



Classifieds/Bids



Office/Clerical Credentialing Assistant

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

We are recruiting for a Credentialing Assistant to join our Network Development Team. You will assist in provider contracting and credentialing process. Job duties include producing contracts using MS Word, reviewing credentialing applications, data entry, photocopying, filing, and coordination of mailings. Requires attention to detail, excellent word processing skills and data entry experience. Familiarity with MS Word and Access or similar applications required. One year experience in health plan credentialing, medical staff office or human resources office working with confidential information preferred. Ability to work in team environment with diverse groups necessary. \$9.28 - \$12.38 per hour normal hiring range.

Please submit cover letter and resume to CareOregon-HR-CA, 522 SW 5th Ave., Suite 200, Portland, OR 97204, or fax to (503) 416-1462. Position may close at any time.

Equal Opportunity Employer



Chemical Dependency Specialist

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

We are recruiting for a Chemical Dependency Specialist, who will provide clinical expertise in chemical dependency treatment to the Utilization Management, Care Coordination, and Quality Improvement functions of the organization. The most qualified candidate will have a current CADC certification, a Bachelors Degree or higher in a behavioral or social science field, and five years experience in drug & alcohol assessment and treatment; or experience and/or training that would likely provide the ability to perform the essential functions of the position.

Hiring range is \$34,452 - \$45,993 annual salary. This is a full time position. Please send your cover letter and resume to CareOregon-HR-CDS, 522 SW 5th Ave., Suite 200, Portland, OR 97204, or fax to (503) 416-1462. Position may close at any time. EEO/AA.

Therapists needed to join supportive team in SE Portland location. One position is full time (40 hrs/week). The other position is part time (30 hrs/week). Positions provide treatment for children and caregivers as well as case management/home visits. Experience with early childhood (ages 2-5) preferred. Experience with adolescent female clients required. Masters degree required. (QMHP). Bilingual/Spanish a plus. Valid driver's license. Excellent benefits. Positions will begin in mid-June. Send cover letter and resume to Clinical Supervisor, c/o Morrison Center, 3355 SE Powell, Portland, Oregon 97202. Position closes 5/11/01 at 5:00 p.m. Equal Opportunity Employer.

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

Employment



Clark County, Washington is an equal opportunity employer seeking qualified candidates to fill current temporary openings for our Department of Public Work Road & Park Maintenance divisions. These positions are employed through a temporary staffing agency, but will be assigned to Clark County. Duties include traffic flagging, general labor and maintenance duties during peak season.

Entry level pay rate begins at \$8.02 per hour. Candidates with a flagger's certificate & experience, who are assigned to flagging and/or difficult road maintenance positions, may receive pay between \$8.02 - \$12.38 per hour. Salary rate will be determined upon hire.

Detailed info & applications are available @ Clark County Human Resources, PO Box 5000, 1013 Franklin St, Vancouver, WA 98666-5000. Job Hotline (360) 397-6018; TDD (360) 397-6032; www.co.clark.wa.us.

EQUAL OPPORTUNITY EMPLOYER

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

DEPARTMENT BUDGET MANAGER/BUDGET ANALYST 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 and to enhance service to our diverse communities. Bilingual/bicultural candidates are encouraged to apply.

An Equal Opportunity Employer



Clark County, Washington Job Opportunities

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

GIS ANALYST

\$4,015 - \$5,679/mo. DOQ

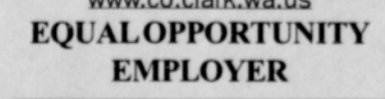
INTERNAL PERFORMANCE AUDITOR

\$3,638 - \$5,402/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



PARKING FACILITY OPERATOR

Seeking P/T up to F/T dual DX Specialist w / Masters Degree in Mental Health + CADC / A&D Exp. Proficiency in DX, Assessments, RX Plans and Therapy. Competitive wage/benefits. People of color encouraged to apply. Resume to CCMH, 5010 NE 33rd Ave, Portland 97211.

Work From Home

\$500 - \$6,000 PT/FT Mail Order / Internet (800) 621-3922 www.becashhappy.com

Human Resources Analyst/ Training Coordinator:

Multnomah County, Department of Community and Family

Working within the Human Resources office, this position is responsible for a variety of HR generalist duties, with an emphasis on training activities for a department with approximately 460 employees. The Training Coordinator will develop and administer programs specifically within the areas of employee performance appraisal; staff, supervisor, and manager training; and employee recognition. In addition, this generalist will perform a variety of complex human resources functions in the areas of performance management, corrective action interpretation. Requires two years of professional Human Resources generalist experience AND a bachelor's degree or equivalent from an accredited college or university with major course work in human resources, organizational development, public administration, or a related field. Training coordination experience as well as PHR or SPHR certification are highly desirable. Starting salary is \$39,136.00 annually (\$39,136.00 - \$54,790.00 full range). Apply by May 11, 2001. Further information and application materials are available at: www.co.multnomah.or.us or by calling (503) 988-5035. Multnomah County is an Equal Opportunity Employer.



