

CLASSIFIEDS

COUNSELORS

School Counselor/Outreach Worker. Requires BA in Human Services/related field, CDC, 4 yrs. exp. working with substance abusing youth. Starting at \$2,070-\$2,236/month DOE, plus benefits. Send resume and cover letter to Center for Human Services, 17018 15th Ave. NE, Shoreline, WA 98155. Info at (206) 362-7282 or <http://www.chs-nw.org>. Closes 10/11/98. CHS values diversity. AA/EOE

COUNSELOR

Graham Hill Kids Company is seeking a school age counselor for our Before and After school program, in South Seattle. We are looking for a person with enthusiasm, high work ethic, creative energy and desire to work with children of diverse ages and backgrounds. Please call Cyndi @ 725-3540 or fax resume to 725-1992.

HUMAN RESOURCES & FACILITIES COORDINATOR

THE NATURE CONSERVANCY, an int'l non-profit conservation org., seeks person to coord human resources processes and recruiting and to administer facility matters in Seattle and satellite offices. Req: Bachelor's degree & min 2 yrs exp in office mgmt and personnel admin. Excellent verbal, interpersonal, problem-solving skills. Strong team player. Successful exp negotiating and planning. Proactive, w/sound decision-making skills. Must be detail-oriented and maintain accurate systems. Proficient PC skills. Send resume w/cover letter by Oct 5 to HR & FC Search, TNC of WA, 217 Pine St, #1100, Seattle, WA 98101. No phone calls please. Smoke-and fragrance - free office. EOE

NEW SHELTER!!!

Mayor Schell promised to get homeless women off the street by Christmas!
Be part of this solution working evenings and overnight at our emergency shelter. FT or PT sched available. Req.: 1 yr exp. counseling women w/mental illness, DV, subst. abuse, homelessness. Resume and cover letter by 10/6 to MJ Kiser, 77 S. Washington, Seattle 98104 EOE

ADMIN ASSISTANT

Non profit seeks Admin Assistant to prepare/monitor and track contracts, invoices & client data reports & track \$400K in expenditures. Req: BA w/1 yr social service exp or 3 yrs social service exp. Need 1 yr exp prepare/monitor contracts & database exp. FT paying \$11.95/hr + great benefits. Closes 10/9/98.

CASE MANAGER/OUTREACH WORKER

with homeless youth. BA or equiv., strong clinical and team skills, 1 yr exp. with high risk, ethnic, GLBT youth required. Starting salary \$2,032 - \$2,107/month DOE, plus benefits. People of color encouraged to apply. Please review job at <http://www.chs-nw.org>. or (206)362-7282. Closes 10/9. CHS values diversity AA/EOE

LOAN COORDINATOR AFFORDABLE HOUSING

Position # 110598

We are seeking two enthusiastic and reliable individuals to process and close single family Affordable Housing loans.
Reqs: 2yrs of processing or closing experience with FHA/VA or State Bond loans. Must be accurate & detail oriented, able to work independently & handle deadlines, and must possess good 10-key & math skills. MS Word & Excel experience preferred.
Washington Mutual offers competitive salaries, excellent benefits, professional growth and a team-oriented environment. Qualified candidates may obtain an application packet from any Washington Mutual location. Please send the completed packet, indicating the position # of interest, to: Washington Mutual Bank, Human Resources Dept. - SAS0108, 1191 2nd Avenue Seattle, WA 98111. Only completed packets will be processed. Equal Opportunity Employer.
1(800) 952-0787 - NATIONWIDE JOBLINE

FOR RENT

SEWARD PARK 1 BD

W/PATIO \$500 4225 50th Ave so
725-5545

Space for Rent For Church Services!
Call 325-4339

DRUG/ALCOHOL SPECIALIST

Seattle Public Schools seeking applicants for a half-time D/A Student Assistance Specialist. Min. quals.: 3 yrs experience working with troubled youth, BA psychology or related field, and 24 quarter credit hours of d/a/ awareness training or additional experience. Closing 10/12/98. Send resume & copy of transcripts to SPS Employment Services, 815-4th Ave. N., Seattle, WA 98109-9985. EOE-AA

Social Services MANAGER

For Public Housing Case Management Program. Requires MS or equiv., CDC, 2 years supervisory exp., 2 years case management with multi-ethnic clients and contract monitoring exp. Starting salary \$2,583 - \$2,750/month DOE, plus benefits. Please review job at <http://www.chs-nw.org>. or (206) 362-7282. Closes 10/9. CHS values diversity. AA/EOE

LIBRARIAN

\$16.75-\$20.56 hr. + excellent benefits package. Tacoma Public Library is establishing an eligible list for this classification. Professional librarian work in Public Services and/or Technical Services. The current opening is in Central Reference. Requires MLS Degree & considerable knowledge of principles & practices of modern library science. Seeking an enthusiastic, outgoing individual. Completed original TPL application & supplemental questionnaire must be received by the Personnel Office, Tacoma Public Library, 1102 Tacoma Ave. S., Tacoma, WA 98402 by 5pm 10-28-98. PHONE: (253)591-5602 TDD: (253) 591-5667 EOE

