

# Classifieds

## SECTION

Phone: 608.270.9470 • Fax: 608.270.9472 • Email: sales@madtimes.com • Web: www.madtimes.com

### ANNOUNCEMENTS

#### MBE SUBCONTRACTORS & SUPPLIERS

We are soliciting bids for the following projects:

Ullsvik Center Remodeling & Addition University of Wisconsin - Platteville

Bids Due - June 28, 2008 at 2:00PM

Interested subcontractors & suppliers should contact:

Kraemer Brothers, LLC  
925 Park Avenue  
P.O. Box 219  
Plain, WI 53577  
Phone : 608-546-2411  
Fax: 608-546-2509

"Equal Opportunity Employer"

### HOUSING

#### A NEW PC AND YOUR FIRST MONTH FREE!

WEST : Spacious 3 bedroom, 1.5 - 2 Full baths, all appliances, same floor laundry, patios or decks, locked entry, some with vaulted ceilings. Verona schools, 2 playgrounds, and community room. \$770 - \$795. Income restrictions apply. EHO.

608-277-8885

King James Court Apts.  
www.affiliatedcapital.com

#### \$50 OFF PER MONTH ON A 12 MONTH LEASE

Sign by June 30th!

1, 2 & 3 bedrooms available  
Rent starts at \$555

#### RESORT LIVING IN A COUNTRY SETTING

West Side of Madison  
608-273-2660

- Biking, Fishing
- Picnic, BBQ
- 22 Landscaped Ac
- Swimming, Hiking
- Volleyball, Tennis
- Microwave
- Free Video Library
- Dry Cleaning Service
- Cats Welcome
- On Bus Line

Restrictions May Apply

#### ADVERTISING POLICY THE MADISON TIMES

The Madison Times reserves the right to refuse advertising copy that is determined to be offensive, libelous, or of questionable legality. The Madison Times refuses advertisements for adult services, tobacco, alcohol, and recreational drugs. Readers are warned that some "work at home" ads or ads offering information on jobs may require an initial investment. Readers are urged to investigate the company's claims before sending any money.

### EMPLOYMENT

#### Attorney Elder Law

Non-profit organization seeks full time public interest attorney, to provide legal supervision & training to paralegals on elder law issues, some travel required. Experience in public benefits, elder law a plus. Job description available on request. Send letter of interest, resume, transcript & writing sample by June 30 to:

Attn: Helen Marks Dicks  
Coalition of Wisconsin Aging Groups  
2850 Dairy Drive, Ste 100  
Madison, WI 53718

Equal Opportunity Employer

#### HINOJOSA'S CRANE SERVICE

Import / Export In Yard Crane & Forklift Service Secure Storage Facility Available  
For more information please, Call 956.727.7119 or 956.235.3082

#### Internal Auditor

If you have a strong auditing, accounting and financial background, then this position in the Department of Employee Trust Funds may be ideal for you. For application instructions, view the job announcement at <http://etf.wi.gov/careers/careers.htm>. Call (608) 266-8585 with questions. Salary: \$48,112 - \$60,000. Deadline: June 29.



State of Wisconsin  
Employee Trust Funds  
801 W Badger Rd

An Equal Opportunity Employer

#### LEGAL SECRETARY

Foley & Lardner LLP seeks a qualified and experienced legal secretary for our Intellectual Property Department. Position requires strong knowledge of legal terminology, legal documents and the legal process. Minimum typing requirement: 65 wpm. Candidates should also be proficient in the use of Microsoft Word, Outlook and Excel. Excellent communication skills and ability to work under deadline pressure is a must. Salary commensurate with experience and qualifications. Please send or fax resume and references to: Joseph Shapiro, Office Administrator

Foley & Lardner, LLP  
150 E. Gilman Street  
Madison, WI 53703  
Fax: (608) 258-4258

Foley & Lardner LLP is an Equal Opportunity Employer and Values Diversity in our organization



#### CLERK TYPIST (HOURLY) SENIOR CENTER

Clerical support and typing work integrated with reception and customer service activities. Hours: Approx 16 hours per week, Monday through Thursday, 8:15 a.m. to 12:15 p.m. Requires ability to type at a speed of 40 wpm net with 10 or less errors. \$10.82 per hour. Formal City of Madison Job Application form required. Applications accepted until 4:30 p.m. on June 30, 2006 at City Human Resources Department, Room 501, 210 Martin Luther King, Jr. Blvd., Madison, WI 53703, 266-6500; TDD 266-6548; FAX 267-1115; [www.cityofmadison.com/jobs.html](http://www.cityofmadison.com/jobs.html)

