

# CLASSIFIEDS/BIDS



**Communications Associate:** MMT seeks a creative, motivated, detail-oriented and social-media savvy candidate to serve as Communications Associate within a multichannel communications program. The ideal candidate will be a critical thinker, have excellent writing, editing and organizational skills, and be a proactive team player with an outgoing and enthusiastic presence. Social media experience (ideally within the nonprofit sector) and a passion for communications are important, as well as a keen sense of collaboration.

To learn more, please refer to the description and application instructions at <[www.mmt.org/work-with-us](http://www.mmt.org/work-with-us)> and learn about the Trust's work at <[www.mmt.org](http://www.mmt.org)>.

**Closing date: 3/16/15.**



**Systems Administrator:** The Systems Administrator is responsible for the day-to-day operation and maintenance of all computer hardware, software, and network systems. Provides assistance to desktop support staff on difficult or complex issues. Assists the Technical Operations Manager in planning, budgeting, and inventory management. Coordinates deployment of new systems and solutions.

Meyer Memorial Trust is an Equal Employment Employer committed to diversity. Salary is commensurate with experience and includes excellent benefits. To learn more, please refer to the description and application instructions at <[www.mmt.org/work-with-us](http://www.mmt.org/work-with-us)> and learn about the Trust's work at <[www.mmt.org](http://www.mmt.org)>.

**Closing date: 3/16/15.**



**Executive Assistant:** The Executive Assistant contributes to a flourishing and equitable Oregon by providing highly sensitive support to the Chief Executive Officer and Chief Investment Officer. This role requires active discretion, tact, independent judgment, and knowledge of the Trust investment portfolio, as well as ensure efficient administrative, logistical, and program support for the operation of the organization.

Meyer Memorial Trust is an Equal Employment Employer committed to diversity. Salary is commensurate with experience and includes excellent benefits. To learn more, please refer to the description and application instructions at <[www.mmt.org/work-with-us](http://www.mmt.org/work-with-us)> and learn about the Trust's work at <[www.mmt.org](http://www.mmt.org)>.

**Closing date: 3/16/15.**



**CAREER OPPORTUNITIES**  
The Port of Portland is a regional government entity operating airports, marine terminals and industrial parks in the greater Portland metropolitan area. Our mission is to enhance the region's economy and quality of life by providing efficient cargo and air passenger access to national and global markets.

To view current job openings and to apply for open positions visit the Port's website at [www.portofportland.com](http://www.portofportland.com).

The Port of Portland is an AA/EEO employer committed to workforce diversity and affirmative action.

Advertise with diversity in  
The Portland Observer  
Call 503-288-0033

## To Place Your Classified Advertisement

Contact:

Phone: 503-288-0033

Fax: 503-288-0015

e-mail: [classifieds@portlandobserver.com](mailto:classifieds@portlandobserver.com)

### REQUEST FOR BIDS

#### METRO

#### REQUEST FOR BIDS - RFB 2918

#### Annual Fire Alarm System Testing & Services

**Bid Date: March 24, 2015 at 2:00 p.m.**

Metropolitan Exposition Recreation Commission (MERC), an appointed commission of Metro, a metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, located at 600 NE Grand Avenue, Portland, OR 97232-2736, is hereby requesting sealed bids for Annual Fire Alarm System Testing & Services at **Oregon Convention Center: 777 NE MLK Jr. Blvd. Portland OR 97232**

Sealed proposals are due no later than **2:00 p.m. March 24, 2015** in Metro's business offices at 600 NE Grand Avenue, Portland, OR 97232-2736, Attention: Riko Frohnmayer, Procurement RFB 2918.

The selected contractor shall test all components of the fire alarm system for proper operation and document findings in electronic service reports as testing is completed.

Solicitation documents can be viewed and downloaded from the Oregon Procurement Information Network (ORPIN), at <http://orpin.oregon.gov/open.dll/> and also on Metro's website at <http://www.oregonmetro.gov>, click on "Doing Business With", then "Requests for Bids and Proposal".

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

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

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.oregonmetro.gov](http://www.oregonmetro.gov).



Stumptown Stages with the hilarious award winning musical *Ruthless!*

## Anything to Get the Part

Eight-year-old Tina Denmark knows she was born to play Pippi Longstocking, and she will do anything to win the part in her school musical. Anything includes murdering the leading lady!

This aggressively outrageous musical hit garnered rave reviews during its long Off-Broadway run which opened with Britney Spears in the leading role. Portland's Stumptown Stages is presenting the play at Portland's 5 Brunish Theater at Antoinette Hatfield Hall, 1111 S.W. Broadway. Shows continue through Sunday, March 8. For tickets call the box office at 800-273-1530.

### SUB BIDS REQUESTED

#### NIKE World Headquarters Expansion Washington County, Oregon Bid Package: Northwoods

**Pre-Bid Meeting:**  
Non-MEP - Tue 3/3 @ 1PM  
MEP - Tue 3/3 @ 3PM

**Bids Due:** Thu 3/12 @ 2PM  
**Bid Documents:** [www.hoffmancorp.com/subcontractors](http://www.hoffmancorp.com/subcontractors)



805 SW Broadway, Suite 2100, Portland, OR 97205  
Phone (503) 221-8811 • Bid Fax (503) 221-8888  
[BIDS@hoffmancorp.com](mailto:BIDS@hoffmancorp.com)

Hoffman is an equal opportunity employer and requests sub-bids from all interested firms including disadvantaged, minority, women, disabled veterans and emerging small business enterprises

OR CCB#28417 / LIC HOFFMCC164NC

**TEAM**

FOR THE BEST

**G.O.O.B.**

Get the Best People for the Job. Take the Best Job.

RECRUITING (503) 288-0033

www.gooob.com

### OUR EDUCATIONAL TRAINING

WILLIAMS

**"WILLIAMS"**

RECRUITING: 800-273-1530

Call now to find out more! You'll love it. For every person you see on our website, we're looking for you.

Advertise with diversity in The Portland Observer  
Call 503-288-0033  
[ads@portlandobserver.com](mailto:ads@portlandobserver.com)

To Place Your Classified Advertisement  
Contact: Kathy Linder  
Phone: 503-288-0033  
Fax: 503-288-0015