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United Way of the Columbia-Willamette has an immediate opening for an **Administrative Assistant** to perform a wide range of administrative duties in support of the Vice President-Resource Development/Workplace Giving and the Workplace Giving Team. 3-5 years experience required. Additional information: www.unitedway-pdx.org. Forward cover letter and resume to employment@unitedway-pdx.org. Reference Job #109. Position closes 7/30/09. An Equal Opportunity Employer.

United Way of the Columbia-Willamette has an opening for an **Administrative Manager** to manage, plan, and implement the Principal Combined Fund Organization's responsibilities in support of the Combined Federal Campaign's annual fund-raising efforts. Additional info: www.unitedway-pdx.org. Forward cover letter and resume to employment@unitedway-pdx.org. Reference Job #110. An Equal Opportunity Employer. Position closes 7/30/09.

Portland Development Commission

The Urban Renewal Agency for the City of Portland, Oregon

Portland is internationally recognized for its quality of life, distinctive neighborhoods, and robust transit system. Playing a key role in keeping Portland, Oregon, one of America's most livable cities is the Portland Development Commission's mission. PDC is the City's urban renewal agency, charged with bringing together resources to achieve Portland's vision. We're currently looking for qualified individuals to complement our workforce for the following positions:

Sr. Budget Analyst HR Representative

PDC values diversity in its work force and is committed to Equal Employment Opportunity and Affirmative Action.

Apply online at www.pdc.us/jobs
Portland Development Commission, 222 NW 5th Ave., Portland, OR 97209
Jobline: 503.823.3463

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BergerABAM

BergerABAM is seeking to discuss subcontracting opportunities with Portland Metro area firms certified as M/W/ESB enterprises with the State of Oregon's Office of Minority, Women, and Emerging Small Businesses. Specific areas of expertise include architecture; surveying; and civil (water/wastewater treatment), geotechnical, electrical, and mechanical engineering.

Interested firms should contact Anne Le, Marketing Coordinator, at anne.le@abam.com.



Audio Visual Production Assistant, Oregon Convention Center, Entry: \$17.26, PT. Deadline: 8/6/09. This opportunity is open to First Opportunity Target Area (FOTA) residents - Columbia Boulevard on the north; 42nd Avenue on the east; the Banfield Freeway on the south, and North Chautauque 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, visit our website at www.oregonmetro.gov/jobs and go to the FOTA jobs page or pick up a complete packet at Metro Human Resources, 600 NE Grand Avenue, Portland.

AA/EEO Employer



Secretary/Receptionist, Oregon Convention Center, \$12.65 - \$16.44/hr, PT. Deadline 8/7/09.

Department Head Stagehand - Flyrail, Portland Center for the Performing Arts, \$23.53/hr, PT. Deadline: 8/4/09.

To access the complete job announcement and required application materials, visit our website at www.oregonmetro.gov/jobs, or pick up a complete packet at Metro Human Resources, 600 NE Grand Ave., Portland. AA/EEO Employer

STAR & PARK

Star Park is looking for individuals with excellent customer service skills and a positive attitude to join our team of parking facility operators. Positions include: Attendant, Traffic Director, Cashier, and Valet, with Opportunity for advancement. No experience necessary, must be dependable.

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www.star-park.com

Portland Development Commission

Request for Proposals # 09-01

IT Project Management

Proposals due August 6, 2009 by 2:00 PM (Pacific)

The Portland Development Commission (PDC) is seeking sealed competitive proposals from qualified and experienced firms to provide IT project management services to oversee PDC's Applicant Tracking System project. The full RFP may be downloaded from the PDC website at http://www.pdc.us/login/download_nologin.asp?i=951. No pre-proposal meeting is scheduled for this RFP. Proposals must be received no later than the proposal due date and time listed above at 222 NW 5th Avenue, Portland, OR 97209. Fax or email proposals will not be accepted. Direct all questions regarding this RFP to Daniel Spero, 503-823-3291 (office) or spersed@pdc.us (email). PDC encourages participation of M/W/ESB firms in this and all contract opportunities.

REQUEST FOR BIDS METRO PARKS AND ENVIRONMENTAL SERVICES CONSTRUCTION OF PHASE 2 WATER RELATED FACILITY IMPROVEMENTS M. JAMES GLEASON BOAT RAMP RFB 10-1458

Metro Parks and Environmental Services, a Department of Metro, a metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, is requesting bids for construction Phase 2 of water related facility improvements at the M. James Gleason Boat Ramp located at 4325 NE Marine Drive, Portland, Oregon.

Sealed bids are due no later than 2:00 p.m., August 13, 2009, at Metro Regional Center, 600 NE Grand Avenue, Portland, OR 97232, Attention: Dan Kromer, Project Manager (Construction Manager) postmarks and faxes are not accepted for formal bids. First Tier Subcontractor forms are due from all bidders within two hours of the bid due time or the bid will be considered non-responsive.

A pre-bid conference will be held at 10:00 a.m., August 4, 2009 in Metro's business offices at 600 NE Grand Avenue, Room 270, Portland, OR 97232-2736.

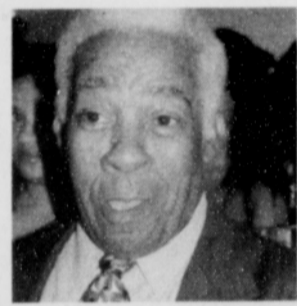
Work entails: demolition and removal of existing debris deflection system (trash rack and debris boom), boarding floats, gangway and corresponding pile system, and existing concrete and asphalt boat ramp; construction and installation of new boarding floats and corresponding support piles; construction and installation of the first six (6) sections of the wave attenuator wall and corresponding support piles (Bid Additive 1). Bidding documents may be purchased from Ford Graphics at 401 NW 14th Avenue Portland, OR or by calling (503) 227-3424. This project is available online at www.fordgraphics.com.

Metro and its contractors will not discriminate against any person(s), employee or applicant for employment based on race, creed, color, national origin, sex, sexual orientation, age, religion, physical handicap, political affiliation or marital status. Metro fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Complaint Form, see www.metro-region.org or call (503) 797-1536.

Metro may accept or reject any or all bids, in whole or in part, or waive irregularities not affecting substantial rights if such action is deemed in the public interest.

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Michael E Harper Agent



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(Includes Pre-Spray Traffic Area • Hallway Extra)

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