



Classifieds/Bids

250 Office

Receptionist
Neil Kelly Co., a nationally recognized design/build remodeling firm, has an immediate opening in its Administrative office. The Receptionist must have experience in receiving callers in a courteous and professional manner. Previous computerized, multi-line switchboard experience required. Must have multi-tasking ability. Word, Excel and database experience required. Busy office environment that promotes teamwork. Must have exceptional interpersonal and organizational skills. 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.

250 Business Opportunities

Hersheys Vending Route
50 prime locations. \$800-\$1200 solid monthly income. Cost \$2995. www.vendingroutes.com
1-888-229-8283

Attn: Needed 63 people to lose 30 lbs by Feb.
Brand New! Just patented! Dr. approved. I lost 23 lbs in one month!
800-790-DIET or www.lboffnow.com

Invitation For Bids

The Polk County Housing Authority (PCHA) will receive sealed bids for Arbor Court Laundry and Storage until Wednesday, 4:00 p.m. on the 26th day of January 2000, at 204 SW Walnut, Dallas, Oregon 97338, at which time and place all bids will be opened and made public. The basic work includes: Site alterations, interior and exterior alterations to the existing maintenance shop, and laundry room for Arbor Court Elderly Units between 620, and 622 Arbor Court, and replacement of existing sliding glass doors with new vinyl sliding glass doors in seven duplex units in Independence, Oregon under a "lump sum" contract as shown on the drawings and as specified herein.

All interested parties are encouraged to attend a pre-bid site meeting scheduled for 11:00 a.m. on Thursday, January 13 at 620 Arbor Court, Independence, Salem, OR 97351.

Bid documents, including plans and specifications are on file at the PCHA; Salem Contractors Exchange, (503) 362-7957 (2256 Judson Street, Salem, OR 97302); Daily Journal of Commerce Plan Center, (503) 274-0624 (2840 NW 35th Ave., Portland, OR 97210); and Eugene Builders Exchange, (541) 484-5331 (860 McKinley Street, Eugene, OR 97402).

Interested bidders may obtain one set of bid documents at 204 SW Walnut, Dallas, OR 97338 upon receipt of a \$20 deposit, which is refundable when documents are returned in good condition within 10 days of the bid opening. Additional sets may be obtained for a \$5 non-refundable fee.

A bid security of 5% of the bid is required as prescribed in the "Instructions to Bidders." No bidder may withdraw their bid after the hour set for the opening thereof until after the lapse of 60 days from the bid due date.

The successful bidder will be required to furnish and pay for a satisfactory performance and payment bonds.

Attention is called to provisions for equal employment opportunity, and payment of not less than the minimum salaries and wages as set forth in the Project Manual must be paid on this project.

As required by the U.S. Department of Housing and Urban Development: Retainage is 10 percent not 5 percent; interest will not accrue on retainage; and bonds or securities may not be substituted as an alternate from of retainage.

The PCHA may reject any bid not in compliance with the prescribed bidding procedures and requirements and may reject any or all bids and waive any informalities in the bidding.

Polk Housing Authority

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

Associate Transportation Engineer Senior Inspectors
Two experienced inspectors having knowledge of highway engineering and construction practices and procedures are needed in our Region 1 Project Manager's Office in Milwaukie. You will ensure daily contract compliance on major transportation construction projects and will provide documentation to support payment and project acceptance. You will also train others in fundamental location and construction work procedures and may assist with surveying as needed. Requires a Bachelor's degree in Civil or Transportation-related Engineering; or a PE (Civil or Transportation), PLS, FE/EIT or FLS/LSIT. Salary \$2,674 - \$3,827/month + excellent benefits: health insurance; paid vacation and sick leaves; 10 paid holidays; and full employer-paid retirement contribution. **Announcement #OCDT9645. Call (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. Application and required supplements must be received by January 10, 2000.

