



Classifieds/Bids

Employment

Office 250

Administrative
The Oregon Arena Corporation at the Rose Quarter, Portland's professional sports and entertainment center, is seeking a full time candidate to provide clerical and project support to the Housekeeping Department. Will maintain employee databases, and be responsible for weekly payroll. Two-year minimum experience in staffing, scheduling, recruitment. HR or event experience is required. Must be proficient in MS Word/Excel. Publisher and Access beneficial. To apply, pick up application at the Rose Quarter, One Center Court, Suite 100 (in lobby next to Box Office); or mail 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. Wages commensurate with knowledge and work experience.

Retail 255

Assistant Manager - Sellwood Outlet



Are you seeking to be a part of an internationally recognized apparel manufacturer? Does working with upbeat, friendly people that hike, bike, snowboard, ski, and fish in their free time make you want to sign up right now? If your answer is YES read on - there's more!
Columbia Sportswear Company, a global leader in the design and manufacture of outerwear, sportswear and footwear is currently seeking an Assistant Manager for our retail outlet store in Sellwood. You will assist the Manager to ensure the efficient, profitable and customer-oriented operation of the Outlet Store. Train Sales Associates in cash register transactions, outlet procedures and the best customer service anywhere! Act as back-up for Outlet Store Manager whenever necessary. You must be self-motivated, willing to work flexible hours, have 1 to 2 years previous apparel sales experience and the ability to provide a very high level of customer service. Please send resume to Columbia Sportswear, Dept. SEL, Box 83239, Portland OR 97283-0239, or FAX to (503) 735-4597 OR e-mail to jamie_millhom@ccmail.columbia.com. We are an equal opportunity employer.

Accounting 258

Payroll Wage and Hour Specialist
Do you want to be part of a winning team? Do you enjoy detail-oriented, challenging work, close interaction with coworkers and employees, and the opportunity to cross train in other areas of accounting? We have an opening where your experience in computerized payroll in the construction industry could qualify you to join one of Oregon Business Magazine's 100 Best Companies to Work For as the Payroll Wage and Hour Specialist. An internal advancement creates the need to fill this position. The ideal candidate will have experience assisting with confidential personnel issues and processes in a mixed union and non-union environment. If you strive for excellence, value integrity and deliver high quality work, then Neil Kelly Co., a nationally recognized design/build-remodeling firm, offers the career path you desire. This specialist will have good working knowledge of excel, keyboarding, and 10-key, and produce accurate, detail-oriented work. Waged position with benefits. Job description available on request. Drug-free workplace. Send resume, cover letter and salary requirements, referencing job #1001C to: Diane Stark, H/R Dept., Neil Kelly Company, 804 N. Alberta St., Portland, OR 97217, fax to: 503-288-7464, or E-mail to dstark@neilkelly.com.

Employment

Employment

Social Services 265

Community Resource Specialist
Legacy Emanuel/ProjectNetwork has a full time, benefited opening for a Community Resource Specialist to serve as the liaison between the Neighborhood Foster Care Program and various other organizations to provide services to the children and families of the N/NE neighborhood. Requires 3 yrs experience and/or education in a related social services field, valid driver's license, reliable transportation, ability to collaborate with community agencies, and work with foster parents and kinship care providers. Must be able to pass a criminal background check.

To apply for this position (refer to Job#EH064221ms), visit our website at www.legacyhealth.org or apply at: Legacy Health System, Employment Services, 1120 NW 20th, Suite 111, Portland, OR 97209. Phone: 503-415-5405, Fax: 503-415-5200.

Affirmative Action
Equal Opportunity
Employer
Legacy Health
System



Social Services 265

Program Supervisor
FT prgm spvr for youth & family prgms needed with 4 yrs human svc exp plus 1 yr spvr exp. \$24,983 - \$30,931 or more based on exp. Apply at Portland Impact, 4707 SE Hawthorne Blvd. Questions call 988-6000. EOE/AA

Senior Activity Program Coordinator I
Half time position. Duties include coordination of the agency's education, social and skill building activities for seniors. \$10.50 - \$12.00 entry wage. Apply at Portland Impact, 4707 SE Hawthorne Blvd. Questions call 988-6000. EOE/AA

