

CLASSIFIEDS/BIDS

LEATHERMAN CREDIT SERVICES ADMINISTRATOR

Join our Credit and Collections team at a growing manufacturer known for its high quality compact multipurpose tools. Manage balances in portfolio of medium and large accounts by review of A/R aging, deduction analysis, and taking action to collect past due accounts. Respond to credit requests by gathering and analyzing account information and communicating with customers regarding extension of credit. This is a non-managerial level position.

Requires financial/risk analysis and key account decision making responsibility or equiv. Requires 5 yrs accounting exp (prefer 3 yrs credit/collections). Preferred BA or AA in accounting. Requires customer service focus, detail-orientation, computer knowledge, and strong communication skills. We offer excellent pay and benefits and a friendly, professional work environment. Pre-employment drug and alcohol screening is required. Equal Opportunity Employer. M/F/V/D Please send resume and cover letter to fax #503-253-7830, or email address www.jobs@leatherman.com by September 9, 2005. No telephone calls please.

LEATHERMAN TOOL GROUP, INC.
P.O. Box 20595
Portland, OR 97294-0595

Revenue and Tax Specialist I

The Bureau of Licenses is recruiting for Revenue and Tax Specialist I's who are responsible for handling cash; providing business license and tax customer service assistance; performing data entry and document management services for bureau, City, and other jurisdictions; operating a variety of office equipment and machines; and providing bureau-wide program operational and regulatory support while maintaining strict confidentiality. Duties range from performing problem solving in basic business license or income tax programs to assisting in regulatory program processes using extensive communication and referral skills. The position requires a working knowledge of business math/practices, governmental programs/codes, English spelling and grammar, keyboarding, data entry and word processing software and data systems for license application and tax return processing. **This recruitment will initially be used to fill three or more Revenue and Tax Specialist I (2 year) limited term vacancies.**

Approximate Monthly Salary: \$2,470 at entry to \$3,214 after two years

Application deadline is 4:30pm, Friday, September 12, 2005

Apply on line at www.ci.portland.or.us/jobs/ or pickup an application at 1120 SW 5th Ave., Portland, Oregon 97204 Lobby

EDUCATION:

GED Instructor, High School Equiv. Program, FT, Reg. Bachelor's in educ., soc.science, math, lang. Arts, or related field. Exp. teaching, training or working w adult or migrant students. Bi-lingual/bi-cultural English/Spanish. Visit the Chemeketa Community College website at <http://www.chemeketa.edu> or call the HR Dept. at 503-399-5009. We are an AA/EEO Employer. Closes 09/09/05.

LEGAL NOTICES

Need to publish a court document or notice? Need an affidavit of publication quickly and efficiently? Please fax or e-mail your notice for a free price quote!
Fax: 503-288-0015
e-mail: classifieds@portlandobserver.com
The Portland Observer

SAIF CORPORATION On the job for Oregon

Apply for current job openings and find our online application at:
www.saif.com
Rated by Oregon Business magazine as one of Oregon's best companies to work for. SAIF Corporation is Oregon's leading provider of workers' compensation insurance and related services.
An Equal Opportunity Employer

Highland United Church of Christ has an immediate opening for a Music Director

We are looking for a qualified and motivated individual to add to our ministry team.

Job functions:

1. Ability to maintain multiple choirs and praise team. (Adult, teens, children, men and women)
2. Attend all rehearsals, services, events, engagements and meetings.
3. Ensure efficient workflow between all departments.
4. Provide vocal training.
5. Assist in coordinating special and seasonal events.
6. Prioritize and coordinate choir invitations.

Qualifications:

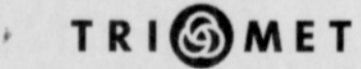
Knowledge, skills and abilities required:

1. A bachelor's degree in music or equivalent experience.
2. Working knowledge of the organ and piano.
3. Demonstrated leadership in music ministries in a church setting.
4. Ability to coordinate and lead contemporary, traditional, and blended worship services.
5. Ability to work with and develop soloists, choirs and other groups who participate in worship services (vocal and instrumental).
6. Team player with strong oral and written communications skills, creative, self-starter.
7. A strategic thinker in regards to ministry needs short and long term ministry vision.
8. Experience in teaching choir members the relationship with Jesus Christ and modeling this to others.

