



# Classifieds/Bids

## Federal Matching Project Coordinator

The Federal Matching Project Coordinator will review and evaluate federal financial match tools, design and implement processes for monitoring, costing, and reporting on federal match. This position will work closely with Senior Management, department and county staff in the design and implementation of this cross-department project. This position works within the Office of Support Services of the Department of Community and Family Services and is located in the Commonwealth Building in downtown Portland. Review and evaluate various Federal Financial Participation (FFP) financing tools, to determine best fit for Department services. Requires understanding of State and Federal regulations, and applying them to Department services. Ability to work independently to interpret, recommend, develop and implement projects. Design and implement processes to monitor and record client, effort, and cost data, based on the requirements of the various financing tools. Design & implement quarterly times studies, including client counts. Training and coaching staff on the administration of the time study. Design and/or work with existing data systems to track and report client and effort reports. Gather data for quarterly cost reports. Work collaboratively with multiple Department, County and State staff in the Interpretation and application of the various financing tools. Prepare annual claiming budgets and monitor success towards those goals. Prepare and submit reports to State and federal agencies in accordance with HICFA and State requirements. Requires three years of increasingly responsible accounting or fiscal management experience; AND a bachelor's degree from an accredited college or university with major course work in accounting, business administration, public administration, or a related field. Starting salary is \$39,135.60 monthly (\$39,135.60 - \$54,789.60 full range). Apply by June 8, 2001. Further information and application materials are available at [www.co.multnomah.or.us](http://www.co.multnomah.or.us) or by calling (503) 988-5035.



## Clark County, Washington Employment Opportunities

Clark County, Washington is an equal opportunity employer seeking qualified candidates to fill current temporary openings for our Department of Public Works 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](http://www.co.clark.wa.us). Equal Opportunity Employer

## 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.

## Finance Clerk

Tri-Met, the region's public transit agency, has an immediate opening for a Finance Clerk. Responsibilities include preparation, processing and reconciliation of payroll and/or accounts payable functions. This is a union position. Qualified candidates must have:

- Three years of payroll or accounting experience
- Associates degree in accounting or business (Additional years of experience may substitute for educational requirements)
- Strong mainframe and personal computer experience

Excellent benefit package and salary starting at \$14.15 per hour with progression schedule to \$18.87 per hour. Qualified candidates may submit a Tri-Met application with supplemental questions no later than June 8<sup>th</sup> to the Human Resources Dept., 4012 SE 17<sup>th</sup> Ave., Portland, OR 97202. You may call (503) 962-7635 for information or visit our website at [www.tri-met.org/jobs/](http://www.tri-met.org/jobs/).



Tri-Met is an equal opportunity employer

## Metro



Providing regional services \* Creating livable communities Seasonal naturalist, Blue Lake Regional Park. \$10.00/hour, FT, Seasonal, duration approximately 3 months. Open Until Filled. Performs tasks in support of the Environmental Education and Interpretation program. Delivers natural history interpretive talks and programs to the general public and organized groups, mostly in outdoor enforcement of regulations governing metro's parks and facilities. 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](http://www.metro-region.org) AA/EEO Employer



## Clark County, Washington Job Opportunities

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

**INTERNAL PERFORMANCE AUDITOR**  
\$3,823 - \$5,402/month DOQ

Job information, applications, and benefits 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](http://www.co.clark.wa.us)  
EQUAL OPPORTUNITY EMPLOYER



**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

## Program Associate

Program Associate for the McKenzie River Gathering Foundation. MRG is a public foundation funding progressive social change activism by grassroots groups throughout Oregon. Duties for this Eugene-based position include grant program coordination, applicant outreach, and administrative tasks. Must have demonstrated experience working with diverse cultures and be organized, computer-literate, progressive. To receive information necessary to apply, contact: Linda Reymers, Grants Director, (541) 485-2790, [linda@mrfg.org](mailto:linda@mrfg.org). MRG is an EEO employer.

