



Classifieds/Bids



CareOregon

RESEARCHANALYST

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.

CareOregon is recruiting for a Research Analyst to analyze statistical data to assist in the opening efforts to improve the services and care delivered to members. The person in this position will participate in and direct the gathering, compiling, analyzing and reporting of quantitative information and statistical data, and present this information in narrative or schematic form. Major duties may include: Planning and carrying out data analysis projects formats for results; designing data collection instruments for special projects to collect raw data and generate reports; analyzing administrative and research data and assessing its quality, validity and reliability; using SPSS, SQL and/or other statistical software to retrieve, edit and tabulate data from various databases and files; studying and analyzing tables, graphs and charts and other statistics and reporting results in a variety of formats; writing reports such as statistical studies, narrative reports articles for publication summarizing reports by explaining the significance of trends; preparing and delivering presentations to the Board of Directors, committees of the Board, community groups and regulatory agencies; participating with data processing staff in planning, designing, and implementing new data systems.

Minimum of three years of research/data analysis experience including: independently gathering, compiling, and analyzing data using statistical methods (inferential, multivariate analysis, etc); using statistical software packages such as SPSS and/or SAS to manipulate and analyze data; preparing narrative and statistical reports; experience in health-related program or prior managed care experience preferred. Successful in health-related program or prior managed care experience preferred. Successful candidate will have Bachelor's degree or equivalent training/experience and college-level courses in statistics (at least nine quarter hours). Master's degree in a health related field preferred. Normal hiring range \$52,724 - \$70,388. Please submit cover letter and resume to CareOregon-HR-RA, 522 SW 5th Ave., Suite 200, Portland, OR 97204, or fax to (503) 416-1462. Position will close in one week.

EQUAL OPPORTUNITY EMPLOYER

Community Organizer

Oregon Action, a statewide, grassroots community organization working for economic justice, seeks bilingual, bicultural organizer for Portland chapter. Organizer works for membership to recruit new members, identify, train and develop leaders, develop strategy and plan issue campaigns, coordinate actions and assist with fundraising. Send cover and resume by May 15: Oregon Action, 3009 NE Emerson, Portland, 97211, or missy@oregonaction.org. (503) 282-6588.

Executive Director for feminist social service/social change non-profit. Running 24-hour crisis line and outreach programs. Must understand the dynamics of oppression and be committed to ending violence. Looking for a self-starter with vision and agency supervision experience. Salaried, .75 FTE, full benefits. Send resume to PWCL, P.O. Box 42610, Portland, OR 97242 Closing 4/30/2001.



Metro

Providing regional services Creating livable communities

Executive Administrative Assistant II,

Executive Office. \$11.67 - \$11.63/hour, FT, Limited duration appointment of approximately 18 months, Deadline 5/4/01. Provides direct administrative support for conference planning/scheduling, requests for proposal, scheduling table talks/events, sponsorship, and taking/producing meeting minutes.

Screens callers and visitors, referring them to appropriate staff members or departments; receives, sorts, and distributes mail; responds to the public regarding standardized information about Metro and its programs; acts as department contact to receive, communicate, exchange, correct or verify information. Please submit a resume with a cover letter which details your related experience to: Metro Human Resources, 600 NE Grand Avenue, Portland, OR 97232; or fax to (503) 797-1798; or email to jobs@metro.dst.or.us.

Hazardous Waste Technician

\$15.38 - \$20.64/hour, 1 FT position, deadline 5/18/01. Participates in the handling of incoming hazardous waste loads at Metro's Hazardous Waste Facilities and collection sites, including receiving, identifying, sorting and preparation for disposal of hazardous waste. Minorities and women encouraged to apply.

Operations Secretary

Portland Center for the Performing Arts. \$12.30 - \$15.72/hour, FT, Deadline 4/30/01. Performs a wide variety of responsible secretarial and clerical duties and provides general information and assistance to the public. Duties include arranging meetings, adjusting schedules, organizing data or documents, typing and proofreading a wide variety of documents, answering phones, maintaining office supplies. Required application materials available at: Metro Human Resources, 600 NE Grand Avenue, Portland, OR. Resumes are not accepted. Please call (503) 797-1570 if you would like application materials mailed to you. Web address: www.metro-region.org AA/EEO Employer

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

CHEMICAL APPLICATOR OPERATOR (TEMPORARY LIMITED DURATION)

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



Walt Walker 1974 P.C.C.
Sheet Metal/Husband of Crissy, Dick Weber
Your Welding/Dixer Brother would love to see you.
Message (360) 892-8730

Portland State University



Admissions Counselor

Portland State University invites applications for the position of Admissions Counselor. Responsibilities include: (1) representing the University to prospective students and the general public through outreach visits; (2) meeting with prospective and current students; (3) assisting with planning and implementation of recruitment events; (4) other duties as assigned. Minimum qualifications for the position include a Baccalaureate degree; one year of experience in student services at the college level; excellent written and oral communication skills; strong interpersonal, presentation and organizational skills; creative problem-solving ability and customer-service orientation. Position requires frequent evening and weekend hours plus travel several weeks per year. The position is renewable and based on a full time, fixed term 12-month, unranked academic professional appointment. Complete applications will be reviewed beginning May 7th, 2001. Position will remain open till filled. To apply: Submit a letter of interest, resume, one-page customer service philosophy statement and name, address and telephone number of at least three (3) references to: Heather Gallup
Office of Admissions and Records
Portland State University
PO Box 751
Portland, OR 97207-0751
galluph@pdx.edu
Portland State University is an Affirmative Action/Equal Opportunity Institution.



