

CLASSIFIED

ADVERTISEMENTS

DELIVERY DRIVERS

Rent - A - Center, the leader in the rent-to-own industry, is currently seeking service-oriented Delivery Drivers to work full-and part-time making deliveries in our company vehicles. To qualify, you must have a valid driver's license and an excellent driving record. Some heavy lifting is required. Past customer service skills helpful. Rent-A-Center offers competitive wages and complete benefits. Drug testing required for all applicants. Apply in person at one of the following Rent-A-Center locations: 6026 Martin Luther King Way South, Seattle; 2301 South, Jackson #202, Seattle; or 25440 Pacific Highway South, Kent. Equal Opportunity Employer. Drug-free/Smoke-free Workplace

RENT-A-CENTER

SCHEDULER

Washington Mutual is currently seeking a Scheduler for our Strategic Staffing Department. This position schedules strategic staffing support (SSS) personnel to fill request from managers for temporary assignments. The incumbent acts as a liaison with human resources and requesting managers to facilitate the employment relationship. The incumbent acts as a supervisor to SSS employees to provide leadership, guidance, performance review, problem resolution, dissemination of information, scheduling and organization. Qualified applicants must have 1-3 years job related experience with previous supervisory experience preferred. Specific skills training in scheduling large numbers of people for diverse work activities is a plus. Interested candidates may obtain an application from any Washington Mutual or by calling (800) 952-0787 or (206) 461-6400. Please send with resume to:

Washington Mutual Bank
Attn: 9501922/SAS0108
1191 Second Avenue
Seattle, WA 98111

HUMAN SERVICES ANALYST

Salary: \$18.98

Perform legal, factual, statistical research on issues related to women and sexual minorities; analyze City, state or federal laws, policies, programs, practices, budgets, practices, budgets, purposed legislation and other sources. CLOSING DATE: November 14, 1995. For more information contact the Seattle Office for Women's Rights, 700 Third Avenue, Rm 220, Seattle, WA 98104. Ph: 684-0390

SOCIAL SERVICES AIDE 2 OPENINGS

Starts at \$11.41 per hour

The City of Seattle's Dept of Housing and Human Services needs Social Services Aides to assist case managers and program oversight nurses in implementing client care plans and the provision of services by monitoring client status via telephone or in person, and completing appropriate paperwork. Requires 2yrs undergraduate education in social work, psychology, sociology, counseling or related field; and one year experience in direct service delivery to older persons or equivalent volunteer experience (combination of education and experience will be considered for comparability). Send resume by 11/14/95 to C. Thompson, DHHS, 7th Flr, Alaska Bldg, 618 2nd Ave, Sea, WA 98104-2232. Refer to Job#55

LEGAL SECRETARY
SOCIETY OF COUNSEL REPRESENTING ACCUSED PERSONS (SCRAP) A PUBLIC DEFENSE LAW FIRM SEEKS SECRETARY, 65 WPM, WORD PROCESSING, TRANSCRIPTION, ORGANIZED, ABILITY TO WORK UNDER PRESSURE. KNOWLEDGE AND EXPERIENCE IN CRIMINAL JUSTICE SYSTEM HELPFUL. SALARY DOE/EOE. SEND COVER LETTER AND RESUME (NO PHONE CALLS PLEASE) BY 11/10/95 TO: 1401 EAST JEFFERSON SUITE 200, SEATTLE, WA 98122-5570

Need Christmas Cash??

Stanley Home Products,
Can help - Full or Part Time.
No investment. Call 322-1464 6 to 9p.m. Great for Home Makers & Students over 17yrs.

DIRECTOR WORKFORCE TRAINING BELLEVUE COMMUNITY COLLEGE

The Director of Workforce Training will develop and coordinate educational services to the Bellevue/Eastside business community, work with the business community to conduct job profiling service and with individuals to assess their work skills and training needs; will develop new programs and work with agencies to identify appropriate services to meet the educational needs of the Bellevue/Eastside work force. Requires: Bachelor's degree; Master's degree desired; exp. working with business and industry; exp. teaching and/or providing training; and exp. in program coordination. The closing date for recruitment is 11/27/95. For application packets, please contact Human Resources, Bellevue Community College, 3000 Landerholm Circle S.E., Bellevue, WA 98007 or call our 24 hour Jobline at (206) 643-2082. Ref #95035

