway portion of major transportation projects and will provide guidance and training to other designers and CADD technicians. Requires either a Bachelor's degree in Civil or Transportation Engineering and one year related experience, or four years' engineering experience with a PE, PLS, FE/ET or FLS/LSIT. Salary \$2,891 - \$4,140/month + excellent benefits: health insurance; paid vacation and sick leaves; 10 paid holidays; and full employer-paid retirement contribution. **Announcement #OCDT9366, Contact ODOT Recruitment at (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired) or visit www.oregonjobs.org for announcement and application.** ODOT is an AA/EEO employer committed to a diverse workforce. Deadline is July 12, 1999.

Environmental Program Coordinator 2 Biologist

Located in Salem, we are seeking individuals possessing excellent analytical/communication skills and experience working with biology issues. (NOTE: There is one immediate vacancy with plans for 3 additional vacancies to become available in the near future. Two of these future vacancies will be of limited duration). Functioning as staff experts in biology for the Department, these positions will analyze and document the impacts of projects and other department activities on biological systems, habitats and functions. Requires two years of natural resource management or environmental analysis experience related to biology issues and a related Bachelor's degree. Three additional years of the above experience may substitute for the Bachelor's degree. Salary \$2,496 - \$3,578/month + excellent benefits: health insurance; paid vacation and sick leaves; 9 paid holidays; and full employer-paid retirement contribution. **Announcement #OCDT9299, Contact ODOT Recruitment at (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired) or visit www.oregonjobs.org for application materials.** ODOT is an AA/EEO employer committed to a diverse workforce. Deadline is July 13, 1999.

Engineering Specialist 2 Junior Inspector

Are you a project inspector looking for a new place to exercise your skills? If so, we need you in our Project Manager's Office in Troutdale. You will assist in performing field inspection to ensure daily compliance on construction projects and will provide documentation to support payment and project acceptance. May assist in design and field surveying on transportation projects as needed. Requires an Associate's degree in Engineering Technology + two years' related experience, or 3 1/2 years of sub-professional engineering experience. Salary \$2,156 - \$3,088/month + excellent benefits: health insurance; paid vacation and sick leaves; 10 paid holidays; and full employer-paid retirement contribution. **Announcement #OCDT9362, Contact ODOT Recruitment at (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired) or visit www.oregonjobs.org for announcement and application.** ODOT is an AA/EEO employer committed to a diverse workforce. Deadline is July 12, 1999.

Engineering Specialist 2 Drafter

Excellent computer and drafting skills are essential for this position with our Region 1 Design Team in Portland. Using computer aided drafting and design (CADD) systems, you will work as an intermediate drafter on a team designing and drawing contract plans which show existing features and proposed construction of highways, streets, sewer systems, public utilities, and other contingencies affecting proposed transportation projects. Requires an Associate's degree in Engineering Technology + two years' related experience, or 3 1/2 years of sub-professional engineering experience. Salary \$2,156 - \$3,088/month, plus excellent benefits.

Announcement #OCDT9259, Contact ODOT Recruitment at (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired) or visit www.oregonjobs.org for complete announcement and application. ODOT is an AA/EEO employer committed to a diverse workforce. Deadline is July 7, 1999.

Administrative Specialist 2 Information Resource Specialist/Office Manager

An individual possessing excellent communication, computer and organizational skills is needed for this current Salem vacancy in our Aeronautics Division. Position will provide technical and administrative assistance and coordination to support Division staff and function as an information resource. Requires two years of experience as an administrative specialist or executive support specialist, which included administrative support for a project, program or operation OR an equivalent combination of training and education. One year of post secondary education may be substituted for up to one year of the 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 #OCDT9298, Contact ODOT Recruitment at (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired) or visit www.oregonjobs.org for application materials.** ODOT is an AA/EEO employer committed to a diverse workforce. Deadline is July 2, 1999.

DEPARTMENT OF REVENUE Income Tax Auditors

The Oregon Department of Revenue currently has openings for income tax auditors at the Entry and Auditor 1 levels in its Salem office. If you have an accounting background, this is your opportunity to use those skills in administering the tax laws of the State of Oregon. Duties of the positions include examining tax returns, communicating with taxpayers, gathering and analyzing records and researching federal and state tax law. Salary is \$1,898 to \$2,638 a month for Tax Auditor Entry and \$2,399 to \$3,346 for Tax Auditor 1. To request Job Announcement #OC970649 (Tax Auditor Entry) or #OC970650 (Tax Auditor 1) and an application, call (503) 945-8555 (TTY) (503) 945-8617 or (800) 886-7204 for the hearing and speech impaired only) or visit our web site at www.dor.state.or.us. For additional information about the positions, call Salem at (503) 945-8812. Deadline is July 7, 1999.

OREGON DEPARTMENT OF JUSTICE Attorney

There are currently three Attorney vacancies in the General Council Division of the Oregon Department of Justice. These positions are with the Business Activities Section, salary \$3,240 to \$4,348 a month; the Natural Resources Section, salary \$3,240 to \$6,427 a month; and the Government Services Section, salary \$3,240 to \$4,348 a month. All three positions require OSB membership. For full job descriptions and application materials, call (503) 378-5555, ext. 321, (TTY) (503) 378-5938 for the hearing impaired), or visit our web site at www.doj.state.or.us. AA/EEO. Closing date is July 6, 1999.

OREGON STATE LOTTERY Field Service Representative

The Oregon Lottery is seeking a dynamic person that can reinforce the relationship between retailers and Lottery professionals. The individual would need to be participatory, and responsive, when responding to retailer issues, concerns, or problems, to ensure Lottery retailers and players are treated with respect and given quality customer service, which is our primary goal. Salary is \$2,430 to \$3,275 a month. The Oregon Lottery encourages bilingual (Spanish/English, Asian/English) applicants to apply. The route, shift and hours will vary depending on opening(s). **Announcement #0L177171. Complete job announcements and instructions on "how to apply" are available at any office of the Oregon Employment Dept., on the internet at www.oregonlottery.org or by calling the Lottery Job line at (503) 540-1328 in Salem. All finalists are subject to extensive financial and background investigations.** The Oregon Lottery is an Affirmative Action/Equal Opportunity Employer. Women, minorities, and persons with disabilities are encouraged to apply. Position closes on July 2, 1999.

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.oregonjobs.org. The State of Oregon and all its divisions are proud to be equal opportunity employers.