

NORTHWEST JOB MARKET

DISCIPLINE LEGAL SECRETARY

The Oregon State Bar is looking for someone to provide administrative and legal secretarial support for the Disciplinary Counsel's office and related regulatory programs.



For job details, please visit
<<http://www.osbar.org/osbcenter/openings.htm>>.

Equal Opportunity Employer



ilani – Ridgefield, WA

CASINO HOST – ASIAN MARKET

Position summary: Responsible for generating revenue by soliciting preferred players within the Asian Market (both in and out of the current database) as defined by management.

Primary duties and responsibilities: Promotes superior guest service; Build relationships through specialized, personalized and preferential service; Use available technology to efficiently manage player accounts including, but not limited to, gaming activity, comp availability and profitability; Utilize sales skills to offer and issue complimentary per established departmental policies and marketing guidelines; Cultivate leads, build loyalty and promote return visits to the property throughout the Asian community and market; Meet and greet with preferred guests while they are on property; Support all ilani marketing efforts and assist with the building of promotions geared towards the Asian market; Expected to meet and/or exceed personal revenue targets; Must possess excellent interpersonal skills with an ability to foster a supportive and enabling team environment; Has the ability to extend complementary services in accordance with the approved comp matrix; Performs other related duties as assigned.

Required qualifications: Previous experience as a casino host in a complex casino environment, or four years experience in a high-volume hospitality environment, involving extensive contact with customers; An associate's degree with two years hospitality experience may be substituted for previous casino host or hospitality experience; Strong verbal and written skills; Must possess the ability to read, write, and speak fluently in English and at least one of the following languages: Chinese or Vietnamese; Must be able to work various shifts, flexible hours and holidays; Must be willing to work in a smoking environment.

Preferred qualifications: Sales and Marketing experience preferred.

Apply at <ilaniresort.com> under "Careers."

For inquiries via e-mail, contact
<ljacobs@ilaniresort.com>

WE'RE HIRING A



RESEARCH & DATA ANALYST

Worksystems is an award-winning nonprofit organization serving the City of Portland and Multnomah and Washington counties. Our mission is to build and invest in a comprehensive workforce development system that supports individual prosperity and business competitiveness. We offer excellent compensation and benefits, a desirable work environment, and a beautiful office location in downtown Portland.

We are recruiting for a dynamic and enthusiastic **Research and Data Analyst** to gather, compile and analyze economic, workforce and labor market information in support of the public workforce system. The position will provide critical information to help guide our training investments and evaluate the outcomes and impact of our programs and initiatives.

Application instructions:

To apply, please submit a cover letter, résumé, and three professional references to: Worksystems, Attn: Human Resources, 1618 SW 1st Ave., Suite 450, Portland, OR 97201, or e-mail to <hr@worksystems.org>.

First review of résumés will be **January 11, 2019**. Position open until filled. Worksystems is an Equal Opportunity Employer.

Salary range: \$63,500 - \$95,200.



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



QUALITY ASSURANCE AND TRAINING SUPERVISOR

Portland Public Schools is now hiring for a Quality Assurance and Training Supervisor. To be considered for this position, please complete an online application at <careers.pps.net> and apply to job number 18737.

This position is opened until filled.

Additional information is available via the Human Resources website.

Portland Public Schools is an equal opportunity educator and employer.



Metro

Metro runs the **Oregon Zoo, Oregon Convention Center, Portland Expo Center, Portland's 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



EQUITY MANAGER FOR THE WATER BUREAU

(Principal Management Analyst)

Salary: \$7,316.00 - \$9,744.00 Monthly

Closing Date:

Mon., 01/14/2019, 11:59pm Pacific Time

The Portland Water Bureau is seeking a creative and experienced Equity Manager to join our Management Team. This position will be a resource for the bureau's program and project managers to create a workplace where equity becomes part of everyday decisions and is embedded in bureau operations. The Equity Manager will lead the bureau in proactively implementing equitable policies, practices, and actions, as well as help influence attitudes within the bureau that will produce equitable authority, access, opportunities, treatment impacts, and outcomes for bureau workforce and customers. For more information and apply, please visit <www.portlandoregon.gov/jobs>.



