

Tundra Times Statewide Classified

Tundra Times
Classified Ads
Reach Readers In
Every Village And City
In Alaska

RATES:
CLASSIFIED —
1-6 pt. line 55 cents
3 or more insertions 50 cents
LEGAL —
1-6 pt. line 60 cents
Approximately 5 words to each line
Minimum — 2 lines

TO ORDER:
Call (907) 279-0012 or 279-0335
Or write:
639 "I" Street
Anchorage, Alaska 99501
Prepayment required on all orders
received from outside of Alaska.

1. HELP WANTED

EXECUTIVE DIRECTOR
Job Description: Supervision received: reports and is directly responsible to the Board of Director of CRNA.

Major Duties and Responsibilities:
1. Provides administrative direction for executive staff and department directors. 2. Responsible for strengthening the administrative capacity of CRNA. 3. Insure the Board policies are being implemented and are adhered to in all functional components of CRNA. 4. Is responsible for strengthening the ties with village councils and village members of CRNA, for developing their input into all service areas of CRNA. 5. Provides administrative direction and assistance to villages to develop their skills to formulate and implement programs in conjunction with and independent of CRNA. 6. Provide contract negotiations with external agencies, i.e. federal, state, legislative and local. 7. Provide Native advocacy at the local, state and federal levels. 8. Other duties as assigned by the Board of Directors. Must have record of strong administrative experience and financial management.

Three years experience in federal and state contracting procedures. Knowledge of Alaska Native non-profit organizations. Must have knowledge of and relate to village life style.

Salary: \$30,000 plus DOE. Must relocate and maintain residence in the Copper River Basin area.

Closing date: February 9, 1979.
Send resume to:
Copper River Native Association
Attention: Executive Director
Drawer H
Copper Center, Alaska 99753

HELP WANTED

Top notch secretary for very interesting job opportunity. Must be experienced in office procedures and organization. Superior typing skills necessary. Contact Alaska Pacific University, 276-8181 ext. 220 or 221 for further information.
Deadline for application is Jan. 26

HELP WANTED

The TUNDRA TIMES is seeking advertising sales representatives in Ft. Yukon, Ketchikan, Barrow, Juneau and Nome. Qualified applicants should be bright, energetic and self-motivated. We are a growing organization offering top-notch incentives. For further information, contact:

Elaine Wurster
Advertising Manager
Tundra Times
639 "I" Street
Anchorage, Alaska 99501
or phone 279-0012 or 279-0335.

HELP WANTED

Position Available:
Regional Coordinator
Cross-Cultural Education
Development Program
Location: Kotzebue Field Center
The Cross-Cultural Education Development Program (X-CEC) is anxious to recruit a staff member with a genuine academic and personal commitment to cross-cultural teacher education in rural Alaska. Specific responsibilities include:
1. Develop region-wide program activities in coordination with local higher education and public school officials.
2. Assist in the development of an instructional program for delivery within the region.
3. Prepare field-centered university courses within individual areas

of expertise for delivery within the region.

4. Serve as travelling tutor-resource person for undergraduate students in the region on a regularly scheduled basis.

Candidates must have advanced training and experience (masters degree strongly recommended) in a field related to cross-cultural education. Specific areas of interest are bilingual education, English language skills development, socio-economics, social/cultural change, and psycho-social-linguistics. Public school teaching experience is also desirable.

The formal contract period for the regional coordinator position will be February 1, 1979 - June 30, 1979. Continuation of this position for the 1979-80 academic year is contingent upon available funding. All inquiries regarding the above position should be directed to:

Mike Gaffney
X-CEC Program
University of Alaska
Fairbanks, Alaska 99701
Telephone: 907-479-7694
The University of Alaska is an Equal Opportunity Employer

HELP WANTED

THE UNIVERSITY OF ALASKA INVITES APPLICATIONS FOR THE POSITION OF COMPTROLLER

The University of Alaska is Alaska's public land grant institution of higher education. It is responsible for providing graduate and undergraduate, community college, and rural extension programs state-wide. It includes three undergraduate education institutions, 11 community colleges, 15 rural extension/community education centers, bush programs, and several major research institutes. The open position is located at the Fairbanks campus.

The Comptroller shall work under the supervision of the President of the University or his/her designee, subject to the control of the Board of Regents. The Comptroller shall perform such other duties as may be prescribed by the Board of Regents. As established by the Legislature of the State of Alaska (AS 14.40.300), the Comptroller informs the Board about the accuracy of financial books, records, and status of the system of financial controls; renders reports and audits of its internal audits; establishes purchasing policies; and coordinates with external auditors on the Board's behalf.