References required

Please mail resume to 4635 N.E. 9th., Portland, Oregon 97211 or E-mail to HighlandTE@aol.com. For more information, please call the church office manager 503-287-9567.

Advertise with diversity in the Portland Observer



Final FY06 Program of Projects

Notice is hereby given that the Public Hearing previously offered to be held by the Tri-County Metropolitan Transportation District of Oregon (TriMet) on Tuesday, September 6, 2005 at 9 a.m. in Conference Rooms A & B at 4012 SE 17th Avenue, Portland, OR 97202 will not be held because no requests for a Public Hearing were received. The Public Hearing would have been held to discuss capital projects for which TriMet plans to seek FY2006 funding from the Federal Transit Administration.

Our Final Program of Projects in FY2006 will include the following programs:

Section 5307 Urbanized Area Formula (5307)	\$31,500,000 - \$33,500,000
Section 5309 Fixed Guideway Modernization (5309FG)	\$ 7,000,000
Section 5307 Surface Transportation Program (STP)	\$10,722,142
Section 5307 Congestion, Mitigation & Air Quality (CMAQ)	\$ 8,835,708
Section 5309 New Starts (5309NS)	\$18,300,000
TOTAL	\$76,357,850 - \$78,357,850

Final Program of Projects

Transit Enhancement Projects: \$320,000 Section 5307 funds for refurbishments at various park & rides, transit centers and bus mall.

Preventive Maintenance: \$33,180,000 Section 5307, \$7,000,000 Section 5309FG and \$1,834,292 STP partial funding of TriMet's bus and rail maintenance costs for FY2006.

I-205 Light Rail: \$7,500,000 STP partial funding for preliminary engineering.

Bus Purchase: \$1,387,850 State STP funds awarded for bus replacement.

Debt Service: \$7,165,708 CMAQ funds for buses and light rail projects.

Streamline & Bus Stop Development: \$1,375,000 CMAQ funds for capital improvements to bus stops.

Regional RTO Program: \$295,000 CMAQ funds for employer program and research.

Interstate MAX Project: \$18,300,000 Section 5309NS funds to close remaining balance of the project.


These projects show the plan for the maximum expected amount. If less funding is available, the federal involvement in these projects will be reduced.

Additional eligible programs in FY2006

Preventive Maintenance: \$4,255,319 STP partial funding for TriMet's rail preventive maintenance costs and \$3,723,000 STP partial funding for TriMet's bus preventive maintenance costs for FY2006.

Bus Purchase: \$583,245 State STP and \$971,779 Section 5309 funds awarded for bus replacement.

A copy of the grant applications will be available for public inspection, telephone: 503-962-5850, fax: 503-962-6463, email: langtona@trimet.org or mail: TriMet Finance Administrator, 4012 SE 17th Ave., Portland, OR 97202. The Program of Projects described above constitutes TriMet's Final FY06 Section 5307, Section 5309FG, Section 5309NS, CMAQ and STP Program of Projects. Any amendment to this Program will be duly advertised to the public.



CITY OF PORTLAND
RFP NO. BHR007

Bureau of Human Resources Development and Delivery of City Employee Cultural Competence in the Workplace Training
Proposals Due By: 4:00 p.m., September 23, 2005

REQUEST FOR PROPOSALS The City of Portland, Bureau of Human Resources requests proposals from individuals, consulting firms or teams with demonstrated experience in developing and administering cultural competency training for public service employees for services to assist in the design, development and implementation of a Cultural Competence in the Workplace Training Program. The Request for Proposals may be obtained from the City of Portland website at: <http://cityofportland.ebidsystems.com/public/solicitations.asp>

Proposals shall be received at the Bureau of Human Resources, Room 404, 1120 S.W. Fifth Ave., Portland, Oregon 97204, (503) 823-3528, until 4:00 p.m., September 23, 2005. Direct any questions regarding this solicitation in writing to the above address or by fax to 503-823-4156: attention Joseph Quiñones.

