

CLASSIFIED ADVERTISING

EMPLOYMENT



**NEVADA
POWER COMPANY**
The Power Behind The Possibilities

MARKETING COMMUNICATIONS CONSULTANT
Market Range: \$47,493 to \$68,864

QUALIFICATIONS:

- Bachelor's degree in Business, Communications or Marketing, or an equivalent combination of education and at least five (5) years of related work experience in marketing, sales, or communication. Master's degree preferred. Must have strong interpersonal skills, effective oral and written communication skills, and demonstrated quality leadership skills. Must have experience and demonstrated competency in database marketing and telemarketing functions.

RESPONSIBILITIES:

- Plan, develop, manage, implement and measure Nevada Power Company's marketing and advertising communications programs, strategies, and procedures consistent with Company objectives to increase and retain business. Collaborates with others in product planning and development, conducting and analyzing market research, public relations, sales planning, marketing sales material and collateral, sales promotion, and direct sales activities. This position will be directly responsible for managing the Company's advertising agency and cross departmental advertising and communications budget, as well as overseeing in-house creative activities. Also responsible for developing and maintaining effective working relationships and a professional image at all times.

CLOSING DATE: APRIL 10, 1998
Applications must accompany resume.
Applications may be obtained from and mailed/faxed to:
Nevada Power Company
Attn: Vacancy #3069-98
Human Resources Department, MS#7
6226 West Sahara Avenue
Las Vegas, NV 89102
Fax: (702) 367-5053
Out-of-state applicants may obtain applications by calling (702) 367-5714.
EOE/F/M/D/V - Drug Screen Required



**NEVADA
POWER COMPANY**
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MANAGER, CIVIL/STRUCTURAL & TRANSMISSION ENGINEERING
Market Range: \$61,548 to \$92,323

QUALIFICATIONS:

- Bachelor's degree in Civil or Electrical Engineering and 10+ years of directly-related experience in transmission engineering and/or construction. P.E. certification and advanced degree (Engineering or Business) preferred. Demonstrated competency in leadership, interpersonal and communication skills. A proactive approach to problem solving and continuous improvement of processes is essential. Requires the ability to make presentations of a persuasive nature to employees and/or customers and constituents, negotiate complex contracts, and interpret policies.

RESPONSIBILITIES:

- Provide leadership, direction, training and supervision to the Transmission and Civil Engineering and Construction groups. These goals are primarily met through the manager leading strategic planning of transmission and civil activities; preparation and approval of O&M and Capital budgets; managing project work through adequate staffing and employee development; and representing the Company to governmental agencies, developers and internal customers. Must possess skills to foster, promote and apply Nevada Power Company's success factors and maintain a focus on Wholesale Delivery's mission to provide power reliably at the lowest reasonable cost.

CLOSING DATE: APRIL 17, 1998
Applications must accompany resume.
Applications may be obtained from and mailed/faxed to:
Nevada Power Company
Attn: Vacancy #3058-98
Human Resources Department, MS#7
6226 West Sahara Avenue
Las Vegas, NV 89102
Fax: (702) 367-5053
Out-of-state applicants may obtain applications by calling (702) 367-5714.
EOE/F/M/D/V - Drug Screen Required

**CITY OF NORTH LAS VEGAS
SUMMER EMPLOYMENT**

(2) POOL MANAGERS	Sat: \$10.00/hour	Min. age: 18
(1) SENIOR LIFEGUARD	Sat: \$9.00/hour	Min. age: 18
(5) WATER SAFETY INSTRUCTORS		
	Sat: \$8.00/hour	Min. age: 17
(4-7) LIFEGUARDS	Sat: \$7.00/hour	Min. age: 16
(3) RECREATION AIDES*	Sat: \$6.50/hour	Min. age: 16

* (Only 15 applications for Recreation Aide will be issued)

There are openings in Recreation for the above positions for the City swimming pools in North Las Vegas. Valid and current Red Cross Lifeguard Training Certificate and First Aid/CPR or acceptable equivalent certification required for Lifeguard, Sr. Lifeguard and Pool Manager positions. Valid and current Water Safety Instructor Certificate and First Aid/CPR or acceptable equivalent certification required for WSI positions. Valid and current First Aid/CPR Certification required for Recreation Aide positions. **APPLICABLE CERTIFICATION MUST ACCOMPANY THE ORIGINAL APPLICATION AT TIME OF FILING.** Must be able to work any hours or days of the week (including weekends/holidays) as hours may vary. (See posted Class Specification in Human Resources for specific requirements. Resumes without applications, faxed materials NOT accepted.)

Applications will be accepted beginning 7:00 a.m., Tuesday, March 31, 1998 and continue until positions are filled.

