The Afro-American CLASSIFIED

(301) 383-3200

THE BALTIMORE AFRO-AMERICAN NEWSPAPERS' CLASSIFIED SECTION IS THE PERFECT VEHICLE TO THOSE PEOPLE IN THE MARKET TO BUY, RENT, SELL, SEEK EMPLOYMENT AND MUCH MUCH MORE!

TO ADVERTISE IN THE BALTIMORE AFRO-AMERICAN NEWSPAPERS, DEADLINES ARE:

CLASSIFIED DISPLAY

EVERY WEDNESDAY — 2 P.M. Preceding Wednesday

FRIDAY — 2 P.M. Preceding Tuesday

RATES:

FRIDAY ONLY — $12.75 Per Column Inch

FRIDAY & EVERY WEDNESDAY — $14.60 Per Column Inch

— CONTRACT RATES AVAILABLE —

HELP WANTED

CHURCH ORGANIST

Exp., for 2nd & 4th Sundays. Call Mon.-Fri., 1-5 p.m. 426-6546, Tues.-Wed. 6-8 p.m. 254-3797.

BE ON T.V. Many needed for commercials. Casting info. (1) 805-687-6000, Ext. TV-4866.

AIRLINES NOW HIRING. Flight Attendants, Travel Agents, Mechanics, Customer Service, Listings. Salaries to $50K. Entry level positions. Call 805-687-6000, Ext. A-4866.

"Teachers

Fall - 6th Gr., LD, ED, Pre-School Handicapped, School Psychologist. Apply Prince Edward Public Schools, Farmville, VA 23901 - (804) 392-8893. EOE"

SUPERVISOR

Safety, Sanitation and Security. Amstar Sugar Corp. had an imm. opening for an exp. Supervisor in our Safety, Sanitation and Security Dept. A degree and supervisory exp. nec. Successful candidate must be self motivated and willing to be part of team efforts. Exc. salary and benefits. Qualified parties should send reume to: Employee Relations Dept., P.O. Box 838, Balto., Md. 21203. We are an Equal Opportunity Employer and encourage female and minority applicants.

WRITERS-REPORTERS GRAPHIC ARTISTS

Interested in African-American affairs. Send writing samples to: P.O. Box 7232, Balto. 21218.

HUMAN RESOURCE

* SEE MTA'S AD UNDER PERSONNEL IN THE CAREER CORNER SECTION.

Education

PART TIME SPECIAL EDUCATION CONSULTANT

With Balto. City Head Start. Infant and pre-school programs for mainstreamed handicapped children. Master's degree req. 12 to 15 hrs. per week, $15.00 per hr. Please send resume to: Urban Services Agency/Head Start, 2330 St. Paul St., Balto., md. 21218, Attn.: J. Meyerpeter. Resumes must be received by July 14, 1989. EOE.

ALL MEN!

Exotic Dancers Needed

No exp. nec. Auditions July 5 — 1219 Druid Hill Ave., 6 to 7 p.m.

SECRETARY

Security Blvd. area. Exc. working conditions. Including 35 hr. work week, comprehensive health coverage, 14 holidays, annual and personal leave, sick leave, pension plan, credit union, and free parking. Typing 50 to 60 wpm and shorthand pref. Starting salary $14,035. Call Michel, Mon. thru Wed. at 298-8800.

HEARING OFFICER

The Md. State Dept. of Education is seeking exp. professionals with expertise in the delivery of vocational rehabilitation services to serve as Hearing Officers for client and blind vendor appeal proceedings.

QUALIFICATIONS INCLUDE: At least 3 yrs. exp. in the administration of Human Service Programs with preference for exp. in the delivery of rehabilitation services; a Bachelor's degree; and strong research and writing skills. Current employees of the Md. State Dept. of Education are not eligible for the pos. Hearing Officers shall be compensated at a rate of $325 per case.

For a full description and to obtain a request for proposal, contact: Albert Annan (301) 333-2557, Md. State Dept. of Education, 200 W. Balto. St., Balto., Md. 21201.

An Equal Opportunity Employer

HELP WANTED

HOUSEKEEPER (Temporary)
$4.50/HOUR

The Housing Authority of Baltimore City is currently seeking an individual who under direct supervision, provides housekeeping and individual services to elderly and disabled residents of Public Housing. Candidates must have completed the eighth grade and preferably paid or volunteer experience in working with the aged or disabled.

If you qualify, please complete a Housing Authority application only (no resumes please) and return no later than 7/7/89 to the:

Director of Personnel
Housing Authority of Baltimore City
417 East Fayette Street
Room 201
Baltimore, Maryland 21202
AN EQUAL OPPORTUNITY EMPLOYER

Vssit
PEOPLE HELPING PEOPLE

OFFICE SERVICES SPECIALIST
W1083-89
$17,123-23,391
July 1, 1989
Fairfax, Virginia

DUTIES AND RESPONSIBILITIES:
Provides clerical support for the Northern Virginia Regional Office Specialists Unit. Operate IBM-36 System and Sperrylink equipment to prepare letters, forms, reports and other documents. Updates and maintains magnetic media files for use in producing recurrent typewritten material.