EQUAL OPPORTUNITY EMPLOYER



#### STAFF ACCOUNTANT

Wisconsin Housing and Economic Development Authority (WHEDA) seeks qualified candidates for a Staff Accountant, in our Madison office. WHEDA is seeking individuals with strong team skills, excellent communication skills, a focus on innovation, the ability to effectively communicate financial information to non-financial people, and excellent customer service skills. The position requires a bachelor's degree in Accounting. Ideal candidates will have 1-3 years of experience and be a CPA or eligible for a CPA license. Position is responsible for accounting and reporting functions. Candidate must have knowledge of principles, practices and procedures of accounting, including financial statements and budgeting.

Employees participate in the State of Wisconsin benefit package. For more information on this job opportunity, please visit [www.wheda.com](http://www.wheda.com).

To respond, please send an Employment Application, cover letter, resume and salary requirements via email: [whedah@wheda.com](mailto:whedah@wheda.com) or to

WHEDA  
Human Resources-AW  
P.O. Box 1728  
Madison, WI 53701-1728

An Equal Opportunity Employer Operating Under an Affirmative Action Plan

#### FINANCIAL ADMINISTRATOR AND OFFICE MANAGEMENT

MADISON ENVIRONMENTAL GROUP AND COMMUNITY CAR

Madison Environmental Group and Community Car are seeking a financial administrator to manage both organizations' financial records and coordinate office management. The ideal candidate has experience using Quick Books or MS Accounting software. Job duties include: Pay/enter bills; Create journal entries; Invoice customers; Monthly reconciliation; Office management. 20 hours/week to start. Madison Environmental Group and Community Car were recently recognized by Madison Magazine as one of the best places to work in Madison. To learn more visit [www.communitycar.com](http://www.communitycar.com) and [www.madisonenvironmental.com](http://www.madisonenvironmental.com). Cover letters, resumes, and references will be reviewed on a rolling basis and accepted no later than **June 30** to Sonya, President of Madison Environmental Group at [sonya@madisonenvironmental.com](mailto:sonya@madisonenvironmental.com). Interviews times are scheduled for Tuesday, June 26 and Thursday, July 6. Call 608.280-0800 for more information.



#### HUMAN RESOURCE MANAGER

Personnel Code #26037

Outstanding opportunity for an experienced Human Resource professional. Responsibilities of this full time position include coordination of the daily administration of the Human Resource Department including supervision of the (HR) staff and provision of assistance to managers/supervisors, directors, and employees concerning HR issues. Please visit our website for more position details and salary/benefit information.

#### Essential Qualifications:

- 1) BA/BS plus a minimum of 7 years progressive Human Resource administration experience.
- 2) PHR/SPHR certification.

APPLICATIONS are available at the Mental Health Center of Dane County, 625 West Washington Avenue, Madison, WI 53703, 8 a.m. to 8 p.m. Monday-Thursday and 8 a.m. to 5 p.m. Friday, or by phone: (608)280-2677 TDD (608)280-2676. Applications can also be printed off our website at [www.mhcdc.org](http://www.mhcdc.org) under "Human Resources." Resumes are NOT accepted in place of completed application forms, but can be attached. Applications for this position must be received or postmarked by June 30, 2006. Employment is contingent upon successful completion of criminal history and driver's record check.

The Mental Health Center of Dane County is an EO/AA Employer which promotes staff diversity and cultural competence.



#### Policy Initiatives Advisor - Administrative Commissioner's Office

The Public Service Commission of Wisconsin (PSC) is an independent regulatory agency dedicated to serving the public interest. The agency is responsible for the regulation of Wisconsin public utilities, including those that are municipally-owned.

The Policy Initiatives Advisor - Administrative position is included in the Career Executive Program. The starting salary will be between \$50,059 and \$80,204 annually, plus excellent benefits. A two-year trial period may be required upon appointment.

This position develops key policy direction for the PSC of Wisconsin working under the general direction of the Director of the Office of Governmental and Public Affairs. The position will monitor developments on utility issues at the local, state, and federal levels, with a focus on energy efficiency and renewable energy. **Special Note:** Occasional in-state and out-of-state travel is required with this position.