**APPLY: CITY OF NORTH LAS VEGAS
HUMAN RESOURCES DEPARTMENT
2200 Civic Center Drive
North Las Vegas, Nevada 89030
(702) 633-1500
Tuesday - Friday; 7 AM - 6 PM**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
We hire only those individuals authorized to work in the U.S.
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EMPLOYMENT



**NEVADA
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MIS PROGRAMMER ANALYST I/II/III
Market Range: \$32,724 to \$60,408

QUALIFICATIONS:

- Degree in MIS or Computer Science, or an equivalent combination of related work experience or education plus at least one year practical experience with Internet/Intranet development. Comprehensive knowledge of the Internet including e-mail, Html, Java, CGI, Perl, etc. Experience with Allaire Homesite and Cold Fusion, Adobe Photo Shop, Debabelizer, and Netscape Suite Spot server software, as well as the ability to code Java, CGI and Perl to accomplish specific tasks. Must have demonstrated analytical skills and creativity, including graphic arts skills to improve current business processes. Must have excellent interpersonal skills and be able to communicate effectively in oral and written form. Design of a web page using Homesite will be part of the final interview process.

RESPONSIBILITIES:

- Overall ongoing management of the Intranet site, including investigating and implementing Intranet based solutions and reporting on usage. Duties include setting and enforcing standards for exceptional Intranet design and implementation, as well as ensuring a uniform theme and message plus creating and designing graphical images for the site. Will also serve as liaison with all departments that need to publish information on the Intranet, including writing and editing input.

CLOSING DATE: APRIL 17, 1998
Applications must accompany resume.
Applications may be obtained from and mailed/faxed to:
Nevada Power Company
Attn: Vacancy #3065-98 and 3066-98
Human Resources Department, MS#7
6226 West Sahara Avenue
Las Vegas, NV 89102
Fax: (702) 367-5053
Out-of-state applicants may obtain applications by calling (702) 367-5714.
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**NEVADA
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C/S/T CONSTRUCTION COORDINATOR I / II
Market Range: \$37,305 to \$68,864


QUALIFICATIONS:

- Associate's degree in Construction Technology and at least five (5) years experience in the field of construction methods for a Coordinator I and at least seven (7) years experience for a Coordinator II. A proactive approach to problem solving and continuous improvement of processes is essential.

RESPONSIBILITIES:

- Provide overall review of the designs and schedules for Substation Civil and/or Transmission Line projects for constructability. Will also coordinate internal project-related efforts of the Civil and Transmission Construction group with Project Managers, Project Engineers, Team Leaders, Managers, departments, governmental agencies and contractors. Will also monitor, inspect and approve work done by outside contractors, and will negotiate change orders. Coordinator II may assist in training of less experienced employees. Must possess skills to foster, promote and apply Nevada Power Company's success factors and maintain a focus on Wholesale Delivery's mission to provide power reliably at the lowest reasonable cost.

CLOSING DATE: APRIL 10, 1998
Applications must accompany resume.
Applications may be obtained from and mailed/faxed to:
Nevada Power Company
Attn: Vacancy #3060-98, 3061-98 or 3062-98
Human Resources Department, MS#7
6226 West Sahara Avenue
Las Vegas, NV 89102
Fax: (702) 367-5053
Out-of-state applicants may obtain applications by calling (702) 367-5714.
EOE/F/M/D/V - Drug Screen Required



**NEVADA
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ACCOUNTING CLERK I
Market Range: \$23,789 to \$32,113

QUALIFICATIONS:

- High School diploma or G.E.D. Must have related experience and training in accounting. Must be familiar with office accounting practices and procedures in a computer based accounting environment. Must have heavy experience in on-line data entry. Must have good interpersonal and communication skills. Must be able to handle confidential information with discretion. Must have demonstrated ability to meet deadlines and handle multiple priorities.

RESPONSIBILITIES:

- Produce timely and accurate payments to vendors by auditing and extending invoices, purchase orders, and material receipts. Other duties include, but are not limited to: sorting and filing all incoming mail on a daily basis; evaluating invoices for payment on a weekly basis; and resolving differences with internal/external customers in a timely manner.

CLOSING DATE: APRIL 10, 1998
Applications must accompany resume.
Applications may be obtained from and mailed/faxed to:
Nevada Power Company
Attn: Vacancy #3057-98
Human Resources Department, MS#7
6226 West Sahara Avenue
Las Vegas, NV 89102
Fax: (702) 367-5053
Out-of-state applicants may obtain applications by calling (702) 367-5714.
EOE/F/M/D/V - Drug Screen Required



REMEMBER!

CLASSIFIEDS WORK!

Call 380-8100 or Fax to 380-8102