

CLASSIFIED ADVERTISING

EMPLOYMENT OPPORTUNITIES

CLARK COUNTY, NEVADA

SR. CIVIL ENGINEER

The Clark County Public Works Department is currently recruiting for a Senior Civil Engineer. Provides project or day-to-day staff leadership or supervision for civil engineering design and/or construction projects and programs; performs professional level engineering planning, design and/or construction oversight for a variety of construction, remodeling and major repair projects. **REQUIREMENTS:** Bachelor's Degree in civil engineering and four (4) years of professional level civil quality assurance or closely related experience. **SPECIAL REQUIREMENTS:** Must possess valid registration as a professional Civil Engineer in the State of Nevada or must obtain Nevada registration within one (1) year of date of hire.

Salary Range: \$42,502.72 to \$65,879.84

CLARK COUNTY APPLICATION PACKAGE REQUIRED.

Apply to: Clark County Human Resources
500 S. Grand Central Parkway, 3rd Floor
Las Vegas, NV 89155
M/F/D

Published: Las Vegas Sentinel-Voice — April 10, 1997

CLARK COUNTY, NEVADA

PART-TIME HELP

Clark County Parks and Recreation Department has IMMEDIATE openings for responsible individuals interested in assisting with the set-up and tear down of department events. Duties involve outdoor manual labor at parks and recreation facilities, including erecting tents and fencing, equipment set-up and tear down. Must be able to lift and carry 50 lbs. PART-TIME and ON-CALL WORK.

Salary: \$7.00 / hour

CALL ONLY:

PHIL AT 455-8288 ON MON. AND TUE., 4/7/97 AND 4/8/97.

M/F/D

Published: Las Vegas Sentinel-Voice — April 10, 1997

CLARK COUNTY, NEVADA

MANAGEMENT ANALYST II

The Clark County Comprehensive Planning Department is currently recruiting for a Management Analyst II (Marketing Alternative Fuels Specialist). Learns and performs professional level administrative, organizational, systems, budgetary and related analysis for division department, County Manager and/or Board of Commissioners programs and activities. **REQUIREMENTS:** Bachelor's Degree in business or public administration, marketing or a closely related field and two (2) years of full-time professional experience in performing administrative, budgetary, operational or similar analyses and studies. Related experience may be substituted for education on a year-for-year basis. Experience or education in marketing is highly desirable.

Salary Range: \$36,439.52 to \$56,480.32

Last day to apply: April 29, 1997

CLARK COUNTY APPLICATION PACKAGE REQUIRED.

Apply to: Clark County Human Resources
500 S. Grand Central Parkway, 3rd Floor
Las Vegas, NV 89155
M/F/D

Published: Las Vegas Sentinel-Voice — April 10, 1997

CLARK COUNTY, NEVADA

COUNTY COUNSEL

The Clark County Attorney's Office is currently recruiting for County Counsel. Plans, assigns and reviews the work of professional assistants engaged in the drafting of ordinances, resolutions, contracts, deeds, leases and other legal documents. Supervises and assists subordinates in the preparation of civil cases for trial, prepares legal opinions of a more complex nature for County officials, departments and governing bodies. **REQUIREMENTS:** Possession of a certificate of admission to the Bar of the State of Nevada and eligibility to practice law before the courts of the State of Nevada, and ten (10) years of experience as an attorney. Preference will be given to individuals with municipal/government legal experience.

Salary Range: \$72,843.68 to \$112,906.56

Last day to apply: April 15, 1997

CLARK COUNTY APPLICATION PACKAGE REQUIRED.

Apply to: Clark County Human Resources
500 S. Grand Central Parkway, 3rd Floor
Las Vegas, NV 89155
M/F/D

Published: Las Vegas Sentinel-Voice — April 10, 1997

**IT PAYS TO ADVERTISE
LV SENTINEL-VOICE
CALL NOW 380-8100**

HOMES FOR SALE

HOUSING AUTHORITY OF THE CITY OF LAS VEGAS

FIVE (5) SINGLE FAMILY HOMES

FOR SALE BY SEALED BID

Owner-Occupants and/or Investors

Bid deadline May 21, 1997 • 5:00 p.m.

