

## CHAINSAW DEALERS WANTED

Quality Swedish Brand  
Minor investment.  
Alaska Yuon Distributors  
3222 Commercial Drive  
Anchorage, AK. 99501  
279-0127

Publish: 8/10/83.

## DEALERS OPPORTUNITY

**WATKINS DEALERS WANTED.**  
Home parties. Earn extra income.  
Send name and address to: Watkins  
Products for Alaskans, 602 S.  
Kievin St., Anchorage, Alaska  
99504 or call 338-5113.

Publish: 10/5,12,19/83.(6392)

**TRAINING:** Over 70 skills in the  
Anchorage area. Aviation to cooks,  
medics to mechanics. Call 278-2688  
Alaska Army National Guard.

Publish: 10/5/83.(6358)

## FOR SALE

**NAKNEK RIVER** frontage lots,  
1 acre plus, 1/2 mile from King  
Salmon Airport. From \$35,000.  
CALL Newton Investments, 279-  
9405.

Publish: 10/5/83.(6300)

## ASSISTANT TO DIRECTOR OF SHAREHOLDER RELATIONS

The Aleut Corporation is cur-  
rently looking for an individual to  
fill the position of Assistant to  
Director of Shareholder Relations.  
Responsibilities include a working  
knowledge of ANCSA, maintenance  
of stock ownership in accordance  
with State laws, administration of  
stock transfers, monthly reviews of  
stock register and newsletter mail-  
ing list, and maintenance of bank  
trust accounts. This position re-  
quires an individual who can type  
a minimum of 60 wpm, and the  
ability to draft correspondence ef-  
fectively and efficiently. Experi-  
ence working with a computer  
beneficial but not required.

Salary is DOE.  
Submit resume to personnel de-  
partment The Aleut Corporation,  
2550 Denali, Suite 900, Anchorage,  
AK 99503.

Publish: 10/5,12/83.(6398)

## CAREER IN BROADCAST SALES

Immediate opening for qualified  
outside sales person at top-rated  
radio station. Some sales experience  
helpful. Call or apply in person to:  
KHAR, 3900 Old Seward Hwy.,  
Anchorage, 563-3522. E.O.E.  
Publish: 9/28/83.(6357)

## DIRECTOR OF SHAREHOLDER RELATIONS

The Aleut Corporation is looking  
for an individual to fill the position  
as Director of Shareholder Rela-  
tions. This individual will be re-  
sponsible for the implementation  
and administration of our share-  
holder information files on our  
newly installed WANG computer.  
Responsibilities include the ability  
to communicate effectively with  
our shareholders, attorneys, bank  
officers and village corporations,  
to assure all stock transfers are  
completed according to legal guide-  
lines relating to wills, probate, in-  
testate succession, ANCSA and  
State statutes in the administration  
of our Scholarship Funds. This po-  
sition requires an individual who  
can effectively implement training  
programs and seminars for our vil-  
lages and shareholders and excel-  
lent public relations skills. Experi-  
ence working with ANCSA corpora-  
tions required.

Salary DOE.  
Please submit resumes to Personnel  
Department, The Aleut Corpora-  
tion, 2550 Denali, Suite 900,  
Anchorage, AK 99503.

Publish: 10/5,12/83.(6399)

## FISHERIES PROGRAM DIRECTOR

With minimum supervision, incum-  
bent will provide program devel-  
opment and implementation, bud-  
get formulation and monitoring,  
curriculum development in coop-  
eration with NWCC for fishery  
technician project, supervise in-  
structor staff, provide support to  
staff and students, and to coor-  
dinate fishery student services dur-  
ing winter training cycle, provide  
liaison with federal/state agencies,  
prepare reports for program moni-  
toring, other duties as required.

Some travel may be necessary.  
Qualifications: Education and ex-  
perience should demonstrate knowl-  
edge of the fishing industry, es-  
pecially in the Norton Sound  
area; good communication/counsel-  
ing skills; strong organizational  
and supervisory skills are a must;  
good writing ability; should have  
fiscal management experience.  
Knowledge of people and culture of  
the region an asset.

Send Resume to:

KAWERAK, Inc.  
Personnel Office  
Box 948  
Nome, AK 99762

Closing date: 10-14-83.

Alaska Native Preference/EEO  
Publish: 9/28 10/5/83.(6382)

## POSITION ANNOUNCEMENT

EMPLOYER: Yukon Kuskokwim  
Health Corp.

