



Classifieds/Bids

Community Organizer Job Announcement

Southeast Uplift Neighborhood Program, a neighborhood coalition office that provides organizational support, technical assistance and promotes citizen activism seeks to hire 2 (1.0 FTE and 0.5 FTE) experienced community organizers to implement neighborhood revitalization projects. 3 years exp. Community organizing, grant writing, program/community development. Bachelor's degree preferred. Salary range: \$27-31K DOE + benefits. Send cover letter and resume to 3534 SE Main, Portland, OR 97214 by Feb 28 at 5:00 PM. Women and people of color encouraged to apply.

WASHINGTON COUNTY



CONTROL ROOM MONITOR

Part-time \$14.90 - \$18.12 per/hr
Closes March 5, 2001

DEPUTY SHERIFF

\$3,220 - \$3,916 / month
Open continuously

RECRUIT DEPUTY

\$2,653 / month
(\$3,220 / month after 1 year)
Open continuously

SENIOR ENGINEER

\$4,232 - \$5,145 / month
Open continuously
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

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

- CLINICAL HEALTH ASSISTANT - BILINGUAL SPANISH
- CLINICAL HEALTH ASSISTANT LABORATORY SPECIALIST
- ELIGIBILITY SPECIALIST
- INFORMATION SYSTEMS ANALYST I
- PHARMACIST (PART-TIME)
- FISCAL ASSISTANT - BILINGUAL SPANISH
- MEDICAL RECORDS TECHNICIAN
- COMMUNITY HEALTH NURSE - CORRECTIONS HEALTH

Application materials and formal job announcements are available at: www.co.multnomah.or.us/jobs/, in person or by mailing a self-addressed stamped envelope requesting 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. **An Equal Opportunity Employer**



BUSINESS OPPORTUNITY / FRANCHISE

Printing/Graphic Franchise: Personal Reasons Must Sell Immed. Full Service Center w/accts. No Exp. Nec., Co. Training Support, Low Invest. (800) 645-3006

Executive Assistant

CareOregon is a progressive Medicaid managed care health plan committed to the values of diversity, empowerment, and open communication. Team members work in an environment that encourages decision-making, initiative, flexibility, and creativity in meeting the needs of our plan members and their communities.

We are currently recruiting and Executive Assistant to join our Administration Team.

Our Executive Assistant will use good judgement, personal initiative, and discretion in performing confidential and complex secretarial and administrative functions for the Executive Director and Project Director. Preferred candidates will be detail oriented, able to work in a fast paced environment, and will have three years of responsible administrative assistant experience. Normal hiring range is \$34,452 to \$45,993.

Please send your cover letter and resume to CareOregon-HR-OEA, 522 SW 5th Ave., Suite 200, Portland, OR 97204, or fax to (503) 416-3720. Position may close at any time. EEO/AA.

FILE CLERK

Begin your Tri-Met career with this entry level position. You will assist Finance Administration, Financial Services, Financial Analysis and the Grants Management departments with various clerical duties, including filing, photocopying, telephone back-up coverage and other general duties.

Requirements:

High school education or equivalent.
One year's experience in general office tasks.
Or any equivalent combination of experience and training.

Excellent benefit package and hiring range of \$9.26-\$11.12.12/ hour.

Qualified candidates must submit a Tri-Met application and resume no later than March 2nd to the Human Resources Dept., 4012 SE 17th Ave., Portland, OR 97202. You may call (503) 962-7635 for information or visit our website at <http://tri-met.org/jobs/>.



How we get there matters. Tri-Met is an equal opportunity



Clark County, Washington Job Opportunities

We are seeking qualified candidates to be part of our dynamic public service organization.

Judicial Assistant

\$12.83-\$16.39/hr. DOQ

Legal Secretary II

\$13.04-\$16.62/hr. DOQ

Property Technician

\$12.06-\$15.36/hr. DOQ

Job information, applications, and benefits information are available from:

Clark County Human Resources
1013 Franklin St, Vancouver WA
Job Hotline: (360) 397-6018
TDD: (360) 397-6032
www.co.clark.wa.us

Equal Opportunity Employer

Work At Home

Earn \$300 - \$500 a week
Over 380 companies hiring to work at home.
Send \$24.95 to: Full Listing
1004
PO Box 17152
Portland OR 97217

Industrial Sales

Kar Products, a national distributor and full service supplier of quality mechanical maintenance and repair products has a proud history with 50 years of business success. We offer our customers answers to inventory management challenges through our sales/service force of over 700 and an operations team with 12 locations in Canada and the U.S.

