

CLASSIFIEDS / BIDS



LIFEWORKS
NORTHWEST

Adolescent/Family Therapist
Located in N. Portland this position conducts individual, group and family therapy with adolescents and their families; does assessments and writes treatment plans. Requires MA in social work or psychology. Prior experience working with diverse populations a plus.

Service Coordinator Located in NE Portland this position provides recovery oriented case management and supportive counseling to adults with severe mental illness. Requires LCSW and experience with adults with mental illness, prior experience in the African American community and understanding of community resources preferred.

Mental Health Therapist Located at Project Network in N. Portland this position provides mental health assessments and individual therapy primarily for African American women in recovery in a residential setting with their young children. Requires MA, prior experience working with chemical dependency clients preferred.

Children's Therapist Located at Project Network in N. Portland this position provides mental health assessments and individual therapy for the children of primarily African American women in recovery in a residential setting. Requires MA, prior experience working with children of chemically dependent parents.

Administrative Assistant (20 hrs/wk) Located in N. Portland at Project Network this position is responsible for a variety of front office duties including greeting clients, filing, phones and data entry. Must have high school diploma or equivalent, excellent customer service and computer skills, prior work in a front office preferably in a medical setting.

Administrative Assistant (20 hrs/wk) Located in NE Portland this position is responsible for a variety of front office duties including greeting clients, filing, phones and data entry. Must have high school diploma or equivalent, excellent customer service and computer skills, prior work in a front office preferably in a medical setting. Must be able to work Mon - Thurs 3:00 - 8:00pm.

Children's Program Supervisor Located at Project Network in N. Portland this position coordinates management of the child care center. Responsible for overall state licensure of childcare program. Supervises the planning and implementation of educational programs. Requires BA in Early Childhood Ed or related field; min. 1 yr exp directing a children's program.

Interested applicants may submit resumes with cover letters via e-mail at: hr@lifeworksnw.org; fax: 503-690-9605 or mail to: LifeWorks NW, 14600 NW Cornell Rd, Portland, OR 97229 Attn: Human Resources. Please include in your cover letter the position for which you are applying. To learn more about LifeWorks NW (formerly Tualatin Valley Centers) please visit our web site at www.lifeworksnw.org.

Equal Opportunity Employer

"Leading financial institution approving small business, mortgage personal and vehicle loans. Immediate response. Give us a call at 1 866 228 7328." Or apply online at www.investmentfinancial.org

\$250 to \$500 a week Will train to work at home Helping the U.S. Government file HUD/FHA mortgage refunds No experience necessary Call Toll-Free 1-866-537-2907



Portland Community College

Portland, Oregon

Sylvania Campus President

Portland Community College is currently seeking qualified candidates for the position of Campus President of its Sylvania Campus. The Portland Community College District Portland Community College (PCC) is the largest institution of post-secondary education in Oregon, serving more than 83,000 students (headcount) in 2003-04.

Qualifications Sought in Sylvania Campus President

The ideal candidate for the Sylvania campus presidency will be a visionary person of integrity who has demonstrated an ability to lead, inspire and manage a campus, and maintain effective relations with the external community. Candidates should present a record of progressive, responsible senior-level leadership experience, documenting success in assisting institutions address change in the future. The ideal candidate will have experience in a diverse, urban, multi-cultural setting. A master's degree from an accredited institution is required; an earned doctorate is preferred. Four years of progressively responsible experience in education administration with strong in instruction and student services is required. **Nominations and applicants will be accepted until the position is filled. To receive maximum consideration, applications should be submitted by October 8, 2004, as the Search Committee will select those who will be invited for interview shortly after that date.** For complete position details and **additional information, contact Neal Nalgus, phone: 503-977-4122, email nnalgus@pcc.edu. Or visit the college's web site at www.pcc.edu.**

A Gold Hill Associates Assisted Search

Portland Community College is an equal Opportunity / Affirmative Action Employer.

EDUCATION

SUN Site Manager @ Madison: 32 hrs/wk w/ben coord school based activities, comm. Outreach parent/comm. Involvement, svc coordination & resource dev/plan to extend learning opportunities. Send resume and online application to Portland Impact, 7211 SE 62nd Ave, Portland, OR 97206. Online application available on www.portlandimpact.org EOE



METRO

Audiovisual Production/Receiving Person, Oregon Convention Center. \$10.09/hour, multiple part-time positions. Deadline 10-7-04. Sets, strikes, operates and demonstrates use of audiovisual equipment. Receives, monitors and ensures delivery of freight in support of OCC clients. This opportunity is open to First Opportunity Target Area residents (Columbia Boulevard on the north; 42nd Avenue on the east; the Banfield Freeway on the south, and North Chautaugua Boulevard on the west), whose total annual income does not exceed \$25,000 as an individual, or \$40,000 for an entire household, for the past 12 months.

