CAREER CORNER

EDUCATION

INSTRUCTOR
CONSTRUCTION TECHNOLOGY

Catonsville Community College has a faculty position available September 1, 1989, for one Construction Technology Instructor and Program Coordinator. Responsibilities include: teaching some courses related to various aspects of residential and commercial construction and administration of the curriculum. Courses include construction blueprint reading, materials, methods, estimating, contracts and law, cost control, finance and insurance, supervision and leadership, contract administration, subcontracting and purchasing, and project management. A master's degree or equivalent construction industry experience required. Experience working with local construction contractors and teaching experience desired. Salary commensurate with academic credentials and experience in the construction industry. Excellent fringe benefits package. Application deadline August 4, 1989. Please submit letter of interest and resume to Personnel, Catonsville Community College, 800 South Rolling road, Baltimore, MD 21228. Qualified women, minority and handicapped persons are encouraged to apply.

EDUCATION

COUNSELOR/LIFE SKILLS INSTRUCTOR

Catonsville Community College has position available to provide counseling and life skills instruction to students enrolled in intensive occupational education. Requires master's degree or equivalent in related field. Desirable qualifications include three years experience in program development and providing counseling services and workshops to students in post-secondary setting. This full-time, 12-month position is renewable on an annual basis. Salary commensurate with background and experience. Excellent fringe benefit package. Application deadline August 4, 1989. Please submit letter of interest and resume to Personnel, Catonsville Community College, 800 South Rolling Road, Baltimore, MD 21228. Qualified women, minority and handicapped persons are encouraged to apply.

LEGAL NOTICES

WASHINGTON SUBURBAN SANITARY COMMISSION
PURCHASING OFFICE
INVITATION FOR BIDS
CONTRACT NO. 17858
FOR
PROVIDING
JANITORIAL SERVICES

Sealed bids for Providing Janitorial Services, Contract No. 17858, will be received in the Bid Room of the Washington Suburban Sanitary Commission, Warehousing Building, Purchasing Office, Second Floor, 4101 Lloyd Street, Hyattsville, Maryland 20781 until Friday, August 11, 1989, at 2:30 P.M., at which time and place they will be publicly opened and read.

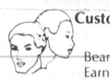
Specifications may be obtained from Juanita Waller, Contracts Supervisor of the Commission. Copies of the bid may be obtained by calling (301) 699-4845.

William S. Lindung
Secretary/Treasurer

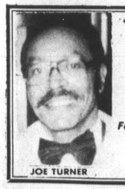
Business Pulse Directory

Specializing in Black American Art

FRAMED EXPRESSIONS



Custom Framing and Art Gallery
Featuring Black Art By:
Bearden Jacob Lawrence
Earnie Barnes Honeywood
and much more . . .
Also available: Custom Framing, Original & Limited Works
VIOLET G. WHITE 3740 Twin Lakes Ct.
Owner Balto., MD 21207
(301) 922-7734



JOE TURNER

TURNER'S UPHOLSTERY
2315 Hollins Street · 624-0400
COMMERCIAL AND RESIDENTIAL
• Sofas & Chairs
• Kitchen & Dining Room Chairs
• Bar Stools & Office Furniture
For More Information And Appointment
Call JOE TURNER
Master Card & Visa Accepted

MARTINI ROOFING
Contracting, Inc.
• DEAL WITH ROOFERS *NOT* SALESMEN!
★ NO JOB IS TOO SMALL ★ FREE ESTIMATES & ADVICE ★ 24 HOURS AND 7 DAYS WEEKLY ★ 30 YRS. EXPERIENCE
★ FAST, HONEST, RELIABLE WORK!
ROOF REPAIRS!
633-7145
MHIC 33885
WE GUARANTEE WHAT WE DO IN WRITING
EMERGENCY SERVICE
LICENSED • INSURED • FINANCING AVAILABLE • DISCOUNTS TO SENIOR CITIZENS AND HANDICAPPED PERSONS

Turn your Hobby into a money-making venture! Report tells how. Satisfaction Guaranteed. $4.00.
BIRDIE BIRD & SONS
POB 23821
Baltimore, Maryland
21203-5821

STOP
Pet Population Explosion!
call
SNAP
484-2020
Low cost Spaying/Neutering

TRAINEE PROGRAM

State Farm Insurance Company is seeking a progressive, career-oriented individual to enter our Life Company Divisional Training Program in our Frederick, Maryland office. Ideal candidate will possess excellent communication and interpersonal skills and a Bachelor's Degree. Must be highly motivated with strong management potential. Starting salary, $22,878. Comprehensive benefits package including cost of living salary adjustments.