It is mandatory that the Comptroller be a certified public accountant, have a bachelor's degree from an accredited institution, and have had successful experience in financial administration in an educational institution. He/She must have a comprehensive knowledge of accounting, business law, investments contracts, administrative, computer, financial systems, and budgeting. Experience should include a minimum of eight years of financial management experience heavily oriented towards accounting and must show progressive advancement. The last three years of such experience should be in an accounting supervisory capacity. A person who has been a comptroller at another college or university and who has had experience in improving and automating university financial systems is preferred.

Salary range: depending on experience and capabilities, plus an excellent fringe benefit package. Position is available immediately. Closing date for applications is postmark as of: February 15, 1979.

Candidates should submit a letter of application, blottet, resume of experience, any other supporting data, and names of at least three references to:

Office of Statewide Personnel
114 Bunnell Building
University of Alaska,
Fairbanks, Alaska 99701
AN EQUAL OPPORTUNITY/
AFFIRMATIVE ACTION
EMPLOYER

HELP WANTED

The TUNDRA TIMES has the following position open:
BOOKKEEPER Full time. Works under the direction of the Business Manager. Responsible for routine bookkeeping functions, including maintenance of ledgers, cash receipts journal, billing, records of accounts receivable and payable. Also performs other routine functions of office manager. Salary D.O.E. To apply, call (907) 279-0012 or 279-0335.

HELP WANTED

DIRECTOR, SUBSISTENCE ADVOCACY
Plans, develops and coordinates all RurAlCAP subsistence programs, including grants and contracts. Administers subsistence management. Prepares funding applications and budgets. Organizes contracts for regional subsistence activities. Monitors and supports implementation of subsistence programs. Plans and recommends policy decisions related to subsistence. Is responsible for providing staff and other assistance to the rural Alaska Resources Association. Bachelor's degree in social, economic, political, appropriate natural science, or other related fields. Minimum of three years of direct involvement with community organization or related activities

in rural Alaska. Experience beyond the three year minimum may be substituted for educational requirements on a year to year basis. Demonstrated ability to plan and manage complex grants programs. Demonstrated familiarity with, and sensitivity to, the socio-economic and cultural status of rural Alaska is essential.
\$26,000 to \$27,500 DOE
This is an Anchorage-based position with some travel.
Closing date is February 2, 1979.
Apply to RurAlCAP, 327 Eagle Street, Anchorage, Alaska 99501, or call 279-2441, ext. 14 or 38.
Equal Opportunity Employer

HELP WANTED

POSITION OPENING
TITLE: Health Aide coordinator.

QUALIFICATION: Nurse Practitioner, Physician Assistant, or RN with primary care experience.

JOB DESCRIPTION: Field trips to 5 villages. Teaching necessary in the following areas: public health and preventive care, acute and emergency care, chronic health problems, and clinic management. Also will assist in curriculum development and consumer health education.

SALARY: DOE
LOCATION: Kotzebue, Alaska
CONTACT: Winnie Reeve, Health Aide Coordinator-Instructor
Manueluk Association
Box 256
Kotzebue, Alaska 99752
907-442-3311
Deadline February 9, 1979

2. ITEMS WANTED

WANT TO BUY

WE BUY ESKIMO ARTIFACTS
Prehistoric to turn of century engraved and carved ivory, bone and wood. Must have sculptured or artistic qualities. Dolls, heads, bowdrills, charms, utensils, tools, masks, etc. We pay postage both ways if we do not buy. Marty Ellman, Box 26, Montgomery, N.Y. 12549.

3. OPPORTUNITIES

The Department of Health and Social Services, Office on Aging, announces the availability of funds authorized under the Senior Community Service Employment Program (SCSEP). Funds will be used to provide part-time employment for economically disadvantaged persons 55 years of age and over who are on public assistance or who meet 125% of the low income levels established by the Bureau of Labor Statistics. Organizations eligible for SCSEP funds are local government agencies, other public and private non-profit agencies, and Native American Tribal Organizations. For further information and a grant application, contact the Office on Aging, Pouch H 01C, Juneau, Alaska 99811, or call 465-4903. All grant applications must be received in the Office on Aging by March 15, 1979.

grocers wholesale
ALASKA PROVISIONERS
ALASKA SPECIALIST
P.O. BOX 80525
SEATTLE, WASH. 98108
PHONE — (206) 762-5150
(CATALOGUES MAILED UPON REQUEST)

4. LEGAL NOTICES

INVITATION FOR BIDS
STATE OF ALASKA
DEPARTMENT OF
TRANSPORTATION AND
PUBLIC FACILITIES
DIVISION C
HIGHWAY DESIGN AND
CONSTRUCTION

Sealed bids in single copy for furnishing all labor, materials and equipment, and performing all work on Project RS-0310(1), Unalaska Bridge Crossing described herein, will be received until 3:00 p.m. prevailing time, February 22, 1979 in the Deputy Commissioner's Office Division of Highway Design and Construction, Island Center Building, Douglas Alaska.

