



# Classifieds/Bids

## Employment

Home Care 225

### Housekeeping

Excellent opportunity to work in the fast-paced, exciting world of the Oregon Arena Corporation at the Rose Quarter, Portland's professional sports and entertainment center. Seeking a Housekeeping Supervisor who will provide overnight supervision at facilities of the Rose Quarter and the Memorial Coliseum. Must be able to work extended hours, including nights, weekends and holidays. Reports to Housekeeping Director. Min. 1 year experience in events cleaning, with working knowledge of arena. Possess valid driver's license and forklift training. Salary commensurate with experience, plus excellent benefit package. To apply, send resume to Housekeeping Director, Human Resources Department, c/o Oregon Arena Corporation, One Center Court, Suite 200, Portland, OR 97227. No phone calls please. Equal Opportunity Employer. Minorities and females are encouraged to apply. M/F/D/V

Education 227

**Instruction & Research Services within the Office of Information Technologies at Portland State University** is expanding to better serve Faculty, Students, and Staff. Join our technical team in an enjoyable work environment. The following positions are open for application until filled.

Manager, Technology Classrooms - \$25-35K

Manager, Instructional Support Specialist - \$40-50K

Instructional Designer (Masters Required) - \$45-55K

For information on these positions, please visit [www.rams.pdx.edu/jobs](http://www.rams.pdx.edu/jobs) or call Jackie Morgan at 503-725-3588. PSU is an Equal Opportunity Employer and encourages applications from women and minorities.

General 235

### Casework Supervisor

Lane County, Eugene, Oregon Department of Youth Services Salary \$40,955-\$56,430/annually Plans, organizes and supervises the activities and operation of a unit within the Parole and Probation program of the Department of Youth Services; performs a variety of professional and administrative tasks relative to the assigned area of responsibility; performs related duties, as assigned. Requires equivalent to a Bachelor's degree with major coursework in social work, sociology, criminal justice or a related field and three years of increasingly responsible experience in casework management involving work with juvenile offenders, including one year of lead responsibility. Master's degree in a related field is desirable. Candidate selection includes a criminal record check. You may complete the application and supplemental questionnaire online at our website, <http://www.co.lane.or.us/hrms> or, if no access, contact Lane County Personnel Services, 125 E 8 Ave, Eugene, OR 97401 (if outside of local calling area, 541.682.3665) closes: 5:00 pm, 8/14/2000. EEO/ADA.

General 235

**DCW's Wanted, No Experience Necessary We Train You To Work With MR/DD Adults Req. 18 Yrs And A Clear Criminal History** 254-16229AM-4PM

## Employment

Education 227

### Director of Athletics, PORTLAND STATE UNIVERSITY

The Athletic Director reports to the President and is responsible for leading and managing the intercollegiate athletic programs of Portland State University and the University's Athletic Department. Portland State University is a member of the Big Sky Conference and has been Division I (1-AA in Football) since June 1, 1996. Men's wrestling participates in the PAC-10 conference and women's softball in the WAC. The Athletic Director's major functions include: providing strategic vision and leadership; managing Athletic Department Operations; building community and financial support; ensuring effective relationships between the Athletic Department and the rest of the University; supervision of the Viking Athletic Booster Club; enhancing student athlete welfare; and representing PSU's Athletic Department to its various constituents. The Athletic Director oversees a staff of approximately 60 people with a budget in excess of six million dollars.

Required qualifications include; a Bachelor's degree (Master's degree or higher preferred) and evidence of successful leadership fiscal management and fund raising experience, preferably with a major college/university athletics program.

PSU is a campus of 16,300 students located in the center of the Portland metropolitan area. The city lies between the Cascade Mountains and the Pacific Ocean. It offers an attractive work environment and the opportunity to participate in a growing relationship between and urban university and its constituents. PSU currently has seven men's (football, basketball, wrestling, golf, cross country, tennis and track) and eight women's (volleyball, basketball, softball, tennis, cross country, track, golf and soccer) intercollegiate sports. For further information on the University and Athletic Department visit our website: [www.pdx.edu](http://www.pdx.edu)

For a view of the Athletic Department and an extended job description visit: [www.goviks.com](http://www.goviks.com) Salary is competitive and commensurate with qualifications and experience. Nominations and applications with a letter of interest, resume and three letters of recommendation (preferred) or the names, addresses and phone numbers of three references should be sent to: Dr. Scott Burns, Chair - Athletic Director Search Committee, Office of the President, Portland State University, P.O. Box 751-PO, Portland, OR 97207-0751. The application review process will begin August 7, 2000 and will continue until the position is filled. PSU is an Affirmative Action/Equal Opportunity Institution.

General 235

### Fund-Raising

Development Director. Lead fund raising effort for top youth development agency. Exp w/major gifts, direct mail, annual campaign, budgets, database. Great writing/verbal skills, well organized. Salary negotiable. Send resume by 8/11 to: Boys & Girls Clubs of Portland, 7119 SE Milwaukie Ave, Portland, OR 97202. Fax: 503-232-0387

## Employment

General 235

### WASHINGTON

**Administrative Specialist I**  
Eligibility List  
\$1,873-\$2,279/month  
Closes August 18, 2000

**Administrative Specialist II**  
Non-Bilingual and Bilingual  
Eligibility List  
\$2,173-\$2,643/month  
Closes August 18, 2000

**Inspector II - Electrical**  
\$3,564-\$4,330/month  
Closes August 11, 2000

**Management Analyst II**  
Housing Services  
\$3,743-\$4,548/month  
Closes September 1, 2000

**Public Health Nutritionist**  
(Bilingual - Spanish/English)  
\$3,072-\$3,735/month  
Closes August 18, 2000

**Shelter Technician I**  
\$1,970-\$2,394/month  
Closes August 11, 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



KATU Television and KWJF FM/KOTK AM Radio Stations, equal opportunity employers, are committed to ensuring a diverse workforce by providing broad notification to all qualified applicants concerning job openings at the stations. Organizations that regularly distribute information about employment opportunities to job seekers or provide referrals to employers can receive notice of job vacancies at KATU Television by contacting Rolonda Stoudamire at 2153 NE Sandy Blvd, Portland, Oregon 97232 or Stephanie Fredrickson at KWJF FM/KOTK AM at 2000 SW First Avenue, Suite 3000, Portland, Oregon 97201.