For a complete description and special application/examination materials, please contact Terry Wm. Kraus; Department of Administration Bureau of Personnel at 608-266-3357 or via e-mail at: [Terry.Kraus@Wisconsin.gov](mailto:Terry.Kraus@Wisconsin.gov) or go online to: <http://www.doa.state.wi.us/jobs/jobs.asp> Application deadline is **Tuesday, July 18, 2006.**

An Equal Opportunity Employer Functioning Under An Affirmative Action Plan

## EMPLOYMENT

SCHOOL AGE PROGRAM  
POSITIONS AVAILABLE

With 3rd-5th grade children, after school and summer. Full year, permanent w/full benefits incl. health & dental insurance

- #1. SUPERVISOR to start July  
#2. TEACHERS to start August

Red Caboose 251-5432  
for information & application  
AAEOE

Bath & Beauty  
Events Rep

READER'S DIGEST CO.

We want the oppty. to fulfill your dream of business ownership! No inventory investment. Unlimited income potential. Need: Large Van/Trailer, storage & computer. We invite you to explore our web site & to submit your resume at:

www.booksarefunltd.com  
Req#1975BR  
Fax: 888-556-4795  
Call: 800-966-8301 x 2698

FULL TIME GED  
INSTRUCTORS (2)

Full time teaching positions providing adult basic education/ GED preparation services to young adults in Dane County.

Previous teaching experience in alternative school setting or community based tutoring background is preferred.

Ability to speak Spanish and provide GED instruction in Spanish a plus.

Send resume and cover letter by June 27, 2006 to:

Oscar Mireles  
Omega School  
835 West Badger Road  
Madison, WI 53713

No phone calls please.

EO/AA Employer

SIGN LANGUAGE  
INTERPRETER  
#2084

Performs sign language interpreting for students enrolled in a variety of courses at Madison Area Technical College, and for providing general support to the learning activities of deaf/hard of hearing students.

The position reports to the Disability Resources Services Administrator. Closing date: Friday, June 30, 2006.

For application information about this position, call (608) 246-6900 or download and print application from our website at <http://matcmadison.edu>.

MATC Values Excellence, Respect, & Integrity

ARE YOU A CARPENTER WITH EXPERIENCE IN  
BUILDING AND REMODELING? WOULD YOU LIKE  
TO TEACH OTHER PEOPLE THESE SKILLS?

MADISON AREA TECHNICAL COLLEGE HAS  
A GREAT OPPORTUNITY FOR YOU.

MATC Madison is looking for a full-time construction and remodeling instructor. This full-time position has a starting salary of \$44,000 to \$63,000 for a nine-month school year and a generous benefits package. A Bachelor's Degree or equivalent, English proficiency, and at least two years experience as a carpenter or builder are required.

Call 608-246-6900 or go online at [matcmadison.edu](http://matcmadison.edu) today for more information about becoming a construction and remodeling instructor at Madison Area Technical College. First priority goes to applications received by June 30th so apply today!



Improving health. Improving lives.

## RECEPTIONIST - MEDICAL CLINIC

Full time position available for a Patient Services Receptionist at our East Washington location. Weekday schedule. Duties include scheduling patient appointments, registering patients, and serving as receptionist for William T. Evjue Clinic.

Required: High School degree or GED; bilingual in Spanish and English; computer skills; and good verbal and written communication skills. Preferred: Two years customer service experience preferably in a medical setting; health care experience; and medical patient registration experience.

To apply, either email or mail resume or apply in person to: Access Community Centers, 3434 East Washington Ave., Madison, WI 53704. Email: [dan.seering@uwmf.wisc.edu](mailto:dan.seering@uwmf.wisc.edu)



## HUMAN RESOURCES MANAGER

**THE ORGANIZATION:** Our client, Wisconsin Alumni Research Foundation (WARF), serves the University of Wisconsin-Madison scientific community by patenting the discoveries of UW-Madison researchers and licensing these technologies to leading companies in Wisconsin, the United States and world wide.

**THE POSITION:** The Human Resources Manager provides human resources solutions by developing and enhancing processes/programs in areas such as recruitment, diversity, employee development, compensation and benefits. This position also establishes effective business partnerships with WARF Directors and supports their strategies through implementing appropriate HR practices; managing WARF's administrative staff and coordinating project activities; assessing HR needs; and facilitating selection, coordination, and communication with outside HR vendors. The person who fills this position will have a chance to work where people are excited about their contributions, have a wide variety of work to do, and have a positive impact on the success of the entire organization.

