



CLASSIFIEDS / BIDS

AUGUSTANA ACADEMY is currently seeking a Director and Head Teacher. Augustana Academy is a multicultural after-school program seeking to increase the social and academic success for fourth-eighth graders. Applicants must possess the skills to work with diverse cultures and have had success working with youth in multi age settings. Please call Augustana Academy for application packet. Postings will remain open until filled. (503) 546-8243

FOR SALE
AKC Boxers
Brindal/Fawn
Female/Male Puppies
\$350.00 w/o papers
\$450.00 with papers
Call 541-267-5343

Advertise with diversity in
 The **Portland Observer**
 call 503.288.0033
 or email:
 ads@portlandobserver.com



Clark County, Washington Job Opportunities
 We are seeking qualified candidates to be part of our dynamic public service organization.

HIGHWAY MAINTENANCE SUPERVISOR
 \$22.73 - \$26.79 / Hr. DOQ

SPECIAL PROJECT COORDINATOR
 \$3,893 - \$5,499/ 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.clark.wa.gov

EQUAL OPPORTUNITY EMPLOYER



METRO
 PEOPLE PLACES
 OPEN SPACES

Accountant. One FT and one job share position. \$37,270.15 - \$49,971.54, full-time; \$14,908.06 - \$19,988.62, job share, Deadline 8-02-02. Performs a variety of professional accounting duties, such as account reconciliation, financial reporting, audit workpaper preparation, preparation of journal entries and assists in audit functions. Performs other projects as assigned. Requires skill in the use of Microsoft Word and Excel. For a detailed job announcement, call 503-797-1570.

To Apply: Submit a resume with a cover letter that details your experience as it relates to the job duties, specifically addressing your professional accounting experience and training. Please specify in your cover letter whether you wish to be considered for the full-time or job-share position. Metro Human Resources, 600 NE Grand Avenue, Portland, OR, 97232; or fax to (503) 797-1798; or email jobs@metro.dst.or.us. For a detailed job announcement, call 503-797-1570. Web address, www.metro-region.org

AA/EEO Employer



SHOP EXPERIENCED BIKE MECHANIC WANTED!
 Work for a great non-profit dedicated to helping kids/ everyone to become more self-sufficient on their bicycles. Resume in person or email. Community Cycling Center 1700 NE Alberta St. Portland, OR 97211
 Daniel@CommunityCyclingCenter.org



PARKING FACILITY Operator
 Immediate full and part-time openings. Seeking dependable, well-groomed, positive individuals.
 \$8.00 + Starting wage
 Overtime/advancement potential
 Medical & Dental, 401K avail.
 Drug test/Background Check
 New hires must have acceptable documentation to confirm both identity and eligibility to work.
 Apply 12:00-12:30 PM, Tues & Thurs at City Center Parking 130 SW Stark, Portland

OREGON LEGISLATURE SENIOR PC SPECIALIST

\$3021 - \$4177

- Install, configure, maintain PC and Peripheral software and hardware
- Respond to service calls
- Problem solver of last resort
- Windows XP, Windows 2000 Server and Novell Netware Environment

For application information contact:
 Karen Hupp
 Employees Services
 900 Court ST NE Room 140
 Salem, OR 97301-4043
 (503) 986-1373
 http://www.leg.state.or.us

Deadline August 16, 2002



Training/Outreach Coordinator Job #396

Provide statewide training and outreach to public mental health clients and providers. Prepare training materials. Follow-up and support consumers subsequent to trainings. Other duties as assigned. Excellent written, verbal and organizational skills. Experience working with diverse populations. Good driving record and valid driver's license (job requires frequent overnight travel). Basic computer skills, grant writing experience or strong desire to learn, very helpful. Past or current recipients of mental health services strongly preferred. Send resume and letter of interest to Human Resources (include JOB# listed above), Cascadia Behavioral Healthcare, PO Box 8459, Portland, OR 97207, FAX (503) 552-6208 or email to jobs@cascadiabh.org.

Research/Grant Writing

Northwest Regional Primary Care Assn, nonprofit org serving migrant/ community health centers, seeks two talented individuals. Candidates must be self-motivated, committed to social justice, & able to travel. Salary DOE. AA/EOE. Resources Specialist: Identifies, analyzes & distributes policy-related information to members, maintains & updates the NWRPCA web site & assists with grant writing. Computer and HTML proficiency required. Resource Specialist/Farmworker Health: Provides grant-writing technical services to migrant and community health centers, acts as key regional communicator among govt & community partners on migrant health & farmworker issues & policies. Grant-writing experience & Spanish-English written & verbal proficiency required. Apply by 8/09 to NWRPCA according to instructions available on website. Details at www.nwrpca.org