Metro

DEPARTMENT HEAD STAGEHAND - ELECTRICIAN

Full-time, Portland's Centers for the Arts.
\$28.88 hourly. Deadline date: January 16, 2019.

GATE ATTENDANT – USHER

Part-time, Portland's Centers for the Arts.
\$13.80 - \$14.07 hourly.
Deadline date: January 16, 2019.

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.

Metro is an Affirmative Action / Equal Opportunity Employer

BIDS, SUB-BIDS & PUBLIC NOTICES

PUBLIC NOTICE REQUEST FOR QUALIFICATIONS

DIVERSITY, EQUITY, AND INCLUSION PLANNING

Worksystems is seeking qualified and experienced organizations or individuals to assist the organization in developing a Diversity, Equity, and Inclusion Plan. The RFP will be posted at <www.worksystems.org> until the submission deadline of February 7, 2019.

Worksystems is an equal opportunity employer/ program. Auxiliary aids and services are available upon request to individuals with disabilities. To place a free relay call in Oregon dial 711.

SUB BIDS REQUESTED

ROCKWOOD BUILDING 'A'

18613 SE Stark Street, Portland, OR 97233

Bids due:

January 15, 2019, 5:00pm

Substitution Requests & Pre-Bid RFIs are due no later than 5:00pm on Monday, January 7, 2019.

Project Description:

Rockwood Building 'A' is a 4-story commercial building. The ground floor consists of a commercial lobby. Floors 2-4 consist of future commercial/retail use.

Trades/Scopes of Work:

Site Security; Surveying; Final Cleaning; Structural Concrete; Site Concrete; Gypsum Cement Underlayment; Structural Steel; Metal Fabrications; Rough Carpentry/Framing - "Turn-Key"; Finish Carpentry; Dampproofing/Waterproofing; Thermal & Sound Insulation; Weather Resistive Barriers; Traffic Coatings; Formed Metal Wall Panels; TPO Roofing; Sheet Metal; Firestopping; Joint Sealants; Doors, Frames, Hardware & Millwork; Overhead Sectional Doors; Aluminum Storefronts; Glass & Glazing; Fiberglass Windows; Drywall & Light Gauge Metal Framing; Exterior Plaster; Ceramic Tile; Flooring; Painting; Signage; Division 10 Specialties; Elevators; Fire Suppression Systems; Plumbing; Mechanical/HVAC; Electrical; Fire Alarm, Low Voltage & Security Systems; Earthwork & Site Utilities; Asphalt Paving; Pavement Markings; Landscaping & Irrigation.

Project Requirements

The project is subject to BOLI Commercial Prevailing Wages based on the July 2018 wage determination AND the October 2018 amendment. The BOLI wage determination is included in the files section of the below DropBox link.

Bid documents are available

to review and download from DropBox at:

<<https://www.dropbox.com/sh/ccmqm4o7d17jw05/AABY1LvMS7MgtCXXRdLRhblKa?dl=0>>

All requests for clarification and

substitution are to be submitted via e-mail to:

Scott Dekker, <scott@lmconstruction.com>
Nick Bredleau, <nickb@lmconstruction.com>



19200 SW Teton Avenue
Tualatin, OR 97062

Phone (503) 646-0521 * Fax (503) 646-6823

We are an equal opportunity employer and strongly encourage the participation of emerging small business, women-owned, disadvantaged, disabled veterans and minority enterprises. Local participation on this project is strongly encouraged.

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

The classified advertising deadlines for our next four print editions are:

Jan. 21 to Feb. 3 issue: Friday, Jan. 18, 2:00pm

Feb. 4 to 17 issue: Friday, Feb. 1, 2:00pm

Feb. 18 to Mar. 3 issue: Friday, Feb. 15, 2:00pm

Mar. 4 to 17 issue: Friday, Mar. 1, 2:00pm

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