Include the classification title, number and location of the position for which you are applying on all forms that you submit.

To apply for this position applicants must acquire additional information concerning job qualifications (Knowledge, Skill, and Ability statements) at the Virginia Employment Commission or State or local offices of the Department of Social Services. Applications must be received by 5:00 p.m. on July 7, 1989. Resumes' are acceptable but must be accompanied by a completed State Application form. Mail applications to:

Department of Social Services
Division of Human Resource Management
8007 Discovery Drive
Richmond, VA 23229-86999
AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

ANALYST

MANAGEMENT ANALYST
$26,870 - $34,930

The Housing Authority of Baltimore City is currently seeking an individual who under general direction, is responsible for management studies and analyses; assists in preparing, compiling, and does budgetary data and in developing procedures and policies; and does related work as required.

Candidates must have graduated from a university or college of recognized standing, preferably with specialization in public or business administration, political science, economics, or a closely related field, and two years of experience in business management or general administrative work, including the preparation and analysis of budgets or management or program analysis, or equivalent combination of training and experience.

We offer an excellent benefits package. If you qualify, please complete a Housing Authority application only (no resumes please) and return no later than 7/7/89 to the:

Director of Personnel
Housing Authority of Baltimore City
417 East Fayette Street
Room 201
Baltimore, Maryland 21202
AN EQUAL OPPORTUNITY EMPLOYER

MEDICAL TECHNOLOGISTS/
MEDICAL LAB TECHNICIANS

Immediate full-time vacancies (PO# OOMT) available in our Processing Lab. Positions available on evening and overnight shifts. Evening shift positions require occasional Saturday rotation. Duties include manual and automated ABO/Rh testing, antibody screening, RPR and CMV testing. Starting salary of $21,200 with a 15% differential for evening and overnight shifts. Positions require MT/MLT (ASCP) certification or eligibility.

We offer a comprehensive benefits package, work a 37.5 hour work week and award a $1,000 employment bonus after one year of continuous, satisfactory employment. Specify shift preference when submitting resume' by July 7, 1989 to:

Office of Human Resources
American Red Cross
4700 Mt. Hope Drive
Baltimore, MD 21215
EOE M/F/H (no-smoking facility)

DATA ENTRY SPECIALIST

Our Financial Development Department seeking individual to accurately enter and generate information regarding constituents and their gifts of money, blood and time to the American Red Cross, to ensure a current and responsible database for solicitation and reporting purposes. Must have a H.S. diploma or equivalency, 3 yrs. data entry and word processing (Word Perfect, etc.) exp. P.C. and network systems training helpful. Must have numerical accuracy and attention to detail, enjoy working with several deadlines simultaneously and be a team player. Salary: Low to mid-teens. Submit resume' by 7/7/89 to:

AMERICAN RED CROSS
OFFICE OF HUMAN RESOURCES PO# 194-89
2701 N. Charles Street
Baltimore, Maryland 21218
EOE M/H/F (Non-smoking Facility)

HELP WANTED

Software Engineers
When UPS needs an outstanding software package, Roadnet Delivers.

Here's an ideal opportunity to become one of the masterminds behind the newest technology at UPS: come to Roadnet. As a wholly-owned subsidiary of UPS, we develop the computer-assisted vehicle routing and scheduling systems UPS depends on to optimize operations and maintain their competitive edge. Right now our systems move 11 million packages a day, but that's just the beginning. We plan to move even more!

It's a considerable systems challenge and a chance to join a select group of professionals accomplishing great things in automated decision support systems. We have management and product leadership opportunities available that require initiative, creativity, and:

- B.S. in Computer Science
- 3+ years software systems design/development
- Solid product development experience
- Strong written/verbal communication skills

The following experience is also highly desirable:

- IBM PC family systems programming
- C programming
- LAN-based development environments
- Software configuration management
- Geographic data processing
- Relational data management systems
- Interactive graphics
- Heuristic algorithm development
- Applied graph theory
- Radio data communications

When it comes to our employees, we deliver just as well with highly competitive salaries and the full complement of benefits you'd expect from a leader like UPS. Please forward your resume', including salary history, in confidence to:

ROADNET TECHNOLOGIES, INC.
A United Parcel Subsidiary
Dept. BA-630
10540 York Road
Hunt Valley, Maryland 21030
We are an equal opportunity employer m/f

CAREER OPPORTUNITIES
Ryder Home Delivery

Ryder Distribution Resources has IMMEDIATE employment opportunities for professional people looking for a professional career within the Baltimore area.