To access the complete job announcement and required application materials you may visit our website at www.metro-region.org/jobs or you may pick up a complete packet at Metro Human Resources, 600 NE Grand Avenue, Portland. Resumes are not accepted.

AA/EEO Employer

Portland Development Commission is currently recruiting for: Sr. Economic Development Manager (closes 10/6) Sr. Proj/Prog Specialist - Prevailing Wage (closes 10/15) apply at: www.pdc.us/jobs 222 NW 5th Ave, Pld, OR 97209 jobline: 503.823.3463 EOE



WASHINGTON COUNTY

CONTROL ROOM MONITOR \$2,892 - \$3,516 / month Closes October 8, 2004

OPERATIONS SUPERINTENDENT \$4,739 - \$5,759 / month Closes October 22, 2004

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

Records Clerk

Full-time Records Clerk needed to maintain classroom scheduling with Microsoft Outlook and Word. Requires high-school diploma or equivalent and one-year related experience, including word processing and data entry. Must type a minimum of 40 words per minute. Please send letter of interest and resume postmarked no later than October 1, 2004 to:

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

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



open the door

(to a career with one of the nations leading fashion specialty stores.)

Nordstrom is all about people. We take pride in a job well done. People who want to succeed, and help others succeed also. People who respect themselves and enjoy others. People who are honest, industrious, caring and dedicated.

As a selling professional, your earning potential is in your own hands. Salespeople typically earn from \$19,000 to \$51,000 annually, depending on skill level. Nordstrom is a promote from within company, and if you are interested in management, you can advance as far as your ambition, talents and abilities take you.

• Since 1993, Nordstrom has been named by Hispanic magazine as one of the 100 best companies offering employment opportunities for Hispanics.

• In 2003, Fortune magazine named Nordstrom to its 100 Best Companies to Work for in America list, for the 7th year in a row.

• Fortune magazine also named Nordstrom to its Best Companies for Minorities list four out of the five years it has existed.

• Asian Enterprise magazine selected Nordstrom as one of the Best Companies for Asian Pacific Americans.

If you are interested in joining our team of retail professionals please complete our on-line application at careers.Nordstrom.com.

NORDSTROM

Nordstrom is an Equal Opportunity Employer committed to a culturally diverse workplace

APPLY NOW

to join the team at your NEW Interstate Fred Meyer!

Resumes or Letters of Interest are being accepted for full-time and part-time positions.

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You'll find great opportunities in every area:

- Customer Service
- Home
- Apparel
- Management Training
- Home Electronics
- Food
- Loss Prevention
- Pharmacy

Apply Monday, September 27 through Friday, October 8, 2004

Bring your Resume or Letter of Interest to the North Portland WorkSource 30 N. Webster Street, Suite E., Portland, OR 97217

or FAX your Resume or Letter of Interest to 503-280-6794 Attn: Interstate Recruitment



Fred Meyer
It's a great place to work!
An Equal Opportunity Employer

For contracting opportunities with the City of Portland and for valuable information on how to do business with the City, please log on to the Bureau of Purchases Web Page: www.portlandonline.com/omf/purchasing



City of Portland
Bureau of Purchases

1120 SW Fifth Ave, Room 750, Portland OR 97204
503-823-6855



METRO

Event Custodian, Oregon Convention Center. \$10.21/hr, PT. Deadline 10/08/04.

Performs set-up and clean-up duties for events on an on-call basis.

To access the complete job announcement and required application materials you may visit our website at www.metro-region.org/jobs or you may pick up a complete packet at Metro Human Resources, 600 NE Grand Avenue, Portland. Resumes are not accepted.

AA/EEO Employer



THINK YOU'RE A LEADER IN EMS? OREGON NEEDS YOU!



Join our team of public health professionals in Oregon's Public Health Systems. DEPARTMENT OF HUMAN SERVICES.

Now recruiting for:

EMS & Trauma System Manager

This senior management position directs overall systems for and operations of the State's emergency medical services system and its trauma system.

Pre-Hospital Systems Manager

This program management position oversees all components of Oregon's pre-hospital system, including training, certification and professional standards for EMT's.

Think you've got what it takes to be a statewide leader?

Check out our website for application materials and detailed job announcements at <http://www.dhs.state.or.us/jobs/> or contact your local Oregon Employment Department office.

DHS is AA/EEO

Women, people with disabilities, and people of color are STRONGLY encouraged to apply.