## EDUCATIONAL SERVICES MANAGER

Strong manager needed with teaching credentials to supervise small staff of academic and vocational teachers in a residential youth training setting. Must possess a Bachelor's degree in education or associated field and three years related experience, managerial experience and a valid State of Oregon teaching certificate. If interested and qualified, submit cover letter of interest and resume to:

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

## RESPONSES MUST BE RECEIVED NO LATER THAN FRIDAY, JUNE 4, 2001

As an affirmative action employer, we are seeking qualified minority, female, veteran and disabled applicants; however, all qualified applicants will be considered.

**InFocus** is the worldwide leader in developing, manufacturing and marketing award-winning data/video projection products and services. But it takes more than superior technology to win in the global market. It takes people like you to help us meet the needs of our customers. If you're an energetic team player and are committed to quality and success, visit our website at [www.infocus.com](http://www.infocus.com) and check out our current job openings. To submit your resume electronically, please click on the "Apply Now!" link under the position you are interested in and attach your resume.

We offer a competitive salary and a complete benefits package. Apply online at [www.infocus.com](http://www.infocus.com) or send or fax your resume and cover letter to: **InFocus, Human Resources, 27700B SW Parkway Ave., Wilsonville, OR 97070-9215, email: [jobs@infocus.com](mailto:jobs@infocus.com) or fax (503) 685-8887.** We are an equal opportunity employer.

[www.infocus.com](http://www.infocus.com)

## Network Analyst 2

As a member of the information Services Unit Network Support Group, this position will perform general network administration in the Novell Netware and Windows NT networking environments, and will have primary responsibility for maintaining the MS Exchange Server 5.5 email system. Requires 2 years increasingly responsible experience in supporting local and wide area networks and equivalent to an Associate of Arts degree with major course work in computer science, network engineering or a related field. Certified Network Engineer (MCSE or CNE) is desirable. Starting salary is \$19.47 per hour (\$19.47 - \$23.93 per hour full range). Apply by June 8, 2001. Future information and application materials are available at [www.co.multnomah.or.us](http://www.co.multnomah.or.us) or by calling (503) 988-5035.



## Finance Clerk

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- Three years of payroll or accounting experience
- Associates degree in accounting or business (Additional years of experience may substitute for educational requirements)
- Strong mainframe and personal computer experience

Excellent benefit package and salary starting at \$14.15 per hour with progression schedule to \$18.87 per hour. Qualified candidates may submit a Tri-Met application with supplemental questions no later than March 30<sup>th</sup> to the Human Resources Dept., 4012 SE 17<sup>th</sup> Ave., Portland, OR 97202. You may call (503) 962-7635 for information or visit our website at [www.tri-met.org/jobs/](http://www.tri-met.org/jobs/).

Tri-Met is an equal opportunity employer

## SPRINGDALE JOB CORPS CENTER

**RECREATION ADVISOR**  
Recreation Advisor needed to conduct recreation activities for young people enrolled in a residential, vocational/educational training school. Requires a high school diploma and two years experience. A valid commercial driver's license and CPR/First Aid certification needed. Permanent position with excellent benefits. Submit letter of interest and resume to: Human Resources, 31224 Historic Columbia River Hwy, Troutdale, Or. 97060. Must be received no later than June 4, 2001.

As an affirmative action employer, we are seeking qualified minority, female, veteran and disabled applicants; however, all qualified applicants will be considered.

## Construction

Clackamas area Excavation Company has employment opportunities for experienced Pipe layers, Laborers and Equipment Operators. Must have valid driver's license. Women and minorities are encouraged to apply. Please send resume to: PO Box 1990 Clackamas, Oregon 97015 or fax to: 503-557-5748.

Equal Opportunity Employer

OHSU/Partnership Project .5 FTE Nurse Case Manager  
Perform health assessments. Coordinate services, and provide medication management to clients with HIV disease. RN with HIV experience. ONA represented position with benefits. Contact Sandra Holycross at 503-230-1202. OHSU is an Equal Employment Opportunity/Affirmative Action employer.