These opportunities will specifically support a Home Delivery (appliances & furniture) operation within the local area.

Successful applicants will have:

- A desire to work with the best
- A desire to earn an average of $25,000-$35,000 yearly
- A desire to work with the public
- A desire for promotional opportunities
- Minimum 1 year driving experience (any type truck) for Driver positions
- No experience necessary for Helper positions
- Ability to pass a pre-employment drug test and physical

If you need MORE than just a job, Ryder has a career opportunity for YOU!

Hiring for these opportunities is NOW in progress. APPLY in person between 8:00a.m.-7:00p.m., June 27th through July 7th.

No phone calls please.

RYDER TRUCK RENTAL, INC.
920 S. Brunswick Street
Baltimore, MD 21223

A Ryder System Company
An Equal Opportunity Employer M/F/H

SALES MANAGER

Major Baltimore radio station seeking general sales manager. College degree, 3-4 years radio local sales management experience. Strong communication and teaching skills, computer background preferred. Columbine. Able to head staff of 12-15 AE's and managers. Send resumes' only to Roy Seutschman, WXYV/WCAO Radio, 1829 Reisterstown Rd., Balto., MD 21208 by July 5. EOE

ADMINISTRATOR
FOR F.I.S.T. PROGRAM

Six Month Contract Position

Salary: $15.63/hr.

Description:

This is a six-month highly responsible contractual position with the Maryland Department of Housing and Community Development.

The incumbent would be responsible for establishing operating procedures for the newly created "Families Insisting on Safe Tenancies" Program (F.I.S.T.).

F.I.S.T. is a public/private partnership designed to prevent drug trafficking in residential rental communities and to preserve a safe environment for the families living there.

Responsibilities:

* Promotion of the program to property owners, tenants, and public housing agencies throughout the state.
* Establishing administrative procedures, including procedures for the operation of a statewide clearinghouse of names of tenants evicted for drug trafficking, as well as review and hearing procedures for individual tenants whose names are recorded with the clearinghouse.
* Preparing program evaluation reports.
* Coordinating F.I.S.T. with other state efforts to combat drugs.

Minimum Qualifications:

Education:

B.A. degree, preferably in public administration or related field, from an accredited college or university.

Experience:

Three years of experience in administrative or professional work, preferably including knowledge and experience with legal process and landlord/tenant property law. Ability to communicate well with written and oral presentations is desired as well as computer skills.

Note:

Additional experience in administrative or professional work may be substituted on a year-for-year basis for the required education.

Send resume' to:

Director
Program Development and Coordination
CDA/DHCD
45 Calvert Street
Annapolis, MD 21401

Closing date for receipt of resume': July 17, 1989
E.O.E.

NEED EXTRA CASH?

Lloyds Party Plan needs Demonstrators: Great pay, bonuses and prizes. Call 578-9252.

JOB CORPS
Women 16-21

Just Graduated or Left School?

Here's your chance for free training in Job Corps plus . . .

FREE . . . Safe Place to Live & Meals
FREE . . . Books & Supplies
FREE . . . Medical & Dental Care
FREE . . . Transportation

And Allowance TOO!
Call 301-366-3380
or 1-800-JOB-CORP
Let Women In Community Service, Inc. help you enroll in Job Corps now.

TEACHER RECRUITMENT CONSORTIUM

Monday, July 17,
9 a.m.-3 p.m.
Delaware Technical & Community College
Rt. 18,
Georgetown, Delaware
10 DE public school districts represented
For information call
(302) 856-5400, Ext. 226
eoe

AIRLINES

Cargo handlers $19,500-$29,000/yr. Also cabin maintenance personnel. $9-$14/hr.). **(301) 323-3337, Ext. 111**

JOBS JOBS JOBS

Telemarketers, Surveyors & Distributors are needed now. No exper. nec. Call Mr. Scales today . . . 783-1760.

HELP WANTED

MALE - FEMALE

Part time & Full time, exp. nec. Sales pos./high commissions & Telemarketing pos. Call Mr. Washington, 664-0139.

WANTED
WOMEN & MEN

To host financial seminars. Exc. oppor. to earn. Write for schedule or orientation classes — BOX 66, c/o Afro-American Co., 628 N. Eutaw St., Balto., Md. 21201.

EDUCATION

ASSOCIATE PROGRAM SPECIALIST
Div. of
Continuing Education
UNIVERSITY OF DELAWARE

Associate Program Specialist, Contract Training and Management Development, University of Delaware, Newark, Delaware. Reporting to Associate Director, Program Development for conceptualizing, planning, developing, implementing and evaluating non-credit management development courses and custom-designed contract training programs for business and industry. Specific duties include proactively working with businesses and industry in Delaware and the Delaware Valley to develop training programs or other services to meet their specific needs; linking with academic departments to design management development courses and programs; recruiting and evaluating faculty; marketing; and representing the Division to various constituencies in business and industry. Minimum requirements include a Bachelor' Degree and three years of relevant experience in management, marketing, or a related field. Preferred requirements include a Master's Degree, five years of relevant experience, and familiarity with the Delaware business community. Send resume, names, and addresses of three professional references to Sandy Jamison, Office Coordinator, Professional Development, Division of Continuing Education, University of Delaware, Newark, DE 19716. Application deadline is July 14, 1989.