Sexual Assault Prevention Coordinator - Part-time

Deliver sexual assault response for community members, educational outreach, crisis intervention, and partnering with community agencies. Prefer knowledge and/or experience of stripping, prostitution, and/or pornography. Prefer demonstrated experience working in communities of color. \$12 per hour with benefits options. Women of color are urged to apply. Send resume and cover letter to: L.O.T.U.S., 1811 NE 39th Ave., Portland, OR 97212. Or fax resume and cover letter to: L.O.T.U.S. (503) 288-8056. AA/EOE. Open until filled. No calls please.

Volunteer Coordinator - Part-time

Recruit, train and supervise volunteers and create a training curriculum for volunteers for a progressive social services/social change organization. Prefer knowledge and/or experience of stripping, prostitution, and/or pornography. Prefer demonstrated of color are urged to apply. Send resume and cover letter to: L.O.T.U.S., 1811 NE 39th Ave., Portland, OR 97212. Or fax resume and cover letter to: L.O.T.U.S. (503) 288-8056.

AA/EOE. Open until filled. No calls please.

Administrative Assistant - Part-time

Provide administrative support to the Executive Director and staff of a progressive social services/social change organization. Prefer knowledge and/or experience stripping, prostitution, and/or pornography. Prefer demonstrated experience working in communities of color. \$12 per hour with benefits options. Women of color are urged to apply. Send resume and cover letter to: L.O.T.U.S., 1811 NE 39th Ave., Portland, OR 97212. Or fax resume and cover letter to: L.O.T.U.S. (503) 288-8056. AA/EOE. Open until filled. No calls please.

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City Of West Linn Job Opportunity

Finance Director

\$4378-\$6275/mo DOQ. Management position performs administrative and analytical tasks while directing the financial activities of the City. Requires a Bachelor's Degree in Accounting, Public Finance or related field, and 6 years of progressively responsible experience in municipal setting, including a minimum of 4 years supervisory and managerial experience. CPA or equivalent professional qualification, preferred. Proficient knowledge MS Excel, Word, and Windows. Ability to learn and utilize the (HTE) computer system and IBM AS/400. Must have the ability to effectively communicate and cooperate with a variety of people. Successful candidate must pass pre-employment drug screen. Application packets are available at West Linn City Hall, 22500 Salamo Road, West Linn, OR 97068, or by calling (503) 722-3427 (voice mail) or (503) 656-4518 TDD. Completed information must be received by May 25, 2001, 4:00 p.m. EEO www.ci.west-linn.or.us

Social Services/ Community Service Worker

OREGON DEPARTMENT OF HUMAN SERVICES Oregon Health Division Health Links AmeriCorps *VISTA

Community Services Worker Positions

Wanted: Nine Community Services Workers to help promote maternal and child health services (Oregon Health Plan, WIC, Baby shots, and prenatal care). Needed: Highly developed communication skills, and commitment to community service. Spanish speaking skills a plus, but not required. One year assignment as VISTA Worker, Includes \$4,725 college scholarship, \$714 a month living stipend, health insurance, and child care assistance. Opportunities in selected towns in Oregon. Great for resume whether age 18 or 64. **Call (503) 731-4021 for details. You can apply online at www.healthoregon.org/pcah/vista.htm.** All positions are open until filled.

Restaurant Space For Rent

Seaside Factory Outlet Center
• Prime location * Primary Food
• Provider for over a million annual shoppers
1-503-201-4254



WASHINGTON COUNTY SENIOR ACCOUNTING ASSISTANT

\$2,522 - \$3,064 / month Closes May 11, 2001

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.