Alberta Cooperative Grocery is hiring cashiers and a FT produce buyer. We're looking for natural foods or previous co-op experience. All are welcome to apply. Wages from \$8.00 - \$10.00 an hour based upon experience. Call 503-287-4333 for more information. Closes 6/3.

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

Call Your Date Now!!!  
1-900-226-8560 ext. 4222  
\$2.99 per min  
Must be 18 yrs.  
Serv - U 619-645-8434  
or [www.thehotpages.net/](http://www.thehotpages.net/)  
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## 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.portofportlandor.com](http://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

## Employment



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

## OREGON DEPARTMENT OF HUMAN SERVICES

### Oregon Health Division Immunization Program Public Provider Liaison

Serve as the state liaison with public immunization providers, assisting with the implementation of state-coordinated programs and supporting local initiatives. Located in Portland. Salary range is \$2,784 to \$3,870 a month. Announcement #LEHS1157. Classification #C2328. For more information, please visit [www.oregonjobs.org](http://www.oregonjobs.org).

This is 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](http://www.oregonjobs.org). The State of Oregon and all its divisions are proud to be equal opportunity employers.



## Sub-Bids Requested

Smith Memorial Union Renovation  
Portland State University  
Portland, Oregon

Bid Date: June 7, 2001 @ 3:00 p.m.

## Nielsen Dillingham Builders, Inc.

9220 S. W. Barbur Boulevard, Suite 106, Portland, Oregon 97219  
PHONE: (503) 246-2008 FAX: (503) 246-1125



We are an equal opportunity employer and request sub bids from all qualified interested firms, including Disadvantaged, Minority, Women, and Small Business Enterprises. Subcontractors may be requested to furnish 100% Payment and Performance Bonds. Subcontract and owner documents are available in our office for review.

## ADVERTISEMENT FOR BIDS DEKUM COURT SITE AND DWELLING IMPROVEMENTS JOB NO. DC-11-01-01

Sealed bids will be received at the Housing Authority of Portland (HAP), 8910 N. Woolesey Avenue, Portland, Oregon 97203, until 2:00 p.m., **Thursday, July, 12 2001** for labor and materials to renovate scattered housing units and buildings at Dekum Court.

Shortly thereafter, bids will be opened and publicly read. No bidder may withdraw their bid after the hour set for opening until after the lapse of sixty (60) days from the bid openings.

The basic work consists of the following at the six buildings and site area at Dekum Court.

1. Work covered by Contract Documents consists of site and dwelling improvements at an existing project under a contract as shown on drawings and specified herein.
2. Removal of all existing and installation of playground equipment.
3. Removal of existing and installation of exterior stairs to second floor apartments.
4. Removal of existing and installation of new vinyl windows
5. Removal of existing and installation of exterior apartment doors
6. Removal of existing and installation of new smoke detectors
7. Removal of existing and installation of new bath room fans
8. Installation of new roof structures at existing trash enclosures
9. New overlay of asphalt and new parking striping and accessories at parking lots
10. Complete renovation of two apartments into ADA accessible Units
11. Painting the Community Building on Saratoga Street
12. Other miscellaneous work noted or scheduled

Bid Documents are available at the HAP Office noted above. A \$50 (fifty) deposit for one set and \$20 (twenty) for each additional set is refundable when documents are returned within 10 days after bid opening.

Attendance of bidder's is **MANDATORY** at a pre-bid tour of the project commencing at the HAP Maintenance Office; address above, at **10:00 a.m., Tuesday, June 19 2001** Questions posed during the tour, not addressed in the documents, will be answered by addendum.

Execution of an Affidavit of MBE Participation (HAP form 421) is required of each bidder in order to qualify each bidders bid. A minimum of 20% participation is strongly desired.

The Housing Authority of Portland may reject any bid not in compliance with the prescribed procedures and requirements and may reject any or all bids and waive all informalities if, in the judgment of HAP, it is in the public interest to do so. Questions regarding this project should be directed to H. David Walter at 735-4210.

HOUSING AUTHORITY OF PORTLAND