RESPOND IN WRITING ONLY TO:
State Farm Insurance Co.
Frederick, MD 21701
E.O.E.

STATE FARM INSURANCE

PROFESSIONAL EMPLOYMENT AND CAREER TRAINING OPPORTUNITIES

SECRETARY

EXECUTIVE SECRETARY

Wesley College, located in Dover, Delaware seeks an exp. Executive Secretary. The successful candidate must possess:
Excellent typing skills
Strong shorthand ability
Thorough knowledge of computers
In addition, this pos. req. an individual with exc. communication skills and the ability to handle multiple and complexed duties under pressure. Forward resume to: Shirley Burton, Personnel Director, Wesley College, Dover, Delaware 19901, EOE

TECHNICIAN

PLANT OPERATOR

The Baltimore Gas and Electric Company has career opportunities in the Metropolitan and Greater Metropolitan area power plants.

A minimum of two years experience performing operating duties or boilers, turbine aenerators, and auxiliary equipment is required. Must be knowledgeable in power plant systems.

The Company offers competitive salaries and a comprehensive flexible benefits package:

Forward resume:

K. L. Bugg
Baltimore Gas and Electric Company
P.O. Box 1475
Baltimore, MD 21203
An Equal Opportunity Employer M/F

EDUCATION

DIRECTOR - TALENT SEARCH PROGRAM

Catonsville Community College is seeking a Director for the Talent Search Program. This position is on a 12-month temporary basis; continuation beyond August 31, 1990 is dependent upon grant funding. The Director will manage the identification and selection of eligible students; supervise staff delivery of comprehensive academic support services to project participants; establish positive working relationships with target high schools and other units of the College; prepare annual reports, grant renewal materials; and administer the budget.

Qualifications: Master's Degree in Student Personnel Services, Counseling, or related field. A minimum of five years of counseling experience with disadvantaged students is required. Previous administrative experience with Academic Support Programs is desired. Salary commensurate with background and experience. Excellent fringe benefits package. Application deadline August 4, 1989. Please submit letter of interest and resume to Personnel, Catonsville Community College, 800 South Rolling Road, Baltimore, MD 21228. Qualified women, minority and handicapped person are encouraged to apply.

TELECOMMUNICATIONS ENGINEERING TECHNICIAN

The Baltimore Gas and Electric Company has an immediate opening for an engineering technician with the following qualifications:
- Over six years experience in telecommunications engineering;
- Extensive knowledge of telephone and data communications facilities;
- Basic understanding of microprocessors as used in communications equipment;
- Ability to use personal computers for analysis purposes;
- Valid driver's license.

The Company offers competitive salaries and a comprehensive flexible benefits package.

Forward resume to:

C. T. Lewis
Employment Representative
Baltimore Gas and Electric Company
P.O. Box 1475
Baltimore, MD 21203
An Equal Opportunity Employer M/F

EDUCATOR

DIRECTOR - CONTINUING EDUCATION FOR CAREER PROGRAMS

Join one of the region's premiere colleges providing continuing education, contract training and consulting to local business and industry.

The successful candidate will: be experienced in designing, developing and coordinating training programs in consultation with technical management professionals; have worked with profeesional associations and be able to work with community college faculty.

Job Requirements: Three years related experience with Master's Degree or equivalent. Preferred qualifications include broad involvement in business and industry and experience in educational marketing and program development.

Salary commensurate with background and experience. Excellent fringe benefit package. Application deadline August 11, 1989. Please submit letter of interest and resume to Personnel, Catonsville Community College, 800 South Rolling Road, Baltimore, MD 21228. Qualified women, minority and handicapped persons are encouraged to apply.

SUPERVISOR OF RESTRICTED FUND ACCTG.
ACCOUNGTING

Supervise, maintain, and control all accounting functions for Federal, State, Local and Private Grants. Prepare all financial statements required by Granting Agencies and the State of Maryland. Position reports directly to the University Comptroller.

Bachelors' Degree in Business Administration; concentration in Accounting, CPA preferred; proven ability to maintain automated accounting and reporting records. Two - Five years experience in a professional acounting/auditing position with a minimum of one year dealing directly with restricted fund accounting and reporting for Grants and Contracts.

