



# Classifieds/Bids

## Employment

### Home Care 225

#### Housekeeping

The Oregon Arena Corporation at the Rose Quarter, Portland's professional sports and entertainment center, is seeking a full time candidate with housekeeping and supervisory skills who will provide overnight supervision at all facilities. Must be able to work extended hours, including nights, weekends and holidays. Must possess valid driver's license with ability to be trained on forklift. Salary commensurate with experience, plus excellent benefit package. To apply, send resume to Housekeeping Director, Human Resources Department, c/o Oregon Arena Corporation, Once 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** with 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.

**Instructional Technology Support Specialist** - 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

**Washington County 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

**Community Health Worker II**  
 (Bilingual)  
 \$2,284-\$2,778/month  
 Closes August 18, 2000

**Engineering Project Coordinator**  
 \$3,834-\$4,663/month  
 Closes September 1, 2000

**Inspection Technician II**  
 \$2,953-\$3,577/month  
 Closes August 18, 2000

**Nurse Practitioner (Part-time)**  
 \$23.88-\$28.97/hour  
 Closes August 18, 2000

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

Advertise in  
 The Portland Observer  
 Call 288-0033

## Employment

### General 235

#### Work for One Tough Mother!



Columbia Sportswear Company has proven for more than 50 years that quality construction, engineering and innovation in sports apparel and footwear is a formula for success. Our growth has been built on a foundation of value, not only in our high quality products, but our employees as well.

**Product Developer**  
 If you're looking for an opportunity to put your apparel product development experience to work, we may have the job for you. Our product development department is looking for an experienced children's apparel developer who will: participate in the development of new products and ensure design integrity, quality, pricing and timelines; be responsible for developing technical specs, prototype construction and commercialization of product during manufacturing; and source materials and trims, establish parameters for style specs, quality standards and construction details.

Sounds like the job for you? This is what we'll need from you...  
 3 to 5 years experience in apparel development and construction and college coursework in textiles and manufacturing. Experience with children's apparel preferred.

Columbia Sportswear has a lot to offer you including: corporate bonuses, stock purchase plan, education assistance, product discount, and 28 PAID days off per year to enjoy the active lifestyle of a Columbia Sportswear employee! And, of course, there's Medical/Dental, 401(K), profit sharing and company paid life insurance.

Please send resume to: Columbia Sportswear Company, Human Resources, Dept. PRODDEV, PO Box 83239, Portland OR 97283, or FAX to: (503) 735-4597. Or email to: [Jamie.Millhorn@ccmail.columbia.com](mailto:Jamie.Millhorn@ccmail.columbia.com)  
 Equal Opportunity Employer.

### General 235

#### Full-Time Driver

Year-Round Position With Excellent Benefits and Competitive Salary  
 Full-Time year-round bus driver position open Requires minimum of a high-school diploma or equivalent, one year experience as a licensed driver with a valid Non-Restricted Class B CDL. Send cover letter, resume and proof of CDL license or come in to fill out an application:

**Human Resources**  
 31224 E. Historic Columbia River Hwy.  
 Troutdale, OR 97060

**Responses Must Be Received No Later than Friday, Aug. 4, 2000**  
 As an affirmative action employer, we are seeking qualified minority, female, veteran and disabled applicants; however, all qualified applicants will be considered.

### General 235

#### Business Consultant

Expanding National Wholesale Mortgage Lender seeks a Business Consultant for Oregon. Wholesale mortgage and sales experience preferred. Excellent compensation and benefit plans. Please send resume to: Washtenaw Mortgage Company, HR Dept., 315 E. Eisenhower, Ste. 12, Ann Arbor, MI 48108 or fax to: 734-662-9517.  
[www.washtenawmortgage.com](http://www.washtenawmortgage.com)

## Employment

### General 235

#### Sports Radio Air Talent

Do you understand Sports Radio? Do you know why ABC hired Dennis Miller for Monday Night Football? Do you realize the only way to generate an audience of any significance is with a personality who is entertaining? Can you do a talk show without callers or guests and still be compelling? If the answer to all of the previous questions is yes, then we may have an opportunity for you. Sportsradio 910 The Fan is looking for the next outstanding sports talk personality. Take us beyond stats, facts and figures...find a way to make the audience react, whether by laughing, thinking or crying. Send tape/resume to PD, KFX, 0700 SW Bancroft St., Portland, OR 97201.  
 Equal Opportunity Employer

### Health Care 240

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

**Health Services Administrator - Disease Prevention and Control Division**

**Nutrition Assistant**

**Health Services Specialist - Environmental Health/Vector Control**

**Pharmacist**

**Clinical Health Assistant - Bilingual (Russian, Vietnamese, Chinese, Spanish, Somali, Bosnian or Albanian)**

**Medical Records Technician (ART)**

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 5th 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.



### Health Care 240

**Rape Crisis Center** is currently recruiting **volunteers** for our October training class. Use your talents and serve your community by providing advocacy for survivors of sexual assault, assisting our school education program, speaking to community groups or providing technical support or office assistance. Additionally, we are seeking Spanish speaking individuals to assist with our program. We ask that you are a caring, compassionate person looking to make a difference in someone's life and are at least 21 years of age. Call (503) 680-7766 for more information. RCC is a non-profit agency serving primarily Washington County.