Parent Child Specialist I
FT position. Duties include parent education and facilitation of children playgroups and activities. Must be bilingual in Spanish and English. \$10.50 - \$12.00 entry age. Apply at Portland Impact, 4707 SE Hawthorne Blvd. Questions call 988-6000. EOE/AA

Social Services 265

Bradley-Angle House is seeking a Youth in Transition Program Coordinator Bilingual Spanish; 40 Hours/Week \$11.65/Hour plus benefits; Facilities/Maintenance Coordinator 40 Hours/Week \$10.89/Hour plus benefits. Application packets required and available by calling 503/296-8225 or at One Stop, 3034 NEMLK Jr. Blvd. Closing date; Monday, September 11, 2000. EEO/AA/Feminist Employer.

Social Services

Early Head Start Program Specialist
FT position. Duties include assisting families w/ children birth to 3, pregnant women and grp facilitation. Must have at least 2 yr exp in human svc or edu and 2 yr exp in providing parent/child svc. Apply at Portland Impact, 4707 SE Hawthorne Blvd. Questions call 988-6000. EOE/AA

Social Services 265

Alcohol & Drug Counselor
Certified A&D Counselor needed 10-15 hour/wk to work with residents who want to maintain or move toward sobriety. Need 2 yrs direct counseling or related experience. Behavioral health and medical background preferred. Responsibilities include individual and group sessions plus assist MSW with referral process. Our House of Portland provides holistic care in a loving, home-like atmosphere for individuals with advanced AIDS. Fax resume to 503/236-7129 or apply at Our House, 2727 SE Alder, Portland, OR 97214.

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
Chief Construction Inspector
ODOT needs your expertise as a Chief Construction Inspector in SE Portland. Read and comprehend contract plans and specifications for roadway and bridge construction. Ensure daily contract compliance of materials, equipment, excavations and fills, concrete forms, and traffic control on major highway and bridge construction projects. You may also train others in fundamental construction work procedures. Requires an Associate's degree in Engineering Technology and two years of engineering-related experience, or 42 months engineering experience including one year experience at senior level on transportation projects. Salary \$2,674 - \$3,827/month + excellent benefits: health insurance; paid vacation and sick leaves; 10 paid holidays; and full employer-paid retirement contribution. Call (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired, or visit www.odot.state.or.us to obtain Announcement #OCDT0344 and application. ODOT is an AA/EEO employer committed to a diverse workforce. Application and required supplements must be received by September 6, 2000.

Administrative Specialist 1
Contractor Plans Coordinator
Excellent computer, communication, and organizational skills are needed for this Salem vacancy. Position will order, assemble and distribute plans and specifications to contractors, materials suppliers, department personnel and others; and coordinate, plan, prioritize and assign work to two office staff. Requires three years of clerical/secretarial experience which included: two years at a full performance-level performing typing, word processing or other generation of documents and leadwork responsibility or coordination of office procedures. Courses or training in Office Occupations or Office Technology may substitute for up to one year of the clerical/secretarial experience. Salary \$1,882 - \$2,604/month + excellent benefits: health insurance; paid vacation, sick and personal leaves; 10 paid holidays; and full employer-paid retirement contribution. Announcement #OCDT0414. Call (503) 986-4030 (TTY) (503) 986-3854 for the hearing impaired, or visit www.odot.state.or.us/hrod/jobindex.cfm for announcement and application. ODOT is an AA/EEO employer committed to a diverse workforce. Application and required supplements must be received by September 8, 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.

Tri-Met is hiring bus drivers.

COME FOR THE BENEFITS STAY FOR THE OPPORTUNITIES

Fully paid medical, dental and vision benefits after only one month of employment. Start with part-time and progress to a full-time career, \$10.19/hour to start, \$12.02 in 6 months, \$18.52 in three years.

Requirements:

- Two years strong customer service skills
- Five years good driving record
- Solid work record

Or for application details call 503-962-7635, stop by Tri-Met, 4012 SE 17th, or visit our website at www.tri-met.org/jobs.

TRI-MET
How we get there matters.
Tri-Met is an equal opportunity employer and drug-free workplace employer.