Send letter of application, resume and three (3) letters of reference by Friday, August 25, 1989 to:

Amenda W. Grant
Personnel Director
Morgan State University
Cold Spring Ln./Hillen Rd.
Baltimore, MD 21239

AUDITOR SENIOR INTERNAL
POS. # 00458
SALARY $29,230 to $39,935

The Department of Rehabilitative Services is seeking individual to independently perform, compliance, operational and EDP audit for the agency. Prepares and revises approves audit programs, develope audit procedures, utilizes computer assisted audit techniques, writes and presents audit reports to the appropriate management level. Requires knowledge of generally accepted accountant principles and auditing standards: Ability to interpret and apply pertinent laws and regulations to the specific situation, and to work and communicate effectively with people. Prefer considerable auditing experience, especially in an EDP environment: Along with familiarity with 4th generation programing language and HP 3000 Computer. BS/BA degree in accounting. Information systems or business administration advance degree, CPA, CIA OR CISA preferred. Accountant and auditing experience in government environment desirable 25 travel required. Deadline for receipt of Commonwealth of Virginia application form is 5:00 p.m. July 28th, 1989. Send required application form to Miss Carolyn M. Hilton, Employee Relations Office, The Department of Rehabilitative Services: 4901 Fitzhugh Ave. Richmond, VA 23230 EEO/AA Rehabilitative Services; 4901 Fitzhugh Ave. Richmond, VA. 23230 EEO/AA.

CAREER OPPORTUNITY

Are you willing to make a 4-year commitment to learn one of the following trades?
. . . .Sheet Metal
. . . .Plumbing
. . . .Carpentry

Vocational high school diploma or GED preferred but not essential. Must have own transportation. Apply in person on Thursdays from 9-11 a.m. and 1:30-4 p.m. at 5716 York Rd. We are an Equal Opportunity/Affirmative Action Employer. Qualified minority and female applicants are encouraged to apply.

THE BALTIMORE COUNTY POLICE DEPARTMENT

is currently accepting applications for police officer and cadet.

Baltimore County is one of the largest accredited police departments in the nation and is seeking applicants who possess the qualities expected of a law enforcement officer in one of the fastest-growing and progressive agencies in the country.

If you are a highly motivated individual with a desire to serve the community, perhaps the Baltimore County Police Department is looking for you. Please contact us at 887-2060. A recruiter will be glad to help you. Again, the number is 887-2060.

CAREER CORNER

PROFESSIONAL EMPLOYMENT AND CAREER TRAINING OPPORTUNITIES

COMPUTER

USER SUPPORT SPECIALIST III

Assist users with problem resolutions. Conducts specialized training sessions for users in main frame and personal computer software. Graduation from an accredited college or university with major course work in data processing, technology or a related field or 4 yrs. equivalent in User Support, 2 yrs. of exp. in training users preferably in a classroom or lab environment in main frame and/or personal computer software. Starting salary $34,449 - $41,339 depending upon education and experience.

SR. SYSTEMS ANALYST

Serves as team leader for an application development team, to determine the information requirements of management. Performs requirements analysis and system design; develops progam specifications and is responsible for system implementation. Graduation from an accredited college or university with major course work in computer science, data processing technology or a related field, or 5 years equivalent professional work exp. Starting salary $38,601 - $46,321 depending upon education and experience.

Submit detailed resume indicating education and work exp. by Friday, August 4, 1989 to:

DIRECTOR OF PERSONNEL
ANNE ARUNDEL COUNTY PUBLIC SCHOOLS
2644 RIVA ROAD
ANNAPOLIS, MARYLAND 21401

NOTICE OF POSITION VACANCY
COORDINATOR OF BUSINESS AND INDUSTRY
MARYLAND STATE BOARD FOR COMMUNITY COLLEGES

State coordinating board for 17 community colleges enrolling over 250,000 credit and noncredit students has an opening effective October 1, 1989 for Coordinator of Business and Industry. The coordinator is responsible for state-level functions related to training programs and other services offered by Maryland community colleges to the business community. A master's degree is preferred. Experience in the development and administration of community college training programs is highly desirable.

The position is Maryland Grade 17 with a salary range of $31,264 to $41,065, plus excellent fringe benefits.

