

### MARKETING AND EVENT SPECIALIST

Needed for grassroots org. Resp. incl. marketing monthly newspaper and helping organize events. Reqs.; exp. face-to-face fundraising or sales, event organizing, multi-task ability. \$19,000-21,000 + benefits. Resume and 3 refs by January 12 to Valerie Reuther, Lesbian Resources Center, 1808 Bellevue Ave. Ste. 204 Seattle 98122

### PT COORDINATE

The Community Coalition for Environmental Justice seeks a p.t/18hrs/wk, coord. to coordinate a newsletter, perform general admin. tasks, and organize a Resource/Edu. Ctr. and Speaker's Bureau. Community organizing experience in communities of color with working class and low-income people a plus, as well as an understanding of environmental justice. Excellent writing skills, word processing and database management skills required. Please mail resume and writing sample to: People for Puget Sound, ATTN: Pam Johnson, 1326 5th Ave Ave. Ste 450, Seattle, WA 98101. Deadline December 15, 1995.

### ARTISTIC DIRECTOR

The Group Theatre. Responsible for artistic scope and direction of theatre. Work in partnership with Managing Director to coordinate theatre's affairs, policies, production and personnel. Present artistic, educational and outreach programming to forward mission of national leadership in multicultural theatre. Annual budget \$1.1 million. Salary upper 30's. Candidates of diverse backgrounds encouraged to apply. Send resume, application letter with references by January 29 to AD Search Committee, The Group Theatre, 305 Harrison Street, Seattle, WA 98109. No calls please. EOE

### CUSTOMER REPRESENTATIVES (TELLERS)

Washington Mutual Bank is seeking self-motivated, sales oriented individuals for part-time and full-time teller positions in the greater Seattle area.

Anyone interested in a teller position with Washington Mutual must participate in a Teller Assessment. The assessment will give you a better understanding of the demands of the job and will help us obtain an objective measurement of your aptitude for a teller job.

Previous teller experience is not a requirement. Prospective candidates must complete a teller assessment request form. This form is available at all Washington Mutual Financial Centers or by calling (800) 952-0787 or (206) 461-6400 to have one mailed to you. Applications for teller positions will only be accepted from candidates who have passed teller assessment. We currently have full-time positions at the 5th & Union and Broadway Financial Centers. For a complete listing of current openings, call (800)952-0787.

EOE MF/D/V/

### OFFICE ASSISTANT III

Bellevue Community College Printing Services Dept. is hiring an Office Assistant III. Applicants must be proficient on the PC with MS Word and Excel, Exper, with Access and MS Mail desirable. Requires excellent proofreading skills; ordering, and maintaining supply inventories; compiling department recharge reports for accounting; being a liaison with the campus community; working well under pressure; meeting deadlines; being proficient in customer service skills and becoming familiar with operating high speed photocopiers. Start Salary: \$1,728. to \$1,940. mo. Closes 12/13/95. EOE For application materials contact the BCC Jobline (206) 643-2082. Only completed application materials will be accepted.

### EDUCATION

The Southwest Community Career Center, an innovative "one-stop" multi-service center in southwest Seattle, seeks a confident instructor to teach a high school re-entry program for out-of-school youth, ages 14-17. Qualifications include WA teaching certificate and at least 2 years exp. teaching diverse youth challenged by repeated school failure, drug and alcohol abuse, gang involvement, teen pregnancy, homelessness, and learning differences. Prefer demonstrated ability to integrate successful motivational techniques with high standards of learning and achievement, experience using a variety of high-technology in the classroom including computer networks, multimedia, and audio and video production, development of curriculum aimed at preparing students to be successful in both the work place and post secondary education, and desire pro-rated medical/dental. EOE. Send resume/cover let. to SWCCC, 6335 - 35th SW Seattle 98126 by 12/29

### TEACHER/ADVOCATE

To provide childcare, parent support, and advocacy for toddlers in homeless child care ctr. Requires good communication skills, CDA, ECE, Or equivalent, and 2 years min. exp in child care setting w/ special needs' kids. FT \$9/hr + benefits Yesler Terrace Pick up app. at Family Services, 615 2nd Ave, #150, Seattle Closes 12/11/95 NO PHONE CALLS! EOE

### CUSTODIAN

\$9.36 - \$11.41/HR. +benefits Tacoma Public Library is establishing an eligibility list for part-time & full-time positions. Routine manual custodial work including cleaning duties & related tasks. Requires 9 mos. exp. in custodial or related manual work or equivalent training/exp. Ability to lift/move/carry items weighing 75 lbs safely and be available to work rotating shifts. Valid Washington State driver's license and good driving record. TPL applications must be completed and returned to Personnel Office by 5:00 pm 12/21/95. Please pick up applications from the Tacoma Public Library Personnel Office, 1102 Tacoma Ave. S. (TDD 591-5667; TELEPHONE 591-5602) EOE

### ACCOUNTS PAYABLE MANAGER

Washington Mutual Bank has an immediate opening for an Accounts Payable Manager. The primary responsibilities of this position is to supervise and develop effective processes for the accounts payable function. Essential job functions will include the supervision of staff, establishment and maintenance of effective internal controls, communicating the other Bank personnel and monitoring for compliance with bank policy, and ensuring proper use of mainframe accounts payable systems to include balancing and reconciling to the general ledger This position may also perform other duties as assigned within the corporate accounting function.

