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call 274-2512 or write P.O. 104480 Anchorage, Ak. 99510-4480

Classified

Tundra Times

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RECEPTIONIST/SECRETARY

Full-time permanent position open with
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dividual with 2 years secretarial experience. Must
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COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY

Copper River Basin Regional Housing Authority will accept
sealed bids in single bids for providing snow removal ser-
vice at the following locations:

Project AK11-1, Westport View Manor, Copper Center, AK
Project AK11-4, Serford View Manor, Gulkana, AK
Project AK11-7, McKinley Building, Copper Center, AK
Project AK11-8, Capitol Station, Fairbanks, AK
Project AK11-9, Marietta Low Rent, Marietta, AK

This service will consist of providing snow removal from
the above listed projects on an as-needed basis. Projects
can be bid separately or as a package.

Bids will be received at the Housing Authority office located
at Mile 111.5 Richardson Highway, P.O. Box 198, Copper
Center, Alaska, phone 807-3600 until May 18, 1990 at 4:30
PM prevailing time.

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Innovator Needs Investor
Maximum \$8,000
Need Money for Services
Call (807) 852-4342

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The University of Alaska Anchorage invites ap-
plications for the position of **REGISTRATION
COORDINATOR**. Qualifications, at a minimum,
will include Bachelor's Degree credentials, work ex-
perience in higher education administration, and
computer skills and knowledge.

For complete job description, contact Personnel
Services at 786-4808 or Roxanne Warner at
786-4880.

PROCESS FOR APPLICATION: Submit the
following to Personnel Services, University of
Alaska Anchorage, 3880 University Lake Drive, An-
chorage, Alaska 99508:

1. Letter of application which speaks to the adver-
tised qualifications.
2. Comprehensive resume.
3. Five current reference names, addresses and
telephone numbers.

Position closes May 18, 1990 at 5:00 p.m.

UAA is an AAEO Employer and Educational in-
stitution. Must be eligible for employment under
the Immigration Reform and Control Act of 1986.
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