Send resume with names of three references to Dr. Lawrence A. Nespoli, Associate Executive Director, Maryland State Board for Community Colleges, 914 Bay Ridge Road, Annapolis, Maryland 21403. Applications may be received by September 1, 1989.

An Affirmative Action/Equal Opportunity Employer.

GERMANNA COMMUNITY COLLEGE
DEAN OF FINANCIAL AND ADMINISTRATIVE SERVICES

Germanna Community College (GCC) invites applications for the position of Dean of Financial and Administrative Services. The Dean is responsible to the President of administration of financial affairs, personnel practices, physical plant operations, administrative data processing, and contractual services.

Minimum qualifications include bachelor's degree and relevant experience with strengths in management and accounting. Candidates must also have effective interpersonal skills and demonstrated ability to exercise appropriate judgment. Preferred qualifications include a master's degree, experience with public funds accounting, and an orientation to community college mission.

Twelve-month administrative faculty position with Commonwealth of Virginia benefits. Salary dependent upon qualifications. Salary range is $51,487 - $63,601; not to exceed midpoint of range for initial appointment. Deadline for receipt of applications in September 1, 1989. Application files should include resume, completed Virignia Application for Employment form, three letters of reference, and transcripts. Projected date of employment is November 1, 1989. Direct all inquiries and correspondence to Personnel Officer, Germanna Community College, P.O. Box 339, Locust Grove, VA 22508 (703) 399-1333.

GERMANNA COMMUNITY COLLEGE IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

ASSOCIATE ADMINISTRATOR
AIRPORT OPERATIONS

The Maryland Aviation Administration is seeking an Associate Administrator for Airport Operations responsible for the overall operation and maintenance of Baltimore/Washington International airport and Martin State Airport (GA/reliever). The incumbent establishes operations and maintenance policies, directs their implementation, oversees budget development and resource allocation. Applicants must possess a bachelor's degree from an accredited college or university in a management related discipline (engineering degree also desired), at least eight years of progressive commercial airport experience, three of which must be on upper level management position. The successful candidate will possess excellent communication skills and ability to foster good human relations with Airport Operations staff. Salary $61,600 with excellent State fringe benefit package. Submit resumes no later than August 21, 1989 to:

Janine A. Ladzinski, Manager
Personnel and Training
Maryland Aviation Administration
P.O. Box 8766
BWI Airport, Maryland 21240
EOE M/F/H/V

ADMINISTRATIVE AIDE TO THE ASSOCIATE DEAN

The University of Maryland School of Medicine has an outstanding opportunity for an experienced secretary to provide a full range of complex executive level support to the Associate Dean. The Administrative Aide will assist the Associate Dean in the planning, development, and administration of the Medical School's research and teaching programs. The successful candidate will possess 3-5 years' experience with emphasis on providing administrative/executive assistance. Excellent oral, written and organization skills are a must, as is the ability to handle multiple priorities in a vibrant, dynamic work environment. The importance of this office necessities flexibility to accommodate project deadlines.

We offer a competitive salary and a comprehensive benefits package including 27 days' leave per year. If you are interested in becoming a part of a spirited group of professionals, call:

Susan M. Coe
Employment Representative
Office of Personnel
UNIVERSITY OF MARYLAND AT BALTIMORE
737 West Lombard Street
Baltimore, MD 21201
(301) 328-7171
An Equal Opportunity/Affirmative Action Employer

EDUCATION

Maryland State Department of Education

Call (301) 333-2038 for Application and Position Announcement. Staff Specialist III, Test Development, Position Nos. 039449 and 039567; Grade 17 ($31,264-$41,065).

These are two professional positions responsible for monitoring and participating in the development and implemetation of Maryland State Department of Education (MSDE) competency-based tests, and for acting as a liaison between the Program Assessment, Evaluation and Instructional Support Branch (PAEIS), other research and measurement professionals, and local consumers of testing information.

Position #039449 primarily functions in the area of item development & test construction.

Position #039567 primarily functions in the area of test administration and contract preparation & monitoring.

MIN. QUALS: Education: Master' Degree in Educational Psychology, Educational Measurement or a related area is required. Preference will be given to degrees or coursework in one or more of the following: psychometrics, test development, program evaluation and educational administration. Experience: Experience is required in both test construction and project administration.

Application must be received by August 25, 1989.

AA/EOE

Your future is as strong as our technology.

