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PORTLAND PUBLIC SCHOOLS REQUEST FOR PROPOSAL

2013-1663

**Architectural and Engineering Consultant
Services**

For Improvement Project 2014 (IP14)

BIDS DUE JULY 2, 2013 AT 2:00 PM

PUBLIC OPENING JULY 2, 2013, AT 2:05 PM

Portland Public Schools, School District No. 1J, Multnomah County, seeks written Proposals from qualified firms to provide Architectural and Engineering Consultant Services for Improvement Project 2014 (IP14).

A Pre-Proposal conference will be held on June 18, 2013, at 4:00 P.M. in the WyEast-L1 Conference Room, located at 501 N. Dixon Street, Portland, Oregon 97227. Attendance is **optional**. Portland Public Schools conducts such meetings in order to clarify information provided in the RFP and to provide interested proposers an opportunity to ask questions about the RFP.

Sealed Proposals, in an envelope clearly listing the vendor name and Proposal title, will be received by Kimberley Murrell, Senior Contract Analyst at: Bid Desk, Purchasing & Contracting, Blanchard Education Service Center, 501 N. Dixon St, Portland OR 97227, **not later than 2:00 PM, July 2, 2013.**

The Request for Proposals documents may be obtained at the ORPIN website, www.orpin.oregon.gov. Firms must be registered with ORPIN to obtain and download documents; registration is at no cost. Contract terms, conditions and Specifications may be reviewed at the Purchasing & Contracting Department, 501 N. Dixon Street, Portland Oregon, 97227. For additional information about this project, please contact the Purchasing Contact, Kimberley Murrell, at 503.916.3804, or email at purchasing@pps.net.

6-19-13

CO-OCCURRING COUNSELOR

The Co-Occurring Counselor at the 45th St. Homeless Youth Clinic will assist with identifying, and managing patients with behavioral health problems within the primary care setting. Develops specific behavioral change goals and implements treatment with patients, in collaboration with medical and psychiatric staff at their site.

Position is Part-time, Evenings, 9 hours a week.

Washington State Associate license (MHCA, MFTA, SWAA or SWAIC) and full licensure as LICSW, LMFT, LMHC, LACSW, or Clinical Psychologist.

Please apply online at
<http://neighborcarecareers.silkroad.com/>

6-19-13



UNIVERSITY OF OREGON

DIRECTOR OF FINANCE AND ADMINISTRATION

The University of Oregon Office of the Vice President for Equity and Inclusion seeks a Director of Finance and Administration (DFA). The DFA will provide financial and administrative leadership for the Office of Equity and Inclusion and its affiliate units, including the Center on Diversity and Community, the Many Nations Long House, and the Center for Multicultural Academic Excellence. The DFA oversees an annual budget of approximately \$2.3 million, provides administrative oversight for the OEI and its affiliate units, and otherwise supports all of OEI. He/she advises the VPEI and Chief of Staff/Associate VP on strategic planning related to the allocation of financial, personnel and office resources to achieve the goals of the OEI and its affiliate units.

Position requires Bachelor's degree in Accounting, Business Administration or related field. Three or more years of progressively responsible experience in organizational level budget, finance and/or accounting and/or personnel management and administration. Three years leading/supervising professional staff with finance or administrative responsibility in an institution of higher education or other similar organization. Demonstrated ability to work effectively with faculty, staff and students from diverse backgrounds.

For complete job description with all minimum and preferred qualifications and application procedures, please refer to job posting 13194:
<http://jobs.uoregon.edu/unclassified.php?id=4324>.

To ensure consideration, application materials must be received by 5:00 p.m. on, Wednesday, July 3, 2013. Position will remain open until filled.

Women and candidates from historically under-represented groups are strongly encouraged to apply. The University of Oregon is an equal opportunity, affirmative action institution committed to cultural diversity and compliance with the Americans with Disabilities Act.

6-19-13

SUB-BIDS REQUESTED

**PCC Swan Island Trade Center
Portland, OR**

Bid Date: June 27, 2013 at 2:00 P.M.