Qualified candidates should have a minimum of four years related work experience, including supervision of accounts payable function in a corporate environment and a four year degree or equivalent with thorough work experience in accounting. Experience in Fixed Asset accounting is also desirable. Salary DOE. Washington Mutual offers a professional work environment and an excellent compensation and benefits package. Interested candidates may obtain an application at any Washington Mutual Financial Center or by calling (206) 461-6400 or (800)952-0787. Please send with resume to:

Washington Mutual Bank  
Attn: 9502207/SAS0108  
1191 Second Ave  
Seattle, WA 98111

### STRUCTURAL OPERATIONS SUPERVISOR

\$2,992/mo

Supervision, planning, organization and evaluation of work performed by crew and contractors. Assists in development and implementation of a proactive preventative maintenance program and an annual maintenance plan. Identified, determines and develops scope of work, writes specifications, obtains bids, oversees actual work of park renovation projects.

Requires 5 years knowledge of plant or building operations; preventative maintenance plans; and supervisory lead experience in park structure, operations, or physical plant operations. Knowledge of the U.B.C. and project management is required, along with the ability to read and understand blueprints and construction documents. Must have demonstrated analytical skills.

Application due 12/18/95. For application materials send a SASE to: Human Resources Department, Attn: 95-071, P.O. Box 90012, Bellevue, WA 98009-9012. The City of Bellevue

A city of vision. An opportunity for you.

The City of Bellevue values diversity in its workforce and is committed to affirmative action.

### PLANNING PRINCIPAL

Seattle School District has opening for Planning Principal MA in Education or related field, 3 yrs of successful teaching exp in urban school system. Administrative experience preferred. Work under direction of Superintendent and/or Assistant Superintendent to plan/develop a new building program involving staff, students, parents/ guardian, and community. Salary begins \$55,677. Closing Date: Dec 13, 1995. Send resume with job ad #95A-14 placed in upper right corner to: Seattle School District, Employment Services, 815-4th Ave N, Seattle, WA 98109. AA-EOE.

### CNA

Needed in Senior Home 3yrs exp. CPA and Red Cross Aids Cert req'd Housework Meal Preparation funding feeding residents daily hygiene NS-ND dependable criminal back ground check req'd Salary \$8.00 per month rm & board to apply Bonnie Mooney 12503 NE 134 Pl Kirkland 98034

### BID 9511

King County will accept sealed bids on the following surplus equipment: Telex 1200/1500 Voice/Data Switching system with a 400+ phone capacity

Located at The Department of Development and Environmental Services (DDES) 3600 136th Place Southeast, Bellevue, WA 98006. The contact is Judy Peterson at (206) 296-6715.

Bids must be submitted to King County Property Services Division, Room 500, King County Administration Building, 500 Fourth Avenue, Seattle, WA 98104.

Bids will be accepted from 8:30 am, Wednesday, December 6, 1995 until 10:30am, Wednesday December 20, 1995.

### HOLIDAY SPECIAL

\$50 OFF rent until 1996 Totally renovated 1 and 2 bdrms Everything new \$395-\$675. No pets. Call 726-1801

### HOLIDAY SPECIAL

2 BDRM Redecorated unit, 24 hr maintenance \$500 no pets also HUGE Commercial Space call Randal at 323-3736

### FUND DEVELOPMENT COORDINATOR

#### Family and Children Services

Seeking a dynamic, innovative individual to join fund raising team on behalf of children. Donor relations, board development, write & edit solicitation materials/grant writing. Min Qual: experience cultivating potential donor, exc. written and oral skills, exp writing & editing fund raising Newsletters and appeals. Send resume & cover : AO-Catholic Community Services, 100-23rd Ave S. Seattle, WA 98144-2302 by Dec. 15, 1995. EOE/AA

### SOCIAL SERVICES

We are currently seeking a full time Insurance Continuation Specialist.. Responsibilities include assisting clients and/or their advocates with application to insurance continuation benefits, coordinating benefits with various public programs and the maintenance of an accounts payable systems for the payment of health insurance premiums. BA Degree or equivalent experience in social services. Two years experience with accounting systems required. 40 hours/week. \$24,204/year plus benefits. Closes December 15, 1995. Submit resume and cover letter to:

Human Resources Department  
Northwest AIDS Foundation  
127 Broadway East, Suite 200  
Seattle, WA 98102-5786  
Equal Opportunity Employer

### YOUTH PEER OUTREACH WORKER

10 rs/wk. work on street and in other settings as part of Community Clinic team to contact and connect with homeless and at-risk youth. Provide information and referrals to services. Personal experience of homelessness or intense familiarity with people in this situation a plus. People of color and other minorities encouraged to apply. Send letters of interest/resumes to Youth Clinic Coordinator, 45th St. Clinic, 1629 N 45th St. Seattle. WA 98103.