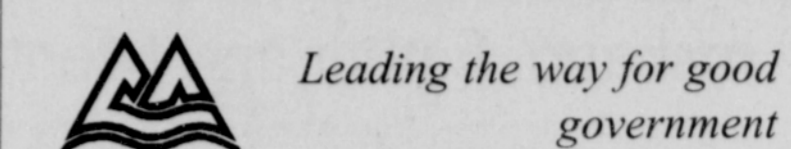
APPLY TO: Washington County Human Resources Division 155 N. First Avenue, Suite 320 Hillsboro, OR 97124

Employment

The Oregon Air National Guard has several part-time positions available. Let the Oregon Air Guard provide you with the experience to enhance your civilian marketability! Not only will the Air Guard train you, but pay you to learn! For more information on pay, travel, training & various educational benefits - call 1-800-392-1801 & inquire about our enlistment eligibility.

Employment

Multnomah County



For Careers In: IT & Finance * Planning, Administration & Clerical * Engineering, Appraising, Drafting * Law, Public Safety & Corrections * Counseling, Guidance & Social Work * Primary Care, Public Health, Dental Services * Library Services*

Multnomah County offers a wide variety of careers, competitive salaries, and excellent benefits to include fully paid medical, dental, and vision coverage for spouses, domestic partners and other eligible dependents; life insurance, long term disability, EAP, and fully paid participation in the Public Employees' Retirement System (PERS).

Application materials and job announcements are available at www.co.multnomah.or.us. Application materials can also be obtained in person at 1120 SW 5th Ave. Portland or by mailing a self-addressed, stamped envelope, requesting application materials to: Multnomah County Human Resources, P.O. Box 14700, Portland, OR 97293-0700. Assisted access to Multnomah County job information and web site is available at Multnomah County Libraries.

Multnomah County welcomes applicants of various ethnic and cultural backgrounds, who are able to enhance service to our diverse community.

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.portofportlandor.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



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

DEPARTMENT OF ADMINISTRATIVE SERVICES Principal Executive/Manager E SFMS Services Manager

The Department of Administrative Services (DAS), State Controller's Division has a management opening in their Statewide Financial Management System's (SFMS) section. As the SFMS Services Manager, you will lead a team of 5 financial system analyst professionals in the core development and management of our statewide accounting and purchasing systems. Your team provides financial leadership and is supported by the DAS Information Resources Management Division's Data Center and System Development and Consulting sections. The person we are seeking is well grounded in governmental accounting and financial reporting, has experience in supporting and managing a complex technical systems environment, has exceptional customer service skills enjoys working and leading in a supportive team based organization. The position is located in Salem, OR close to world-class beaches, mountains, and wide range of cultural opportunities. The salary offered, depending on qualification ranges from \$3,981 to \$5,891 per month. The State of Oregon offers standard benefits including state paid PERS. **Announcement #LEDA1039.** For details and how to apply, visit the State of Oregon Jobs Page at www.oregonjobs.org. Submit PD100 State Application Form (which can be downloaded from the State Jobs Page) to: Barbara Mitchell, DAS personnel, 155 Cottage Street NE U130, Salem, Oregon 97301-3974; or fax to (503) 378-6879. Close date is May 14, 2001.

OREGON DEPARTMENT OF REVENUE Principal Executive/Manager B Banking Unit Manager

The Oregon Department of Revenue is seeking an individual to manage, plan, direct and monitor the activities, staff and resources of the Banking Unit including preparing budget requests by projecting resource needs and preparing required documentation for incorporation in the agency's budget request. This position also manages the agency's Integrated Banking System. This system includes the Transaction Management System, the Electronic Fund Transfer Program, and the Cash Journal Program. Salary range is \$2,826 to \$4,186 a month. **Announcement #LERV0066.** To request job announcement and an application, call (503) 945-8555 TTY (503) 945-8617 or (800) 886-7204 hearing or speech impaired only, or visit our Web site www.dor.state.or.us for more information. Recruitment closes May 4, 2001.

OREGON ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT Principle Executive/Manager F Regional Development Officer

The Oregon Economic and Community Development Department is recruiting highly qualified individuals to fill the position of Regional Development Officer. There are two current vacancies. One position serves the region comprised of Clackamas and Hood River counties. The other position serves the region comprised of Clatsop, Columbia and Tillamook counties. Both positions will be based in their region. **These are Executive Service positions.** The purpose of the Regional Development Officer position is to link the assigned region with available business and community development opportunities through the resources of the Department. This position also plays a key linking role between the region, the Department and its regional team. The Regional Development Officer makes effective recommendations on behalf of the state. Salary is \$52,752 to \$77,880 annually, plus excellent benefits. **Announcement #ES123030.** Contact the Human Resource Office at (503) 986-0095 for the required application packet, or visit www.econ.state.or.us for the full job announcement including application process. Closing date is May 7, 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.