



Classifieds/Bids

Marketing Manager

Columbia Credit Union is looking for an organized hands-on marketing innovator. Use your creative writing and artist's eye to coordinate/design a wide variety of campaigns and community events to promote Columbia's visibility and member benefits! Please visit our website at www.columbiacu.org to see complete requirements for this position, and ways to apply. Position is open until filled. Interviews will be by appointment only, no phone call please. Equal Opportunity Employer/AA

Program Assistant-Marketing Coordination

School of Extended Studies
Portland State University
Program Assistant for Continuing Education/Graduate School of Education-Marketing Coordination
Primary responsibilities: coordinate web and print marketing and maintain publication schedules; manage and use databases to provide information and generate publications; track student enrollment. The successful candidate will have: a bachelor's degree; marketing experience; demonstrated skills in project management; computer experience; strong communication skills; customer service orientation; self-directed and organizational skills; demonstrated ability to work with range of people; knowledge of academic procedures preferred. Twelve-month, fixed term, renewable, 1.0 FTE unranked academic position, review of applications will begin June 18 and continue until the position is filled.
For application information and job description, see www.hrc.pdx.edu/uncisjob.htm, or call 503-725-8279.
An EO/AA Institution.
Federal Personnel Management Act/Assistant 6-01

The Multnomah County Health Department is currently recruiting for the following position:
LABORATORY TECHNICIAN CLINIC HEALTH ASSISTANT - BILINGUAL SPANISH
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 application 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 County Libraries. Multnomah County Health Department is actively recruiting from various ethnic and cultural backgrounds to enhance service to our diverse communities. Bilingual/bicultural candidates are encouraged to apply.

An Equal Opportunity Employer.



Local Pentecostal Church in need of organ player/pianist to play traditional/contemporary gospel music. Salary is negotiable. If interested contact Aniel Yates @ (503) 771-3350.



Systems Application Trainer/Analyst

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 currently recruiting for Systems Application Trainer/Analyst to provide technical support, training, and to research issues for a network of health safety net clinics. The first 3 to 6 months in this position will involve system set-up, the following year will be heavily focused on training, and then will most likely evolve into an applications help-desk and/or data analysis focus; as well as, internal consulting on special projects. The Trainer/Analyst should have expert skills and 3 to 5 years experience in one or more of the following areas: billing, information technology/systems, report analysis or front office operations, or any work experience, education and/or training that would likely provide the ability to perform the essential functions of the position. This position will include travel inside and outside the state of Oregon. Normal hiring range is \$34,452 to \$45,993. Please send your cover letter and resume to CareOregon-HR-TA, 522 SW 5th Ave., Suite 200, Portland, OR 97204, or fax to (503) 416-1462. Position may close at any time. EEO/AA

Health/Wellness Services Manager

Energetic Registered Nurse with bachelor's degree and minimum of three years related experience in all aspects of community health, one of which should be a supervisory or managerial capacity, needed to operate a small clinic within a residential youth vocational training setting. Please submit resume and cover letter to: Human Resources 31224 E. Historic Columbia River Hwy. Troutdale, OR 97060
Responses Must Be Received No Later Than Friday, June 29, 2001
As an affirmative action employer, we are seeking qualified minority, female, veteran and disabled applicants; however, all qualified applicants will be considered.

ADVERTISING ADVISER

for college publications to work with students, professionals on advertising sales. Degree in business or advertising, 1 year experience, be knowledgeable about advertisers and agencies, capable of motivating students and developing job opportunities in Oregon region. Part-time, fixed term, effective 7/1/01-6/30/02, renewable subject to funding. For job qualification criteria and application process, call 503-725-5687. Review of applications will begin on June 22, 2001; the position will remain open until filled. An EO/AA institution.