It takes vision and daring to be the industry leader. It also takes innovation. At US Sprint, we have the nation's only 100 percent fiber-optic network. And as the fastest growing long distance phone company in America, we'd like you to come join us on an exciting long-term governmental telecommunications project. We currently have the following positions available.

SYSTEMS SALES MANAGERS

As a Systems Sales Manager, you will identify and develop profitable complex multi-product systems sales opportunities and be responsible for all aspects of customer project management for such opportunities to include business cases, teaming arrangements, win strategies, technical solution alternatives and contract implementation plans in conjunction with customer requirements. You must have the ability to manage multi-faceted customer requirements and possess good interpersonal and written communications skills. Contract negotiating skills in Federal Government procurements is desirable.

Requirements will include 15+ years' experience in Telecommunications Engineering, Operations and/or Technical Sales/Marketing, 5+ years' experience in government contracting, and procurement familiarity with the F.A.R.s. A Bachelor's degree in a technical discipline or equivalent work experience and demonstrated technical acumen is required. A Master's degree is desirable.

PROPOSAL MANAGERS

In this position, you will provide full sales cycle support for Government and complex network opportunities, build winning strategies, gather customer information, define requirements, negotiate teaming arrangements with vendors, develop Statements of Work, see proposal preparation, and coordinate proposal submissions.

We require 10+ years in proposal management for Federal Government and complex network customers, a Bachelor's degree in a technical discipline or 10+ years in A/E/C/Telecommunications field, knowledge of subcontractor and program management, matrix management, and bid/no bid package disciplines. Good written and verbal communication skills are essential. A Master's Degree is desirable.

PLANNERS PROGRAM-PLANNING

As a Planner, you will be responsible for development and maintenance of work breakdown structures, network charts, tabular scheduling information, and maintenance schedule activities to 4th level of WBS.

This position requires excellent written and oral communication skills, 5+ years of planning experience on service contracts, formal knowledge of Primavera, Artemis, and/or similar database software, and a thorough understanding of telecommunications services and/or systems. A Bachelor's Degree in a technical discipline or 5+ years equivalent experience is required. Formal training in data management, turnkey systems, and telecommunications is desirable.

ANALYSTS PROGRAM-PLANNING

Analysts will perform analyses of contract plans and scheduling data through identification and validation of activities to meet Government contract data milestones. You will also analyze impacts and jeopardies created by schedule slips of planned dates for completion to provide Division Directors Assistance in performance improvement.

We require a Bachelor's degree in a technical discipline or 5+ years equivalent experience to include program planning and scheduling analysis, and identification/recommendation of program management tools. Excellent written and oral communications skills and effective interaction with Division Managements to meet objectives is essential. Some training experience is desirable.

SALES SUPPORT SERVICE SPECIALISTS

As a Sales Support Service Specialist, you will produce, format and revise complex documents including proposals, presentation materials, manuals, reports, graphics, spreadsheets and databases in the Macintosh environment in support of Systems Sales efforts.

Your background will include a high school diploma and one+ years' high level clerical experience; strong abilities in text, graphics and spreadsheet applications for large documents and one+ years in marketing communication, production and Government contracting. We also require excellent verbal and written communication skills, and knowledge of MacIntosh DOS personal computer environment.

US Sprint offers competitive salaries and a comprehensive benefit plan along with plenty of room for professional growth. For immediate and confidential consideration, send your resume to: US Sprint, Dept. AK/AA-728, 13221 Woodland Park Road, Herndon, VA 22071-3020. We are an EOE/AA employer.

US Sprint
WORK WITH THE BEST.

©1989 US Sprint Communications Company Limited Partnership.
SM/S Sprint is a registered trademark of US Sprint Communications Company Limited Partnership.

TELESERVICE REPRESENTATIVE TRAINEES
SOCIAL SECURITY ADMINISTRATION
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 (16-32 hours) positions available beginning July 1989. Minimum 2 years college educations 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.

Equal Opportunity Employer

EDUCATION

Counselors

Catonsville Community College has the following full-time positions available in its TRIO Programs:

STUDENT SUPPORT SERVICES PROGRAM: This position is on a 10-month temporary basis; continuation beyond September 30, 1990, is dependent upon grant funding. The Counselor will manage the identification and selection of eligible students; provide academic, personal/social and career counseling; develop and deliver educational and study skills workshops; monitor academic progress of participants; supervise tutorial services component; coordinate cultural/educational enrichment activities; coordinate Project SPARK newsletter; maintain student records; serve as liaison with teaching faculty and other divisions of the college for referral purposes.