A non-mandatory pre-proposal meeting will be held to receive questions regarding this request for proposal at 10:30 a.m., September 8, 2005. The meeting will be held in the Sellwood Room, on the fourth floor of the Portland Building, 1120 SW Fifth Avenue.

Proposals shall be reviewed by an evaluation committee in accordance with Chapter 5.68 of the City Code. Proposers shall comply with the City's M/W/ESB and Equal Employment Opportunity Programs. The City of Portland is committed to increasing contracting, sub-contracting and employment opportunities for minority, women and emerging small businesses. Proposers are required to evaluate project requirements to maximize use of M/W/ESB firms. Proposers are encouraged to conduct pre-submittal conferences and are advised to investigate all potential sources of M/W/ESB and maximize outreach to increase participation. Attention is called to Chapter 3.100 of the City Code relative to certification as an Equal Employment Opportunity Employer. EEO certification requirements are available on the Bureau of Purchases website at: www.portlandonline.com/omf/purchasing

SUB BIDS REQUESTED

The Oregon Clinic Bid Package #4 - Tenant Improvement Package UNION ONLY

Pre-Bid Meeting: September 9, 2005 at 9:15am at OAME Bids Due: September 22, 2005 at 2:00pm
Bid Documents - Willamette Print & Blueprint (503/223-5011) or www.bxwa.com




HOFFMAN CONSTRUCTION COMPANY OF OREGON

Phone: (503) 221-8811 - Bid Fax: (503) 221-8888
805 SW Broadway, Suite 2100 - Portland, OR 97205 - CCB License # 28417
We are an equal opportunity employer and request sub bids from all interested firms including disadvantaged, minority, women, disabled veterans and emerging small business enterprises. Other Subcontracting Opportunities - Internet <http://www.hoffmancorp.com>

Project Development Manager position available. For info, see: www.rebuildingcenter.org. Our United Villages is committed to workforce diversity.

NE Portland Room for Rent
Spacious, good loctn, w/bath, no smoking/pets. \$350/mo, incl util.
503-449-5065



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 ADMINISTRATIVE SERVICES

- **Fiscal Analyst 2**
Budget, Fiscal & Contract Coordinator
Salary: \$3,208 - \$4,476/month
Announcement #LEHS5427 - Portland
Position closes September 1, 2005
- **Program Technician 2**
Business/Systems Analyst
Salary: \$3,208 - \$4,476/month
Announcement #LEHS5382A - Salem
Position closes September 2, 2005
- **Information Systems Specialist 2**
Computer Field Technician
Salary: \$2,460 - \$3,389/month
Announcement #LEHS5431 - Portland
Position closes September 7, 2005
- **Information Systems Specialist 4**
Programmer Analyst
Salary: \$3,053 - \$4,210/month
Announcement #LEHS5433 - Salem
Position closes September 7, 2005

HEALTH SERVICES

- **Research Analyst 3**
Senior Cancer Data Research Analyst
Salary: \$3,060 - \$4,265/month
Announcement #LEHS5421 - Portland
Position closes August 31, 2005
- **Principal Contributor 1**
Patient Safety & Research Lead
Salary: \$3,617 - \$5,078/month
Announcement #LEHS5428 - Portland
Position closes September 1, 2005
- **Program Representative 1**
Oregon Housing Opportunities in Partnership (OHOP) Housing Case Manager
Limited Duration Position
Salary: \$2,546 - \$3,529/month
Announcement #LEHS5326A - Redmond or Pendleton
Position closes September 6, 2005
- **Research Analyst 4**
Tobacco Prevention & Education Program Analyst
Salary: \$3,698 - \$5,157/month
Announcement #LEHS5426 - Portland
Position closes September 7, 2005

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



DIVERSITY CONSULTANT • City of Eugene
Human Resource and Risk Services
\$48,713 - 60,715 Annually

This position will provide consultation, training and advice to City staff on diversity-related subjects. Examples of duties includes develop strategies and assist the organization with achieving outreach recruitment goals and objectives; plan, design and coordinate or deliver training and other diversity activities; coordinate the development of and oversee implementation of the annual Affirmative Action plan; research diversity-related best practices. Requires five years of progressively responsible professional experience involving a combination of several human resource areas including recruitment and selection, diversity, training, employee relations, and organizational development and equivalent to a bachelor's degree from an accredited college or university in human resources or a related field. Public Sector experience preferred. Must be able to pass a police background investigation. **Closing date: September 9, 2005.** Obtain application materials at: www.eugene-or.gov or obtain and application packet from Human Resource and Risk Services, 777 Pearl Street, Room 101, Eugene, OR 97401. Out of town applicants may call (541) 682-5061 or e-mail application.requests@ci.eugene.or.us to receive application materials. The City of Eugene values diversity in its work force and is committed to affirmative action.