Properties owned by the Housing Authority of the City of Las Vegas

Property Address		List Price
77 Lupin Court	2 bedroom, 2 bath	79,800
97 Lupin Court	2 bedroom, 2 bath	79,800
4320 Sunrise Ave.	3 bedroom, 2 bath	74,900
4225 Thyme Ave.	2 bedroom, 2 bath	77,900
5150 Saratoga Dr.	3 bedroom, 1 bath	87,500

For bid packages and bidding instructions contact:

Jimmy Toler, Broker — Toler Realty

Tel: (702) 646-0539 • Fax: (702) 646-1290

**FULL TIME
TRAFFIC
ASSISTANT**

NEEDED A.S.A.P!

If you can juggle data entry, filing, salespeople, light phones, reports and affidavits, with a smile ... You've got a job!

HAVE FUN
PLAY TO WIN

If interested and qualified, please apply in person or mail resume to: Stephanie Lindelow, Traffic Director, KLUC FM, 3510 W. Hacienda Avenue, Las Vegas 89118. No phone calls please.

It is the policy of American Radio Systems/KLUC FM to provide equal employment opportunity to all qualified persons regardless of race, sex, color, national origin or religion in all terms and conditions of employment.

American Radio Systems/KLUC FM is an equal opportunity employer and we encourage women and minorities to apply.

Published: Las Vegas Sentinel-Voice — 04/10/97

AT NEVADA POWER
WE'RE LOOKING FOR SOME
HIGH ENERGY PEOPLE.



ADMINISTRATOR/CUSTOMER PROGRAMS & SERVICES

Qualifications:

- BA in Business or other related degree and possess at least 5-7 years directly related work and economic skills.
- Must have demonstrated research and analytical skills.
- Must be proficient in standard PC software.
- Excellent interpersonal communication skills and abilities required.

Responsibilities:

- Responsible for quantitative and qualitative assessments and recommendations on a wide range of existing and new customer services, related projects and activities.
- Includes analysis of the effectiveness of services in meeting customer satisfaction criteria, cost effectiveness and return on investment.
- Researches and reports on innovative and successful customer services, trends and practices offered in utility and other industries.
- Serves as a Customer Service Department liaison with NPC's Customer Service branches and departments.
- Provides periodic presentations to executive management as required.

Attn: Vacancy #3054-97

TEAM LEADER, TRAINING

Qualifications:

- BA in Human Resources, Education, Business or other related degree or a combination of related work experience and education.
- 2-3 years supervisory experience, specifically in Human Resources, Training or Organization Development.
- Must have effective analytical, interpersonal, oral and written communication skills.
- Proven leadership skills and abilities.
- Ability to create enthusiasm and develop cooperation within the Department and throughout the Company, and to develop employees in a team based environment.

Responsibilities:

- Planning, directing and coordinating Customer Service (CS) Department training and performance development efforts.
- Conducts needs assessments, recommends timely, cost-effective, innovative training and non-training solutions.
- Develops formal and on-the-job training strategies for CS training curriculum.
- Contributes to the development and maintenance of internal documentation of policies, procedures and instructional materials.
- Directly supervises work and oversees professional

Attn: Vacancy #3063-97

TEAM LEADER TELEPHONE SERVICE OPERATORS

Qualifications:

- Must have experience and demonstrated competency in supervisory skills.
- Must have exceptional interpersonal, organizational, oral and written communication skills.
- A working knowledge of customer service is preferred.
- Financial background is required.
- Must have demonstrated analytical skills and creativity to evaluate and improve current work processes.

Responsibilities:

- Leadership, supervision and coordination of all customer service activities within Telephone Service Operations related to staffing, coordinating and training in accordance with established rules and regulations.
- Responsible for assuring all customer telephone calls are answered promptly and efficiently providing capable staffing in a 24-hour telephone service operation.
- Oversees new and existing Customer Service billing procedures.
- Assures staff and processes in place to handle high volume of customer calls during off peak hours due to power outages and other emergencies that arise.
- Responsible for directing, controlling, developing and motivating employee teams within established budgets and policies.
- Ensure employees and the Department as a whole are achieving daily service, quality and productivity.

Attn: Vacancy #3062-97

Closing date: 4/18/97

*Resume must accompany application.

Applications may be obtained at:
Employee Services Nevada Power Company
6226 West Sahara Avenue
Las Vegas, NV 89102

Out-of-state applicants may obtain applications by calling (702) 367-5714.
EEQ/F/M/D/V

"The power behind the possibilities."



LAS VEGAS

CONVENTION & VISITORS AUTHORITY
Human Resources Department
707 E. Desert Inn Road
Las Vegas, NV 89109
EOE/M-F-D

Call our 24-hour JOB HOTLINE: 226-5030