

C L A S S I F I E D S

MARKETING

WA State Dept. of Printing, Tumwater. Marketing Representative. \$31,380-\$40,044 annually, DOQ. Send resume by 8/25/00; Therese Deshayre, P.O. Box 798, Olympia, WA 98507-0798; Ph: (360) 570-5068; TDD (360) 570-5069; Fax: (360)664-2048;

e-mail: therese@prt.wa.gov. EOE.

MEDICAL ASSISTANCE

CHILDREN'S HEALTH INSURANCE PROGRAM (CHIP) MANAGER POSITION

Dept. of Social & Health Services/Division of Client Support has a manager position to be filled. \$45,000-\$52,000 per year. Will be responsible for Managing & Coordinating the statewide Children's Health Insurance Program (CHIP). Position also involved in identifying and solving information systems problems.

Closing date is Aug 21st, Women and Minorities are highly encouraged to apply. For info packet contact Deborah O'Conner at (360) 725-1328

Come in and apply in person and discover the rewards and benefits of becoming a school bus driver. No experience necessary to be accepted into our training program. Must be 21 years of age, have a valid driver's license and pass drug screen. Bring a complete driving abstract with you. No phone inquiries please. AA/EEO 7739 1st Ave. South or 13525 Lake City Way NE. **Laidlaw Transit**

SHELTER COUNSELOR

Evening & Night shift positions to serve homeless, mentally ill, & medically compromised clients in downtown Seattle. Be part of a team who cares for those in greatest need in our community. Must be able to work w/clients of diverse ethnic & social backgrounds. Prefer BA and exp. working w/homeless, disabled or mentally ill individuals. DESC offers competitive pay, medical, dental, 403 (b) & resume to DESC - SC 507 3rd Ave, Seattle 98104 or e-mail - hr@desc.org - DESC is committed to diversity. EOE.

GRANT ACCOUNTANT

Manage accounting functions for grant funded programs including quality control of ledgers, fund requisitions, billing & financial reporting. Liaison to other depts and government agencies. Requires BA degree in Accounting or related field and min year of exp. \$2, 833 + DOE per mo + excellent benefits. Opens until filled. Send resume to King County Housing Authority, Hr Job #00-58, 600 Andover Park W, Tukwila, WA 98188. EOE

PROPERTY MANAGER - EASTSIDE

Seeking a highly organized person to manage 4 HUD assisted apt communities (300 units). Does not require employees to live on - site. Requirements: Strong analytical/problem solving skills; ability to work with diverse populations; min 3 yrs property mgmt exp. with well-established background in financial compliance monitoring, proven record in multifamily management, and demonstrated ability to supervise/evaluate employee & program performance; knowledge of federal, state & local housing laws; excellent communication skills and strong Word/Excel skills. Experience in subsidized housing &/or property mgmt certification preferred. Salary \$3,258 - \$4,075 doc + excellent benefits. Send cover letter & resume by 8/15/00 to King County Housing Authority, HR Jb# 00-52, 600 Andover Park W., Tukwila WA 98188. EOE

PROGRAM MANAGER

Passionate advocate for older adults needed to manage Arrican American Outreach Program. Must have outstanding interpersonal, program management, supervisory, marketing, public relations & outreach skills. Strong desire to serve frail, isolated seniors. Excellent verbal & written communication skills + BA required. FT/exempt. Salary \$32K - \$45K. DOE. For info Call (206) 727-6269. www.seniorservices.org. Senior Serices. EOE.

FINANCIAL CONSULTANT

- Olympia, WA

Opportunity to provide financial consultation on Medicaid long-term care payment systems for the Department of Social and Health Services, Aging and Adult Services Administration. (DSHS/AASA) For application information and specifications: <http://www.wa.gov/dep/bulletins/00shs802a.htm>. Applications accepted until 5pm August 18, 2000

KING COUNTY, WASHINGTON NOTICE TO BIDDERS

Sealed bids will be received by the King County Procurement Services Division, 8th Floor, 821 Second Avenue, Suite 10, Seattle, WA 98104-1598, until 2:00 pm of bid opening date for the following listed bids. Bid documents are available at the above office. Phone (206) 684-1681 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. IT11995-KAO OPENS: 8/22/00
FLAGGERS FOR TRAFFIC CONTROL
RFP NO. 126-00RLD OPENS: 9/12/00
ORGANIZATIONAL DEVELOPMENT
CONSULTING SERVICES ON AN AS -
NEEDED BASIS KING COUNTY OFFICE
OF HUMAN RESOURCES MANAGEMENT

