

# CLASSIFIED ADVERTISING

## PURCHASING PROJECT SPECIALIST

The Housing Authority of the City of Las Vegas Purchasing Department will be reorganizing and computerizing its asset/property management functions. They are seeking an individual with purchasing and inventory management skills to facilitate the transition. The incumbent will assist in the organizational and operational activities for the Housing Authority purchasing functions including warehouse and asset/property management and will provide staff assistance to the Purchasing Agent. At the conclusion of the project to which the position is assigned, the position will be evaluated for continuance depending on the needs of the agency.

The position requires two years of increasingly responsible experience in purchasing and materials or business management, computer operations, and at least one year of supervisory experience. Training equivalent to a two year degree from an accredited college with an emphasis in business administration, management, or accounting is desired.

Salary range: \$24,708 - \$38,328

Resumes with an introductory letter summarizing your strengths and principal background must be received by August 15, 1990. Submit to the Housing Authority of the City of Las Vegas, P.O. Box 1897, Las Vegas, Nevada 89125.

## SECTION 8 SUPERVISOR

The Housing Authority of the City of Las Vegas seeks an individual with a thorough knowledge of the operations, services, and activities of Housing Authority programs to supervise the Section 8 Housing Department. Candidates should have a working knowledge of the principles and practices of Section 8 programs including management and supervision, training, budget preparation and control, and the methods and procedures used in housing inspections.

Requirements: Bachelor's degree, or equivalent, with a major in business or public administration or related field, and three years of progressively responsible experience in the administration of public housing programs and Section 8 Existing programs.

Salary range: \$25,968 - \$40,272.

Resumes with an introductory letter summarizing your strengths, relevant experience, and principal background must be received by August 15, 1990. Submit to the Housing Authority of the City of Las Vegas, P.O. Box 1897, Las Vegas, Nevada 89125.

## AJAX ROOTER SERVICE

Drain and Sewer Cleanout. 24 hour service - 7 days a week. Commercial or residential. Free estimates - low rates.

737-5865

## MANAGEMENT ANALYST I

\$28,127 to \$40,051

Seeking an individual with excellent interpersonal skills to perform research and analysis on problems in a variety of program management areas to include construction projects, personnel, organizational development and policy analysis. Currently this individual will perform work in the controversial Desert Tortoise issue. Qualified applicants will have the combination of education and experience equivalent to a Bachelor's Degree in public or business administration or a closely related field PLUS one (1) year of experience in an administrative area directly related to this position. Preference will be given to those candidates with previous governmental experience at the federal, state, county or city level.

Last Day to Apply: August 9, 1990  
To Request an Application Package, Contact;

Clark County Personnel Department  
225 Bridger Avenue, Ninth Floor  
Las Vegas, NV 89155  
(702) 455-4565

AA/EOE/Including Handicapped

**HANDYMAN** available for inside and outside jobs. Plumbing, air conditioning. 24 hour service - 7 days a week. Call Archie - 737-5865. No job too small.

## KOMP-FM RADIO

is looking for a Traffic Director. Experienced only need to apply. Monday through Friday, 9 a.m. to 5 p.m. at 4660 South Decatur Blvd.

EOE/M/F/V/H

**CIVIL ENGINEER III - Salary Range: \$35,592 to \$50,731 PAID RETIREMENT, NO STATE INCOME TAX, PLUS OTHER BENEFITS.** The Clark County Regional Flood control District, Las Vegas, Nevada, is accepting applications for a position which will be responsible for project management of District projects and District sponsored entity projects. The position also involves the review of flood studies and capital improvement projects. Minimum requirements are a BS degree in civil engineering from an accredited university; one (1) year of project management experience, including a thorough knowledge of hydraulics and hydrology, and must obtain a Nevada Registered Professional Engineer's license within six (6) months from date of hire. For an application package, please contact: Clark County Personnel Department, 225 Bridger Avenue, Ninth Floor, Las Vegas, NV 89155, or call (702) 455-4565. Last day to apply: September 21, 1990.

AA/EOE/Including Handicapped

## OPERATIONS AND MAINTENANCE ELECTRICIAN

Salary: \$29,777.94 - 33,946.73/year

Requirements: Completion of high school, trade school, or vocational school supplemented by coursework in electrical theory and electronics, plus two (2) years of progressively responsible experience in electrical and electronic repair work, or any equivalent combination of training and experience.

Special Requirements: Possession of, or the ability to obtain, an appropriate Nevada driver's license, and maintenance of an excellent driving record. Possession of a journeyman level electrical certificate.

**WHERE TO APPLY:** City application form must be submitted to the Personnel Department, City Hall, 240 Water Street, Henderson, Nevada 89015, and must be filed no later than Tuesday, August 14, 1990, at 5:30 p.m. **HOURS OF OPERATION:** Monday through Thursday, 7:30 a.m. - 5:30 p.m.

An Affirmative Action/  
Equal Opportunity Employer

Administrative

## OPERATIONS SERVICES COORDINATOR

\$35,000 - \$52,000

Currently seeking an aggressive individual with excellent interpersonal skills and the ability to pay close attention to details for a challenging career with Clark County. This position will require an individual to coordinate the day-to-day agenda items for the County Commissioners; conduct analysis of complex and controversial problems in a variety of program management areas; prepare staff reports, budgetary recommendations and proposed policy directives; and supervise a staff of management analysts. Qualified applicants will have the equivalent of education and experience to a Master's Degree in public or business administration PLUS three (3) years of journeyman level experience as a research or staff analyst. A Master's Degree in the human sciences with a strong emphasis on organizational and personnel concepts may be substituted for a Masters Degree in public or business administration. Clark County offers an excellent benefits package.

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AA/EOE/Including Handicapped

## IT PAYS TO ADVERTISE