We are currently searching for an outside sales representative for the Portland - Salem area marketplace. Applicants with prior outside industrial sales experience, Microsoft Office knowledge/computer skills and the desire and aptitude for a career in sales will receive top consideration.

- The successful candidate will receive:
- Guaranteed income, company car and bonus opportunity
- Comprehensive benefits package
- Industry leading training and support
- Established business and repeat sales

If you are success oriented, meet the above criteria and desire an opportunity for unlimited career and financial growth we want to meet you. For immediate consideration please fax your resume or a brief job history to Patrick Bissell at 1-208-248-5428. For more information check our web site at www.Karproducts.com. EOE M/F.

Accountant

CareOregon is a progressive Medicaid managed care health plan committed to the values of diversity, empowerment, and open communication. Team members work in an environment that encourages decision-making initiative, flexibility, and creativity in meeting the needs of our plan members and their communities.

We are currently recruiting for an Accountant to join our Accounting/Finance team.

Our Accountant will process accounts payable, general ledger, daily deposit preparation. Bank reconciliation, and other banking duties. Successful candidates will have a Business or Accounting degree or any work experience and/or training that would likely provide the ability to perform the essential functions of the position. Normal hiring range is \$24,177 to \$32,276.

Please send your cover letter and resume to CareOregon-HR-Actg., 522 SW 5th Ave., Suite 200, Portland, OR 97204, or fax to (503) 416-3720. Position may close at any time. EEO/AA

Job Position #1: Parent-Child Specialist II

FT. Prim resp incl prgm planning, delivery of parent education svc, group facilitation and superv. Of child development activities and staff. Req'd Bach Degree or equivalent; min two yrs exp in hmn svc or educ; ect. \$11 - \$13.5 p/h w/benefits. Apply in person at Portland Impact, 4707 SE Hawthorne. Questions call (503) 988-6000. EOE/AA

OREGON LEGISLATURE

PREVENTIVE MAINTENANCE WORKER

\$2,563 - \$3,609

- Operate Chiller and Boiler Systems
- Preventative Maintenance of Mechanical Equipment
- Plumbing and Fabrication
- Full Time, Continuing Position

For Application Information Contact:
Karen Hupp
Employee Services
900 Court St NE Rm 140-B
Salem OR 97301

(503) 986-1373
Job Line: (503) 986-1375
<http://www.eg.stste.or.us>

Deadline: 3/7/01



CITY CENTER PARKING FACILITY OPERATOR

Immediate opening for full and Part-time attendants with Portland's leading parking Co. We are seeking dependable individuals with a neat appearance and a Positive attitude. \$8.00+ 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. Monday - Friday. 130 SW STARK Portland, OR

Social Services Community / Family Specialist

Become part of the solution to ending abuse neglect! Create, develop and maintain positive relationships between common bond; a community action parent child center and local community agencies to serve families in N/NE Portland. Must have proficiency in Spanish language & culture.

VOA Oregon is a great place to work for appreciation and support. Send a letter and resume to Volunteers of America of Oregon, Inc., 537 SE Alder Street, Portland, Oregon 97214, referencing common bond Equal Opportunity Employer.

Job Position #1: Youth Program Supervisor

FT. Resp for the coordination, implementation and daily oversight of fam and yth prgm serv, activities and staff. Prim resp incl staff supervision, contract compliance and prgm development. Req Bach Degree or equiv, min four yrs exp in hmn svc, min one yr of prgm/ staff supervision. Apply in person at Portland Impact, 4707 SE Hawthorne. Questions call 503-988-6000.

