**Communications & Control** 

Must be as the journey level in an

electrical craft or have equivalent combination of training and

experience. Must have completed a

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communication, telemetering and

control equipment used by the electric,

water and generation departments.

Must obtain a Red Cross First Aid

Card. Valid driver's license required.

Application process closes at 5:00

p.m., Friday, October 1, 1999. EWEB

requires a completed application form

For information & application

packet contact: Eugene Water &

Electric Board, PO Box 10148, 500 E

4th Avenue, Eugene OR 97440 Attn:

Human Resources. Call 541 484-

3769 Job Information Line, E-Mail

Brenda.Wasson@eweb.eugene.or.us

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Duties: coordinating summer and

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candidate: BS nat. sci., sci. ed. Or

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Requirements include high school

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preferably in a manufacturing

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competitive compensation/benefits

package, and a team environment.

history to: Human Resources, Dept.

MRA, PO Box 83239, Portland OR

97283, or Fax to: (503) 735-4597.

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Looking for initiative, organization,

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Competitive salary, benefits &

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### **Washington County**

Corrections Officer \$3,220-\$3,916/mo Closes October 15, 1999 **Residential Counselor** 

Community Corrections Center \$2,708-\$3,290/mo Closes October 1, 1999 Law Clerk Temporary

\$2,392-\$2,907/mo Closes October 1, 1999

Call (503) 846-8606/TTY (503) 846-4898 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

Milleu Counselor needed in fulltime position in intensive day treatment program for seriously, emotionally disturbed children ages 3-6. Bachelor's in related field and experience in multicultural setting required. Group therapy experience preferred. Competitive salary and benefits. Send resume to Heather Stein, Psy.d.; CCMH, 7025 N. Lombard, Portland, OR 97203. Deadline September 27, 1999.

#### **Program Director**

FM - Hit Music Station seeks with 5 years experience, a candidate with a Rhythmic CHR track record. Must be a wizard on selector. Production skills a plus. Tapes and resume to General Manager - 0234 SW Bancroft, Portland, OR 97201. No calls please. Equal Opportunity Employer.

#### Chief Technology & Information Officer

#### \$65,316-\$83,616 **Washington State** Deptartment of Health Olympia, Washington

Executive level leadership position to effectively apply information technology in support of the agency's mission, goals and objectives. Call Marc Harrison 360-236-4405 for job description and application. Closes 10/15/99. Department of Health is an EOE

### Social Services

### **Caring Community Coordinator**

We are seeking job applicants for a PT coordinator position working with the Franklin HS Community. Applications available at Portland Impact, 4707 SE Hawthorne Blvd. Open until filled.

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1980 Beaver 24' RV motor home. Only 13,000 miles on new 440 GMC motor. New tires, refrig & 11,000 miles on transmission. Excellent condition. \$8,000. Call pager #505-8960.1

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### **MetroERC**

**Providing Regional Services** Creating Livable Communities

**OCC Expansion Project Manager** \$66,470 - \$103,826/annually, FT, Deadline October 15, 1999. MERC is seeking a construction project manager to manage the construction of the \$105 million expansion of the Oregon Covention Center. The successful candidate will oversee and manage contractors, subcontractors, and other professional and technical staff as assigned. This job is a limited duration of no more than three years. Requires Bachelor's in construction management, engineering, architecture or related, and 5 years experience in all phases of managing over \$100 million dollar facility construction projects. Please submit a resume with cover letter (maximum two pages) which clearly states how you meet the criteria for the ideal candidate to: MERC Human Resource Manager, 777 NE Martin Luther King Jr. Blvd., Portland OR 97232 for a complete job posting please call (503) 797-1570 or

### AA.EEO Employe **Drive Hunger Out of Oregon!**

go to www.metro-region.org

Driver/Warehouse Assistant energetic, reliable person for pick-up and delivery of product in Portland Metro, warehouse duties, and assist with special events. Job includes loading/ unloading trucks, maintenance of inventory records, and routine truck maintenance. Supervision of volunteer projects. Requires excellent driving record (CDL-B w/ airbrakes), minimum of 6 months experience driving 24' straight truck, and proficiency in operating forklifts and other warehouse equipment. Complete application by 9/ 30/99 at Oregon Food Bank, 2540 NE Riverside Way, Portland, OR 97211. Equal Opportunity Employer.

#### Radio Continuity Director/ Traffic Assistant

Prepare production orders, coordinate co-op advertising, input data to insure proper billing. Good computer, verbal & Written Communication skills. Detail oriented. Send resume/references to Traffic Manager, KGON Radio, 0700 SW Bancroft St. - Portland, OR 97201. Equal Opportunity Employer.

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Direct Care Workers who want to learn and move up in our company. Work with MR/DD clients and make a difference, pay starting \$7.25-\$8.10. No experience necessary, paid training. Insurance/sick/ vacation after 90 days. Call (503) 669-6622.