FINANCE/CIRCULATION MANAGER

-Reliable; bookkeeping, promotion, mailing exp. a +. Feminist/left newspaper, 28 hrs/wk flex. Will train. \$8.50/ start, full med/dental. Ideal for retiree. AA/EOE. Andrea 206-722-2453

APARTMENT MANAGEMENT

Live on - site 130 unit residential community in Bellevue. Keep grounds, office and common areas clean and free from hazards, monitor parking and administer policies, respond to emergencies/ complaints, deliver notices, clean vacant units, take precautions against fire & vandalism. High School diploma or equiv. Ability to make decisions; follow policies; exercise judgment, & strong interpersonal skills. 30 flexible hrs/week, compensation includes 2 br apt + \$400 per month. Please send application or resume to HR, Job #68, King County Housing Authority, 600 Andover Park W, WA 98188 no later than 8/15/00 EOE.

SOCIAL SERVICES

A Chance To Make A Difference....

YWCA seeks dynamic, committed Case Manager for youth employment program. Advocate, mentor, motivate youth 16-21 to meet education, training and employment goals. Bilingual a plus. Excellent benefits, \$14.36/hr to start. Resp or Judy Kinney, YWCA, 1010 South 2nd St, Renton, WA 98055 or HR@ywcaworks.org by 8/17. EOE.

CLERICAL/ADMINISTRATIVE

Non -profit administration/office positions avail. Exc. benefits. Must have good oral & written communication skills. Fax resume to Low Income Housing Institute: 206-443-9851.

FINANCIAL CONSULTANT -

OLYMPIA, WA Opportunity to provide financial consultation on Medicaid long-term care payment systems for the Department of Social and Health Services, Aging and Adult Services Administration. (DSHS/AASA). For application information and specifications. <http://www.wa.gov/dop/bulletins/00shs802a.htm>. Applications accepted until 5pm August 18, 2000.

FOR RENT OR LEASE

1 brdrm Duplex \$550. per month
Rainier Valley
(425) 271-6635 for info

PROGRAM COORDINATOR

FT position open in the Running Start Program at the Seattle Central Community College to coordinate program activities while advising, assessing and providing assistance to students participating in the program achieve their academic goals. HS grad + 2 yrs advising or related exp req'd. \$2,169-\$2,740/month. Job #20-160. Closes 8/21/00. Apply at Human Resources, SCCD, 1500 Harvard Ave., Seattle WA 98122 206-587-4155 www.sccd.ctc.edu/~humres

VOCATIONAL INSTRUCTOR

Seattle Goodwill, an innovative education and workplace training organization is seeking a dynamic, knowledgeable and committed VOCATIONAL INSTRUCTOR. You will provide computer training in Microsoft Office, emphasizing WORD and Excel. In addition, you will facilitate job readiness workshops, evaluate student progress, contribute to program development and participate in team based projects. Qualifications include an AA degree or the equivalent work history. Experience teaching English and non-English speaking adult learners, vocational and career guidance expertise, strong computer skills and excellent oral and written communication skills. Submit Resume and letter of interest by mail or fax to: Closing Date: 8/17/00

J. Nartey, ETP Director
Seattle Goodwill
1400 South Lane St.
Seattle, WA 98144
Fax # (206) 726-1502
(No calls Please)

Pike Market Child Care & Preschool seeks **TEACHERS** for all ages - FT, PT + great benefits. Experience & humor a must, AA/ECE/CDA preferred. POC/LGBT Strongly Encouraged 625-0842.

REGISTRATION CLERK

For busy community clinic. Patient registration & phones. Computer & 1 yr exp in health care setting req. Eng/Sp pref. PT, benefits. Mail resume to Brain Postle, CDCC, 500 19th Ave E, Seattle 98112. EOE

RN/Maternal/Infant Health.

