



Classifieds/Bids

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
Manager, Purchasing & Contract Management Section
Principal Executive/Manager E**

Dynamic, knowledgeable, customer-oriented person needed to lead our team of purchasing professionals in Salem! Manage, direct, analyze and review ODOT's procurement program functions in support of a large, complex statewide operation. Develop and implement Department-wide policies, procedures, priorities and strategies. Develop and coordinate short- and long-term plans. Oversee personal service, trade service, public improvement and commodity (fleet services) contracts involving \$200 million per biennium. Serve as ODOT's contracting expert. Oversee the Contract Compliance Review Program and the Procurement Education Program. Requires 3 years of management or professional-level project leader experience related to procurement and contract management. NAPM or NIGP professional purchasing certification preferred. Salary \$46,836 - \$69,300/year + excellent benefit package. **Announcement #OC020216. Call (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired), or visit www.odot.state.oregon.gov/hrod/jobindex.cfm for announcement.** ODOT is an AA/EEO employer committed to a diverse workforce. Resume and required supplements must be received by July 6, 2000.

OREGON STATE LOTTERY

"Doing Good Things for Oregon!"

Currently recruiting for:

- Chief Financial Officer/Announcement #OL177232
- Planning & Analysis Manager/Announcement #OL177169
- Internal Auditor/Announcement #OL177210
- Buyer 2/Announcement #OL177216
- Senior HR Generalists/Announcement #OL177230 and Announcement #OL177231
- Sustaining Engineer/Announcement #OL177196
- Systems Administrator/Announcement #OL177228
- Field Manager, NW Oregon/Announcement #OL177224
- Field Service Representative/Announcement #OL177221
- Electronic Technicians/Announcement #OL177223
- Operations Project Manager/Announcement #OL177220

Applications and complete job announcements can also be obtained at any office of the Oregon Employment Department or by calling the Lottery Job Line at (503) 540-1328 in Salem. Successful applicants are subject to extensive background checks. Visit our Web Center at www.oregonlottery.org The Oregon Lottery is an Equal Opportunity Employer. Women, Minorities & People with Disabilities are encouraged to apply.

**BUREAU OF LABOR AND INDUSTRIES
Public Service Representative 2**

Busy front desk positions in the agency's Civil Rights and Wage and Hour divisions. Public Service Representatives serve as information resources for the public, by telephone and in-person. Screen and refer callers and visitors to appropriate services or staff within the agency and make suggestions to redirect calls to other state, local and private agencies when necessary. Entry-level position in state agency with full benefits including paid holiday, sick, vacation and personal leave; fully paid family health insurance; membership in the Public Employees Retirement System (PERS). Modern office building in the Lloyd district with subsidized transit pass for easy bus and MAX access. Salary is \$1,532 to \$2,061 a month. **Announcement #LE000806. To receive application materials through the mail, call (503) 731-4070 (Portland). The job announcement (including test questions and skill codes) and application form is also available at www.oregonjobs.org.** Deadline for applying is June 21, 2000.

**DEPARTMENT OF ADMINISTRATIVE SERVICES
Labor Relations Analyst
Executive Analyst 3**

The Department of Administrative Services is seeking an experienced Labor Relations Coordinator to assist in labor negotiations and to oversee the administration of assigned labor agreements. This position is located in Salem. It requires four years of experience as an executive analyst, personnel officer, or personnel manager of which two years included specialization in one of the following areas of personnel: classification, compensation, recruitment, test development, human resource rules interpretation, or labor relations. A Bachelor's degree in Personnel Management, Business Administration, Labor Relations, Public Administration, Industrial Relations, or a closely related field may be substituted for up to two years of the general experience. Preference will be given to those applicants who have Labor Relations experience. Salary for this position is \$3,061 to \$4,310. It offers a benefit program contribution toward family health and dental insurance, term life insurance, and short and long term disability insurance. Other benefits include a retirement program, paid holiday, vacation, and sick leave. **Announcement #LE000732. For a detailed job announcement, contact your local Employment Office, visit www.oregonjobs.org, or call (503) 378-4688.** The close date is June 19, 2000.

These are just a few of the current job openings available with the State of Oregon. A more complete announcement listing, application forms, and additional job information are available at: a) local Employment Department field offices, or b) the Oregon jobs page at: www.oregonjobs.org. The State of Oregon and all its divisions are proud to be equal opportunity employers.

Upcoming Hearings for the Interstate Corridor Urban Renewal Plan

The Portland Development Commission, the Portland Planning Commission, and the Portland City Council will hold public hearings to create an urban renewal area in the Interstate Corridor. The Portland Development Commission and a 54-person Community Advisory Committee have worked since November 1999 to create an urban renewal plan that includes goals and objectives that focus on increasing the opportunities and benefits for existing community residents and businesses.

The scheduled hearings are your opportunity to learn more about the Interstate Urban Renewal Plan and voice your opinion on its proposals.

