



# CLASSIFIEDS / BIDS

**Wanted: Shoeshine**

RiverPlace Athletic Club seeks experienced person for shoeshine business. Professional appearance, demeanor & excellent customer service skills a must. Please apply in person Tues-Saturday 10-5 @ 0150 SW Montgomery or call 503.221.1212

**Administrative Assistant/ Receptionist**

**Better People**, a growing, innovative counseling/job placement agency for adult ex-offenders, seeks person to answer phones & conduct admin duties incl: check writing, organizing check docs., preparing bank deposits, data entry & organizing for annual campaign. Word/Excel exp req'd. Quicken & ACT exp +. 40 wpm. Criminal bkgrd check. FT \$10.50-\$12.50/hr. dep on exp. Closes: 4/22 at 5pm Send resume Chip Shields, **BETTER PEOPLE** 4310 NE MLK, Ptd, OR 97211 Equal Opportunity Employer

**SOCIAL SERVICES**

**Employment Specialist/ Job Developer**

**Better People**, a growing, innovative counseling/job placement agency for adult ex-offenders seeks person to market unemployed clients to employers. 4 month pos, beginning 5/15 to cover employee on family leave. Ideal candidate will be comfortable calling on companies by phone & in person. Proven job-placement or sales track record req'd Bachelor's or equiv exp. FT \$12.50-\$16/hr. dep on exp. Closes: 4/22 at 5 pm Resume to Chip Shields

**BETTER PEOPLE** 4310 NE MLK, Ptd, OR 97211 Equal Opportunity Employer

**FINANCE**

**Oregon Legislature**

**SENIOR BUDGET ANALYST** \$4,745 - \$6,996

**LEGISLATIVE ANALYST** \$4,308 - \$6,342

- Two Positions "Available in the Legislative Fiscal Office
- Analyze Budgets
- Evaluate Programs
- Prepare Fiscal Impact Statements

For application information contact: **Karen Hupp**

900 Court St NE RM 140-B Salem OR 97301 (503) 986-1373 Fax (503) 986-1684

http://www.leg.state.or.us

Deadline: 5/10/02



**SOCIAL SERVICES**

**Volunteers Of America Of Oregon, INC.**

Volunteers of America of Oregon, a not-profit social services organization with a 106 year history serving this community, has a job opening:

**PARENT EDUCATOR**

Plans and implements child development and family support services for children 0-5. Conducts home visits, coaches parents, facilitates play groups, prepares and conducts parent groups, knowledge of child development/parenting skills.

VOA Oregon is a great place to work for appreciation and support.

Send a letter and resume to Volunteers of America of Oregon, Inc.,

537 SE Alder Street, Portland, Oregon 97214, Attn: Merry Nera

Equal Opportunity Employer.

**EDUCATION**

**One-year F/T position in English/Literature/Writing** at PACIFIC NORTHWEST COLLEGE OF ART. Generalist with strong preparation in composition/rhetoric and literature. Demonstrated excellence in teaching at freshman and upper-division levels, experience in faculty committees, and strong writing proficiency required: Ph.D. or MFA/MA in hand. Experience in interdisciplinary study (postmodern theory, writing center, computer assisted instruction, writing about art or design) helpful. Deadline: April 30. Send letter, c.v., names and contact info of three references, sample syllabi and assignments and brief writing sample to: Chair English/Lit. Writing Search Committee, PNCA, 1241, NW Johnson, Portland, Oregon, 97209. EOE

**METRO**

PEOPLE PLACES OPEN SPACES

**Custodian**, Oregon Zoo. \$10.31-\$13.82/hour (beginning wage is \$10.31/hour), PT. Deadline April 26, 2002. Performs general custodial work in maintenance of visitor facilities and offices. Duties include but are not limited to sweeping, moping, polishing floors; dusting/polishing furniture; washing windows, woodwork, toilets, restrooms and fixtures; collecting trash and recyclable materials. Works varied hours and shifts. Requires previous custodial experience.