The UNIVERSITY OF DELAWARE is an Equal Opportunity Employer which encourages applications from qualified minority groups and women.

PHARMACEUTICAL

SUPERVISOR
VALIDATION UNIT

Wyeth-Ayerst Laboratories, a division of American Home Products, a Fortune 100 Company, is one of the world leaders in the manufacture and marketing of a wide range of pharmaceuticals and nutritional products.

Our Marietta, PA facility manufactures injectable pharmaceuticals and biologicals (vaccines), including Wyeth-Ayerst's largest selling biological, the influenza vaccine. We currently have the highest level position available in our Process/Sterilization Validation Unit for an individual to coordinate and supervise the Process Validation Program and all Sterilization Validation activities at our plant. This position will interact with production, QA and engineering departments as well as outside vendors as needed.

Our ideal candidate will have a minimum of a B.S. in Engineering, Industrial Pharmacy or a related scientific discipline and a minimum of 5 years management and technical OR industrial experience required. Experience should include sterilization, process and cleaning validation for pharmaceutical products. Sterile product experience preferred.

Explore your exceptional career advantages with Wyeth-Ayerst. We offer a very competitive salary and benefits package which includes comprehensive medical, dental, life insurance, and a savings plan, among other benefits. Please send your confidential resume and salary history to: Wyeth-Ayerst Laboratories, P.O.

Box 304, RE:
VAL, Marietta, PA 17547
Equal Opportunity Employer M/F/H/V
Responses encouraged
WYETH-AYERST

HELP WANTED

TEACHERS' PRE-SCHOOL

Union Baptist Head Start Center. Opportunity to teach 3 and 4 year-old children in an innovative Head Start program. BA degree in early Childhood Education. Beginning salary, $10.00 per hour. Reference required. Submit resume' by mail only to Mrs. Dorothy B. Mapp, Union Baptist Head Start Center, 1219 Druid Hill Ave., Balto., Md. 21217. Deadline, July 14, 1989. No phone calls please.

HEALTH INSTRUCTOR

RN needed to fill per diem instructor position in the Health Services Department. Successful candidate will teach classes for geriatric aide program in Howard County and Baltimore County. Must be licensed in the State of Maryland, have valid driver's license, good communication and organizational skills. Salary $11.41/hour.

Submit resume' by July 7, 1989 to:

Office of Human Resources
PO No. 013
American Red Cross
4700 Mt. Hope Drive
Baltimore, MD 21215
EOE M/F/H (non-smoking facility)

SOCIAL WORKER

Part-time field instructor for School of Social Work, University of Maryland at Baltimore. Supervise 7-8 graduate social work students placed in the University's Law Clinic on interdisciplinary teams in the areas of homelessness, family violence, AIDS, juvenile justice, and general civil matters such as housing. Generic social work for first year students and clinical, administrative, and community concentrations for second year students. High level organizational skills needed. MSW with at least 3 years of practice and some supervisory experience required. Familiarity with legal settings an asset. Prior experience as a field instructor desirable. Placement days are Tuesday, Wednesday, and Thursday. Salary negotiable with state benefit package included.

The University is an EEOC employer.

Submit applications to:

Dr. Howard Altstein
Associate Dean
School of Social Work
University of Maryland at Baltimore
525 West Redwood Street
Baltimore, Maryland 21201

Education

ADMISSIONS OFFICER

Current opening for energetic, marketing-oriented staff member to organize outreach programs and develop new adult markets. Other responsibilities include evaluation of transfer credit, screening candidates in selective admission programs, and assisting with high school recruitment, foreign student applications, and processing veteran credentials. Bachelor's, excellent written and verbal communication skills, and working knowledge of marketing techniques which apply to unique needs of a community college required. Preference will be given to candidates with Master's, experience in conducting recruitment programs for military personnel, minorities, and/or returning women, and to those familiar with and committed to community college mission. Full-time, 12-month administrative staff position: Starting salary range $26,765-$28,391. Apply with letter and resume' by July 28: Sheila Hobson, Director of Personnel Services, ESSEX COMMUNITY COLLEGE, Baltimore County, Maryland 21237.