Portland Development Commission Hearing	Wednesday, June 21st 6:00 p.m.	Kaiser Town Hall 3704 N. Interstate Ave.
Portland Planning Commission Hearing	Tuesday, July 11th 12:45 p.m.	City Development Bldg. 1900 SW 4th Ave., 2nd flr.
Portland City Council Hearing PUBLIC TESTIMONY	Wednesday, August 16th 6:00 p.m.	Kaiser Town Hall 3704 N. Interstate Ave.
Portland City Council VOTE	Wednesday, August 23rd 9:30a.m.	City Hall Council Chambers 1221 SW 4th

For more information, contact John Southgate at 823-3257 or Elissa Gertler at 823-3231.



PORT OF PORTLAND

Career Opportunities

Information about career opportunities with the Port of Portland can be obtained by calling the Job Hotline at (503) 944-7480. Hearing impaired applicants may call TDD, (503) 944-7485. Applications are available by calling (503) 944-7400 or by visiting the Port's office, located at 121 NW Everett St, Portland. Office hours are Monday through Friday, 8am to 12pm and 1pm to 5pm. You may also apply online at our website. www.portofportlandor.com

The Port of Portland is an Equal Opportunity Employer

**THE MOST IMPORTANT STEP IN ANY JOURNEY IS THE FIRST ONE.
MAKE IT COUNT!**

Let that step lead you into a career with one of the most prestigious healthcare organizations in the country. We offer career paths, competitive salaries, a diversified staff, and comprehensive benefits.

CURRENT OPPORTUNITIES

- Dental • Nursing • Pharmacy • Radiology
- Laboratory • Research • Medical Receptionist/Assistants
- Finance/Accounting • Information Technology & Services
- Many other open positions

Explore our website. You can review jobs, complete an application & request referrals on-line. Or visit our employment office.



KAISER PERMANENTE

500 NE Multnomah St., Portland, OR 97232
Hours: Monday - Friday 8am-3:30pm
Phone: (503) 813-4701

Drug Free Workplace • AAEOE

www.kp.org/nw

Employment

Education 227



Assistant Director of Student of Color Recruitment

The Assistant Director of Student of Color Recruitment will coordinate outreach efforts to students of color.

Responsibilities include:

coordinating programs and activities that promote enrollment, especially the recruitment of students of color to Portland State; serving on university committees and community organizations that are relevant to the support of students of color; and representing Portland State University on the OUS High School Visitation program, high school and community college visits, college fairs and nights, and other student recruitment events. Minimum qualifications for the position include a Bachelors degree; at least three years of successful and progressively responsible experience in student services at the college level; experience effectively recruiting students of color; excellent written and oral communication skills; strong interpersonal, presentation and organizational skills; creative problem-solving ability and customer-service orientation. Preferred: Master's degree in a related field. This position is a full-time, fixed term 12-month renewable appointment, effective July 1, benefits package. Review of applications will begin on June 30, 2000. To apply: Submit a letter of application, resume, one-page recruitment plan describing your best practices for recruiting students of color, and three professional references to:

Heather Gallup
Office of Admissions and Records
Portland State University
P.O. Box 751
Portland, OR 97207-0751
(503) 725-3404
Portland State University is an Affirmative Action/Equal Opportunity Institution.

Employment

Health Care 240

Mental Health Counselor

Full-time position working with emotionally and behaviorally disturbed boys, ages 11-17. \$10.00 per hour with excellent benefits.

Swing Shift:

Requires BA/BS degree in Psychology, Sociology or other Behavioral Science field. Internship or experience with similar clients preferred. Hours: 3-11pm, includes weekends.

Day Treatment Program

Requires BA/BS degree in Psychology, Sociology or other Behavioral Science field. Internship or experience with similar clients in school setting preferred. Monday - Friday: 7:30am - 3:30pm.

Call 649-5651 for application; fax resume to 649-7405, e-mail to smhome@aol.com or send to: St. Mary's Home for Boys 16535 S.W. Tualatin Valley Highway Beaverton, OR 97006 Equal Opportunity Employer

Health Care 240

EAP Counselor

Magellan Behavioral Health Employee Assistance Program is accepting applications for an EAP Counselor position. This is an hourly contract position of 11 hours per week, with work performed primarily in Gresham. Master's degree and clinical license required (no exceptions). Duties include provision of short-term therapy to individuals, couples, and families; assessment and referral; and alcohol and drug assessments. Experience needed: broad-based counseling experience, alcohol and drug, work with diverse populations.