Engineering Specialist 3 Quality Control Compliance Specialist
Experienced construction inspector needed for our Region 1 Project Manager's Office in Milwaukie. You will be responsible for assuring quality control compliance on materials used in construction projects, coordinating Flexible Services Consultant Contracts for material testing needs and documenting test results of field materials. You will also train other staff and coordinate with the QA/QC Team to assure contract compliance. Requires an Associate's degree in Engineering Technology plus 4 years' engineering experience or 66 months of sub-professional engineering experience. Salary \$2,424 - \$3,475/month + excellent benefits: health insurance; paid vacation and sick leaves; 10 paid holidays; and full employer-paid retirement contribution. **Announcement #OCDT9574. Call (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. Submit application and required supplement by January 7, 2000.

Transportation Maintenance Coordinator 2 Roadway/Highway Maintenance Coordinator
Leadership, communication and transportation maintenance skills are critical for this challenging position with our District 2B Maintenance Office serving the Milwaukie area. You will perform and lead the maintenance and repair of roadways/highways and shoulders, catch basins and culverts, guardrail, Right-of-Way fences and site posts; perform slide removal, accident cleanup, emergency repair, sanding and snow removal. You will train employees, set up work schedules and assignments, determine work methods and equipment to be used, order equipment and supplies and prepare the crew's accounting reports. Requires Class A CDL and three years of maintenance and/or construction experience in roadway, bridge, sign or landscape maintenance including a year performing lead work responsibilities. Knowledge of highway maintenance, repair and reconstruction and ability to operate heavy equipment is essential. Salary \$2,268 - \$3,145/month plus excellent benefits. **Announcement #OCDT9646. Call (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. Application and required supplements must be received by January 10, 2000.

announcement and application. ODOT is an AA/EEO employer committed to a diverse workforce. Application and required supplements must be received by January 10, 2000.

Transportation Maintenance Specialist Drawbridge Maintenance Crew

Your maintenance equipment operation and team skills are needed for this permanent position in Portland. As a member of the Interstate Bridge Crew, you will perform maintenance and repair of the drawbridge and other structures and ensure safe and efficient traffic and pedestrian control to facilitate drawbridge operation. Prefer experience operating heavy and/or light motorized equipment, using hand and power tools, performing minor servicing of equipment and applying safety procedures. Must have a valid driver's license and a good driving record. Shift work required. Salary \$1,816 - \$2,729/month, depending on experience or training, plus excellent benefits. **Announcement #OCDT9610. Call (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. Application and required supplements must be received by January 4, 2000.

OREGON DEPARTMENT OF CORRECTIONS

Principal Executive/Manager F Assistant Superintendent of Prisons \$50,700 - \$74,856 Annually
Job Announcement may be obtained as of December 27, 1999 through any Oregon Employment Department office or visit the web site at www.doc.state.or.us, click search DOC jobs, then Principal Executive Manager F or call 1-877-888-5234 (toll free). Recruitment closes January 14, 2000.

Principal Executive/Manager F Administrator, Offender Information and Sentence Calculation \$50,700 - \$74,856 Annually
Job Announcement may be obtained through any Oregon Employment Department, or visit our web site at www.doc.state.or.us, click "search DOC jobs", then "Principal Executive Manager F," or call 1-877-888-5234 (toll free). Recruitment closes January 21, 2000.

OREGON ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT

Program Development Coordinator Program Technician 2
The Oregon Economic and Community Development Department invites applications for a Program Development Coordinator with the Program Development Team of the Department, located in Salem. This position provides technical support to the department's regional teams and other department specialty teams in the operation, evaluation and development of funding resources and programs administered by the Department. This position also works with other team members and department staff to develop cross-program policies and tools for streamline service delivery. In addition to standard minimum qualifications, this position requires experience working with Community Development Block Grant programs. Salary is \$2,957-\$4,140 monthly with excellent benefits. **Announcement #LE991362. Contact the Human Resources Office at (503) 986-0095 for the required application packet or access the full job announcement including application process at: <http://www.econ.state.or.us>.**

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.