Essex Community College is committed to affirmative action and equal opportunity

ADMINISTRATOR OF GRANTS AND FELLOWSHIP

3 quarter time position. Coordinate all aspects of international fellowship and grant program. Areas of responsibility include advertising grants, handling applications, payment of stipends, writing government and other financial and narrative reports. Other tasks as may be required. Salary: Up to $21,000 for 30 hour week. ($28,000 FTE). Excellent communication skills including word processing experience required. Knowledge of grants and contracts or higher education a plus. The American Schools of Oriental Research, a non-profit consortium of educational institutions supporting scholarly research in the Middle East, is an equal opportunity organization. Women and minorities are encouraged to apply. Send resume' to ASOR, 711 W. 40th St., Suite 354, Balto., MD 21211.

ADMINISTRATOR OF ACADEMIC EXCHANGE SERVICES

3 quarter time position. Create international database for scholarly exchange between middle eastern scholars and North American universities and colleges. Coordinate lecture series in the United States and Canada. Other areas of responsibility as the position develops. Salary: Up to $18,000 for 30-hour week. ($24,000 FTE). Excellent communication skills, including word processing experience required. Knowledge of the Middle East or higher education a plus. The American Schools of Oriental Research, a non-profit consortium of educational institutions supporting scholarly research in the Middle East, is an equal opportunity organization. Women and minorities are encouraged to apply. Send resume' to ASOR, 711 W. 40th St., Suite 354, Balto., MD 21211.

NOTICES

Publisher's notice.
"All real estate advertised in this newspaper is subject to the Federal Fair Housing Act of 1968 which makes it illegal to advertise any preference, limitation or discrimination based on race, color, religion, sex or national origin, or an intention to make any such preference limitation, or discrimination."

"This newspaper will not knowingly accept any advertising for real estate which is in violation of the law. Our readers are hereby informed that all dwellings advertised in this newspaper are available on an equal opportunity basis."

HELP WANTED

ATTORNEYS — LEGISLATIVE

Temporary full-time positions available for 1990 Legislative Session of MD General Assembly. Duties may include legislative drafting, bill analysis, report preparation, committee staff support. Employment begins in October. Requirements: Law degree from an accredited law school, good communication and writing skills. Knowledge of the nature of statutory law of Maryland, structure of state government and the legislative process is desirable. (If permanent staff vacancies exist, recruitment will be conducted immediately following legislative session). Send resume', letter of interest, writing sample, and list of 3 professional references by August 11, 1989 to Personnel Office, Dept. of Legislative Reference, 90 State Circle, Annapolis, MD 21401.

EOE

OFFICE SECRETARY I

Full-time contractual position available with the State of Maryland, Juvenile Services Agency. This position will type policies regulations, and correspondence, foto copy typed materials and perform other secretarial duties as required. Experience in word processing is desirable. Qualifications: Graduation from high school equivalency certificate and 1 year of experience in secretarial or clerical work involving typing. Must be able to type 40 wpm. Salary $15,000-$19,684. Please contact Dr. Martin Schagam at 333-6856 for additional information. EOE

SOCIAL SECURITY ADMINISTRATION
TELESERVICE REPRESENTATIVE TRAINEE
GS-4 ($14,067 PER YEAR [$6.74 per hour])
PROMOTION POTENTIAL TO GS-7
($19,493 PER YEAR [$9.34 per hour])

Many part-time positions (ranging from 16-32 hours) are available beginning July 1989. Minimum 2 years college education or equivalent experience. Convenient location at Baltimore Teleservice Center, 300 N. Greene St., Baltimore. Test for position given on first-come, first-seated basis on Wednesday, July 5 and Saturday, July 8 at 9:00 AM at:

Northwestern High School
6900 Park Heights Aenue
Baltimore, Maryland 21215 capacity 400
Catonsville Community College
800 South Rolling Road
Catonsville, Maryland 21228 capacity 180

NOTE: Selectees will be required to work full time 40 hours per week during the eight (8) weeks of formal classroom training.

U.S. citizenship and fluent English are requirements.
Equal Opportunity Employer

Social Workers

CAREER OPPORTUNITIES
FAMILY & CHILDREN'S SERVICES OF CENTRAL MARYLAND

An expanding agency provides challenging opportunities in diverse counseling programs in Baltimore City and the surrounding counties. Flexible work hours possible for both full and part-time positions. Stimulating working conditions in a creative environment. Competitive salaries with excellent fringe benefits. Immediate openings available.

HARFORD COUNTY — 1 full time and 1 part time (14 hours/wk.) Position for MSW in generic caseload. 1 part time (60%) position in Adult Day Care Center. LGSW required.

HOWARD COUNTY — 1 full time position available to provide counseling to individuals, families and groups. LCSW required.

CARROLL COUNTY — 1 contractual position (6 hrs./wk.) in battered spouse program. LCSW required.

WEST BALTIMORE COUNTY — 1 part time contractual position (8-12 hours) for LCSW for generic caseload.

EAST BALTIMORE COUNTY — 1 full time position available to work with generic caseload. MSW required.