#### Wanted **Internet News Person**

Exciting opportunity in this new industry. News Reporter background preferred. Send tapes and resume to General Manager - 0234 SW Bancroft St., Portland, OR 97201. No calls please. **Equal Opportunity Employer** 

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Inc. Benefits. Game Wardens, Security, Maintenance, Park Rangers. No Exp Needed. For APP. And Exam Info Call 1 800 813-3585, EXT 6605 8<sub>AM</sub> - 7<sub>PM</sub>, 7 Days fds inc

Postal Jobs to \$18.35/HR

Inc. Benefits, No Experience. For APP. And Exam Info. Call 1 800 813-3585, Ext. 6604, 8AM - 7PM, 7 Days fds,inc

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

### OREGON DEPARTMENT OF TRANSPORTATION **DMV Computer System Consultant**

direction for ODOT's Driver & Motor Vehicles systems deployed statewide Participate as a member of a team focused on analyzing business requirements, identifying technology solutions, managing projects, and evaluating/selecting vendors. Provide technical consulting services and assistance for complex, multi-platform, multi-vendor computer system environment. Requires: BS degree in Computer Science with a focus on chient/server systems or five years of experience supporting desktop and/or server operating systems and a MCSE. See announcement for full details. ODOT offers salaries of \$39,588 - \$54,780 annually, plus excellent benefits. E-mail your resume to experience.IT@odot.state.oc.us in the e-mail subject line include OCDT9392 or fax it to ODOT, Attn: #OCDT9392, 176,031, 278,3015. (503) 378-2016. Applicants possessing Vocational Rehabilitation certificates and/or Veteran's points refer to announcement for more information. Information is available on the State of Oregon Technology web site at http://www.oregonjobs.org/is/. ODOT is an AA/EEO employer committed to a diverse workforce. Deadline is September 30, 1999.

East Portland Bridge Crew

Maintenance, equipment operation and team skills are needed for this permanent position in Portland. As a member of a bridge maintenance crew, you will perform manual labor or equipment operation necessary to air, maintain and preserve wood, steel and concrete bridges throughout the East Portland section. Prefer two years' maintenance or construction experience in roadways, bridge, sign or landscape or in occupations such

include operating heavy and/or light motorized equipment, using hand and power tools, performing minor servicing of equipment and applying safety procedures. Structural welding and crane operation experience helpful. Must have a valid driver's eense with a good driving record and be able



### OREGON DEPARTMENT OF JUSTICE

There are three attorney positions available for the Business Transactions Section of the General Counsel Division in Salem. The successful applicants must have knowledge and expertise in business and contract law; familiarity with general corporate law, real property, and construction transactions desirable; and must have excellent writing, analytical, and verbal skills. Two of the three positions will be filled at the AAG level, salary \$3,240 - \$4,348. One position will be filled at the AAG level. Salary is \$4,563 to \$6,427 a month. To apply, 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/EOE. Deadline for applications

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 listing, 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.

#### ST CENT **Parking Facility** PRING 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 1:00 PM daily at City Center Parking at 215 SW 6th.

### FedEx Job Opportunities

- . 18 years of age, 21 to drive
- High School Diploma/GED Ability to lift 75lbs, without assistance and above with help or equipment.
- Driving positions have additional requirements
- \$11.51 for couriers
- \$9.36 for handlers
- \$1250 per year Tuition Reimbursement
- Most positions offer full benefits There are opportunities for advancement

We are currently accepting applications for part-time casuals, handlers and couriers throughout the Portland Metro area.

Most positions offer full benefits! Please call our job line for application session dates and locations. FedEx has a promote-from-within philosophy and is an equal opportunity employer. Please come to an application session for more information.

#### FedEx Job Line 1-800-532-1219

Construction Administrative Assistant

Nell Kelly Co., a nationally recognized design/build remodeling firm, has an immediate opening in its Remodeling The Construction division. Administrative Assistant must have strong computer skills including Microsoft Word, Excel, and powerpoint. Typing abilities and the use of independent judgment are required. Expected to create correspondence, reports, etc., using appropriate formatting and English. Person with necessary experience required. Strong organizational and interpersonal skills are required. The ability to interpret and understand construction details for residential and light commercial projects with particular focus on architectural design, interior design, and architectural drafting is preferred. The position is hourly with health benefits. Team organizational structure. One of Oregon Business Magazine's 100 Best Companies to Work for. For immediate consideration, mail a resume and brief letter describing your experience aligned to this opportunity to: Diane Stark, Human Resources Department, Neil Kelly Company, 804 N. Alberta St., Portland OR 97217 or email to dstark@neilkelly.com.

### **Oregon Legislature**

Policy analyst \$2717 - \$3462

Now hiring two Policy Analysts to perform legislative research and analyze policy in the Oregon Senate Democratic Leadership Office. For application information, contact Karen Hupp at (503) 986-1373, 140-B State Capitol, Salem OR 97310.

http://www.leg.state.or.us. Application materials must be received in Employee Services by 10/4/99.