DEPARTMENT: Administration  
TITLE: Personnel Management  
Specialist

PURPOSE: To provide recruitment,  
selection, placement and utilization  
of employees; to perform the tech-  
nical position classification program  
functions; leadership for employee  
relations, personnel administration  
services and management advisory  
services within an integrated per-  
sonnel management system.

QUALIFICATIONS: Must have a  
four year degree in related field OR  
three (3) years experience in work  
which provides evidence that the  
applicant has: good general under-  
standing of the systems, methods  
and administrative knowledge for  
accomplishing the work require:  
ability to analyze problems and  
apply sound judgment to rectify  
them; ability to communicate with  
others effectively, orally and in  
writing; classification and perform-  
ance writing ability; capacity to  
employ all these knowledges and  
abilities to perform the necessary  
and other related duties.

SALARY: \$27,000-29,000/  
Annum DOE, plus liberal fringe  
benefits.

APPLICATIONS/RESUMES will be  
accepted through: Oct. 7, 1983.

CONTACT PERSON:

Bob Aloysius at 907-543-3321  
YKHC Personnel

P.O. Box 528  
Bethel, AK 99559  
THE YUKON-KUSKOKWIM  
HEALTH CORPORATION IS AN

EQUAL OPPORTUNITY  
EMPLOYER  
09-06-83  
Publish: 9/28 10/5/83.(6381)



## SENIOR ACCT. CLERK PURCHASING DEPT.

SALARY: \$8.42 Per Hour  
WORK YEAR: 12 Months

Applicants must have graduated from high school with educational  
courses in purchasing, bookkeeping, or accounting. Three years of  
progressively responsible financial record-keeping in purchasing or ac-  
counting including two years in work involving some independent  
responsibility for a purchasing record-keeping function. Must have  
ability to maintain purchasing records and other statistical records;  
ability to perform technical work requiring a thorough knowledge  
of departmental policies and procedures; research product data and  
assist with development of bid specifications, bid terms, and bid con-  
ditions; maintain and prepare bidder's list; assist with and attend  
prebid conferences and formal bid openings; process formal bid in-  
vitations; prepare invitations to bid, addendums, School Board Mem-  
orandums; process purchase orders; prepare requests for quotations;  
maintain good public relations with bidders, suppliers and District  
personnel; prepare summary reports of a complex nature requiring  
examination of supporting documents for accuracy and complete-  
ness.

Knowledge of governmental purchasing procedures; data processing;  
knowledge of performance and payment bonds, certificates of in-  
surance; knowledge of service and maintenance contracts; product  
knowledge of a large variety of school supplies, furniture, and equip-  
ment used in a large school system.

Position will require the ability to type 55 words per minute; operate  
calculator by touch; operate word processing equipment, and com-  
municate effectively with others. Knowledge of construction industry  
would be helpful. Will be required to perform other job related duties  
as assigned.

APPLICATIONS ACCEPTED THROUGH OCTOBER 6, 1983.

Rita R. Strachan  
Director for Personnel  
4600 DeBarr Road  
Pouch 6-614

Anchorage, Alaska 99502

Telephone: (907) 333-9561, Ext. 151

An Affirmative Action - Equal Opportunity Employer

## Tundra Times

P. O. Box 104480 Anchorage, Alaska 99510-4480

Phone: 274-2512

## GROCERIES

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P. O. Box 330  
Browerville, Alaska 99723

Interested in all old  
Eskimo objects of interest.  
Eskimo carvings in  
wood, bone and ivory  
made before 1920  
Please send descriptions  
photos or packages  
for inspection.

Marty Elman

P.O. Box 26

Montgomery, N.Y. 12549

# Business Directory

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Systems for cabins and homes  
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Anchorage

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(907) 333-1093



## TOP OF THE WORLD HOTEL

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Phone: (907) 852-3900

Cable color TV & phones in every room.

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## BEASLEY SECRETARIAL

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Proprietor

228 Northeast 174th

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Phone: (206) 367-9200

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## Yukon Office Supply, Inc.

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Phone 456-5239

## DONALSON COMPANY

P. O. 100 845

Anchorage, Alaska 99510

Phone 279-3025

E.G. ANDERSON & CO.  
8305 DALLAS AVE S  
SEATTLE WA 98108  
(206) 763-9989



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