

Employment 335 Employment 335

FIRST CHRISTIAN CHURCH
has an opening for an Administrative Assistant for their one person office. Successful candidate will have good office and people skills and be able to work with minimum supervision. Work schedule is 4 days a week with 28-32 hours per week. Send cover letter and resume to First Christian Church, 775 W. Highland, Hermiston, OR. 97838. Opening closes November 11th.

MURRAY DRUG
in Heppner is seeking an experienced parttime/fulltime bookkeeper. The successful applicant will have a thorough understanding of the accounting cycle and will be proficient in periodic reconciliations, accounts receivable, accounts payable, and payroll. Prerequisites include mastery of QuickBooks and working knowledge of Excel and Word. The position may include administrative assistance and management responsibilities should the position develop its fulltime potential. Pick up an application at the store from John, Ann, or Linda or request an application by email. Inquire between the hours of 9 am and 6 pm Monday through Saturday; email murraydr@centurytel.net. Competitive compensation depends on qualifications.

BLUE MOUNTAIN EARLY LEARNING HUB SYSTEM OF CARE/GRANTS COORDINATOR
IMESD is currently seeking qualified applicants for a System of Care / Grants Coordinator.
CLOSES: 11/18/2015
Contact Charlene at (541) 966-3224 for additional information or download an application and view full job description and instructions at www.imesd.k12.or.us

JOIN OUR GROWING YELLOWHAWK TEAM!
We are recruiting for the following positions:
• Assistant Administrator
• Community Health Nurse
• Property & Receiving Clerk
To apply please send a cover letter, resume, completed YTHC application (available online at www.yellowhawk.org), copy of licensure/certification/transcripts, and a copy of your enrollment card if applicable. Cassie Hall 541.278.7500 cassiehall@yellowhawk.org Open Until Filled. Screenings November 4, 2015. Tribal/Indian Preference Observed.

MEAT CUTTER - APPRENTICE
Responsibilities:
Apprentice Meat Cutters are responsible for learning the duties of a Meat Cutter. Additional responsibilities include but not limited to:
•Cutting meat by following Company guidelines
•Receiving and rotating all meat products
•Wrapping fresh and processed meats
•Maintaining sanitation standards
•Learning the inventory process
Requirements:
•Must adhere to Company safety and sanitation standards
•Must be able to learn to identify and cut all beef, pork and veal primal to Company standards
•Prior meat wrapping experience preferred
Minimum Age Requirements:
Must be at least 18 years of age.
Please submit resume to Leo Leal
1875 N 1st Street
Hermiston, OR 97838
or email jeanette@fiesta-foods.com

REGIONAL PUBLIC HEALTH COORDINATOR
For Children & Families
Greater Oregon Behavioral Health (GOBHI) Eastern Oregon Region
We are looking for an individual to organize and coordinate activities of a regional consortium of local public health authorities and the Eastern Oregon Coordinated Care Organization, in partnership with the public health department located in LaGrande. Emphasis is to integrate public health services for children and families by strengthening community partnerships, between public health, early learning and health care professionals.
Focus will be implementing Oregon Health Authority grant objectives of creating systems that support implementation of evidence based practices that increase developmental screening in the first 36 months of life in community and health system settings; and increasing home visiting services for pregnant women and their families.
Will convene public health administrators from the 12 county EOCCO service delivery region around common work areas (i.e., developmental screening, home visiting, etc.) to identify capacity of PH programs throughout the EOCCO region. Coordinator will work with physicians in the area to educate on the availability, services and effectiveness of partnering with public health programs.
This position requires a highly motivated individual, who is innovative and has skill sets in networking, strategic planning, and project coordination; knowledgeable of rural communities and familiar with Oregon state policies around public health and health care transformation.
Frequent travel and must have reliable transportation and valid Oregon driver's license; some statewide travel. Ability to convene meetings in a central location.
Must pass a criminal history background investigation.
MA in Public Health is preferred. BS/BA required or 5 years experience in public health/health care population based prevention.
Competitive benefits. Salary range \$55,000-\$65,000 depending on related experience, skills and education.
Interested candidates should send resumes, including cover letter and salary expectations to HR@gobhi.net. Full job description available upon request. GOBHI is an Equal Opportunity Employer.