BALTIMORE CITY — 1 full time position (3 days generic caseload, 2 days transitional housing). LCSW preferred.

ANNE ARUNDEL COUNTY — 1 full time position available to work with generic caseload. LCSW preferred. Send resume' to or call for further information: Mr. Yeshitila Araya, Family & Children's Services, 204 W. Lanvale Street, Baltimore, Maryland 21217
(301) 669-9000 EOE M/F

REGISTERED NURSES
LICENSED PRACTICAL NURSES
Veterans Administration Medical Center
Fort Howard, MD 21052

Positions available in many specialties at this rehabilitation facility located in the suburbs of Baltimore, Maryland overlooking the Chesapeake Bay. Thirty-five (35) minutes or less travel time from anywhere in the Baltimore Metropolitan Area. Fort Howard is a federal agency offering employment security and competitive salaries. Opportunities available for clinical and administrative advancement.

New AA/Diploma Graduates beginning from $22,807 to $28,072

BSN Graduates beginning from $25,309 to $31,465

RN's with experience from $27,026 to $38,472

LPNs — starting salary $15,875 to $24,562

BENEFIT PACKAGE INCLUDING:

— 10 paid holidays
— 13 sick days (accumulates indefinitely)
— RNs — over 5 weeks vacation each year
— LPNs — 2½ weeks vacation each year to start
— Basic salary supplemented by shift, overtime, and holiday pay
— Health, Life Insurance, and Retirement benefits available
— Free, safe parking
— Tuition Reimbursement

CALL TO SCHEDULE AN INTERVIEW TODAY
Ms. Josephine Magness, R.N.
Chief, Nursing Service
VAMC Fort Howard, MD 21052
(301) 687-8383
AN EQUAL OPPORTUNITY EMPLOYER

EXECUTIVE DIRECTOR
OF THE GAY AND LESBIAN COMMUNITY CENTER OF BALTIMORE

Must be experienced in Program Development, and Project Management. Must have excellent oral and written skills and have knowledge of government workings, community-based organizations, gay and lesbian issues, some weekend and evening meetings plus daily schedule. Strong supervisory skills, sensitivity to people of color and people of diverse backgrounds. Some fiscal and grant-writing responsibilities.

Benefits: Salary range $18,000-$24,000. Women and people of color are encouraged to apply. Deadline for applications including a writing sample, resume' and 3 references is July 21, 1989. Send to GLCCB Search Committee, 241 West Chase Street, Baltimore, Maryland 21201.

HELP WANTED

WAITRESSES, BARMAIDS AND ASSISTANT MANAGERS

Full and part time to work in pleasant atmosphere. Good working conditions. For appointment call 664-0444, Mon.-Fri. between 10 a.m. and 3 p.m.

DATA ENTRY OPERATOR

Law office downtown location. Typing 45 wpm required. $5.49-$6.70 per hour. Good benefits. Call 539-5340 for appointment.

EQUAL OPPORTUNITY EMPLOYER

PART TIME CARPENTER

Must be qualified to do finish and rough carpentry. Call 367-4420 or 435-2709. Leave name and number. Must have own tools.

ADMISSION COUNSELOR

Under the direct supervision of the Associate Dean of Admissions, the Admission Counselor assists in implementing the undergraduate admissions program, with primary emphasis on information dissemination, student recruitment and decision-making regarding admissibility to the University. The Admission Counselor is assigned a specific geographic area within the Mid-Atlantic states in which she/he represents the University of Delaware to prospective students, high school counselors, and parents of prospective students; develops a recruitment plan for her/his territory and is responsible for the implementation of that plan. Extended periods of travel are required. Requires a Bachelor's degree in appropriate field with a graduate degree in counseling or student personnel preferred. Must have good written and oral communication skills, enjoy travel, and working directly with the public.

Salary is commensurate with experience; generous University benefits package. Starting date: September 1, 1989. Application deadline: July 15, 1989. The UNIVERSITY OF DELAWARE, is an Equal Opportunity Employer which encourages applications from qualified minority groups and women.

PERSONNEL

EXTENSION AGENT

Open immediately in Human Resources with Delaware Cooperative Extension located at Townsend Hall, University of Delaware, Newark, New Castle County, Delaware, M.S. with appropriate experience required. At least one degree in Human Resources (Home Economics, Family Living, or Human Ecology) is required. A strong background in family and child development, as well as knowledge in the areas of human nutrition, diet and health, and family economics is desirable. Send letter of intent by August 15, 1989 to Marcus Butterfield, Extension Administration, Townsend Hall, University of Delaware, Newark, DE 19717-1303.

The UNIVERSITY OF DELAWARE is an Equal Opportunity Employer which encourages applications from qualified minority groups and women.

ATTENTION — HIRING!

Government jobs in your area. $17,840-$69,485. Call 1-602-838-8885. EXT. R 12,421.