20 Tennessee Walking Horses
4 Sale, Mares, Gelding, Stallions. All Ages And Colors. \$1500 - \$3000 Each Days 541-677-9199 Eves 541-440-6755

Metro



Providing regional services * Creating livable communities
Conservation Program Assistant, Oregon Zoo. \$13.29 - \$17.82, hour, PT, Deadline 6/26/01. Assists curatorial and research staff in various conservation-related activities such as studbooks, national breeding programs, conservation meetings, conservation projects, and research. Prepares reports as directed by the curatorial and research staff. Provides program administrative support as directed.
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

CENTER FOR COMMUNITY MENTAL HEALTH HAS IMMEDIATE OPENINGS FOR:

ADOLESCENT/FAMILY THERAPIST - For day treatment, African-American specific, adolescent males program. MA/MSW in related field. Focus on individual, family and group therapy.
DUAL DIAGNOSIS SPECIALIST - MSW or in a mental health related field and CADC/A&D experience/certification.
A&D COUNSELOR - Experience necessary, certification a plus.
ADULT MENTAL HEALTH THERAPIST - MA/MSW in related field. Encourage people or color to apply. Competitive wages and benefits. Send resume and cover letter to S. Roberts, Ex. Dir., CCMH, 5010 NE 33rd Ave., Portland, OR 97211; or Fax to 503-249-1739.



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

The Sunnyside School District has an opening for Director of Migrant Student Records System. BA required, Master's preferred. 3 years experience in the Migrant Education Program or 5 years in an educational setting preferred. Salary \$65,778-\$75,778. Request application at Sunnyside School District, 1110 S. 6th St., Sunnyside, WA 98944, (509) 837-5851. SSD complies with all state and federal rules and regulations and does not discriminate on the basis of race, color, national origin, gender, or disability.

Advertise in The Portland Observer Call 288-0033

WASHINGTON COUNTY



CIVIL DEPUTY
\$2,401 - \$2,917 / month
Closes June 29, 2001

FINANCIAL SERVICES SUPERVISOR
\$4,679 - \$5,681 / month
Closes June 29, 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



Clark County, Washington Job Opportunities

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

Court Assistant I/II
\$9.71 - \$14.36/hr. DOQ

Mental Health Services Manager
\$4,323 - \$6,110/mo. DOQ

Office Assistant II
\$11.59 - \$14.79/hr. DOQ

Rural Planning Team Leader
\$4,323 - \$6,110/mo. DOQ

SR. Programmer Analyst
\$3,935-\$5,023/mo. DOQ

Transportation Model Analyst
\$24.11-\$28.74/hr. DOQ

Job information, applications, and benefits information are available from: Clark County Human Resources 1013 Franklin

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

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.

Employment

Explore our variety of rewarding occupations...

Administrative/Clerical
• Office Specialist I
Announcement #OCDT1222
Salem
• Document Specialist
Announcement #OCDT1290
Salem

Customer Service/Enforcement
• Motor Carrier Enforcement Officer
Announcement #OCDT1112
Portland
• Transportation Serv. Rep. 1/Part-Time Russian
Announcement #OCDT1220
Portland

Engineering/Environmental
• Project Team Leader
Announcement #OCDT1289
Salem
• Designer/Drafter/Writer
Announcement #OCDT1291
Salem
• Survey Research Analyst/CADD Map Specialist
Announcement #OCDT1305
Portland

Finance
• Fiscal Coordinator 2
Announcement #OCDT1356
Salem

Information Systems
• Security Administrator
Announcement #OCDT1353
Salem
• Computer Support Desk Analyst
Announcement #OCDT1353
Salem

Management/Professional
• Highway Construction Project Manager
Announcement #OCDT1280
Portland

To apply, you must obtain a copy of the appropriate announcement number, which provides full details, qualifications/requirements, and how to apply instructions. Call (503) 986-4030 (TTY (503) 986-3854 for the hearing impaired), or visit www.odot.state.or.us/trod/jobindex.cfm. As an AA/EEO employer, ODOT is committed to integrating the promotion and management of workforce diversity and affirmative action into every facet of our business.