## CANDIDATE REQUIREMENTS:

The successful candidate will have ten plus years of experience working in a high growth organization where broad generalist skills contributed to a value-added approach to HR service delivery. A combination of experience in recruitment, diversity initiatives, performance management and compensation/incentive compensation is required. Mastery of functional HR skills, both transactional and strategic, coupled with prior experience managing a growing human resources department, is required. Ideal candidates will have a bachelor's degree in human resources and PHR/SPHR Certification, preferably with a Master's degree.

**TO APPLY:** Qualified individuals interested in this opportunity are required to send a resume and cover letter to:



QTI Consulting, Inc  
HR Manager Search  
P.O. Box 552  
Madison, WI 53701  
Email: [HRManager@qstaff.com](mailto:HRManager@qstaff.com)

Equal Opportunity/Affirmative Action Employer

## LAO LAAN-XANG / from page 4

will not slow down too much. Eventually, Inthachith would like to return to working at the University. "I miss my students," she admits.

The genius behind the food is Inthachith's mother, Buonyong, who creates the subtle and varied sauces that give the dishes their flair. Buonyong learned her techniques in the northern Laotian city of Luangphrabang, the former royal capital. Buonyong began working at the Temple when she was 12 years old. Only the best dishes were given as offerings at the temple, and that is where she learned to cook.

Now she is assisted by her sons: Sone is the cook at the Williamson location, and Son at the Atwood location. Buonyong readily admits to being "tired"; but when urged to take a vacation, she is reluctant. "I miss the customers when I stay home," She says, laughing.

Inthachith works closely with her mother to decide menu items but admits that Buonyong can cook anything she comes up with. The choices are many, and those with restrictions, such as vegans or customers with peanut allergies, are easily accommodated. "Everything is made to order," Inthachith says. "We're very flexible."

They purchase as much food as they can locally and offer four levels of spiciness, from "timid" to "Native Lao." Customers are advised to ask how hot the peppers are before ordering - seasonal differences in peppers make spring and fall the best time for the hottest dishes.

Customers will find a variety of items on the menu, from eggrolls and spicy sausage appetizers, soups, and salads to a wide variety of stir-fries, as well as seafood and mock duck. Squash custard is offered as a seasonal dessert. A reduced menu is available for lunches.



## EVENTS OPERATIONS WORKER (HOURLY)

MONONA TERRACE COMMUNITY  
AND CONVENTION CENTER

Routine manual and unskilled work to include custodial and set-up/tear-down activities for events at the Monona Terrace Center. \$10.82 per hour. Must be available for late afternoon and/or evening work, as well as weekend and holiday schedules. Work hours in any given week are not guaranteed varying from 0-40 hours per week based on events. Formal City of Madison Job Application form required. Applications accepted until the needs of the service are met at City Human Resources Department, Room 501, 210 Martin Luther King, Jr. Blvd., Madison, WI 53703, 266-6500; TDD 266-6548; FAX 267-1115; [www.cityofmadison.com/jobs.html](http://www.cityofmadison.com/jobs.html)

EQUAL OPPORTUNITY EMPLOYER



Department of Workforce Development  
Bureau of Information Technology

IS Systems Development Services Specialist  
MADISON

\$48,113 to \$76,982/year depending on qualifications  
and experience, plus excellent state benefits.

Are you an experienced applications development professional with experience in JAVA, WSAD, and SQL? Do you have the ability to analyze, solve problems and communicate effectively? The DWD Bureau of Information Technology Services has an immediate opening on its team.

For a list of knowledge, skills and abilities required, complete position description, and application instructions, visit the DWD website at:

<http://dwd.wisconsin.gov/asd/joboprs.htm>  
Direct questions to Gini Ewers at (608) 266-9310.

MADISON ARTS PROGRAM ADMINISTRATOR  
PLANNING UNIT

Professional, administrative and supervisory work for the Madison Municipal Arts Program (a.k.a. Madison Arts Commission). Includes programs, projects and activities relating to the City's involvement with the arts. This position serves as staff to the Madison Arts Commission. Three years of professional experience managing, coordinating and/or providing staff support to arts programming and/or funding activities. Experience would normally be gained after graduation from a college or university with a degree in Arts Management/Administration, Business/Public Administration, Journalism, or a related field. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of this position will also be considered. \$4,203 monthly. A formal City of Madison Job Application Form required. Applications must be received no later than 4:30 p.m. on July 10, 2006 at City Human Resources Department, Room 501, 210 Martin Luther King, Jr. Blvd., Madison, WI 53703, 266-6500; TDD (hearing impaired) accessibility 266-6548; FAX 267-1115; <http://www.cityofmadison.com/jobs.html>

EQUAL OPPORTUNITY EMPLOYER