**Guest Services Secretary**, Oregon Zoo. \$11.25-\$15.07/hour (beginning wage is \$11.25/hour), PT, 20 hours/week. Deadline 4/26/02. Performs office support tasks, including, interacting with staff to accommodate requests for payroll information or projects, word processing, data entry, filing, copying, handling telephone inquiries. Previous secretarial experience required.

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**

**Warehouse/Checker** \$13.808/hour for union position in local bakery. Requires availability for all shifts with split days off. Must have a minimum of three months verifiable warehouse work experience. Will pick orders and load bakery products on transport trucks. Must be able to work in high temperatures to 100 degrees or higher.

All applicants should apply with the North Portland Employment Office located at 30 North Webster. Job Reference # 113224, or at the Franz Bakery Office, 340 NE 11<sup>th</sup> Avenue.

Not phone calls please.

We are an EEO/AAP employer.



**Washington County**

**ENGINEERING ASSOCIATE** (Traffic Engineering) \$3,986-\$4,845/month

Call (503) 846-8606/TTY (503) 846-4898 for information or see our website: www.co.washington.or.us. 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

**worksystems inc.** is seeking dynamic individuals to fill the following positions: Administrative Assistant, Contract Liaison, Fiscal & Facilities Specialist and Resource Room Coordinator.

Please see our website at www.worksystems.org for complete details and instructions on how to apply.

**worksystems inc. is an equal opportunity employer and offers a complete benefit package.**

**!!ATTENTION WORK FROM HOME!!** 7-10 Flexible hrs./wk Earn from \$400-\$4000 P/Ta month www.yourearningsandmore.com or call 888-658-3719

**FOR UNIQUE YOU EXCEPTIONAL TWO BEDROOM**

Includes: Fireplace, Carpet, Ceiling Fans, Washer, Dryer, Satellite, A/C Micro, Dishwasher, CALL: 503-421-3381 or 503-289-1069

**SOCIAL SERVICE Senior Activities Coordinator I** 20 hrs p/w @ \$10.82-\$12.36 p/h. Apply in Person at Portland Impact, 4707 SE Hawthorne. Questions call 503-988-6000. EOA/AA

**TURN SPARE TIME INTO \$\$\$** Mail-order/E-commerce business. P/t.ft. Free Info. Full Training www.1systemforyou.com



**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**

**A Better Career, A Better Way Of Life!**



Search our extensive list of career opportunities.

Apply on-line from your computer: www.providence.org or visit our Providence Employment Center 1235 NE 47th Ave. (just off Halcy) 503-215-5770

Providence Health System

A caring difference you can feel

Providence Health System is an equal opportunity affirmative action employer. Pre-employment drug and health screens are required.

**Employment**



**OREGON DEPARTMENT OF TRANSPORTATION (ODOT) CAREER OPPORTUNITIES...JOIN OUR TEAM!** ODOT supports a vast range of innovative transportation products and services, touching the life of every Oregonian, every day.

Explore our variety of rewarding occupations...

**ENGINEERING/ENVIRONMENTAL**

• **Lead Surveyor** Salary \$3,554 - \$5,089/month Announcement #OCDD2095 Salem

**MANAGEMENT/PROFESSIONAL**

• **Support Services Manager** Salary \$2,921 - \$4,308/month Announcement #OCDD2289 Roseburg

**PROJECT/PROGRAM MANAGEMENT**

• **Driver Education Program Coordinator** Salary \$2,586 - \$3,590/month Announcement #OCDD2307 Salem

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/jobs. 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.

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.

www.OregonJobs.org

**Subsidized Units**

Government assisted Housing maybe available for people who are 62 years of age or older, or Disabled, or Handicapped, regardless of age. If units are not available at this time qualified applicants maybe placed on the waiting list.

Guardian Management LLC is committed to "Equal Housing Opportunity"



Village Manor Lebanon, OR 541-451-1122 TTY# 1-800-735-2900



**Sub-Bids Requested**

**McNary Dining Hall Renovations Phase 3B Oregon State University Corvallis, OR**

Bid Date: April 23, 2002 at 3:00 PM Plans and specifications are available for review in our office.