OREGON DEPARTMENT OF ADMINISTRATIVE SERVICES
Facilities Division
Principal Contributor 3
State Engineer

The Department of Administrative Services, Facilities Division in Salem is seeking an experienced State Engineer. The State Engineer is responsible for planning the systematic development of projects on the Capitol Mall and other state-owned and leased property. Requirements include two years' experience in an engineering related position with responsibility for: 1) analyzing large complex systems, 2) identifying problems, 3) generating alternatives, 4) building consensus, and 5) implementing solutions; and a Bachelor's degree in any Engineering-related field. Three additional years' experience in engineering for occupied facilities may substitute for the degree; OR one year' experience must be equivalent to a Principal Contributor 1 and show responsibility for: 1) analyzing complex statewide systems, 2) identifying problems, 3) generating alternatives, 4) building consensus, and 5) implementing solutions; and an advanced degree in any Engineering-related field. Salary range is \$4,186 to \$5,891 a month, with a benefit program contribution toward family health and dental insurance, term life insurance, short and long term disability insurance. Other benefits include a retirement program, paid holiday, vacation, and sick leave. Announcement #LEDA1059. For detailed job announcement, visit www.oregonjobs.org, or call (503) 378-3622. Close date is June 27, 2001.

OREGON DEPARTMENT OF TRANSPORTATION
CAREER OPPORTUNITIES...JOIN OUR TEAM!

ODOT supports a vast range of innovative transportation products and services, touching the life of every Oregonian, every day.

www.oregonjobs.org

SUB-BIDS REQUESTED

LCG Oregon Department of Forestry
Salem Headquarters Compound - Ph. II
Date: June 26, 2001 @ 11:00 am

Plans and specs are available in LCG's plan room.

LCG co.

16427 N.E. Airport Way, #B, Portland, Oregon 97230
(503) 256-3016 Fax (503) 256-3684

CCB #132982

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

Cascade AIDS Project

Cascade AIDS Project

Cascade AIDS Project (CAP), the leading HIV prevention, education, housing, advocacy and services, organization in Oregon and Southwest Washington, seeks two career-minded individuals to join our Finance team. It's a whole new day at CAP, as we have matured from our grassroots activist beginnings into a successful, professional non-profit health and human services agency. CAP has long-term strategic plans, clearly focused program goals, multicultural diversity, financial health, business strength and marketing savvy. Come join us in supporting 3,600 men, women and youth affected by HIV, educating 30,000 youth and adults about HIV prevention, and advocating for sound HIV public policy through our Portland, Hillsboro and Vancouver, Washington Offices.

Finance Assistant

Description and responsibilities: As a member of the agency's 3-person Finance department in a \$3.6 million non-profit health and human services agency, staff will be responsible for reviewing payable invoices for accuracy, coordinating timely payment to vendors, compile and maintain A/P records, provide administrative support, assist with reception/switchboard back-up, and other duties as assigned by the Finance Manager. Requirements: Three years related professional experience, excellent verbal and written communication skills, strong administrative and organizational skills, good attendance, self-starter with ability to multi-task in a fast paced environment and meet critical deadlines, proficiency using automated accounting systems and MS Office products including Excel, multi-line reception/switchboard experience helpful. Compensation: \$23,000 - \$26,000 to start depending on qualifications and experience; employer paid health, dental, long-term disability and life insurance; generous vacation, tax deferred annuity plan; and flexible work schedule if appropriate.

Accountant

(New position)

Description and responsibilities: As a member of the agency's 3-person Finance department in a \$3.6 million non-profit health and human services agency, staff will be responsible for maintenance of general ledger, chart of accounts, monthly journal entries, revenue recognition, bank reconciliations, account analysis, variance research and accounts payable oversight. Reporting to the Finance Manager, staff will assist with month-end closing, financial statement preparation and other related duties. Requirements: Bachelor's or Associates degree in accounting; at least four years related professional experience; excellent verbal and written communication skills and self starter; proficiency in automated accounting systems and MS Office Products, including Excel. Compensation: \$32,000-\$35,000 to begin, plus full benefits.

Mail or fax resume and salary history to:

Cascade AIDS Project
Attn: Finance Manager
620 SW Fifth Avenue
Portland, OR 97204
Fax: 503-223-0411
Equal Opportunity
& Affirmative Action Employer

Cooks Helper

needed for residential treatment facility for children. Experienced in preparing large quantities of food, salad prep experience helpful. Maintain Multnomah County Food Handler's Card. Apply: M-F, 8:30 am - 4:30 pm. No Calls Please. Trillium Family Services, Parry Center for Children, 3415 SE Powell Blvd., #9 Tri-Met busline, Non-smoking facility, EOE.

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.