EEO/AA

CHILD CARE YWCA's Seneca Child Care Center has immediate openings for TEACHERS FT \$6.70/hr & super benefits incl med ins & retirement, vacation, holiday & sick-leave plans. Complete application at YWCA Front Desk, 1118 5th Ave 98101 EOE

RESOURCE DEVELOPER

MOST Initiative, Seattle WA. Independent contractor/consultant wanted to generate funds, in-kind donations, volunteer involvement, and other support to sustain the activities of programs serving children ages 5-14 during non-school hours. Consultant will also provide training and technical assistance on resource development to youth - serving agencies and groups. Three years documented fundraising experience required. 2 1/2 year contract with possible renegotiation of outcomes each year. Contract range \$30,000-\$50,000/yr. To obtain a Request for Proposal contact Adrienne Bloom at 461-3601. Deadline for proposals is November 30, 1995.

**CNA**

Needed in Senior Home, 3 yrs exp. CPA and Red Cross- Aids Cert. Req'd. Housework, Meal, Preparation - funding - feeding residents daily hygiene. NS-ND- dependable criminal background check req'd salary \$800 per month rm & board to apply Bonnie Mooney 12503 NE 134 Pl Kirkland 98034

Elgin Syferd DDB Needham has the following opportunities in their Environmental Division.

Environmental Marketing Strategists

Candidates must have a BA degree in Marketing or Communications and 5+ years marketing experience. Must be able to develop, plan and manage complex national marketing projects and be willing to travel. Expertise/knowledge of energy efficiency and environmental issues is essential.

Sr. Account Executive

Candidates must have a BA degree and 3+ years communications experience in strategy and planning, and media relations. Excellent written and verbal skills, and environmental expertise/knowledge is essential.

Contract Coordinator

You will coordinate all aspects of a 5 year EPA contract. Candidates must have a BA degree and a minimum of 2 years' experience managing federal government contracts. Requires extensive attention to detail and ability to coordinate lengthy and complex contract administration tasks. Must be Macintosh Excel and Word proficient.

To apply, mail your resume to: Julie Colehour, Elgin Syferd DDB Needham, 1008 Western Avenue, Suite 601, Seattle, WA 98104. FAX (206) 621-5508. No phone calls please. Equal Opportunity Employer. Internet email: colehour@elgin.com

Elgin Syferd
DDB Needham

ADMINISTRATIVE SECRETARY GROWTH AND TRANSPORTATION PLANNING

The Puget Sound Regional Council is seeking a responsible individual, capable of working independently and as part of a team, for the position of Administrative Secretary in the Growth and Transportation Planning Department. This position will assist in supporting the department director and two policy boards of elected officials: the Transportation Policy Board and the Growth Management Policy Board. Additionally, the person filling this position will perform and coordinate a broad range of secretarial and administrative duties to support department operations. This position requires:

* Effective communication with elected officials and senior staff of member jurisdictions and agencies;

* Coordination and administrative support and attendance to policy boards and committee meetings to record proceedings and prepare minutes; preparation and distribution of meeting agendas;

* Knowledge of modern office procedures, operating environments, secretarial practices and Windows computer applications (the Regional Council uses Novell PerfectOffice, including WordPerfect 6.1 and QuattroPro 6.01)

Requirements include a high school diploma or GED, two years of secretarial or business coursework, three years of increasingly responsible clerical or secretarial experience, and 65 WPM typing. Shorthand or speedwriting desirable. Salary range \$2,314 - \$3,101. Qualified individuals are invited to submit a resume postmarked no later than Monday, November 20, 1995, to the Puget Sound Regional Council, 1011 Western Avenue, Suite 500, Seattle, Washington 98101-1035, Attn: Administrative Secretary Position.

The Puget Sound Regional Council is an equal opportunity affirmative action employer. Women and minorities are encouraged to apply.

PARENT EDUCATOR

Childhaven Therapeutic Day Treatment Center has a current opening for a parent educator. This position will conduct parent education classes for parents of abused/neglected children who also may be developmentally delayed. The parent educator will work 4 hrs.wk at Childhaven's Creekmore and Seattle branches. record. Diverse applicants are encouraged to apply. For consideration, please send resume's to:

Childhaven
1345 22nd NE
Auburn, WA 98002
Attn: Human Resources
or call (206) 833-5908

CHILD CARE MANAGER

Full-time position managing the Seattle Central Community College Student Child Care Center. BA in Early Childhood Education or four years experience managing a child care program required. Job#127. Closes 11/20/95. Seattle WA 98122. Out of city residents call (206) 587-5454. Hearing impaired call 800-833-6388. AA/EEO Employer.