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HYDRO PLANT OPERATOR - TRAINEE
Northern Wasco County PUD
Location: McNary Dam, Umatilla, OR
Knowledge of installation, operation and maintenance of electrical or mechanical equipment and an Associates Degree or practical training in power generation technology, mechanics or electrical is preferred. Trainee must live within a 20 minute traveling radius of the McNary Dam. A valid driver's license and US Citizenship (Homeland Security Requirement) is required.
Please see our website: WWW.NWasco.com for full job description and instructions for applying.

ACCOUNTS PAYABLE/PAYROLL CLERK
Local respectable, growing company seeks a sharp individual to add to our team. Candidate must be reliable, detail oriented, and motivated. Skills required include a professional attitude, at least 3 years accounting experience, general office skills, customer service, answering phones, team-worker, 10 key calculations including dimensional calculations, filing. Computer experience nec: MS Word, Excel, Acct. software. Drivers license req. Pre-employment testing & Drug policy strictly enforced. Wage DOE. Serious inquiries only. Please send resume to Attn.: Office Manager, PO Box 1666, Hermiston, OR 97838

FIESTA FOODS
of Hermiston
is now hiring an experienced Baker. All interested candidates can submit resume and references to:
Leo Leal
1875 N 1st Street
Hermiston, OR 97838 or email leo@fiesta-foods.com

COMMUNITY COUNSELING SOLUTIONS
is a 501(c)3 serving Oregon in Morrow, Wheeler, Gilliam, Grant, and Lake Counties. We are currently recruiting for a full time Accounting Clerk in our Heppner Office. Candidate must be detail oriented, have excellent computer skills, proficient in Microsoft Word and Excel, comfortable learning new accounting and clinical software systems, and able to work as part of a dynamic team. This position will process accounts payable, monthly contract billings, and provide general administrative support. Hourly wage is \$14.85-\$20.77, DOE. Excellent benefits, including 401K. Please complete online application and upload resume at www.communitycounselingsolutions.org. Position open until filled. EOE.

THE CITY OF HERMISTON, OR
is seeking to contract with at least one attorney licensed to practice law in the State of Oregon to serve as a Pro-Tem Municipal Judge. The pro-tem judge(s) would serve in situations where the sitting Municipal Judge had a conflict of interest or was otherwise incapacitated for a short time. For those interested, please submit a letter of interest addressed to the Mayor accompanied by a resume to city offices at 180 NE 2nd Street, Hermiston, OR 97838. You can also submit a digital copy of these materials to Lily Alarcon-Strong at alarcon-strong@hermiston.or.us. Deadline to submit is 5:00pm on Tuesday, November 3, 2015. Equal Opportunity Employer.

WANTED LINE LEADER
Summary:
The Line Leader is the first line supervisor of production line workers and the primary communicator of production challenges and opportunities.
DUTIES AND RESPONSIBILITIES:
•Must know and understand the customer's finished good specification and the quality attributes of raw product.
•Continually provide on the job instruction of line workers and continually monitor to ensure they follow instructions and communicate timely their challenges and needs to ensure attainment of finished goods quality and the daily production plan
•Must have good trouble shooting skills and be able to communicate effectively with maintenance personnel
•Continually monitor line and plant production and effectively communicate challenges and opportunities to Plant Operator
•Must be able to make quick decisions based on understanding of operational needs in a fast paced environment
•Escalate production issues that will compromise production schedule to Plant Manager or Production Manager
•Perform quality checks of the line to include raw product, machine set-up, finished goods and line equipment
•Verify components of production order to ensure correct type and quantity of components are available for production
•Monitor production order and production plan progress and minimize down-time due to change overs
•Understand and verify rejects from line and adjust as appropriate
QUALIFICATIONS:
•High School diploma or GED required
•2-5 years' experience in a lead or supervisory position in a fast paced manufacturing or food processing environment
•Knowledge of computers and Microsoft Office programs
•Ability to read/comprehend written and oral instructions in English, read and comprehend safety rules, operating and maintenance instructions, procedure manuals and inventory identifiers. Must pass English literacy test
•Mathematical skills to add, subtract, multiply and divide and the ability to perform these operations using units of weight measurement, volume, and distance
•Effectively communicate in English one-on-one and in small group situations
•Able to participate in a team-oriented environment and willing others to assist and train others
•Able to work flexible schedule, including overtime, weekends, shift rotation and before and after schedule as needed
•Bilingual Spanish/English preferred but not required
Send Resume to:
Blind Box# 226
211 SE Byers Ave.
Pendleton, OR. 97838

OSU Oregon State UNIVERSITY
Extension Service 4-H YOUTH
Development Assistant Professor (Practice)
OSU Extension Service 4-H Youth Development Program is recruiting for a full time, fixed-term, Assistant Professor of Practice serving Umatilla and Morrow Counties.
Salary is commensurate with education and experience.
<http://oregonstate.edu/ujobs>. Posting # 0016269. Closing: 11/15/2015. OSU is an AA/EOE/Vets/Disabled.