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Portland City Attorney's office. Experience required: minimum 3 years in employment law including handling of grievance arbitrations and other administrative hearings, advising re employee discipline, workplace issues, ADA, FMLA, and Title VII. Public sector experience a plus. Salary \$50-80,000 depending on experience, plus excellent benefits. Send resume and cover letter by October 15 to Jeff Rogers, Suite 430 City Hall, 1221 SW 4th Ave., Portland 97204. City of Portland Equal Opportunity Employer.

### **Human Resources**



Work For One Tough Mother...

### Divisional HR Representative

Mother Boyle has proven for more than 50 years that quality construction and innovation in sports apparel is a formula for success. We're seeking a divisional HR Representative who thrives on challenge in a fast paced environment. This position will be located in our state of the art Rivergate **Distribution Center** 

In this vital position, you will be working Adjusted Swing Shift Hours (Monday-Thursday from 11:00am-8:00pm/Fridays 7:00am-4:00pm) and be responsible for:

- Managing and promoting safety within the Distribution Center by overseeing the safety committee, promoting safety programs, and coordinating all safety related training. Coordinating accident investigations and reporting results to management.
- Developing business partnerships with all division management. Providing management training on HR policies and procedures in a group
- or individual setting. Providing employee relations services to managers and employees. Competitive candidates will have 5+ years experience in the HR field as a generalist or specialist, possess and advanced level of knowledge related to safety, recruiting and legal employment practices and Federal/State labor laws, and have excellent verbal and written communications skills.

Send resume to: Human Resources, Dept. DHR, PO Box 83239, Portland OR 97283, or Fax to: (503) 735-4597.

Equal Opportunity Employer

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- Our service provides plants, pottery, soil, fertilizer, plant string, plant sticks. We take your overgrown plant out of its old soil, clip, snip, or trim the leaves.
- Repot the plant into a small, medium, or large, X-large pottery and water to set the plant into place. We re-visit in thirty days to see how the plants are surviving.
- \$20/hour Evening and weekend appointments welcomed References if needed

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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:

#### Merit Underwriter (Job #3426)

You will be responsible for the calculation of renewal ratings for a block of existing accounts and developing rates for prospects. This will include ensuring proper administration of underwriting policies; developing renewal positions for existing group accounts utilizing existing underwriting policies and formulas, and preparing rate quotations and completing bid specifications for prospectively rated groups. Requires a Bachelor's degree in Finance, Accounting, Mathematics or Business Administration. Underwriting experience or a combination of underwriting and insurance experience preferred. Must have the ability to plan and organize assigned work programs, as well as work independently with initiative and problem-solving ability. Excellent written and verbal communication skills and demonstrated proficiency with spreadsheet and word processing software necessary.

## Group Accountant I

In this entry-level position, you will be responsible for performing accurate and timely eligibility and reconciliation 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.

#### **Collection Accountant** (lob #3531)

You will be responsible for contacting and monitoring group accounts and providing accurate and timely information and related customer service. Duties include researching delinquent and canceled accounts; providing member relations and service by supplying information through written correspondence and responding to phone inquiries; and completing accurate follow-up reports. Requires a High School Diploma, GED or equivalent, plus office and accounting experience. Strong knowledge of PC software, accounting principles and group and miscellaneous cash procedures necessary. Effective communication skills at all levels, inside and outside the company a must.

# Assistant Actuary I-III

You will provide actuarial and statistical support to all divisions of the organization through supplying timely and accurate research and recommendations with respect to rate calculations and filings, benefit pricing financial reporting forecasting and experience analysis to the Manager and upper management to maintain Plan competitiveness and financial stability. Level I position requires a Bachelor's degree in Mathematics, Statistics, or Quantitative Analysis. College level classes in programming are desired. Experience in insurance or research may be accepted in lieu of the education requirement. Level II requires an additional 2 years' experience in the actuarial field, the ability to program and acceptance test new reports and the ability to complete complex actuarial and statistical studies as well as benefit variations; Level III requires 4 years' experience in the actuarial field. Must have familiarity with data analysis techniques and programming languages used in retrieving data such as SAS, Easytrieve, COBOL BASIC or FOCUS. Knowledge of Excel necessary.

### Reimbursement Analyst I-III

You will provide support to all divisions of the organization through supplying timely and accurate research and recommendations with respect to facility and professional reimbursement policy and levels; financial reporting forecasting and contracting analysis to the Manager and upper management to maintain Plan competitiveness and financial stability. Level I position requires a Bachelor's degree (preferably in Business, Computer Science, Math, or Statistics). College degree may be substituted by at least 2 years of experience as a programmer, statistical analyst, or position in health care finance. The Level II position requires an additional 2 years' experience in reimbursement field as well as the ability to program and acceptance test new reimbursement systems and complete complex reimbursement analysis; Level III requires additional 4 years' experience in reimbursement field. All levels require familiarity with data analysis techniques and programming languages used in retrieving data such as SAS and Easytrieve Plus. Knowledge of

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



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