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.portofportland.com

The Port of Portland is an Equal Opportunity Employer

Looking for an Excellent Part-time Job with Benefits?
Then Contact the Oregon Air National Guard

- Aircraft Maintenance & Aircraft Avionics
- General Purpose Mechanic & Vehicle Operations
- Computer Maintenance & Computer Switching
- Information Management & Inventory Management
- Many, many more careers to choose from
- Inquire about our Excellent Educational, Travel & Training Benefits.

Contact your local Air Guard Recruiter at (503) 335-4040 or 1-800-392-1801 to determine eligibility.

Fuel Your Future
Air National Guard

Let others see your business here, advertise in The Portland Observer today.
Call 288-0033

****INVITATION FOR BIDS****

The Polk County Housing Authority (PCHA) will receive bids for LaCreole High-Rise Roof until Tuesday, 3:00 p.m. on the 29th day of August 2000, at 204 SW Walnut, Dallas, Oregon 97338, at which time and place all bids will be made public.

The basic work includes: Remove and replace the existing roof at 345 Donald Street, Dallas, OR 97338 and install a three-ply asphalt membrane system with insulation and mineral surface cap sheet, under a "lump sum" contract.

All interested parties are encouraged to visit our main office at 204 SW Walnut, Dallas, Oregon where they may gain access to inspect the High-Rise roof.

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

Interested bidders may obtain one set of bid documents at 204 SW Walnut, Dallas, Oregon 97338.

A bid security of 5% of the bid is required as prescribed in the "Instructions to Bidders" for projects of \$25,000.00 and over. No bidder may withdraw their bid after the hour set for the opening thereof, until after the lapse of 30 days from the bid due date.

The successful bidder will be required to furnish and pay for a satisfactory performance and payment bond or bonds for projects of \$25,000.00 and over.

Attention is called to the 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 form 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.

SUB BIDS REQUESTED
OSU Athletics Complex Addition
Corvallis, OR
Bid Date: August 31, 2000 Bid Time: 2:30 p.m.

John Hyland Const., Inc.

CCB#46071
P. O. Box 7867
Eugene, OR 97401
541-726-8081 Fax 541-741-0896

We are an equal opportunity employer and request sub bids from all interested firms including disadvantaged, minority, women, disabled veterans and emerging small business enterprises.

"Subcontract bids must include CCB#."

SUB-BIDS REQUESTED
OSU - Athletic Complex Addition
Corvallis, Oregon
Bid Date: August 31, 2000 2:30pm

LEASE CRUTCHER LEWIS

921 SW Washington, Suite 150
Portland, OR 97205
(503) 223-0500 Fax (503) 223-2874
CCB#92919

We are an Equal Opportunity Employer and request sub bids from all interested Subcontractors and Suppliers including Minority and Women-Owned Businesses Disadvantaged, Disabled Veterans and Emerging Small Business Enterprises.

SUB-BIDS REQUESTED

Women's Prison & Intake Center
Coffee Creek Correctional Facility
Bid Package #4-Medium Finishes
Pre-Bid Meeting/Site Visit: August 18, 2000 at 1:30pm
Bids Due: September 12, 2000 at 2:00pm
Bid Documents available from Willamette Print & Blueprint 503/223-5011

HOFFMAN CONSTRUCTION COMPANY OF OREGON

Bid Phone: (503) 221-8811 - Bid Fax: (503) 221-8934
1300 SW Sixth Avenue - Portland, OR 97201 - OR CCB#28417
We are an equal opportunity employer and request sub bids from all interested firms including disadvantaged, minority, women, disabled veterans and emerging small business enterprises.
Other Subcontracting Opportunities - Internet <http://www.hoffmancorp.com>

SUB-BIDS REQUESTED
OSU Athletics Complex Addition
Corvallis, OR
Bid Date: August 31, 2000 Bid Time: 2:30 p.m.

JOHN
HYLAND
CONST., INC.
GENERAL CONTRACTOR

CCB# 46071
P. O. Box 7867
Eugene, OR 97401
541-726-8081 Fax: 541-741-0896

We are an equal opportunity employer and request sub bids from all sub-contractors and suppliers including minority, women owned businesses, disadvantaged, disabled veterans, and emerging small business enterprises.

"Subcontract bids must include CCB#."