CALL PAULA AT THE EO OR HERALD NEWSPAPERS TODAY !!!
541-278-2678
We can now put highlighting in your ad in 6 different colors! Blue, Cyan, Green, Magenta, Red & Yellow!!
Call Paula @ 541-278 2678 to place your classified ad TODAY!

RENTALS, Pendleton 200
COZY 2 BEDROOM
1 bath house, recently upgraded, North Hill, washer/dryer \$700/Rent \$700/Dep 541-969-6371 541-310-5055 Pendleton

HERMISTON RENTALS 205
NEWER HOME
for rent, 3 bedroom 2 bath. \$1650 per month, first & last + security deposit. Please call 503-263-2271

ADAMS/HELIIX RENTALS 225
2 BEDROOM
1 bath with appliances, Washer/Dryer W/G paid Large garden space, storage space. No smoking/no pets. \$625/Mo.+ \$375 Dep. Available November 15th. Call for appointment or for application at 541-566-3987

Rentals, Pendleton 200

City of Stanfield, Full-time Police Officer, \$3,200/mo. Submit applications to Stanfield City Hall, 160 S. Main/PO Box 369, Stanfield, OR 97875 by Nov. 16, 2015 or email: Zumwalt@cityofstanfield.com. For questions, email or call 541-449-3245. See more details at cityofstanfield.com.

PART-TIME OFFICE POSITION
Up to 32 hours weekly. Pay based on qualifications. Resumes to Chamber of Commerce, PO Box 1, Boardman, OR 97818

TRUCK DRIVER
Wanted, hauling bulk sugar, 5 days a week, from Boardman, Oregon to Markham, Washington. Class A CDL endorsements for tankers & double, must be over 23 years of age, with 2 years experience. Benefits. Email resume to: randy46@charter.net

VISIT & ASSIST
Seniors in their homes, \$460/monthly tax free, must be 55 or older. Personal income limits. Call John Brenne, 541-276-4474 or jc.brenne@outlook.com

Horses & Tack 400
Pendleton Leather Show November 6 & 7th, 2015 at the Pendleton Convention Center. Instructional classes start Nov. 5th. Saddle Contest. Free admission. www.pendleton-leathershow.com

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View all state wide legal notices online at www.publicnoticeads.com/

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PART-TIME OFFICE POSITION
Up to 32 hours weekly. Pay based on qualifications. Resumes to Chamber of Commerce, PO Box 1, Boardman, OR 97818

TRUCK DRIVER
Wanted, hauling bulk sugar, 5 days a week, from Boardman, Oregon to Markham, Washington. Class A CDL endorsements for tankers & double, must be over 23 years of age, with 2 years experience. Benefits. Email resume to: randy46@charter.net

VISIT & ASSIST
Seniors in their homes, \$460/monthly tax free, must be 55 or older. Personal income limits. Call John Brenne, 541-276-4474 or jc.brenne@outlook.com

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Things to Eat 435

ALL NATURAL 90% LEAN GRAIN FEED BEEF HAMBURGER! 1-2LBS packages. 20LBS minimum for \$100. DEPOSIT REQUIRED. 541-215-1770. PRE-ORDER NOW!

THE EAST OREGONIAN
newspaper has end rolls for sale at the EO office in Pendleton. 5 rolls for \$2.50 any size 211 SE Byers Ave

PINK RIBBON
for Breast Cancer Awareness Month! Call Paula @ 541-278-2678 for details!!

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Miscellaneous 485

SEASONED FIREWOOD
Red Fir Mix
10 cord of Tamarack \$225/cord
Hermiston
Good thru 11/16
541-571-8499

Bazaars 525
SAVE YOUR table now for the Pendleton First Assembly of God **CHRISTMAS BAZAAR!!** December 5th \$15.00 a table, call Lita at 541-276-2099