Employment



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 offers employees competitive salaries and comprehensive benefits that includes employer paid health insurance; paid holidays; vacation; sick and personal leave; membership in the Oregon Public Service Retirement Plan (OPSRP) and opportunities to participate in the Oregon Savings Growth Plans. The State of Oregon and all its divisions are proud to be equal opportunity employers.

OREGON DEPARTMENT OF HUMAN SERVICES MAKE A DIFFERENCE IN THE LIVES OF OREGONIANS by joining the Oregon Department of Human Services (DHS), the statewide health and human services agency. We help Oregonians be independent, healthy and safe. We are absolutely committed to ongoing innovation in the delivery of services, and we are committed to recruiting, developing and retaining a diverse workforce.

HEALTH SERVICES

- **Program Technician 2 Public Health Preparedness Training Specialist** Salary range: \$3,208 - \$4,476/month Announcement #LEHS4570 - Portland Position closes September 30, 2004
- **Program Technician 2 HIV Prevention Program Evaluation Coordinator** Salary range: \$3,208 - \$4,476/month Announcement #LEHS4548 - Portland Position closes October 12, 2004
- **Client Care Surveyor** Salary range: \$3,060 - \$4,265/month Announcement #LEHS4571 - Portland Position is open until filled

To obtain detailed job announcement and application materials, visit the DHS website: www.dhs.state.or.us/jobs/; call the DHS job line at (503) 945-5742; TTY (503) 945-6214 or contact any local Oregon Employment office. Information is available by referencing the announcement number.

OREGON DEPARTMENT OF TRANSPORTATION (ODOT)

ODOT People drive Oregon's Department of Transportation. If great benefits, a professional work environment, job innovation, and career growth opportunity drive you, then come to ODOT. Current recruitments include:

- **Motor Carrier Revenue Accountant** Salary \$2,654 - \$3,699/month Announcement #OCDD4664 Salem

CUSTOMER SERVICE/ENFORCEMENT

- **Right of Way Agent 1** Salary \$3,003 - \$4,310/month Announcement #OCDD4204 Salem

ENGINEERING/ENVIRONMENTAL

- **Permit Specialist** Salary \$2,728 - \$3,911/month Announcement #OCDD4456 White City
- **Office and Quality Control Compliance Leader** Salary \$2,865 - \$4,101/month Announcement #OCDD4510 Bend
- **Pavement Design Technician** Salary \$1,868 - \$2,645/month Announcement #OCDD4692 Salem
- **Bridge Program System Analyst** Salary \$3,661 - \$5,242/month Announcement #OCDD4304A Salem
- **Video Log Coordinator** Salary \$2,728 - \$3,911/month Announcement #OCDD4637 Salem

INFORMATION SYSTEMS

- **GIS Analyst** Salary \$2,818 - \$3,881/month Announcement #OCDD4634 Salem
- **Client Server/Remedy Developer** Salary \$3,410 - \$4,703/month Announcement #OCDD4631 Salem
- **IS Systems Application Manager** Salary \$4,745 - \$6,996/month Announcement #OCDD4279B Salem
- **Senior Property Specialist** Salary \$3,486 - \$4,991/month Announcement #OCDD4706 Salem
- **Operations & Maintenance Support Manager** Salary \$4,099 - \$6,342/month Announcement #OCDD4709 Salem
- **Classification Analyst** Salary \$2,733 - \$3,832/month Announcement #OCDD4662 Salem
- **Strategic Communications Coordinator** Salary \$3,546 - \$4,978/month Announcement #OCDD4663 Salem

PROJECT MANAGEMENT/PLANNING

- **Sr. Transportation Rail and Freight Planners** Two vacancies - underfill option available Salary \$3,486 - \$4,991/month Announcement #OCDD4638 Salem
- **Project Manager** Salary \$3,720 - \$6,035/month Announcement #OCDD4523A Hermiston
- **Transportation System Planner** Salary \$3,486 - \$4,991/month Announcement #OCDD4457 Roseburg
- **Motive Power & Equipment Specialist** Salary \$3,003 - \$4,310/month Announcement #OCDD4636 Salem

TRADES

- **Dispatcher** Salary \$2,208 - \$3,060/month Announcement #OCDD4509 Bend

Working @ ODOT. The Way to Go. Detailed job announcements include qualifications, requirements, and instructions on how to apply for these jobs. Go to www.odot.or.us/jobs/ for a complete copy or call 503-986-4030 (TTY 503-986-3854) to request by mail. ODOT is proud to operate as an equal opportunity, affirmative action employer. Announcements will be made available in alternate format upon request: (503) 378-6202, TTY 1-800-993-8998.