Clark County, Washington Job Opportunities

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

GIS Technician Intern

\$13.00 - \$15.00/hr. DOQ

Human Resources Specialist

\$2,986-\$4,218/mo. DOQ

Mental Health Program Manager

\$3,918-\$5,535/mo. 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

Marketing Manager

Columbia Credit Union is looking for a hands-on marketing innovator-an organized team member who will facilitate communication to our members and the community we serve. The right individual will demonstrate successful campaign coordination and media relations. Please visit our website at www.columbiacu.org to see complete requirements for this position, and ways to apply.

Positions are open until filled. Interviews will be by appointment only, no phone calls please. Equal Opportunity Employer/AA



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

Portland State University Admissions Counselor

Portland State Universities invites applications for the position of Admissions Counselor.

Responsibilities include: (1) representing the University to prospective students and the general public through outreach visits; (2) meeting with prospective and current students; (3) assisting with planning and implementation of recruitment events; (4) other duties as assigned. Minimum qualifications for the position include a Baccalaureate degree; one year of experience in student services at the college level; excellent written and oral communication skills; strong interpersonal, presentation and organizational skills; creative problem-solving ability and customer-service orientation. Position requires frequent evening and weekend hours plus travel several weeks per year. The position is renewable and based on a full time, fixed term 12-month, unranked academic professional appointment. Complete applications will be reviewed beginning May 7th, 2001. Position will remain open till filled. To apply: Submit a letter of interest, resume, one-page customer service philosophy statement and name, address and telephone number of at least three (3) references to: Heather Gallup
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Galluph@pdx.edu
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Computer Instructor/Lab Coordinator

Vancouver Housing Authority

The Vancouver Housing Authority has an immediate opening for a part-time (15/hrsweek) Computer Instructor, curriculum development, technical support for the PC lab and Community Center and resource development for the PC lab.

Requires knowledge of Windows based computer software applications, curriculum development, ability maintain and troubleshoot PC problems in lab and Community Center, schedule workshops and classes, work with children and adults with limited computer experience, work with a diverse population, respond to request and inquires from program participants, communicate clearly and concisely both orally and in writing and maintain a good working relationship with VHA staff. High school diploma or equivalent with a minimum of 1-year college level Computer Sciences/Software Application course work and experience teaching or instructing adults and/or children. Bilingual highly desirable. Salary is \$13.50 + per hour DOE. Interested applicants can download the application materials from www.vhausa.com or can contact the VHA at 360-694-2501 ext. 9702 or 503-289-5593 ext. 9702 or hr/vha@vhausa.com to request complete application materials. **Resumes without completed application packet will not be accepted.** Submit completed application materials to the Vancouver Housing Authority, 2500 Main Street, Vancouver, WA 98660, no later than 5:00 p.m. Wednesday, May 2, 2001.

Executive Assistant

Full-time, exempt position, reporting to Executive Director. Provide administrative support to Executive Director including work on management issues, external relations, advocacy, scheduling, meeting and correspondence. Salary range \$24-30,000. Send letter of application, resume and three professional references to Executive Director, Regional Arts & Culture Council, 620 SW Main, Suite 420, PDX 97205-3037. Deadline May 1. People of color encouraged to apply. EOE.

Employment



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

Affordable Quality Retirement Living for Seniors 62 years and older

Alberta Simmons Plaza

6611 NE Martin Luther King Blvd
Portland, Oregon 97211
503-240-4198

• One-Bedroom Apartments with Full Sized Kitchens and Living Areas

• Planned Activities, Laundry Facility, Conference & Meeting Room, Elevator and Library, and Off Street Parking

• Conveniently Located to Shopping, Restaurants, Pharmacy, and Medical Offices



Retail

Meier & Frank

A Division Of The May Department Stores

Retail Managers

Meier & Frank, one of the nation's leading retailers is seeking individuals to fill the position of Retail Manager. These important positions are responsible for maximizing sales through superior merchandising, exceptional customer service and inventory control. 2-3 years prior retail experience is required.

Meier & Frank offers a competitive salary/benefit package, and exciting career growth opportunity. Please send resumes to:

Meier & Frank

Attn: 1277-0

621 SW 5th Ave.

Portland, OR. 97204

Fax: (503) 241-5790

E-mail: jobs@meierandfrank.com

EOE

SUB-BID REQUESTED

PSU Remodel of the Plaza Level For College of Engineering and Computer Science
Bid Date: April 26, 2001 @ 3:00 p.m.



16427 N.E. Airport Way, #B, Portland, OR 97230
(503) 256-3016 Fax (503) 256-3884
CCB# 132982

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

Sub-Bids Requested

Seismic Upgrade, ADA, Mechanical and Electrical, Emergency Generator, Elevator.

Sitton Elementary School

Bids Due: May 1, 2001 @ 10:00 am

Cleveland High School

Bids Due: May 10, 2001 @ 10:00 am

2555 SW 153rd Drive, Beaverton, OR 97006

Phone: (503) 641-2500 Fax: (503) 643-0646

CCB #62877

We are an equal opportunity employer and request sub bids from minority, women, disadvantaged and emerging small business enterprises.

Visit our website: www.baughent.com



Sub-Bids Requested

From certified MBE/WBE/ESB Subcontractors & Suppliers for:
Whitaker Slough Bridge (Portland) Section

Submit Bid By: April 25, 2001 @ 3:00pm

Eudaly Bros. Excavation

6920 NE 42nd Ave. Portland, OR. 97218

Telephone (503) 288-7469 Fax (503) 288-7460

Email: EudalyBros@compuserve.com

CCB#63295

We are an equal opportunity employer.