

**Contemporary Concepts, Inc.—**

# Concept in Office Management

SEATTLE, Wa. — Businessmen from Alaska traveling to Seattle or making frequent business trips to that city this fall will be offered a unique concept in office management services suited to their particular business requirements.

The service will be available through Contemporary Concepts, Inc., and will be located in the Sea-Tac Office Center Adjacent to Sea-Tac International Airport.

James W. Thomas, president of the firm and a Native Alaskan from Yakutat, says his firm will make available answering services, mail service, office and desk space, executive secretarial services, conference rooms equipped with both slide and movie projectors, entire suites and other services essential to conduct business.

Thomas feels that unless an Alaskan company has the capital to set up an office complete with all these needed services, it becomes very difficult for a firm to select floor space, lease equipment and find efficient personnel for a branch office.

"When an executive selects an office program through our firm," says Thomas, "his entire overhead cost be reduced by as much as 60 percent."

Thomas maintains his own public relations firm in Washington, D. C. His broad experience includes assignments as public director and board member of Alaska Federation of Natives, as well as serving as a former secretary and member of the board of the Tlingit and Haida Indians of



**JAMES W. THOMAS and Contemporary Concepts, Inc.**

Alaska.

He is a former public relations director of the National Congress of American Indians in Washington, D. C., and has served on an interim basis as special consultant to the Vice President of the

United States.

In a joint venture with the Alaskan advertising firm of Murray, Kraft & Rockey, Inc., Thomas coordinated the national publicity campaign for the Alaska Native Enrollment.