UPWARD BOUND, TALENT SEARCH PROGRAMS: This position is on a 12-month temporary basis; continuation beyond August 31, 1990, is dependent upon grant funding. The Counselor will recruit and select program participants; provide academic, personal/social, and career counseling; supervise tutorial activities; coordinate cultural/educational field trips; monitor academic and personal/social progress of participants; maintain accurate student record; serve as liaison with target school personnel, program participants, parents, and the college community.

Both positions require a bachelor's degree and 3 years' experience; Master's Degree in Student Personnel Services, Counseling or related field with 1 year experience preferred. Counseling experience, preferably with disadvantaged students and previous experience with Academic Support Programs is valuable. Salary commensurate with background and experience. Excellent fringe benefit package. Application deadline August 4, 1989. Please submit letter of interest and resume to Personnel, Catonsville Community College, 800 South Rolling Road, Baltimore, MD 21228. Qualified women, minority and handicapped persons are encouraged to apply.

HOWARD COUNTY JOB OPPORTUNITIES

Howard County Government is accepting applications for the following positions:

SENIOR STORES CLERK

To perform journeyman level storekeeping work in the Police Department's Property Evidence Section. Duties include: physically handling and storing items of property and evidence; preparing and maintaining paperwork related to property and evidence including chain of custody documentation; interacting with the public, police personnel and other agencies; and testifying in court as needed. Requires: The equivalent of a H.S. grad and one year of experience in stores/warehouse inventory work. Must be able to move and lift items up to 75 lbs. and possess a valid Md. Class D driver's license. Salary range: $10.13 - $14.29/hr.

LEGAL ASSISTANT

To perform paraprofessional legal work for the State's Attorney's Office. Duties include: identifying problems of law and researching applicable legal positions; assisting in pre-trial preparation by contacting witnesses and obtaining information, answering routine correspondence and performing minor legal investigative work; reviewing files and documents for criminal cases; preparing draft motions for attorneys; acting as liaison for State's Attorney's Office; preparing correspondence for written and verbal requests; and gathering data on District Court case dispositions. Requires: The equivalent of an A.A. degree in paralegal casework from a college or junior college whose paralegal course has been certified by the American Bar Association. Salary range: $20,806-$30,185/yr.

UTILITY WORKER III

To perform skilled manual labor. Duties include: performing locations of water, storm and sewer mains for contractors and other utilities; operating dump trucks, water jet/auger, compressor, tamping machine and related equipment in sewer and water construction and maintenance; assisting in instruction and direction of subordinate crew members; may assist in the operation and maintenance of water and sewer facilities. Requires: Sufficient knowledge, skill and ability to perform skilled manual work in laboring operations and 2 years of general or public works maintenance/construction experience, which included the use of small motorized power tools. Must possess knowledge of reading blueprints and other maps, and skill in the operation of motorized equipment listed above. Must possess valid Md. Class D driver's license. Salary range: $10.13 - $14.29/hr.

ASSOCIATE PRODUCER CABLE TELEVISION

To perform advanced technical television production work for the County's Cable TV Channel. Duties include: conceiving ideas, researching, writing, filming, editing and producing quality programs; providing assistance in the direction and technical production of cablecasting of public hearings and other live programs; and providing administrative assistance. Requires: The equivalent of a bachelor's degree in communications or related field and two years professional television production experience. Prefer ENG and EFP skills. Salary range: $29,012 - $41,995/yr.

PRODUCTION ASSISTANT

To perform technical support work at the paraprofessional level for the County's Cable TV Channel. Duties include: assisting with the research, writing, filming, editing and production of quality programming, operating video equipment for cablecasting of public hearings and other live programs, and providing technical assistance in the operation of the County CATV channel. Requires: The equivalent of a bachelor's in communications or related field and 6 months of related experience. Must possess knowledge of methods and equipment used to produce TV programs and ability to use video equipment including cameras, switchers, recorders, editors, character generators, audio equipment and computers. Prefer ENG & EFP Skills. Salary range: $23,779 - $34,479/yr.

All positions include a comprehensive fringe benefits package.

For applications requiring driver's license, applicant must provide license & an application form.

Howard County applications must be received or postmarked by August 4, 1989. Contact:

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