

# CLASSIFIED/BIDS



**Admissions Staffing Manager, full-time,** Portland's Centers for the Arts, \$46,173 - \$66,952 annually. Deadline date: June 13, 2017

**Event Manager I, full-time,** Oregon Convention Center, \$46,173 - \$66,952 annually. Deadline date: June 14, 2017

These opportunities are open to First Opportunity Target Area (FOTA) residents: This area includes the following zip codes located primarily in N, NE and a small portion of SE Portland: 97024, 97030, 97203, 97211, 97212, 97213, 97216, 97217, 97218, 97220, 97227, 97230, 97233, 97236, and 97266, whose total annual income was less than \$47,000 for a household of up to two individuals or less than \$65,000 for a household of three or more.

Visit [oregonmetro.gov/FOTA](http://oregonmetro.gov/FOTA) for the complete job announcement and a link to our online hiring center or visit our lobby kiosk at Metro, 600 NE Grand Ave, Portland.

**Metro is an Affirmative Action / Equal Opportunity Employer**



**We are Hiring!  
Finance Specialist 2  
(Grant Accountant)**

We are looking for someone who has accounting and financial reporting experience to join our team!

Apply now at [www.multco.us/jobs](http://www.multco.us/jobs).

Posting closes: June 8th at 11:59 pm



**ACCOUNTING SPECIALIST - A/R**

The Oregon State Bar is looking for someone to provide accurate recording & maintenance of member license fees & all other accounts receivables & performs collection activities.

Please visit <http://www.osbar.org/osbcenter/openings.html> for job details.

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United Way is hiring an **Early Learning Coordinator** to support its Early Learning Team, Early Learning Multnomah Hub, and early learning collaborative efforts. Duties include administrative, computer, database, and project management support. Hiring Range: \$34,347 to \$41,217, DOE. For more info and to apply: [www.unitedway-pdx.org/careers](http://www.unitedway-pdx.org/careers). Resume review will begin immediately. EOE

United Way is hiring a **Director-Government and Foundation Relations**, responsible for creating and implementing strategies and building relationships that will maintain and expand revenue within a portfolio of government and foundation grants and contracts. Maximize grant growth through establishing and growing meaningful relationships with government and foundation influencers/stakeholders to retain UWCW's current grants and contracts while developing new relationships at a regional and national level. Hiring Range: \$67,351 to \$84,188, DOE. For more info and to apply: [www.unitedway-pdx.org/careers](http://www.unitedway-pdx.org/careers). Resume review will begin immediately. EOE

United Way is hiring a **Grants Manager**, responsible for planning and implementing systems to support grant programs through prospecting, application, acquisition, execution, and reporting. Identify potential grant support from government agencies and foundations to meet the financial and operational needs of the organization and advance its mission. Responsibilities include grant and contract research, writing, program design and implementation, and compliance. Hiring Range: \$48,915 to \$58,698, DOE. For more info and to apply: [www.unitedway-pdx.org/careers](http://www.unitedway-pdx.org/careers). Resume review will begin immediately. EOE

United Way is hiring a **Corporate Relations Specialist**, responsible for providing donor relations support to approximately 200-300 active workplace giving accounts, and administrative and project management support for the Corporate Relations Team. Hiring Range: \$37,271 to \$44,725, DOE. For more info and to apply: [www.unitedway-pdx.org/careers](http://www.unitedway-pdx.org/careers). Resume review will begin immediately. EOE

Closing date for all: 7/5/2017

**REQUEST FOR PROPOSALS**

**METRO  
On Call Virtual Tour Solutions  
RFP 3337**

**Bid Date: Wednesday, June 14, 2017, from 9 to 10:30 a.m.**

The Communications department 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 requesting proposals for On-call Virtual Tour Solutions.

**Pre-Proposal Conference**

A voluntary pre-proposal conference will be held on **Wednesday, June 14, 2017, from 9 to 10:30 a.m.** at the Metro Regional Center, Room 270, 600 NE Grand Ave, Portland. Interested proposers and subcontractors are encouraged to attend the conference to gain information about the RFP requirements

Sealed proposals are due no later than 2:00 p.m., July 6, 2017 in Metro's business offices at 600 NE Grand Avenue, Portland, OR 97232-2736, Attention: Riko Frohnmayer RFP 3337

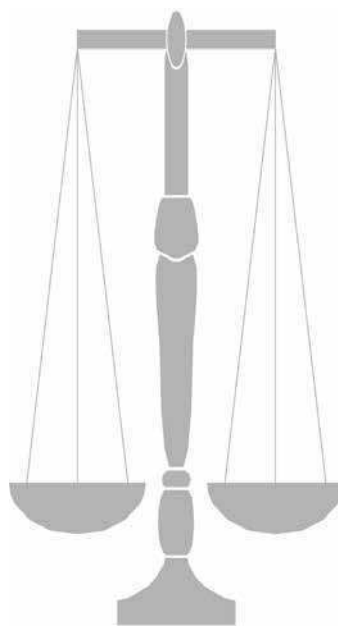
Proposals can be viewed and downloaded from the Oregon Procurement Information Network (ORPIN), at <http://orpin.oregon.gov/open.dtl/>.

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).

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