Accounting

SR. FINANCIAL ANALYST

\$21.02 - \$25.65 HR. + EXCELLENT benefits package. Professional, supervisory work in all phases of Library accounting, budgeting, purchasing, & payroll. Requires: considerable exp. in acct. including governmental acct, & supr. exp. Prefer 4-yr degree in accounting, business management, or economics. Completed original TPL application & supplemental questionnaire must be received by the Personnel Office, Tacoma Public Library, 1102 Tacoma Ave. S., Tacoma, WA 98402 by 5pm 10-23-98. PHONE: (253) 591-5602 TDD: (253) 591-5667 EOE

CITY OF OLYMPIA Consulting Services Roster REQUEST FOR CONSULTANTS SEALED STATEMENTS OF QUALIFICATIONS

For architectural, engineering, land surveying, landscape, architect, and other design professional consultant services will be received at the City of Olympia, Public Works Department, Consultants Roster, P.O. Box 1967, Olympia, WA 98507-1967.
The City of Olympia is seeking services for a variety of projects during the 1998 calendar year.
Services may include aerial photogrammetric; architecture; civil engineering; computer programming; digital mapping; economic analysis; electrical engineering; employment services; environmental analysis; environmental engineering; geotechnical engineering; graphic design; habitat restoration and enhancement; hazardous waste management; hydraulics; instream flow studies; laboratory testing and analysis; land surveying; landscape architecture; marketing/public opinion research; mechanical engineering; mediation/conflict resolution; municipal facilities; organizational development; public involvement; right-of-way; soils analysis; soil scientists; structural engineering; traffic and transportation engineering; urban planning; vocational rehabilitation; water, sanitary sewer, and storm drainage utilities; wetland assessment; writing/editing.
To ensure placement in the correct categories on the roster, please indicate on your cover letter which of the above-listed categories your firm would like to be listed on. Forward the letter to Ms. Melissa Zerfoss, City of Olympia, Public Works Department, Consultant Roster, P.O. Box 1967, Olympia, WA 98507-1967.
Statements of Qualifications (no more than 10 page in length, including cover letter) will be received until 5:00 p.m. Friday, October 23, 1998.
Firms currently listed on the roster do NOT need to resubmit their Statement of Qualifications at this time.
For further information regarding this project, please contact Melissa Zerfoss at (360) 753-8285.

Melissa H. Zerfoss
Secretary
City of Olympia

PRESIDENT

The President is responsible for operation of North Seattle Community College, and to the district Chancellor and board of trustees for its administration and leadership. Closes 10/23/98. Successful teaching administrative experience required, community college experience preferred. Apply to Ray Needham, President's Office, 9600 College Way North, Seattle WA 98103 (206) 527-3605. Via the internet: <http://nsscux.sccd.ctc.edu> AA/EEO/ADA Employer

SOCIAL SERVICES

FT Case Aide to work with youth. For more information call the job line at 382-5335, Ref. #5032DT. Send resume/application to Downtown YMCA, 909 4th Avenue, Seattle, WA 98104 by 10/5/98. The YMCA of Greater Seattle is an Equal Opportunity/Affirmative Action Employer.

TEACHER/ASSISTANT TEACHER

Head Start/ECEAP center is hiring for Teacher & Assistant Teacher positions. FT/PT. Required education: CDA or AA in ECE Bilingual (Spanish/English) skills a plus. Reply to FAME 172 - 20TH Ave, Seattle, WA 98122 or fax (206)329-9708

Assessment Counselor needed for CAMP's Energy Assistance Program. Conduct intake to determine eligibility of participants. \$9.25/hr, FTE - Temporary. Submit resume and cover letter by October 5th to 722 18th Ave, Seattle, WA Attn: Operation's Director

SECRETARY

Nonprofit requires motivated self-starter. Must have strong communication skills plus ability to multi-task and maintain confidentiality. Excellent Word/Excel/Publisher skills, ability to type 50 wpm, and 2+ yrs exp in similar job req'd. Bilingual (Spanish/English) skills a plus. Send resume to FAME Secretary, 172-20th Ave, Seattle, WA 98122 or fax (206) 329-9708. We welcome diversity!

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The Seattle School District No. 1 will receive sealed Request for Proposals for #RFP09826

WORKERS' COMPENSATION CLAIMS ADMINISTRATION AND LOSS CONTROL SERVICES

UNTIL 3:30 p.m. October 20, 1998
The MWB participation requirements for the above proposal are 12% Certified MB and/or Certified WB. The Seattle School District No. 1 has an Affirmative Action Program and actively encourages MWBs to respond.
Proposals may be picked up at the District Logistics Center, Purchasing Services, 4141 Fourth Ave S; Seattle, WA 98134 or by calling (206) 298-7560

SOCIAL SERVICES

YOUTH STREET OUTREACH PROJECT SPECIALIST

Implement new peer educator training program targeting sexually exploited U District street youth. Requires BA or equiv., 2 yrs exp. with disenfranchised youth outreach service, exp. with supervision, work late nights/ weekends. \$2000-\$2167 per month to start, plus benefits. Send resume to Center for Human Services, 17018 15th Avenue NE, Shoreline, WA 98155. Call (206) 362-7282 for more information and job announcement. Closes 9/30/98. CHS values diversity. EOE/AA

PART-TIME POSITION AVAILABLE CASE MANAGER TO WORK WITH ADOLESCENTS IN FOSTER CARE. EXPERIENCE WORKING WITH CHILDREN AND FAMILIES PREFERRED; BA IN BEHAVIORAL SCIENCE REQUIRED.