This project will consist of grading and drainage of 0.337 mile of roadway and the construction of a 3 span steel girder bridge near Dutch Harbor.

Principal items of work consist of the following: 45 000 cubic yards of unclassified excavation; all required structural steel, furnished, fabricated and erected; all required treated timber and 4,900 cubic yards of riprap, Class III.

All work shall be completed in 360 Calendar Days.

In accordance with requirements set forth by the "Federal Highway Administration," the following provisions are made a part of all advertisements for highway construction contracts:
"Bidders must submit certifications stating whether or not they intend to subcontract a portion of the work and, if so, that they have taken affirmative action to seek out and assist minority business enterprises as potential subcontractors. Each bidder intending to sublet part of the contract work shall make contact with potential minority business en-

terprises subcontractors to affirmatively solicit their interest, capability and prices, and shall document the results of such contacts. A bidder's failure to submit this certification or submission of a false certification shall render his bid unresponsive."

Certification Form 25A320 will be included with the bidding documents.

Plans and specifications may be obtained by all who have a bona fide need for them for bidding purposes from the Chief Road Design Engineer, P.O. Box 1467, Juneau, Alaska 99802, at a charge of \$10.00 (non-refundable) for each assembly.

Checks or money orders should be made payable to: State of Alaska, Department of Transportation and Public Facilities. Plans may be examined at Regional Department of Transportation and Public Facilities offices in Anchorage, Fairbanks, Valdez.

Donald Harris
Commissioner
Department of Transportation and Public Facilities
Publish Jan. 10, 17, & 24.

LEGAL NOTICE

NOTICE OF PUBLICATION
Office of the Solicitor
VALID EXISTING RIGHTS
UNDER THE

ALASKA NATIVE CLAIMS SETTLEMENT ACT (ANCSA)
RETROACTIVITY OF
Order No. 3029

SECTION 1. Purpose. The purpose of this notice is to announce the procedures under which the question of the retroactive application of Secretarial Order No. 3029 will be considered by this Department.

SEC. 2. Background. On November 27, 1978, Secretarial Order No. 3029 amending the Departmental position regarding valid existing rights in the original opinion of the Alaska Native Claims Settlement Act (ANCSA), was published in the FEDERAL REGISTER (43 FR 55287). As noted in the October 24, 1978, memorandum to the Secretary, adopted by the Secretary as the position of the Department on the subject of valid existing rights under ANCSA, the question of the retroactive application of Secretarial Order No. 3016, the Order which Secretarial Order No. 3029 has replaced, was not addressed in the original opinion of November 28, 1977, adopted by the Secretary in Secretarial Order No. 3016, nor was this question adequately presented as an issue for reconsideration. Section 2 of Secretarial Order No. 3029 noted: "The question of retroactive application of this Order shall be addressed by the Solicitor under procedures which shall be announced by him within 30 days of this Order's effective date." Pursuant to this delegation from the Secretary, such procedures are set forth in Section 3 of this notice.

SEC. 3. Policy. (a) All parties who have participated in the administrative proceedings which will be affected by the determination of the question of the retroactive application of Secretarial Order No. 3029, and all other interested parties, are given until January 28, 1979, to submit any written comments on this question to the Department. Comments should be sent to: Solicitor, United States Department of the Interior, Washington, D.C. 20240.

(b) After review and analysis of the submissions, a separate opinion on this question will be issued. The Secretary has reserved the final authority to determine the question of the retroactive application of Secretarial Order No. 3029, and will do so in an amendment to said order.

SEC. 4. Effective Date. This notice is effective immediately and will continue in effect until the issuance of the amendment to the Secretarial Order No. 3029.

Dated: December 26, 1978.
Leo Krulitz,
Solicitor.

Publish Jan. 24 & 31.

LEGAL NOTICE

IN THE SUPERIOR COURT
FOR THE STATE OF ALASKA
SECOND JUDICIAL DISTRICT
HANNAH O. MENDENHALL
(NEAL),

Plaintiff,)
vs.)
PHYLLIS BATES,)
Defendant.)
No. 77-3 Civ.)

SUMMONS

To the above-named Defendant:
You are hereby summoned and ordered to serve upon JULIE SIMON, plaintiff's attorney, whose address is P.O. Box 316, Kotzebue, Alaska 99752, an answer to the Amended Complaint which is herewith served upon within 20 days after the service of this summons upon you, exclusive of the time served if you fail to do so, judgment by default will be taken against you for the relief demanded in the Amended Complaint.

Janet M Tobuck
By: Maggie Kowcher
DEPUTY CLERK
DATED: December 27, 1978
Publish Jan. 10, 17, 24, & 31.