MAINTENANCE TECHNICIAN LEAD

We are the leader in the high quality compact multi purpose tool market. Join our positive, proactive team. We are seeking a person to monitor and direct department work flow by scheduling work, ensuring employees are properly trained, and monitoring employee performance. Also guarantee smooth flow of equipment repairs, installations, project completion and preventive maintenance. Monitor and enforce company safety standards. The Lead position is a working position, which includes work on short term projects and repairs.

Qualified candidates must have:

- 7 yrs Industrial machine maintenance experience
- Knowledge of OSHA and other safety procedures and regulations, including lockout tagout, hazardous materials handling, etc.
- Demonstrated ability to analyze problems and formulate solutions
- Ability to work with minimal supervision and follow-through

We offer competitive wages, medical/dental/vision care, 401K, Life Insurance, and more. Pre-employment drug and alcohol screening is required. Equal Opportunity Employer. M/F/D/V Fax resume and cover letter with wage history by September 7, 2005 to 503-253-7830 or mail in to:

LEATHERMAN TOOL GROUP, INC.
P.O. Box 20595
Portland, OR 97392-0595

- **Principal Contributor 1**
Health System Liaison
Salary: \$3,546 - \$4,978/month
Announcement #LEHS5210B - Portland
Position closes September 9, 2005
- **Environmental Health Specialist 3**
Health Physicist
Salary: \$3,208 - \$4,476/month
Announcement #LEHS5435 - Portland
Position closes September 19, 2005

OREGON STATE BOARD OF MEDICAL EXAMINERS
The Board is located in a professional office in downtown Portland.

- **Compliance Officer and Investigator**
(Announcement #LE050522)
Responsible for monitoring the compliance of licensees who have had limitations placed on their license. This position also investigates complaints against licensees of the Board, prepares reports and presents evidence at hearings.
- **Licensing Assistant (Announcement #LE050523)**
Part-time, limited-duration position, budgeted through June 30, 2007. Responsible for coordinating the background check of new licensees, sending and receiving fingerprint packets between applicants and the Oregon State Police and providing status updates to the rest of the licensing team. They will also assist the Licensing department with the processing of applicants.

For complete job announcement and application, visit <http://egov.oregon.gov/BME/jobs.shtml> or call (503) 229-5770. Positions close at 5 pm on September 15, 2005.

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:

CUSTOMER SERVICE/ENFORCEMENT

- **Review Appraiser**
Salary \$3,486 - \$4,991/month
Announcement #OCCT5421 Salem
- **Traffic Center Operator**
Salary \$2,252 - \$3,121/month
Announcement #OCCT5173 Portland

ENGINEERING/ENVIRONMENTAL

- **Lead Bridge Engineer**
Salary \$4,236 - \$6,070/month
Announcement #OCCT4022D Roseburg
- **Pavement Management Specialist**
Salary \$3,160 - \$4,525/month
Announcement #OCCT5419 Salem
- **Asst. Quality Assurance Coordinator**
Salary \$2,865 - \$4,101/month
Announcement #OCCT5414A Salem
- **Lead Senior Roadway Designer**
Salary \$4,320 - \$6,191/month
Announcement #OCCT5175 Portland
- **Junior Surveyor**
Salary \$2,402 - \$3,442/month
Announcement #OCCT5172 Troutdale

PROJECT MANAGEMENT/PLANNING

- **Senior Right of Way Agent**
Salary \$3,486 - \$4,991/month
Announcement #OCCT5370 Salem

TECHNICAL SERVICES

- **ITS Operations Coordinator**
Salary \$3,160 - \$4,525/month
Announcement #OCCT5423 Salem

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.state.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 1-800-993-8898.