**J.E. DUNN
CONSTRUCTION**

Stan Hadler – Senior Estimator (503)
978-0800 / stan.hadler@jedunn.com

437 N. Columbia Blvd.
Portland, OR 97217
CCB # 188876

We are an equal opportunity employer & request sub-bids from all Minority & Women-Owned Business, Disadvantaged, Disabled Veterans, & Emerging Small Business Enterprises.

6-19-13



Department of Diversity & Transit Equity

Tri-County Metropolitan Transportation District of Oregon is in the process of releasing its aspirational goal for FY 2014 - 2016. TriMet's proposed aspirational goal for FY 2014 - 2016 is 11.63%. TriMet is seeking public feedback on its proposed aspirational goal regarding contracting opportunities and potential barriers for DBEs.

A community discussion will be held at the Oregon Association of Minority Entrepreneurs (OAME), 4134 N Vancouver Ave, Portland, OR 97217 on June 24, 2013 from 4 to 6 p.m.

The meeting room is accessible.

Submit written comments to TriMet, Attn: Department of Diversity & Transit Equity, 1800 SW First Avenue, Suite 300, Portland, OR 97201 or dbe@trimet.org

Comments will be accepted through July 26, 2013.

For alternative formats, please call 503-802-8200 or TTY 503-802-8058.

6-19-13



Job Opportunities

We are seeking qualified candidates to be part of our dynamic public service organization.

**ENVIRONMENTAL
COMPLIANCE
COORDINATOR**
\$4,358 - \$6,158 /Mo

Clark County
Human Resources
1300 Franklin St-5th Fl,
Vancouver WA

Apply On-line @
www.clark.wa.gov
Relay: (800) 833-6388
**Equal Opportunity
Employer**



United Way of the Columbia-Willamette is seeking to hire for the following positions:

TECHNICAL SUPPORT MANAGER

Technical Support Manager whose responsibilities include providing software and hardware technical support, and providing assistance with web and data base development, user training and education, and projects to upgrade and enhance IT systems. Bachelor's degree, 3+ years related experience, or a comparable combination of education and experience. Hiring Range: \$46,000-\$50,000 DOE. Position open until filled

DONOR CHOICE SPECIALIST

Donor Choice Specialist to perform a wide range of administrative/data entry duties in support of the Donor Choice Program. High school diploma and minimum of one year work experience in an accounting or accounting related position preferred. Thoroughness, accuracy, and exceptional attention to detail required. Must have demonstrated data entry skills with speed and accuracy in keyboarding/10-key and a basic understanding of data management. Hiring Range: \$33,000-\$45,000, DOE. Position open until filled

COMMUNITY ACCOUNT MANAGER

Self-motivated, enthusiastic, and flexible individuals for several temporary, full-time Community Account Manager positions for its fall 2013 campaign. Make a difference in our community by raising funds for health and human service programs. Bachelor's degree in Business, Marketing, Communications, or a related field preferred. Work experiences that align with the position's requirements required. Must have valid driver's license, insurance, and a reliable vehicle. Compensation of \$600/week plus business-related expenses. Timeframe: 8/12/13 through 12/13/13. Position closes 6/30/13 or when all positions have been filled. Invitations to interview will begin the week of 6/24/13.

ADMINISTRATIVE ASSISTANT

Temporary, full-time Administrative Assistant to perform a wide range of duties in support of its annual fund-raising campaign. Must have strong planning and organizational skills and an ability to organize a variety of tasks, meet deadlines, and attend to details thoroughly and accurately. High school diploma and 3+ years administrative experience preferred. Proficiency with the Microsoft Office Suite required. Timeframe: 7/29/13 through 12/20/13. Compensation of \$12 hour. Position closes 6/30/13 or when filled.

CAMPAIGN CLERK

Temporary, full-time Campaign Clerk to perform a wide range of supply-handling responsibilities in support of its annual fund-raising campaign. Must have strong planning and organizational skills and an ability to organize a variety of tasks, meet deadlines, and attend to details thoroughly and accurately. High school diploma and related work experience preferred. Proficiency with the Microsoft Office Suite required. Knowledge of design software (Adobe Creative Suite) preferred. Timeframe: 8/12/13 through 11/15/13. Compensation of \$12 hour. Position closes 6/30/13 or when filled.

For additional information and to apply, go to:
<http://www.unitedway-pdx.org/careers/index.php>

An Equal Opportunity Employer.

6-19-13

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