



PHOTO BY M. WASHINGTON
Ron Nitesh is a Sr. Teller at Washington Mutual Bank. A secondary education is not required for this work. Potential earnings: \$8 - \$12 per hour.

Careers A to Z, CONTINUED

FINANCIAL PLANNER—How is a one-income family going to pay for their kids' college education? How soon, if ever, can a graphic artist retire? Financial planners help people work out these and other difficult money problems. In some ways, this is a thankless job. Whether you decide to be independent or join a firm, many of these professionals now opt for a CFP (Certified Financial Planner) degree. Salary range: \$60,000 to \$120,000. The very best can earn over \$250,000, typically working on a fee or commission basis.

FIRE SCIENCE—The Fire Protection Technology program at Portland Community College is designed to prepare you for occupations and advancement in fire suppression, investigation, prevention, emergency medical and rescue services, and hazardous materials technology.

*To earn an Associate of Applied Science Degree, Fire Fighter Certificate, Fire Prevention and Investigation Certificate, Fire Officer Certificate and/



PHOTO BY M. WASHINGTON
David Yandell is a cab driver with Radio Cab. Many cabbies through Radio Cab lease the vehicles, paying \$73 per working day as part of that fee, as well as the cost of gas. As a requirement, cab drivers must be 21 years old, have a good driving record. Potential earnings: \$8,000 - \$45,000 per year.

or Emergency Service Rescue Certificate, call PCC's Training East at 503/492-6910.

G **GRANT WRITER**—Nonprofits hire grant writers to write proposals to prospective funders, which can include the government or private foundations. The job requires the ability to synthesize information and write persuasively and well; don't look for work here if you've got problems with grammar. Salary range: \$25,000 to \$60,000.

GRAPHIC ARTIST—Some of the happiest people in this business are the visual developers. The tools and techniques are constantly changing and improving—and though you have to report to the same project or product manager the programmers do, you're often allowed much more leeway and creativity. It's not fine art, but most artists would agree it's the most interesting turn commercial design has taken in decades. Salary range: \$35,000 to \$60,000.

*To earn an Associate in Applied Science Degree through PCC's Graphic Design Program, call their Sylvania Campus at 503/977-4790.

H **HEALTHCARE MANAGER**—These are the jobs where an MBA comes in handy and a background in cost cutting, marketing, and information management will give you an edge over the competition. Lots of people want these jobs, and though industry observers predict that the number of managerial slots in hospitals and HMOs will shrink to perhaps half their current number, the need for qualified executive staff in home health care, nursing homes, and clinics is expected to more than make up the difference. Salary range: \$55,000 on up. Experienced managers with an impressive track record in meeting and maintaining strict budgets can earn well over six figures.

HEALTH INFORMATION MANAGEMENT—As an accredited record technician, you may perform a number of duties that include organizing, analyzing and technically evaluating medical records and health information according to established standards. You may also code symptoms, diseases, operations, procedures and other therapies according to recognized classification systems. You may work in both large and small health care facilities,

home health agencies, long-term care facilities, insurance companies and health maintenance organizations.

*To earn an Associate of Applied Science Degree through PCC's Health Information Management Program through their Cascade Campus, call 503/978-5661.

HUMAN RESOURCES MANAGER—Many people in companies enter as human resources generalists. Specific responsibilities might include planning an off-site departmental meeting, leading a facilities planning team, or working with the department head to solve problems such as high turnover, accidents, or low morale. In a smaller organization, you will likely play the role of some or all of the specialized functions listed below. This position usually requires a college degree, not necessarily in a specific discipline. Salary range: \$25,000 to \$40,000 to start; managers earn \$50,000 to \$70,000; department heads in large companies can earn \$100,000 or more.

I **INFORMATION TECHNOLOGY**—Someone has to develop, maintain, and fine-tune all the electronic systems that track goods from warehouse to customer to returns desk. Even very small operations now rely heavily on Quick Response and EDI. For those of you interested in networks and systems, this is still a relatively open arena. As online opportunities emerge, those with both technical and e-commerce experience will be in ever greater demand. Salary range: \$30,000 and up.

INTERIOR DESIGN AND DRAFTING—Industrial drafters and designers are concerned with developing and drawing plans for machines, buildings, castings, tooling jigs and fixtures, fluid power, kinematics, electrical and electronic schematics, piping and structural details, and sheet metal layouts.