General 235

### Transit Operators

Salem Area Mass Transit District is now accepting applications for full-time Transit Operators to operate passenger buses over prescribed routes in accordance with designated schedules. No previous bus driving experience required. We train. Starting wage \$12.82 per hour. Come in or call 503-588-2424 to obtain official application form and detailed vacancy announcement which lists qualification requirements. Send completed application form to Salem Area Mass Transit District, Human Resources Division, 3140 Del Webb Ave. NE, Salem, OR 97303. Visit our web site at: [www.cherriots.org](http://www.cherriots.org). Application must be received by District by 5:00 p.m. Oct. 31, 2000. An Equal Opportunity Employer.

## Employment

General 235

### Metro

Providing regional services \* Creating livable community Accountant \$35,405.45-\$47,471.37, FT, Deadline 8/16/00. Performs a variety of professional accounting duties, such as account reconciliation, financial reporting, audit workpaper preparation, preparation of journal entries and assists in audit functions. Performs other projects as assigned. Requires skill in the use of Microsoft Word and Excel.

Please submit a resume with a cover letter that details your experience as it relates to the job duties, specifically addressing your professional accounting experience and training to: Metro Human Resources, 600 NE Grand Avenue, Portland, OR 97232; or fax to (503) 797-1797; or email to [jobs@metro.dst.or.us](mailto:jobs@metro.dst.or.us). Please call (503) 797-1570 if you would like a complete job announcement mailed to you. Custodian \$10.02-\$13.43/hour, FT, Deadline 8/9/00. Performs general custodial work in maintenance of visitor facilities and offices. Duties include but are not limited to sweeping, mopping, polishing floors; dusting/polishing furniture; washing windows, woodwork, toilets, restrooms and fixtures; collecting trash and recyclable materials. This position works varied hours and shifts.

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

**Associate Planner (Two Positions)**, City of Milwaukie, OR. Salary Range: \$3162-\$4035/mo., D.O.Q., plus excellent benefit package. Milwaukie is a contiguous suburb of Portland with a population of 20,000. These positions are responsible for a variety of technical and professional duties in current and long range planning. The positions will be involved in the development and implementation of land use policies and regulations. Applicant must possess a four-year college degree in a related field and three years of technical planning experience. Desirable to supplement education with masters degree in urban planning, regional planning or related field. Requires thorough knowledge of zoning laws, policy application and project management. Must have the ability to communicate effectively, orally and in writing. Successful applicants will demonstrate ability to establish and maintain effective working relationships and coordinate work with a variety of departments and groups. Application materials include contact Cynthia (503) 786-7507, [nagye@ci.milwaukie.or.us](mailto:nagye@ci.milwaukie.or.us), Fax # (503) 652-4433. TDD # (503) 786-7555. Application materials must be received by the City of Milwaukie, Human Resources at 10722 SE Main Street, Milwaukie, OR 97222, no later than 4 PM, Friday, September 01, 2000. Prior to hiring, applicants must pass a drug test. All qualified applicants are encouraged to apply. EOE.

Advertise in The Portland Observer Call 288-0033

## Employment

General 235

### Footwear



Quality Control/Production Specialist Do you have a background in Quality Control/Production in the Footwear Industry? Would you like to be part of a creative, talented, humorous and hardworking group of Footwear professionals? If So, Columbia Sportswear has an opportunity for you!

Columbia Sportswear Company, a leader in the design and manufacture of sportswear and outerwear is currently seeking a Quality Control/Production Specialist to join our team of Footwear professionals. In this position you will be responsible for production commercialization and quality control of all manufactured footwear. Implement systems and procedures to audit quality of finished footwear product and ensure that goods are manufactured in accordance with Columbia Sportswear Company's specifications and quality standards.

Potential Columbia team member should possess ten years of footwear manufacturing experience at the factory level with hands on quality assurance experience. Shoe making background which includes patterns and outsole making helpful.

Our benefits include corporate bonuses, a stock purchase plan, tuition reimbursement, product discount, and 28 PAID days off per year to enjoy the active lifestyle of a Columbia Sportswear employee! We also offer Medical/Dental, 401(K), profit sharing, and company paid life insurance.

Please send resume to: Columbia Sportswear Company, Human Resources, Dept. FWQC, PO Box 83239, Portland OR 97283, or FAX to: (503) 735-4597 or e-mail to [jamie\\_millhorn@ccmail.columbia.com](mailto:jamie_millhorn@ccmail.columbia.com). Equal Opportunity Employer.

General 235



### 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

### Warehouse/Bakery

Franz Bakery seeking motivated people for Warehouse/Bakery position. Requires 3 month warehouse and/or production food related experience. All Shifts, \$13.608 hour with possibility of journeyman wages of \$17.01 hour. Excellent benefit package. Apply at North Portland Employment office, 30 North Webster, ref to job #1120613 or apply at the Franz Office, 340 NE 11<sup>th</sup> Avenue. We are an EEO/AAP employer.

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