Magellan Behavioral Health offers competitive salaries plus a great working environment. Qualified applicants are invited to send resumes to: Magellan Behavioral Health Attn: Human Resources 921 SW Washington Street, Suite 550 Portland, OR 97205 Fax: (503) 219-6892 E-mail: jharvey@magellanhealth.com Equal Opportunity Employer

Office 250

Secretary

Immediate opening in Vancouver, Washington with Bonneville Power Administration, Federal power transmission agency. Salary range: \$25,978 - \$37,525 (dependent on qualifications). Offers full Federal benefits including:

- Annual Increases
- Casual Work Environment
- Benefits without waiting
- 401K w/matching
- Advancement Opportunities
- Up to 5 weeks paid vacation
- Defined retirement Plan

Must be highly motivated with strong organizational and interpersonal skills for office manager type position. For application call (360) 418-2090 Must refer to ad #NPO-03 Applications must be received by June 27, 2000 *BPA welcomes diversity* Bonneville Power Administration

General 235

Oregon Legislature

Salmon & Stream Enhancement Committee Administrator \$3,061 - \$5,775 per month

- Facilitate Committee Meetings
- Perform Policy and Legislative Research
- Must have experience in the field of Salmon, Endangered Species Act, and/or Oregon Plan

For application information contact: Karen Hupp Employee Services 900 Court St NE Room 140-B Salem OR 97310 (503) 986-1373 <http://www.leg.state.or.us> Deadline: June 23, 2000

Where you put your energy can make a difference.

NW Natural®

NW Natural seeks a Sr. Financial & Investor Relations Analyst to coordinate and assist in the preparation and presentation of corporate budgets, forecasts and management reports that include investor relations information. This position provides financial analysis, reports and research efforts for Company officers and serves as a public relations liaison as required.

Requires a B.A./B.S. in Business or Accounting in addition to a minimum of 4 years business or finance experience, including financial analysis and general accounting.

Must have demonstrated presentation skills and ability to speak effectively on behalf of Company and its officers in a variety of settings.

Please direct resume, salary history and letter of application relating to the qualifications:

NWNATURAL
Req. #00164
220 N.W. Second Avenue
Portland, Oregon 97209
Fax - (503) 721-2506
Email: employment@nwnatural.com

An Equal Opportunity Employer

Proud to be a drug free, smoke free workplace

**1998 Medical Marijuana
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Campaign happening now to change asset forfeiture laws; improve health and education in Oregon. Work with nation's largest grassroots campaign organization on cutting edge issues.

**Training/Advancement
National Travel Potential
No Fundraising
\$7.00 + bonuses up to \$19.50/hour**

Call 503-232-5400

**Attention:
Are You Adventurous And Exciting?**

But bored with the same old daily routines, conversations and faces? - Handsome single male 6' 1", 180 lbs, chocolate coated and just as delicious, Independent secure, charismatic enjoys all outdoor activities, music & romance. Seeking correspondence with single female Who is honest, understanding, lively, Compassionate and more lovable than a teddy bear.

**P.O. Box 3137
Portland, OR 97208**

**Request For Proposal
RECORDSMANAGEMENTAPPLICATIONSOFTWARE**

The Portland Development Commission (PDC) is soliciting Proposals from records management software and electronic document management firms (integrators or vendors) to provide an enterprise-wide records management software system for managing both paper and electronic documents.

The "scope of work" and additional details are included in an RFP available at the Portland Development Commission. Obtain copies from: Neal Van Horn, Records Manager Portland Development Commission 1900 SW Fourth Ave., Suite 7000 Portland, OR 97201-5304 nvanhorn@portlanddev.org (503) 823-3258

Proposals must be received by PDC no later than 5:00 PM (Pacific Daylight Time) Wednesday, June 28, 2000.

Health Care 240

Are you a fun, loving person who wants to make a difference?

Provide Direct care for three individuals with developmental disabilities in a NE Portland residential setting. Starts at \$7.25/hr. \$8.25/hr after 90 Day Training period. Part-time, full-time (includes benefits), sign-on Bonuses, & 26 paid days off per year. Must be at least 18 years of age & have HS diploma or GED. Experience with autism & valid driver's license Preferred.

Call Dan at (503) 261-0255 to schedule an interview Or apply in person/send resume to: BETHPHAGE Attn: Human Resources 7931 NE Halsey St., Suite 305 Portland, OR 97213 Fax: (503) 261-0259 dmarsden@bethphage.org Visit us at www.bethphage.org

Stop Gun Violence

Gather voter signatures to require background checks at gun shows. Part-time/ full-time, \$15- \$20/ hour paid per signature, weekly pay. Call Mutual Aid: 503-236-7208.

Advertise in The Portland Observer Call 288-0033

SUBSIDIZED UNITS FOR SENIORS, OR DISABLED, OR HANDICAPPED PERSONS MAY BE AVAILABLE AT THIS TIME.

If subsidized units are not available at this time, qualified applicants may be placed on Waiting Lists. Guardian Management Corporation is committed to "Equal Housing Opportunity."

Willamette Place
1925 NE McDonald Lane
McMinnville, OR 97128
503-472-0397

EQUAL HOUSING