### Messages 500

**Are You Ready For Love?**  
 Call Now!!!  
 1-900-328-3222 ext. 9941  
 \$2.99 per min.  
 Must be 18 years  
 Serv-U (619) 645-8434

## Employment

### Health Care 240

**Ceres Behavioral Healthcare Systems**, a Managed Behavioral Healthcare Organization that is affiliated with Magellan Behavioral Health, a national behavioral healthcare company, is accepting applications for the following positions.

**Administrative Assistant**  
 Responsibilities for this full time position include front desk reception, switchboard, appointment scheduling, data entry, and clerical support for administrative and clinical staff. Requires excellent judgement, attention to detail and strong customer service skills. Experience with multi-line phone systems and appointment scheduling in a healthcare environment preferred. Working knowledge of computer software (MS Office) required.

**Customer Support Representative**  
 This full time position provides support services to mental health clinicians including benefit verification and quoting benefits. Includes telephone contact with clients. Strong computer skills required. Customer service background and experience with health insurance preferred.

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

### Health Care 240

**Residential Treatment Counselor**, enthusiastic, positive and creative individuals needed to work with children in a nationally recognized treatment facility. Position offers a supportive and active atmosphere, a team oriented approach, and the challenge of helping kids build self esteem in a caring, therapeutic environment. Requires a college degree in the Human Services field with prior experience working with children. A sincere commitment to youth a must. Excellent salary and benefit package offered. Send resume to:  
 Human Resources Director, PO Box 368, Marylhurst, OR 97036. The Christie School is an equal opportunity employer that values diversity in the workplace.

### Health Care 240

**Referral Nurse**  
 RN - Neighborhood Health Clinics, Inc. a non-profit health care agency that operates clinics and programs for the uninsured, seeks a 30-hour per week staff nurse. Candidates must be effective in managing: referrals, patient follow-up, chart reviews and QA. Minimum: RN with current OR nursing license and two years clinical experience. Salary \$27-35,000. Send cover letter and resume to Medical Program Manager, NHC 4945 NE 7th Portland OR 97211

### Office 250

**Work as Office Manager** for successful non-profit in flexible and supportive environment. Manage office and computer systems, clerical and reception. Call 823-5269 for job description.

## Employment

### Health Care 240

**Direct Care Staff II** needed Thursdays and Saturdays, 2pm-midnight, to work with boys ages 9-13, in a non-profit agency serving children and families. Position requires a BA in mental health or related field, or 2 years experience in mental health. Competitive salary plus prorated benefits. For more information, contact Barbara at 286-2099. Or you may send cover letter and resume to Janus Youth Programs, 707 Couch Street, Portland, Oregon 97232, Attn: Barbara Justiniani. Position open until filled. We value diversity and are an Equal Opportunity Employer.

### Office 250

#### Staff Assistants

Be part of our team! Salem Area Mass Transit District has two full-time openings for staff assistants to perform a variety of secretarial and administrative support duties for our Transit Services Division. One position will be located in our new downtown administration building-Courthouse Square (Job #00-01), scheduled to open Fall 2000. The other position will be located at our Del Webb offices (Job #00-02). Starting wages \$13.04 per hour. Come in or call 503-588-2424 to obtain official application form(s) and detailed vacancy announcement(s) which lists qualification requirements. **Please indicate which position/location you are interested in.** Visit our web site at: [www.cherriots.or](http://www.cherriots.or). Send completed application form(s) to Salem Area Mass Transit District, Human Resources Division, 3140 Del Webb Ave NE, Salem OR 97303. Application must be received by District by 5:00 p.m. August 25, 2000. An Equal Opportunity Employer.

### Office 250

**Receptionist w/secretarial and technical support duties.** Opportunity with growing, nationally-recognized construction consulting firm. Skilled with MS Word & Excel, a positive attitude and good work ethic required. Construction or design office experience desired. Duties: answer phones, letters, data entry, update databases, reception, copy, and file. Excellent pay, benefits and flexibility. Resume and salary history to Pinnell/Busch, Inc. at 6420 SW Macadam Avenue, #330, Portland, 97201.

### Office 250

**Administrative Assistant:** Our Portland, OR office is seeking a highly motivated, responsible and organized individual to perform a variety of office duties including typing, a/p, scheduling & answering phones. Ideal candidates must possess strong oral, written & proofreading skills. Minimum three years secretarial experience and a working knowledge of MS Office 97. Successful candidate must pass a drug/alcohol test. EOE. Send resume to: Administrative Assistant, AT&T Broadband Network Solutions, Five Parkway Center, Suite 100, Pittsburgh, PA 15220, Attn: M. Veraldi or email to: [veraldi.meg@broadband.att.com](mailto:veraldi.meg@broadband.att.com)

### General 235

**Postal Jobs To \$14.45/HR**  
 + Federal Benefits  
 No Experience, exam info  
 Call 1-800-391-5856x 6802  
 8am-9pm Local not guar.

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RATES

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