CABLE TV
JONES INTERCABLE

We are currently seeking qualified applicants in our Customer Service Department. Excellent benefits. Apply today.

Jones Intercable
815 MD. Route 3, North
Gambrills, MD, 21054
987-8700
M/F/H/V

AGRICULTURAL INSPECTOR I

Contractual pos. available with the Md. Dept. of Agriculture. Pos. will conduct gypsy moss population surveys, and assist with the suppression program in Prince Georges County. $7.23 per hr. 15 credits in agriculture, biological or physical sciences or 1 yr. exp. in production maintenance for inspection of a tree plantation or nursery stock, pest or weed control, pesticide application or wildlife, population censusing required. 40 hrs. per week, some overtime and weekend work. Must be willing to use own vehicle — $.23 per mile reimbursement. For application call 301/841-5922 in Annapolis or 301/782-7155 in Cheltenham by July 7, 1989. EOE.

HELP WANTED

HOWARD COUNTY JOB OPPORTUNITIES

Howard County Government is accepting applications for the following positions:

ADMINISTRATIVE AIDE

To perform administrative support work at the para-professional level for the Howard Soil Conservation District. Duties include: compiling and analyzing data for special projects; maintaining detailed records and reference materials; researching and preparing reports, answering written and telephone requests; entering and extracting data from computer databases; assisting with public relations and educational activities; and representing District at meetings. Requires: The equivalent of an AA degree with coursework in business or public administration and two years of progressively responsible administrative or advanced clerical experience. Salary range: $23,779 to $34,497/yr. (40-hour work week). Note: This is a miscellaneous exempt position.

BASIC EMPLOYMENT TRAINEE

To work as a part-time entry level clerk in the Department of Finance. Duties include: assisting Accounting Control, Accounts Payable and the Payroll Divisions with filing, photocopying and typing; assisting in preparing data for input into computerized financial system; and possibly assisting in preparation of standard journal entries and basis of analysis accounts. Requires: sufficient knowledge, skill and ability to perform the above. High school seniors are eligible. Prefer a recent high school grad who wants to experience a "real life" work situation. Note: This is a miscellaneous exempt position funded for one year. Salary $3.35/hr.

SECRETARY II

To perform secretarial work at the full performance level for the Police Department's Criminal Investigations Bureau. Duties include: transcribing a large volume of reports and interviews; typing a variety of letters, memoranda, forms and other material from rough draft, copy or dictaphone using word processor; reviewing, prioritizing and routing mail; answering routine letters and preparing reports; and answering inquiries regarding Bureau functions, operations, and/or policy and procedure. Requires: The equivalent of H.S. grad and 3 years clerical experience, including two years at the full performance level. Applicants must pass a timed typing test at 55 wpm (6 allowable errors). Salary range: $18,428-$26,002/yr.

SENIOR CENTER OFFICER

To perform professional level work overseeing and setting direction for the operation of the Florence Bain Senior Center in Columbia. Duties include: supervising professional and para-professional staff; preparing statistical reports; scheduling use of facility; developing linkages with other community agencies; working with Senior Center Advisory Council; and developing programs and mini-centers located throughout the County. Requires the equivalent of a B.S. degree in business or public administration or related field and 1 year of administrative experience in human services programming. Must possess ability to supervise, ability to work well under stress and with a variety of people and groups; previous management experience; and prefer prior senior center experience. Salary range: $25,385-$36,746/yr.

STORES CONTROL TECHNICIAN

To perform advanced stores work involving the receiving and issuing of equipment and supplies for the Department of Public Works, Bureau of Highways. Duties include: maintaining and updating computerized inventory system; preparing and reviewing purchase requisitions, department orders, inventory reports, maintenance logs and files; training and possibly supervising lower level clerical or technical personnel; and maintaining and updating Stores Control Procedures Manual. Requires: The equivalent of H.S. grad and 3 years of supply/store room operations experience, including 1 year at the full performance level. Prefer knowledge of and experience with computerized (PC based) inventory control systems. Must possess a valid Md. Class D driver's license. Please note: Applicants must provide their driver's license # on the application form. Salary range: $10.65-$15.35/hr.

All full-time positions include a comprehensive fringe benefits package.

Howard County applications must be received or postmarked by July 10, 1989.

Contact:

HOWARD COUNTY
3430 COURT HOUSE DRIVE
ELLICOTT CITY, MARYLAND 21043
(301) 992-2035
DEAF TELETYPE ONLY (301) 992-2323
EOE HANDICAPPED M/F

BI-LINGUAL (SPANISH/ENGLISH)
TELESERVICE REPRESENTATIVE TRAINEES
SOCIAL SECURITY ADMINISTRATION
GS-4 ($14,067 PER YEAR [$6.74 PER HOUR])
GS-5 ($15,738 PER YEAR [$7.54 PER HOUR])
PROMOTION POTENTIAL TO GS-7
($19,493 PER YEAR [$9.34 PER HOUR])

Many full-time and permanent part-time (16-32 hours) positions available beginning July 1989. Minimum 2 year college education or equivalent experience. Convenient location at Baltimore Teleservice Center, 300 N. Greene St., Baltimore. Test for position given on first-come, first-seated basis on Thursdays from June 22 through July 27 at the Edward A. Garmatz Federal Building and U.S. Courthouse, 101 W. Lombard St., Baltimore, Room 1200, at 9:00 AM.