Portland State University Admissions Counselor

Portland State University invites applications for the position of Admissions Counselor. Responsibilities include: (1) representing the University to prospective students and the general public through outreach visits; (2) meeting with prospective and current students; (3) assisting with planning and implementation of recruitment events; (4) other duties as assigned. Minimum qualifications for the position include a Baccalaureate degree; one year of experience in student services at the college level; excellent written and oral communication skills; strong interpersonal, presentation and organizational skills; creative problem-solving ability and customer-service orientation. Position requires frequent evening and weekend hours plus travel several weeks per year. The position is renewable and based on a full-time fixed 12-month, unranked academic professional appointment. Salary is \$28,620. Complete applications will be reviewed beginning August 12, 2002. Position will remain open until finalists are identified. To apply: Submit a letter of interest, resume, one-page customer service philosophy statement and name, address and telephone number of at least three (3) references to:

Linda Etter
Office of Admissions and Records
Portland State University
PO Box 751
Portland, OR 97207-0751
Fax 503-725-5595
E-mail: etterl@psu.edu

PSU is an AA/EO Institution and, in keeping with the President's diversity initiative, welcomes applicants from diverse candidates and candidates who support diversity.

SUB-BIDS REQUESTED

KELSO HIGH SCHOOL ADDITIONS AND RENOVATIONS PROJECT
 REVISED DATE: AUGUST 13, 2002 @ 3:00 PM
 PLANS AND SPECS ARE AVAILABLE IN LCG'S PLAN ROOM.

LCG co.
 200 Grand Blvd
 Vancouver, WA 98661
 (503) 256-3016 Fax (503) 256-3684
 CCB #132982

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

The State of Opportunity.

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.

OREGON ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT

Arts Education Coordinator
Oregon Arts Commission
Program Representative 2
 This opportunity is with the Oregon Arts Commission to manage the Arts Education programs. This permanent, part-time position is scheduled to work 24 hours per week. Salary is \$1,837 - \$2,585 monthly. Announcement #LE23034. Contact the Human Resources Office at (503) 986-0095 for required application packet, which provides full details on duties and qualifications/requirements, or access the full job announcement including application process at: www.econ.state.or.us. Close date: August 5, 2002.

OREGON BOARD OF MEDICAL EXAMINERS

Departmental Administrative Assistant
Administrative Specialist 1
 The Oregon Board of Medical Examiners, a licensing and disciplinary board, seeks an energetic, self-motivated, highly organized person with excellent office skills to serve as an assistant to the Administrative Services Department and the Assistant Executive Director. The successful candidate must have top organizational, communication, and word processing skills. Salary range is \$1,960 to \$2,709 a month, plus excellent benefits. The Board's office is located next to the Marriott Hotel in downtown Portland, 1500 SW First Avenue. To find out about the Board of Medical Examiners, visit the Board's Web site at www.bme.state.or.us. If you would enjoy a job with varied responsibilities in a pleasant downtown office building, download the application and information about this position, Announcement #LE200390A, from www.oregonjobs.org. This recruitment closes 5 PM, August 9, 2002.

THE OREGON SYMPHONY

seeks enthusiastic individuals who thrive in a fast-paced work environment to fill several newly created positions within the Marketing/PR department.

For full job descriptions, go to www.orsymphony.org.

Customer Service Manager: Responsible for achieving subscriptions and ticket sales goals through optimum customer service. Include system development, quality assurance and supervision of customer service center. Requires at least 5 years customer service management experience. Full time.

Marketing Office Manager: Manages materials production and communications within the department, including invoices & budgets. Minimum 3 years in administrative managerial role. Word, Excel, Outlook required. Full time.

Graphic Designer: Design collateral materials for organization and maintain graphic consistency based on approved branding images. Includes website graphics and multi-media design. Full time.

Group Sales Representative: Generate ticket sales of \$300k annually from groups of 10 or more. Minimum requirements 2 years experience in outside sales. Valid Oregon driver's license and car. Word, Outlook, Excel, general internet familiarity. Full time.

Senior Customer Service Representative (Call Center): Participates in outbound telephone subscription, sales and assists with caller training, monitoring, and motivation. Flexible schedule required. Full time.

Marketing Office Coordinator: Clerical support, materials delivery/pickup, display set-up. Valid Oregon driver's license and car. Able to lift/transport 50lbs. Flexible schedule, in and out of office. Full time.

To apply, send a resume and cover letter (indicating in which position you are interested and salary expectations) to: Oregon Symphony, Marketing Dept Search, 921 SW Washington, Suite 200, Portland, OR 97205. Fax 503-228-4150. No phone calls please.

