



# Metro/Classifieds

## Employment

### Education 227

**Education Assistant IA**  
Migrant Education/Bus Driver  
190 Day position 7 hrs day  
Salary: \$12.41/hr  
Closes: 7/6/00  
School Health Assistant  
185 4 hr and 6 hr days  
Salary: \$10.71/hr  
Closes: 7/14/00  
Application materials are available M-F 8:00-5:00 in the Lobby of the Ainsworth Building. Apply in person or send self-addressed, stamped legal envelope (\$.64) indicating position to receive materials by mail to: Multnomah ESD, Attn. Receptionist, 11611 NE Ainsworth Circle, Portland, OR 97220 or via WEB @ [www.mesd.k12.or.us](http://www.mesd.k12.or.us). Application materials will not be faxed.

### General 235

**Benefits Coordinator**  
The Tri-Met Human Resources Division is recruiting for a broadly skilled Benefits Coordinator for its active and retiree health benefits programs. Excellent opportunity for persons with a strong background in benefits administration, employee relations and database maintenance. Qualified candidates must have an associate's degree in business administration, human resources management or related field; three years of progressively responsible experience in benefits administration; and advanced level experience with mainframe, personal computer, and applicable business software (word processing, spreadsheet, database). Excellent benefits package and hiring range of \$2843-\$3554/month. Qualified candidates submit a Tri-Met application with supplemental and a resume no later than July 14<sup>th</sup> to the Human Resources Dept., 4012 SE 7<sup>th</sup> Ave., Portland, OR 97202. You may call (503) 962-7635 for information or visit our web site at <http://www.tri-met.org/jobs/>.

### General 235

**Executive Director-Regional Drug Initiative**  
This position is responsible for directing the Regional Drug Initiative (RDI), a community coalition that operates as an intergovernmental agency to reduce substance abuse within Multnomah County. The Executive Director will oversee all program operations and coordinate program efforts with state and national agencies, and will provide administrative oversight of budget, resource development, communications, evaluation, and program implementation. Requires 3 years increasingly responsible administrative experience, including one year of supervisory experience, and equivalent to a Bachelor's degree in a relevant field. Successful candidate will have organizational management experience in business or non-profit sector. Experience with services and programs focusing on substance abuse highly desirable. Salary range is \$49,920 - \$69,889 annually. Exam 974502. Apply by July 14. Further information and application materials are available at: [www.co.multnomah.or.us](http://www.co.multnomah.or.us) or by calling (503) 988-5035.



## Employment

### General 235

**Production Workers Manufacturing**  
Rexam Image Products is a multi-billion dollar company with manufacturing and sales worldwide. We are seeking talented Sheeter/Bundler production workers to work in our Portland plant, which manufactures inkjet media and other coated paper products primarily for the high tech industry. Candidates must possess a minimum of 1-2 years' experience working in a production, manufacturing, industrial, process or mechanical environment. A high school diploma or GED is required. Teamwork and communication skills are essential.

Positions will require repetitive assembly of packaging materials with some bending and lifting (up to 50 lbs). Must be able to work shift work and overtime when necessary. Starting hourly wage is \$8.98 per hour.

We offer an excellent benefits package, including medical, dental 401K, and vacation, with excellent opportunities for advancement. Qualified individuals should send resumes to:  
Rexam Image Products, Attn: Human Resources Mgr., P.O. Box 3349, Portland, OR 97208-3349. Equal Opportunity Employers.  
Rexam Graphics

### General 235

**Program Director** - Seeking LCSW to join the WIAR team & help shape community services for women with HIV/AIDS. Provide leadership & direction to programs & staff. Supervise MSWs, provide individual & group counseling w/ women who are HIV+ & their families. Monitor quality of services, response to community needs. LCSW required, \$32,000-37,000+, EOE. Send resume & cover letter to Women's Intercommunity AIDS Resource, 1608 SE Ankeny, Portland, OR 97214.

**Director Administration & Volunteers** - Seeking highly organized self-starter to join the WIAR team & make a difference in the lives of women with HIV/AIDS. Manage office operations, recruit & supervise volunteers. Must have excellent communication skills, computer experience, and ability to manage multiple priorities. Call 238-4420 for job description. EOE, people w/HIV & people of color encouraged to apply. Send resume & cover letter to Women's Intercommunity AIDS Resource, 1608 SE Ankeny, Portland, OR 97214.

### General 235

#### Now Hiring Church Is Recruiting

We are looking for people who want a great future. Enrich your own life by helping others and receive benefits of training and counseling. Hard work, low pay, improve while you have a job. If you are interested in any of the following areas:  
Executive Finance, Personnel, Sales Public Relations, Administration, Auditing (Counseling), Training Others, Clerical, Marketing & Promotion.  
Call Rachael @ (503) 963-8121, or stop by and fill out an application at: 2636 NE Sandy Blvd, Portland OR 97232, Church Of Scientology Of Portland

## Employment

### General 235

The Multnomah County Health Department is currently recruiting for the following positions:

- Operations Supervisor
- Community Health Nurse
- Pharmacy Technician
- Medical Records Technician (ART)
- Program Development Specialist

Application materials and formal job announcements are available at: [www.co.multnomah.or.us/jobs/](http://www.co.multnomah.or.us/jobs/), in person or by mailing a self-addressed stamped envelope requesting application forms to: Multnomah County Human Resources Division, 1120 SW 5<sup>th</sup> Avenue, First Floor Lobby, PO Box 14700, Portland OR, 97293-0700. Assisted access to Multnomah County job information and web site is available at Multnomah County Libraries.