*To earn an Associate of Applied Science Degree, Two-year Certificate and/or One-year Certificate through PCC's Interior Design and Drafting Program, call their Sylvania Campus at 503/977-4163. To earn a Certificate in Interior Furnishings Certificate, call PCC's Sylvania Campus at 503/977-4217.

J **JUNIOR ENGINEER**—This entry-level position is the foot soldier of engineering. You're not so much coming up with ideas as implementing solutions developed by your superiors. Still, this is an important first rung to more-specialized, higher-paying engineering positions. This job category can also include software programming, which involves writing the code built into the hardware system. Salary range: \$40,000 to \$60,000.

LANDSCAPE TECHNOLOGY—Landscapers and horticulturists perform a wide variety of jobs. These may include growing and marketing plants, designing new landscapes, landscape installation, landscape maintenance, golf course work and sales. You may also move to supervisory positions or become the owner of your own landscape business.

*To earn a Plant Propagation Two-year Certificate, Landscape Construction Two-year Certificate, Landscape Management Two-year Certificate, Landscape Design Two-year Certificate, Landscape Services Technician One-year Certificate, Landscape Technology Associate Degree and/or Landscape Technology Associate of Applied Science Degree, call PCC's Rock Creek Campus at 503/614-7255.

L **LEGAL ASSISTANT**—The legal assistant trained professional who assists the attorney in delivery of legal services to the client. Tasks include: client interview, document preparation, organization of case materials and data prior to litigation, investigation, research, and file management. The legal assistant performs these tasks under the supervision of an attorney.

*To earn an Associate of Applied Science Degree and Certificate through PCC's Legal Assisting Program, call their Cascade Campus at 503/978-5212.

LICENSED PRACTICAL NURSE (LPN)—These nurses work under the supervision of RNs and physicians, and though many are taking over for RNs in hospitals, here too your job prospects are much brighter in nursing homes, home health care services, medical centers, and ambulatory surgi-centers. Physicians' offices are also popular, particularly as more become outpatient clinics for orthopedics and other specialties. Salary range: \$400 to \$700 per week.

*To earn an Associate of Applied Science Degree through PCC's Nursing program, call their Sylvania Campus at 503/977-4908.

MEDICAL ASSISTING—As a medical assistant, you will be a vital part of the medical team, prepared to function under the supervision of a licensed physician. Clinical duties may include assisting with examinations and treatments, taking medical histories, performing certain diagnostic tests, maintaining instruments and equipment, preparing, administering and documenting medications, collecting and processing specimens. Medical assistants are hired by clinics and offices of all sizes.

*To earn a Certificate in Medical Assisting, call PCC's Cascade Campus at 503/978-5661.

MICROELECTRONICS TECHNOLOGY—Technicians in the semiconductor industry evaluate problems, take corrective action on both process and product, and maintain and troubleshoot processing equipment. The "clean room" work environment requires both independent and team activities. Responsibilities are usually based in a functional area such as photolithography, pattern etch, high temperature diffusion, high vacuum and implant, deposition of thin films, or sort and test.

*To earn an Associate of Applied Science Degree where credits can be transferred to Oregon Institute of Technology for a bachelor of science degree in manufacturing engineering technology, call PCC's Washington County Workforce Training Center at 503/533-2702.

MIDDLE SCHOOL, JUNIOR HIGH SCHOOL, OR HIGH SCHOOL TEACHER—The job description here is similar to that for the elementary school teacher; the big difference is that rather than teaching a number of subjects and seeing the same students all day, every day, you'll be teaching a single subject to a number of different classes. You'll also be dealing with students who are no longer children but are on the verge of adulthood—and with all the hormonal trouble that can mean. Salary range: \$18,000 to \$55,000.

NURSE PRACTITIONER (NP)—This is a good career choice for those of you who have a master's degree and training in pediatrics or family health but can't afford or don't want to go to medical school. In many states, NPs can prescribe medicine and are increasingly allowed primary-care status for basic health problems. Oxford Health and Columbia-Presbyterian Hospital pioneered these responsibilities for NPs in the New York area elsewhere are following suit. Salary range: physician's rates for primary care; \$50,000 to \$80,000 otherwise.

NETWORK ADMINISTRATOR—Maintaining computer network integrity -- this includes verifying connectivity to different servers, often it includes mail servers (unless a separate System Administrator is available). Checks application logs (for example, the database applications and other programs).

Must be available for complaints -- many times servers are set up for alert pagers. A network administrator must be able to rush in at a moment's notice to help curb any possible problems. For instance, proxy servers

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