Salary \$9.00-\$13.00. Send resume to Youth Advocates, 2317 E. John St., Seattle, WA 98112 to the attention of Gerson Kleinberg.

VOLUNTEERS

Tutor homeless children and youth. Orientation in mid - October. For application, call JoAnna at (206) 622-3108.

HOUSING AUTHORITY OF THE CITY OF RENTON

Is searching for a VISTA Volunteer. You can help make changes in your community while working with residents to help them build community-based programs, tenant Councils, recreational programs for youth and a community Referral system. \$716 Monthly living allowance; Benefits; \$1,200 Stipend or Education Award of \$4,725. Send or FAX resume, three References, and a one-page typewritten essay describing your qualifications and interest in being a VISTA Volunteer to: Renton Housing Authority; Attn: Annette, P.O. Box 2316, Renton, WA 98056-0316; Fax 425-271-8319 Position closes October 7, 1998. EOE

Social Service

Seeking energetic, caring people to work with homeless adults, many w/disabilities, in large shelter in downtown Seattle. Interact w/clients in large groups, provide services, handle crises, enforce rules. Req. ed/exp in human service, Spanish lang a plus. F/T (day, swing or night). \$8.82 +hr DOE. Send resume & cvr ltr. indicating shift pref. to: DESC, 507 3rd Ave, Seattle, WA 98104. Closes 10/9. EOE committed to diversity.

FOOD SERVICE TECHNICIAN

Food Service Technicians needed in Central Seattle to prepare/serve food, wash dishes and clean kitchen. Req's H.S. diploma or GED. \$8/hr. Immediate openings. School environment. Bilingual skills (Spanish/English) a plus. Send resume to FAME, 172 20th Ave. Seattle, WA 98122 or fax to (206) 329-9708. We Welcome Diversity!

GENERAL RESTAURANT WORKER WILL SERVE, CASHIER, WASH DISHES P/T SALARY DOE. CALL GWEN 721-3546

THE CITY OF SEATTLE EXECUTIVE SERVICES DEPARTMENT South Service Center Building G Apprenticeship Training Center Bid Date: October 21, 1998 Ordinance: 118819 PW: 98-80

PROJECT DESCRIPTION: The work is to furnish and construct a 3,700 square foot building with mezzanine and an interior remodel of 1,200 square feet building for Seattle City Light South Services Center Building G.
ESTIMATE: The Engineer's estimate for this project is \$681,329 without tax.
BID SUBMITTAL: Sealed bids will be received for this project by the City of Seattle, Public Works and Consultant Contracting Section of the Executive Service Department at its office in the Arctic Building, Suite 800, 700 Third Avenue, Seattle, Washington 98104 only up to 2:00 p.m. on October 21, 1998 after which time bids will be publicly opened and summarily read in Room 1003, Arctic Building. Bids received after 2:00 p.m. will not be accepted or read.
PRE-BID SITE INSPECTION: Pre-bid site inspection will be conducted by the Engineer on Tuesday, October 13, 1998 at 10:00 a.m., starting from the South Service Center entrance gate along 4th Ave So. Just south of So. Spokane St. Arrangements for pre-bid site inspection can be made with Neal Knapper 1-206-684-3606.
OBTAINING BID DOCUMENTS: The Drawings and Project Manual may be obtained by bidders at: Seattle Public Utilities Room 800, Municipal Building 600 Fourth Avenue Seattle, WA 98104-1709 (206) 684-5963
VIEWING BID DOCUMENTS: A copy of the Drawings and Project Manual may be viewed at the Public Works and Consultant Contracting Section. Drawings and Project Manuals are also on file at the following plan centers: Associated General Contractors, Seattle; Associated General Contractors, Tacoma; Associated Subcontractors, Tacoma; Construction Data Plan Center, Seattle; Construction Data, Tacoma; Eastside Plan Center, Bellevue; Impact Business Development Center, Seattle; Valley Plan Center, Kent; Construction Market Data, Kirkland; Snohomish County Plan Center, Everett.
BID GUARANTY: No bid will be considered unless accompanied by cash, a surety company bid bond, or a certified or cashier's check payable to the order of the City of Seattle for a sum not less than five percent (5%) of the total amount of bid.
WMBE REQUIREMENTS: The Women and Minority Business Enterprise set-aside percentages for this project are: WBE: 9.0%; MBE 18.0%
SUBCONTRACTORS LIST: Consistent with RCW 39.30.060, each Bidder is required to submit the completed Subcontractors list either with the bid or within one hour of the required bid submittal time.
The right is reserved to reject any and all bids
Michaela E. Purdy Contracting Manager