Equal opportunity employer

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...
- ADMINISTRATIVE/CLERICAL**
 - **Administrative Specialist 1**
 Executive/Fiscal Support
 Salary \$1,998 - \$2,790/month
 Announcement #OCDT2048, Salem
 - ENGINEERING/ENVIRONMENTAL**
 - **Survey Support Specialist**
 Salary \$3,068 - \$4,393/month
 Announcement #OCDT2505, Salem
 - **Cost Estimator/Scheduler**
 Salary \$3,554 - \$5,089/month
 Announcement #OCDT2043A, Salem
 - **Senior Inspector**
 Salary \$2,782 - \$3,982/month
 Announcement #OCDT2385, Klamath Falls
 - **Construction Specialist**
 Salary \$3,068 - \$4,393/month
 Announcement #OCDT2386, Klamath Falls
 - **Program Technician 2 or 1**
 Vegetation Management Coordinator
 Salary \$3,115 - \$4,346/month PT2
 \$2,586 - \$3,590/month PT1
 Announcement #OCDT2049, Salem
 - INFORMATION SYSTEMS**
 - **Project Leader**
 Salary \$3,546 - \$4,978/month
 Announcement #OCDT2345, Salem
 - MANAGEMENT/PROFESSIONAL**
 - **Project Manager**
 Negotiable Annual Salary up to \$72,415
 Announcement #OCDT2384, The Dalles
 - **Region 3 Geo/Hydro Unit Manager**
 Negotiable Annual Salary up to \$76,036
 Announcement #OCDT2094B, Roseburg
 - TRADES**
 - **Roadway/Highway Maintenance Specialist**
 Salary \$2,053 - \$2,840/month
 Announcement #OCDT2373, Baldock
 - **Bridge Maintenance Specialist**
 Salary \$2,053 - \$2,840/month
 Announcement #OCDT2371, Portland Metro
 - **Heavy Equipment Shop Mechanic**
 Salary \$2,554 - \$2,941/month
 Announcement #OCDT2445, 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/EOE employer, ODOT is committed to integrating the promotion and management of workforce diversity and affirmative action into every facet of our business.

REQUESTS FOR QUALIFICATIONS

On behalf of 4 N/NE commercial areas, the City of Portland's Bureau of Housing and Community Development (BHCD) seeks a qualified contractor to support economic activity on these corridors by providing logistical support for promotional and community events. Approximately \$37,000 is available to carry out this work between September, 2002 and June, 2003.

Required qualifications include experience in coordinating community events; conducting event publicity; community outreach; working with businesses, advisory committees and volunteers who will provide direction; and business marketing. Experience working with small, culturally diverse neighborhood businesses is especially helpful.

A complete description of the project and submittal guidelines may be obtained from Howard Culter at BHCD, 823-2384. Qualification submittals must be received by 5:00 p.m. on August 16th, in BHCD offices located at 421 SW Sixth Ave., Suite 1100, Portland, OR 97204. No late or faxed materials will be accepted.

Contractors shall be required to conform to the City MBE/WBE/RSB and Equal Opportunity Programs. The City is committed increasing contracting, subcontracting and employment opportunities for minority and women-owned businesses.

Attention is called to Chapter 3,100 of the City of Portland Code relative to certification as an Equal Employment Opportunity Employer. Details of EEO certification requirements are available from the Bureau of Purchases, Room 1313, 1120 SW Fifth Ave., Portland, OR 97204, 503-823-6855.

Peninsula Little League

Application for Board, Committees & Manager/Coach Positions

Be the "U" in Your Community: Looking for a few dedicated people!

The Peninsula Little League of Portland is now accepting applications for Board members, Committee members, managers, and coaches to oversee the 2003 baseball and softball season. Our goal is to:

- Enhance the quality of life for youth between the ages of 5 and 15
- Develop a year-round sports program
- Provide a range of services for youth and their families and the community
- Develop stronger ties with the community, schools and businesses

Board and Committee members along with manager and coaches are the essential keys in providing continued service to our youth. Beginning October 1, 2002, members will meet at least once a month to begin planning for next year's season.

Applications are being accepted for all League positions. If you are interested in being considered, please complete the following and return it by August 15, 2002 to **Peninsula Little League, P.O. Box 11581, Portland, Oregon 97211** or by fax to **503-284-1910**.

Name: _____
 Address: _____
 State & Zip Code: _____
 Phone Number: _____
 Email: _____
 Occupation: _____
 Organizational affiliations: _____

I am interested in serving on the Peninsula Little League Board/Committee/Manager/Coach because: _____

 My primary community interests are: _____

Please return by August 15, 2002 to Peninsula Little League. For more information call Nathalie Chandler @ 503-301-1461 or email NATHALIECHA@msn.com.