NOTE: Selectees will be required to work full time 40 hours per week during the eight (8) weeks of formal classroom training.

U.S. CITIZENSHIP AND FLUENT ENGLISH ARE REQUIREMENTS.

For more information call 301-966-8600.
Equal Opportunity Employer

OFFICE MANAGER

Professional association seeking service-oriented, experienced individual with good organizational and interpersonal skills. Supervisory and office experience necessary. Must be able to write and speak clearly. Must have a driver's license; some travel involved. Qualified to be bonded. High school degree or equivalent required. 2 years of college preferred. Previous association work and word processing experience desirable. Part time 25-30 hours per week. Duties include supervision of office operations, maintaining mailing list and membership directory. Send resume' and cover letter by July 15 to Mary Landry, Attn: MLA Dundalk Community College, 7200 Sollers Pt. Rd., Dundalk, MD 21222. 285-9642

STAFFING

ANNE ARUNDEL COUNTY
CAREER OPPORTUNITIES
CHIEF, TECHNICAL SERVICES
Announcement #89-088

Graduation from an accredited four-year college or university with major work in public or business administration, planning, architecture or engineering; two (2) or more years of considerable technical experience in the permit process, plans review, planning and zoning, and supervision; or an equivalent combination of acceptable experience and education providing the cited knowledges, abilities and skills. Position requires extensive knowledge of local, state and federal legal requirements applicable to planning, zoning, building and land use. Successful candidate will administer and oversee a division of personnel in diverse disciplines including: zoning, health, fire services, environmental matters, and construction codes and ordinances with respect to building activity in Anne Arundel County. Salary: $41,330-$54,230.

DEPUTY COUNTY SOLICITOR
Announcement #89-090

Graduation from an accredited school of law; admission to the bar of the State of Maryland; four (4) or more years of experience in professional legal work; or an equivalent combination of acceptable education and experience. Preference will be given to candidates with extensive experience in land use and environmental law issues. Position will oversee provision of legal services to the Department of Inspections and Permits, Public Works, Utilities and the Office of Planning and Zoning. Salary $49,130-$66,073.

FIREFIGHTER/CARDIAC RESCUE TECHNICIAN
Announcement #89-091

Graduation from high school; successful completion of the Anne Arundel County Fire Training Academy; Certification as a Cardiac Rescue Technician by the Maryland State Board of Medical Examiners; and eligibility for a Maryland Motor Vehicle Operator's License (or equivalent).

NOTE: APPLICANTS MUST CURRENTLY POSSESS MARYLAND STATE CERTIFICATION AS A CARDIAC RESCUE TECHNICIAN. Candidates must successfully complete the next Fire Training Academy to continue employment. Salary: $25,222-$31,498.

DETENTION OFFICER I
Announcement #89-071R

Graduation from high school or possession of a GED certificate. Candidates must be twenty-one (21) years old at the time of appointment and U.S. citizen or legal resident aliens as required by Maryland State Training Commission standards. Work involves responsibility for supervising the activities of inmates on an assigned shift and maintaining order and cleanliness in the Detention Center. Qualified candidates must complete a selection process to include: a written examination; an oral interview; a medical screening; and an extensive background investigation. This position requires shift work. Salary: $20,714-$25,869.

NOTE: This Announcement is being re-posted. Any person who has filed an application for this position during the previous posting period (May 26 through June 12, 1989) does NOT need to submit another application. Applications must be on the employment form used by Anne Arundel County, and must be received no later than 4:00 p.m. on MONDAY, JULY 10, 1989.

Application forms are available by calling 974-6750 X1712

Send Application to:

ANNE ARUNDEL COUNTY
Office of Personnel
P.O. Box 1831
Annapolis, MD 21404
An Equal Opportunity/Affirmative Action Employer

ACCOUNTS PAYABLE

Exp. nec., basic knowledge of accounting, computerized system. Exec. benefits. Send resumes and salary requirements to: Dept. A, 6400 Balto. National Pike, Suite 170A-306A, Balto., MD. 21228. EOE.

THE APPRENTICESHIP & TRAINING PROGRAM OF THE MD. PLUMBING, HEATING COOLING CONTRACTORS

Will be accepting applications through July 31, 1989 for our plumbing & HVAC apprentice classes which begin in September 1989. Applicants are accepted without regard to race, color, sex, religion or