Employment

NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Tri-County Metropolitan Transportation District (Tri-Met), Clackamas, Multnomah and Washington Counties of Oregon, to discuss the budget for the fiscal year July 1, 2001 to June 30, 2002, will be held in the Town Hall Room at the City of Tigard, 13125 S.W. Hall Blvd., Tigard, Oregon. The meeting will take place on the March 28, 2001 at 9:00 a.m. The purpose of the meeting is to receive the budget message and to receive comments from the public on the budget. A copy of the budget document may be inspected or obtained on or after March 28 at 4012 SE 17th Avenue, Portland, Oregon between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

Sub-Bids Requested Special Provisions For Highway Construction

Oregon Department Of Transportation Salem, Oregon

Grading Structure, Paving, Signing, & Signal
Brutscher St. - Everest Sr. & Everest St - Main St. (Newberg) Section
Pacific Highway West
Yamhill County

February 22, 2001 Time: 9:00 AM

Kiewit Pacific Co.

P. O. Box 1769

Vancouver, WA 98668

(360) 693-1478 (360) 314-3767 FAX

We are an equal opportunity employer and request sub-bids from emerging small businesses, small disadvantaged sub-contractors, women and minority business enterprises. CCB# 63471

REQUEST FOR LETTER OF INTEREST

Worksystems inc. (WSI) is beginning a procurement process for Workforce Investment Act (WIA) employment and training services in N/NE Portland. Based upon projected funding levels, approximately \$790,000 in program funds will be available. Administrative fund amounts will be specified in the Request for Proposals. Services are to be provided between June 1, 2001 and June 30, 2002. At its discretion, WSI may extend contracts for services through June 30, 2004.

WSI is seeking employer, agency, and/or community partners interested in providing these services. **Only those parties returning a Letter of Interest and attending the Mandatory Bidder's Conference will be eligible to compete for funding.**

For information regarding the procurement process and submission of the Letter of Interest, visit the WSI website at <http://www.worksystems.org/contract/contractinfo.htm>.

All funding opportunities are listed at www.worksystems.org under Contractor Information. If you wish to be notified about funding opportunities, please email: lilianmick@worksystems.org and ask to be added to the procurement notification list. All notifications are done by email only. If you have additional questions regarding procurement, please call 503-241-4600.

ADVERTISEMENT FOR BID

KERR ADMINISTRATION BUILDING EAST LOBBY REMODEL

Sealed bids for the project will be received by the Oregon State Board of Higher Education until 2:00 PM, local time, Tuesday March 20, 2001. Bids will be opened and publicly read aloud on Wednesday March 21, 2001 at 2:00 PM local time. All bidders must be registered with the Construction Contractor's Board. Additional information may be obtained by contacting Facilities Services, 100 Adams Hall, Corvallis, Oregon 97331-2001 or telephone 541-737-8410.



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 visiting the Port's website at www.portofportland.com or by calling (503) 944-7400 or by visiting the Port's office, located at 121 NW Everett Street, Portland.

The Port of Portland is an Equal Opportunity Employer

Employment



In Oregon, opportunity means a variety of careers available statewide, competitive salaries and great benefits. Currently, openings exist in the following agencies:

OREGON STATE UNIVERSITY

Facilities Services

Architectural Consultant

Responsible for programming, design, & construction of new & remodel capital construction projects. Professional Architectural degree required. Must possess a valid driver's license. Salary range is \$3,069 to \$4,281 a month. For application materials, call (541) 737-3103 (TTY (800) 735-1232 for the hearing impaired), or contact: OSU Office of Human Resources, Room 122 Kerr Administration Building, Corvallis, OR 97331-2131. OSU is an AA/EOE. All application materials must be received by 5:00 p.m. on February 23, 2001.

Facilities Services

Trade Maintenance Coordinator

Must have a minimum of three years' experience in boiler operations and possess a valid driver's license. The purpose of this position is to assist the Energy Operations Supervisor in the coordination of the maintenance system of the Central Heating Plant at OSU. Salary range is \$2,896 to \$3,334 a month. For application materials, call (541) 737-3103 (TTY (800) 735-1232 for the hearing impaired), or contact: OSU Office of Human Resources, 14th & Jefferson, Corvallis, OR 97331-2131. OSU is an AA/EOE. All application materials must be received by 5:00 p.m. on the closing date of March 2, 2001.

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.