Multnomah County Health Department is actively recruiting persons from various ethnic and cultural backgrounds to enhance service to our diverse communities. Bilingual/bicultural candidates are encouraged to apply. An Equal Opportunity Employer

### General 235

#### Metro

Providing regional service \* Creating livable communities  
Receptionist, Oregon Zoo - \$9.55 - \$12.82/hour, FT, Deadline, 7/14/00.  
Responsibilities include answering phone, greeting visitors, radio and pager dispatch, typing correspondence, reports, and other materials, and updating computer and hard copy files. Data input, accounts payable, contract processing, and other clerical duties may be assigned. Required application materials available at: Metro Human Resources, 600 NE Grand Avenue, Portland, OR 97232. Resumes are not accepted. Please call (503) 797-1570 if you would like application materials mailed to you. Web address: [www.metro-region.org](http://www.metro-region.org)  
AA/EEO Employer

### General 235

#### CITY CENTER PARKING Parking Facility Operator

Immediate opening for full and part-time lot attendants with Portland's leading parking Co. We are seeking dependable individuals with a neat appearance and a positive attitude.  
\$7.50 + starting wage  
Huge overtime potential  
Advancement opportunities  
Medical, Dental, 401k available  
Applicants must submit to drug test and background check.  
Apply in person daily between 12-1 PM, Monday - Friday.  
130 SW Stark Portland, OR

### General 235

**Radio Advertising Sales for Sunny 1520 AM.** Advertising/broadcast sales exp. a plus. Good organizational, written/verbal communications skills. Great Benefit Package. Send resume/references to Laurie Dickinson - Entercom - 0700 SW Bancroft St., Portland, Or 97201. KGON/KFXX/KKSN/KNRK/Rosie/Sunny - Equal Opportunity Employer

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### General 235

#### Washington County

**Cook II**  
Sheriff's Office - Jail  
\$1,976-\$2,404/mo.  
Closes July 14, 2000

**Engineering Assistant**  
LUT - Building Services  
\$3,310-\$4,022/mo.  
Closes July 14, 2000

**Senior Inspector**  
Plans Examiner  
\$3,743-\$4,548/mo.  
Closes July 14, 2000

**Senior Mental Health Services Coordinator**  
(Civil Commitment Investigator)  
\$3,475-\$4,225/mo.  
Closes July 14, 2000

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

### General 235

**Radio Morning Show Producer** for 94-7NRK: Must have a minimum of 3 yrs. Broadcast experience, production and organizational skills, extensive knowledge of the Northwest and a huge rolodex. Send tape/resume to Program Director, KNRK Radio, 0700 SW Bancroft St., Portland, OR 97201. No phone Calls. Equal Opportunity Employer.

### General 235

**Development Director**  
Position with anti-poverty, non-profit to oversee and conduct fundraising and marketing activities. Apply at Portland Impact, 4707 SE Hawthorne Blvd. Questions call 988-6000. EOE/AA

## Employment

### General 235

**Custodian**  
Night Shift 11:00 p.m. - 7:30 a.m. 2 years of custodial experience with one year experience in floor care (carpet and hard surfaces) required. \$10.50/hr plus benefits. See [www.catlin.edu](http://www.catlin.edu) to download an application or call Catlin Gabel School 297-1894, ext. 373.

### General 235

**Relief Delivery Driver, Merchandiser, & Warehouse Cleaner**  
30-40 HRS/Week, \$11.275/HR, Teamsters Union, excellent DMV record. 50% relief deliver/merchandising, 50% warehouse. Grocery exp. a plus. Split days off. East Co. Apply North Portland Emp. Ofc., 30N. Webster, Job Ref#1129754 AAP/EEO

### General 235

**Security**  
Trail Blazers are seeking a facility security supervisor, w/min. 1 year exp. In Security or Law Enforcement. Must be PS - BPSST certified. Excellent customer service, written and oral communication skills req. computer skills a plus. Must be available to work nights, weekends and holidays. Must possess or have ability to obtain a valid Oregon Drivers License and a current CPR certificate. Mail resume w/cover letter to: Human Resources, Oregon Arena Corp., One Center Court, Suite 200, Portland, OR 97227; or fax to (503) 736-5105.

### General 235

**Heavy Equipment Operators/Excavator/Dozer, Loader, Scraper. Laborers.** Exper. Req. Must pass drug test. Salary based on exper. Applications accepted 8am to noon & 2-5 pm, at Robinson Construction Co. 21360 NW Amberwood Drive in Hillsboro.

### General 235

Immediate opening for - News Anchor/Board Operators for weekend and overnights at KXL Radio. Two years experience required. Please rush tape and resume to atn: Operations Manager, News/Talk 750 KXL, 0234 SW Bancroft, Portland, OR 97201. No phone calls, KXL is an equal opportunity employer.

## Employment

### 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](mailto:dmarsden@bethphage.org)  
Visit us at [www.bethphage.org](http://www.bethphage.org)

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