Medical case mgmt, Maternity screening & outreach with culturally diverse families. Prefer 2+ yrs exp & bilingual Spanish/Eng.F/T. Competitive sal, benefits. Mail resume to S Evans, CDCHC 2101 E. Yessler Way. Seattle 98122. EOE

PHARMACIST & TECH A

For busy community health center, WA St. Lic req. 1 + yr exp in ambulatory care setting pref, FT, benefits. Mail resume to Brian Postle, CDCC, 500 19th Ave E, Seattle 98112. EOE

VOLUNTEER SERVICES ASSISTANT

Assists in the administration of Americorps programs for King County Housing Authority. Responsibilities include serving as contact between WA Service Corps, KCHA, services sites. Assist with recruitment/selection of Americorps members; conduct site visits for Adult Ed & School Success sites; comply with budget & reporting requirements for program grants. Requirements include working knowledge of Windows 95, Word & Excel; exp in coordinating activities. Prior exp supporting volunteers or National Service participants preferred. High degree of interpersonal skills & ability to work effectively with diverse community. Knowledge of educational practices for middle school students & adults. \$2,141 per mo + excellent benefits. Submit resume by August 14, 2000 to HR/KCHA, Job # 00-69, 600 Andover Park W., Seattle, WA 98188. EOE.

Seattle Goodwill is currently seeking a **Training and Development Specialist** within the Human Resources Department. Our organization serves the community by providing innovative education and workplace training to individuals seeking personal development and economic opportunity. Seattle Goodwill is a non-profit organization supported by donation driven thrift stores.

Responsibilities include design and implementation of soft skills and Management Development Training for a multi-cultural organization. Skills and experience are required in 1) small group training and presentation, 2) curriculum and workshop development, 3) Bachelors degree in related field, 3-5 years experience in related field preferred, 4) skilled and competent in Microsoft Office, 5) exceptional interpersonal skills, and 6) the ability to work independently and with a team.

Please send your resume to: Seattle Goodwill, Human Resources Director, 1400 S. Lane Street, Seattle, WA 98144 or fax to: 206-860-5779.

CHILD CARE

A Job with a Future...

Future teacher, future scientist, future accountant, future president...

The YWCA, a leader in providing innovative, high quality child care and youth programs, is seeking talented child care professionals who want to be part of an exciting brand new community-based program in SE Seattle. We offer the following:

* Competitive pay (Wage Ladder)
* Fully paid medical insur for individ & dom. partner benefit opt.

* 3 weeks annual paid vacation

* Matching retirement plan

Men and women who are talented and educated child care professionals, ability to speak second language desired or a plus, please Resp to Esther Ames, YWCA, 4800 40th SW Seattle, WA 98116. EOE

FIRST A.M.E. CHILD AND FAMILY CENTER

Request for proposal

For Janitorial Service at our Administrative Office, Approx-2500sq ft located at 1912 E. Madison St. Seattle, Washington 98122. Our Brighton Facility, Approx-6500 sq ft located at 6721 51st Ave S. Seattle, Washington 98118. Bid packets may be picked up between the hours of 8:30 am and 4:00 pm Monday through Friday at our main office elocated at 1912 E. Madison St. Proposals should be submitted by 4:00 pm August 18, 2000. Late Proposals will not be considered.

Inquires and Proposals should be directed to:

Amelia Moore, Facilities and Transportation Coordinator

1912 E. Madison St., Seattle, Washington 98122

(206) 322-0354 ext 23 or e-mail address amelia.moore@seafame.com

"Diversity is important to the HUSKIES: Great opportunity to tutor/mentor student - athletes! All subjects. HRS FLEXIBLE: 2-30 per/week - tailor to your availability, wkends/eves optional. Discount bus pass, chance to sit in on classes. <http://depts.washington.edu/saas/tutorapp> or call Carrie at (206) 543-2427, icatutor@u.washington.edu"



**HAVE FUN...EARN\$\$\$
FIRST 30 DAYS
\$100 BONUS**

We have fun at work and make new friends while we're working! **HSKPG-** All positions Great Pay/Benefits/Rm discts 3 award winning locations (bus rt)
Bellevue-14455 NE 29th Pl
Bothell-11920 NE 195th St
Tukwila - 16201 W. Valley Hwy