ADMINISTRATIVE ASSISTANT-PT, NW Coalition Against Malignant Harassment. Non-profit, small staff, avg. wage/benefits. Bookkeeping req. For applic 206-233-9136. Deadline 11/20/95.**CLERICAL**

2 part-time, temporary (20 hrs/wk) positions in large social service agency. Must be motivated, flexible & detail oriented. Excellent written & verbal communication skills. Strong organizational skills - a plus! Exp. w/ Word for Windows 7 Excel req'd. 1 yr exp. in office environment. Base rate \$7.33/hr DOE. Send resume & cover letter: Human Resources - Catholic Community Services, 100-23rd Ave. S. Seattle, WA 98144 by 11/09/95. EEO/AA

GOV'T FORECLOSED homes for pennies on \$1. Delinquent Tax, Repo's, REO's. Your Area. Toll Free (1) 800-898-9778 Ext 4767 for current listings.

\$40,00/YR. INCOME potential. Home Typists/PC users. Toll Free (1) 800-898-9778 Ext. T4767 for listings.

Bellevue Community College International Student Services is seeking an

Office Assistant II.

Full-time 10 mos. 50% time 2 mos., to perform a variety of clerical tasks. Must have exper. with WordPerfect and Microsoft Word. Prefer familiarity with the Student Management System (SMS), one yr. of exper. working with international students. Start Salary: \$1,613 to \$1,812/mo. Closes 11/13/95. E.O.E. For application materials contact the BCC Jobline (206) 643-2082. Only completed application materials will be accepted.

THERAPEUTIC CHILD CARE WORKER II

Childhaven Therapeutic Day Treatment Center is seeking a Therapeutic Child Care Worker II to work in our Auburn, and Seattle facilities. The responsibilities included planning and implementing developmentally appropriate activities to meet the individual needs of young children between the ages of 1 month to 6 years, in a care and treatment program.

Requires a BA or AA in Early Childhood Education/Child Development or related field or CDA. At least one year of experience in a day care, preschool or early childhood program. Must have a valid Washington State driver's license and a safe driving record. Salary to start is \$1398 per month. We offer a competitive benefits package and free medical and dental insurance for employees only. Diverse applicants are encouraged to apply.

For consideration, please send resume to:

Childhaven 1345 22nd NE
Auburn, WA 98002
Attn: Human Resources

THERAPIST/COUNSELOR

African American and Native American youth are disproportionately placed into foster and group care. HOMEBUILDERS, a nationally recognized leader in Family Preservation Services, has prioritized reducing these placements and has openings for full time therapists in King and Thurston Counties. MSW/MA preferred. Competitive salary, excellent benefits, flexible hours, and a low case-load. Minorities encouraged to apply. Please call 874-3630 for an information packet and application. EOE.

FOOD SCIENCE OPERATIONS MANAGER

Full-time position available at South Seattle Community College managing food service operations in conjunction with a culinary training program. BA or equivalent in hotel & restaurant administration or related field and two years of supervisory experience required. Job#128. Closes 11/20/95. Seattle residents, pick up application packet at Human Resources, SCCD, 1500 Harvard Avenue, Seattle WA 98122. Out of city residents call (206) 587-4909. Hearing Impaired call 800-833-6388 AA/EEO Employer

HUMAN RESOURCES ASSISTANT

Full-time, clerical/data entry assistance for busy HR dept, processing employee paperwork, generating reports, maintaining employment & employee database files. Min. qualif: exceptional organizational, computer & analytical skills; must be detail oriented & have the ability to handle multiple priorities w/good humor. Exc. written & verbal communication skills is essential. Previous HR exp a plus. Base rate \$8.55/hr DOE. Send resume & cover letter: JL - Catholic Community Services 100-23rd Ave. S. Seattle, WA 98144. Closes 11/9/95. EOE/AA.

REAL ESTATE**FOR RENT**

Bothell - 3 bedr.
\$450/mo Income
Restrictions apply
call Latch 789-3706.
Equal Opportunity
Housing.

FOR RENT or LEASE

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APT. 200+ SEATING 723-4125