

NORTHWEST JOB MARKET



Find general information about the city and employment opportunities at:
<www.hillsboro-oregon.gov>



EXECUTIVE ASSISTANT
(1.0 FTE, Short-Term)

The Regional Arts & Culture Council seeks an Executive Assistant to support RACC's Executive Team and Board of Directors. \$18 - \$21 per hour+ benefits. Full-time (40 hrs/wk), short-term (July - December 2017). See <<http://bit.ly/EAJob1>> for full job announcement. Deadline: 6/27/2017.

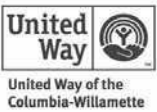


Metro

Metro runs the **Oregon Zoo, Oregon Convention Center, Portland Expo Center, Portland's 5 Centers for the Arts** and provides services that cross city limits and county lines including land use and transportation planning, parks and nature programs, and garbage and recycling systems.

Visit <www.oregonmetro.gov/jobs> for current openings and a link to our online hiring center.

Metro is an Affirmative Action / Equal Opportunity Employer



FREE THE FUTURE
INVEST IN OUR REGION'S KIDS

EARLY LEARNING COORDINATOR

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.

DIRECTOR

Government and Foundation Relations

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.

GRANTS MANAGER

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.

CORPORATE RELATIONS SPECIALIST

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>.
Résumé review will begin immediately.
Closing date: 7/5/2017. EOE.



Find us on
Facebook



REFERRAL AND INFORMATION SERVICES ASSISTANT

The Oregon State Bar is looking for someone to respond to requests for legal information & assistance from attorneys & members of the public. Please visit <www.osbar.org/osbcenter/openings.html> for job details.

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>.
Posting closes: June 8 at 11:59pm



Metro

ADMINISTRATIVE ASSISTANT

Booking, Sales and Marketing
Full-time, Portland's 5 Centers for the Arts
\$16.27 - \$21.97 hourly. Deadline date: June 6, 2017

OPERATIONS ADMINISTRATIVE ASSISTANT

Full-time, Portland's 5 Centers for the Arts
\$16.27 - \$21.97 hourly. Deadline date: June 6, 2017

FACILITY SECURITY AGENT

Full-time, Oregon Convention Center
\$17.94 - \$18.68 hourly. Deadline date: June 7, 2017

ADMISSIONS STAFFING MANAGER

Full-time, Portland's 5 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 <www.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.

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The Asian Reporter is published on the first and third Monday each month.

The classified advertising deadline for our next four print editions is:

June 19 to July 2 issue: Friday, June 16, 2:00pm

July 3 to 16 issue: Friday, June 30, 2:00pm

July 17 to August 6 issue: Friday, July 14, 2:00pm

August 7 to 20 issue: Friday, August 4, 2:00pm

For more information, call our advertising department at (503) 283-4440 or e-mail <ads@asianreporter.com>.

BIDS, SUB-BIDS & PUBLIC NOTICES

SUB BIDS / SUPPLIER QUOTES REQUESTED

CCC Eastside Health Center

25 NE 122nd Ave., Portland, OR 97230

Select Trades: Demolition, Site Utilities, Clearing & Earthwork, Cast-in-Place Concrete, Rough Carpentry & Elevators

Bid on 6/23/2017 at 1:00pm

Plans available for electronic review on (6/2/2017) at: Walsh Construction Co. (www.walshconstruction.com); Builder's Exchange of Washington (www.bxwa.com); OAME (www.oame@oame.org); DJC (www.djcoregon.com); Oregon Contractor Plan Ctr. (www.contractorplancenter.com); SW Washington Contractors Assoc. (www.swca.org) & ARC Oregon (www.e-arc.com)

Special Notes: Certified Payroll, Workforce training, BOLI prevailing wage & Earth Advantage apply



WALSH CONSTRUCTION CO.

Walsh Construction Co./Oregon

2905 SW First Ave. * Portland, OR 97201
Phone: (503) 222-4375 * Fax: 1-866-446-0681
Contact: Aaron Elliott / Matt Godt
ORCCB # 147267/WALSHCC962LD

Walsh Construction Co. is an equal opportunity employer and requests sub-bids from minority, women, disadvantaged and emerging small business enterprises.

EXPAND HOUSING OPTIONS FOR EVERYONE
Portland Consortium and Annual Action Plan Meeting
June 6, 2017

Portland Consortium and Annual Action Plan Meeting

Join us Tuesday, **June 6**, for the Portland Consortium and Annual Action Plan Meeting to learn how Portland, Gresham, and Multnomah County plan to invest federal funds over the next year to address local housing and community economic needs – and **share your thoughts** and comments.

You are also invited to comment on the Annual Action Plans, <<https://www.portlandoregon.gov/phb/69106>> – a list of projects chosen for their alignment with community-identified needs and strategies that will serve as the city's application for its annual federal entitlement grant. **Review the plans and give feedback** at <<https://www.portlandoregon.gov/phb/69106>>.

The comment period ends June 9.

Portland Consortium and Annual Action Plan Meeting

Tuesday, June 6, 2017 from 5:30 to 7:00pm
(Light dinner served at 5:30pm, presentation begins at 6:00pm)

Portland Housing Bureau
421 SW 6th Ave., Suite 500
Portland, OR 97204

Go to <www.eventbrite.com/e/2017-portland-action-plan-meeting-tickets-34522704338> to

reserve a seat (your reservation helps us plan for food and materials, but is not required to attend). To request **language** services, **accommodations**, or **childcare**, call (503) 823-5312. This meeting is located on MAX lines and near the downtown Portland bus mall. Street/lot parking.

If you would like to stay informed about Fair Housing policy issues, budget hearings, and public meetings, go to <<https://app.e2ma.net/app2/audience/signup/1846246/1738353>> to sign up for e-mail updates.

Equal Access and Non-Discrimination Policy: The Portland Housing Bureau is committed to providing meaningful access. For accommodations, modifications, translation, interpretation, complaints or other information and services, please call (503) 823-5312 or use City TTY (503) 823-6868, or Oregon Relay Service 711.

Traducción o interpretación | Chuyển Ngữ hoặc Phiên Dịch | 翻译或传译 | Письменный или устный перевод | Traducere sau Interpretare | Письмовий або усний переклад | 翻訳または通訳 | Turjumida ama Fasiraadda | الترجمة التحريرية أو الشفهية | פרוטוקול שירות



PHB Portland Housing Bureau
Mayor Ted Wheeler • Director Kurt Creager