**DPR CONSTRUCTION, INC** 520 SW Yamhill, Suite 800, Portland, OR 97204 (503) 225-9700 FAX (503) 225-0783 Contact: Carrie Steele CCB# 106305

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

**Sub-Bids Requested**

**Portland-Hillsboro Airport Runway 12-30 Safety Area Imp.**

Bid Date: April 25, 2002 Bid Time: 11:00 am  
Dirt & Aggregate Interchange, Inc. 20905 NE Sandy Blvd. Fairview, OR 97024 (503) 661-5093 Fax (503) 669-1192 CCB #26599

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

**Sub-Bids Requested**

**PDX Airfield Improvements 2002**

Bid Date: April 23, 2002 Bid Time: 11:00 am  
Dirt & Aggregate Interchange, Inc. 20905 NE Sandy Blvd. Fairview, OR 97024 (503) 661-5093 Fax (503) 669-1192 CCB #26599

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

**Sub-Bids Requested**

**NE 117<sup>th</sup>/119<sup>th</sup> Street Improvements CRP341622**

Bid Date: April 23, 2002 Bid Time: 9:50 am  
Dirt & Aggregate Interchange, Inc. 20905 NE Sandy Blvd. Fairview, OR 97024 (503) 661-5093 Fax: 669-1192 CCB #26599

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

**Sub-Bids Requested**

**2002 Airport Improvements Project 3-63-0139-07 City of Vancouver**

Bid Date: April 23, 2002 Bid Time: 11:00 am  
Dirt & Aggregate Interchange, Inc. 20905 NE Sandy Blvd. Fairview, OR 97024 (503) 661-5093 Fax (503) 669-1192 CCB #26599

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

**Sub-Bids Requested**

**OSU McNary Dining Hall Renovation**

Bid Date: 4/23/2002 Bid Time: 3:00 P.M.

Plans are available for review in the Plan Centers or LCG's Office



**LCG Co.** 16427 NE Airport Way #B Portland, Oregon, 97230 Phone: 503-256-3016 Fax: 503-256-3684

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

**Request for Bids**

**Regional Environmental Management Pavement Repairs At Metro South Transfer Station RFB #02-1014-REM**

Metro is requesting bids to repair high use pavement areas at the Metro South Transfer Station (RFB #02-1014-REM). Potential bidders may obtain bid documents by contacting the REM Department. Sealed bids must be delivered to the Regional Environmental Management Department at Metro, 600 NE Grand, Portland, Oregon 97232-2736, to the attention of Pete Hillmann, no later than 11:00 a.m., Thursday, May 2, 2002. At 3:00 p.m. the Bids will be opened and publicly read aloud in Conference Room 270, located in Metro Regional Center, also at 600 N.E. Grand Avenue.

In addition to the sealed bids, all contractors must complete and submit all the supplied forms for Metro's MBE/WBE/ESB Program (Good Faith Efforts) and for listing first tier subcontractors, in a separate envelope, within four (4) hours of bid closing (or before 3:00 p.m.). All other Bid Forms must be filled out and included with the "sealed bids" at time of closing.

Drawings and Specifications may be examined at the Regional Environmental Management Department in the Metro Regional Center. Copies of the Bidding Documents may be obtained at the Metro Regional Environmental Management Department or by calling (503) 797-1650.

A mandatory Pre-Bid Conference and walk through is scheduled for all potential prime contractors on Wednesday, April 24, 2002 at 9:00 a.m. in the Control Room at Metro South Transfer Station.

All bidders must certify that they will pay and comply with the minimum prevailing wage requirements of ORS 279.350.

All bidders must be registered with Oregon Construction Contractors Board pursuant to ORS 671.530.

Metro Code provisions 2.04.100 and 200 require all Bidders/Proposers to follow and document a specific good faith outreach effort to State certified Minority, Emerging and Women-owned Businesses. Certification of good faith compliance and a declaration of any actual utilization pursuant to both programs are required at the time of Bid Opening/Proposal Submission.

Metro and its contractors will not discriminate against any person(s) based on race, color, national origin, sex, sexual orientation, age, religion, physical handicap, political affiliation or marital status.

Metro extends equal opportunity to all person and specifically encourages minority and women-owned businesses to access and participate in this and all Metro projects, programs and services.