Business Service Directory

Ms B's Potting Plants
We transplant and touch up your overgrown, root-bound plants. House•Garden•Yard Small to extra large plants! call (503) 283-7905 for evening and weekend appointments
We offer gift certificates: the perfect present for your busy friends and loved ones.

A step into the year 2000
Mendez Custom Automotive
Pearls graphics candies 24 K Plating Frenching Hydros
7212 N.E. MLK Blvd. 20 years of Owner - Operator
Portland OR 97211 Max - Dawn - Desi
ph: 503.285.1249 Honesty - Quality - Integrity

Ma 'n Pa Strongs
We serve mighty good food
Owned by the Strongs
Cascade Plaza 4134 N. Vancouver, Portland, OR. 97217
503.493.7355

AINSWORTH DRUG
Utility paystation Western Union
Dr-met tickets & passes prescriptions
Your neighborhood pharmacy

Chase and Weil
Attorneys at Law
Gerald M. Chase Richard L. Weil
722 SW 2nd Ave. Suite 240
Portland, Oregon 97204
503.294.1414

BIG CITY PRODUCE
Open 7 days a week
Mon-Fri 7:30-7:00
Sat. 9:00-6:00 Sun 10:00-6:00
Quality at low prices
722 N. Sumner Portland, OR
503.460.3830

SAVE BIG ON **CARPET & FLOOR COVERING**
Portlands Costless Carpet
4818 N. Interstate Ave.
Portland, OR 97217
503.287.6225

Commercial Carpet	\$3 ²⁹ sq.yd
12X13 Rem	\$69 ⁰⁰
Laminate Flooring	\$1 ⁸⁹ sq.ft.
Vinyl	\$4 ⁹⁹ sq.yd.

Martin Cleaning Service
Your neighborhood cleaning Service
Carpet cleaning * Upholstery cleaning
Air duct cleaning and Restoration services
Always \$12.95 each area (2 room minimum)
PO Box 12171, Portland OR 97212-0171
For appointments: 503.281.3949
Thomas Martin Owner/Operator

UNION AVENUE GLASS COMPANY
All Types of Plate and Window Glass
Storm Doors and Windows
4708 N.E. MLK Jr Blvd Portland, Oregon 97211
LORRAINE HLAVINKA
Women Owned
CCB# 122381
Phone 248-5886
FAX 248-1083

AMERICAN FAMILY INSURANCE
AUTO HOME BUSINESS HEALTH LIFE
Rhonda Smith
5700 NE Martin Luther King Jr., Blvd
Portland, Oregon 97211
Office • 503-281-5030 Fax • 503-282-6001 Res • 503-259 9907

Earl's Barber Shop
Wed - Friday - 9:00 am - 6:30 pm by Appointment • Saturday: Walk-ins
503/249-5068
Pgr.: 503/441-3269
1726 N.E. Alberta St.
Portland, Oregon 97211
Reggie Brown
Barber / Stylist

The Ultimate Child Care Where Kids "R" Us Regina's Childhaven
3725 N. Vancouver Ave.
Portland, Oregon 97227
(503) 282-3154
*Storytime/Arts & Crafts
*Pottietraining
*Educational Learning
*State Certified Provider #: G07364

The Metal Forge
Inlaid Furniture Jewelry Carving
Gift With minimum \$75 purchase
BOX 1148 8450
Proprietor
Wed-Sat 11:30-6:30
518 N. 20th Portland, OR 97202 503-231-7612

Na'im's HAIR CONNECTION
Full Service Salon
4603 N Williams Ave
Portland, Oregon 97217
503-288-3171

Infant, toddler, & children's wear with an ethic flair !!!
RAJ
1600 NE Alberta St
503-493-8175
Wed - Sat: 10am - 6pm
raj.citysearch.com