### KING COUNTY, WASHINGTON NOTICE TO BIDDERS

Sealed bids will be received by the King County Purchasing Agency, Room 620 King County Administration Bldg., 500 Fourth Avenue, Seattle, WA 98104, until 2:00 pm of bid opening date for the following listed bids. Bid documents are available at the above office, Phone (206) 296-4210 for information. King County encourages minority business enterprise participation, King County does not discriminate on the basis of disability in its programs, services, and employment opportunities for persons with disabilities.

BID NO. C10818C OPENS: 1/4/96  
MECHANICAL, ROOF, & SEISMIC RENOVATION OF ENUMCLAW POOL  
Renovate mechanical system, replace roof, and add concrete shear walls at the Enumclaw Pool  
Project Manager: Jim Burt, 296-4242  
Engineer's Estimate: \$595,000.00  
Alternative 1: \$15,000.00

PRE-BID SITE INSPECTION  
A PRE-BID SITE INSPECTION WILL BE HELD ON TUESDAY, DECEMBER 14, 1995, AT 10:00 A.M. AT 420 SEMANSKI, ENUMCLAW, WA. Please contact Jim Burt, Project Manager, at 296-4242 if you plan to attend.

Bid documents, specification and/or plans may be obtained for at the King County Purchasing Agency, Room 620 King County Administration building, 500 Fourth Avenue, Seattle, WA 98104 for a \$30.00 nonrefundable deposit. If you wish to have them mailed to you, enclose a \$5.00 nonrefundable fee with your request. Minority and women owned companies are urged to participate in King County Projects.

Bid NO. IT10820-ELA OPENS: 12/14/95  
FIRST AID KITS

BID NO. IT10825-PAK OPENS: 12/19/95  
FIELD SERVICE CAB & CHASSIS

BID NO. IT10826-PAK OPENS 12/19/95  
LUBE-TRUCK CHASSIS

BID IT10734-VJL OPENS 12/14/95  
OFFICE SUPPLIES-DROP SHIP

BID NO. IT10827-PAK OPENS 12/19/95  
WASH TRUCK EQUIPMENT

BID NO IT10828-PAK OPENS: 12/19/95  
LUBE TRUCK BODY

BID NO.IT10829-DMW OPENS 12/21/95  
ELEVATOR MAINTENANCE SERVICE

BID NO. IT10831-TRE OPENS: 12/19/95  
BUILDING MATERIALS & SUPPLIES

BID NO. IT1083-TRE OPENS 12/19/95  
TIRE RECAPPING SERVES

### REQUEST FOR BIDS

THE HOUSING AUTHORITY OF THE CITY OF SEDRO WOOLLEY WILL ACCEPT SEALED BIDS FROM QUALIFIED ELEVATOR COMPANIES/CONTRACTORS FOR LABOR AND MATERIALS TO UPGRADE AN EXISTING ELEVATOR IN A 3 - STORY APARTMENT BUILDING TO COMPLY WITH FEDERAL HANDICAP ACCESSIBILITY STANDARDS AND STATE CODE REQUIREMENTS. BIDS WILL BE ACCEPTED UNTIL 2:00PM PACIFIC STANDARDS AND STATE CODE REQUIREMENTS. BIDS WILL BE ACCEPTED UNTIL 2:00 PM PACIFIC STANDARD TIME ON THURSDAY, DECEMBER 21, 1995 AT 15455 - 65TH AVE. S. SEATTLE, WA 98188-25883, AT WHICH TIME BIDS WILL BE OPENED AND READ ALOUD. A RE-BID CONFERENCE WILL BE HELD AT 10:00 AM, THURSDAY, DECEMBER 14, 1995 AT THE ADDRESS LISTED ABOVE. BID DOCUMENTS AND SPECIFICATIONS WILL BE AVAILABLE AFTER DECEMBER 7, 1995, AT THE ABOVE ADDRESS. THERE WILL BE A \$15.00 NON-REFUNDABLE DEPOSIT FOR EACH SET OF BID DOCUMENTS. OFFICE HOURS ARE FROM 8:00 AM TO 12 NOON AND 1:00 PM AND 4:30 PM PLEASE CALL BEFORE PICKING UP BID PACKET. FOR INFORMATION CALL FRANK SBALDRIDGE AT (206) 241-4211. EEO

### WEEK-END,

### Overnight Childcare

Fri-Sun 9:00pm - 9:00am  
Licensed, Meals included Toys,  
Games, Lots of Fun  
Call Ms Griffith, Executive Director  
722-6272

ADVERTISE WITH  
THE FACTS