TUNDRA TIMES CLASSIFIED ADS **GET RESULTS**

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Minimum-2 lines

SECRETARY II

THE JOB:

To work as a general office secretary and bookkeeper for Fairbanks T.V.A. Development, Inc., an Economic Development District, based in Fairbanks, Alaska. Must have a minimum of three years progressive stenographic, transcription and accounting experience. Occasional evening meetings.

DUTIES:

sional eventing meetings.

DU ISS.

Clerical and bookkeeping functions with nominal supervision from the lostricit's Administrative Assistant. Frequent responsibility for composition of routine correspondence for the Districit's Executive Director, leavy file maintenance, agenda and minutes preparation, meeting scheduling, and some travel planning. Responsible for payroll of five employees and accounting for cash expenditures of a Federal grant. NECESSARY QUALIFICATIONS:

Thorough knowledge of the latest office practices, procedures, etc. Command of business English, speling and bookkeeping. Familiarity with municipal administration, grant funding, research work, and local development programs particularly with municipal administration, grant funding, research work, and local development programs particularly eleptul. Considerable skill and speed in typing an absolute must. MTST experience highly desirable.

EDUCATION:

High school and some college necessary for this position, Recent secretarial and -ffice practice courses very desirable.

Please send resume or contact no

secretarial and Affice practice courses very desirable.
Please send resume or contact no later than May 7, 1973:
Greg S, Thies
Executive Director
Fairbanks T.V.A. Development,

Fairbanks T.V.A. Development, Inc. 510 Second Avenue P.O. Box 1267 Fairbanks, Alaska 99707 452-4761, Ext. 37 All resumes must be received no later than May 7, 1973 or until vacancy is filled. AN EQUAL OPPORTUNITY EM-PLOYER

SHAKLEE BIODEGRADABLE PRODUCTS for home and industry, authorized distributors, 479-4174.

EXECUTIVE SECRETARY
Doyon, Limited is now accepting
applications. Position requires previous secretarial experience, typing
speed of 60 wpm and dictaphone
experience, Liberal fringe benefits,
vacation and sick leave time. This
job will have an exciting future.
Please apply in person at 102 Lacey
Street, Phone 452-1746.

RECRUITMENT BULLETIN
Executive Director for Alaska
State Commission for Human Rights.
Salary: \$1,969 per month.
Location: Anchorage, Alaska.
Minimum Qualifications:
Management and Administrative
experience and practical experience
which demonstrate a knowledge of
the problems of minority groups and
women, the enforcement of laws
against discrimination and agency
administration including personnel
management, budgeting, and procurement.

ment.

Applications must be received by the Commission for Human Rights on or prior to May 15, 1973.

Applications must be filed with The Commission for Human Rights

The Commission for Human Rights 520 MacKay Building 338 Denail Street Anchorage, Ak, 99501 Applications may be obtained from the Commission for Human Rights, Division of Personnel, or from any Alaska State Manpower Center

The Alaska Federation of Natives, Inc., is taking applications for the following position in the Technical Assistance Program.

Program Development Specialist: Will be required to write proposals for business and educational training. Require knowledge of existing public and private resources. Do research in acquiring of program and planning information.

Salary: Depends on Experience. Apply to:
Al Ketzler, Program Manager
Alaska Federation of Natives, Inc. 1675 "C" Street
Anchorage, Alaska 99501

Regional Director required by Copper Valley-Tanana Development Corporation. A division of Rural Alaska Community Action Program Administrative training and demonstrated leadership ability desirable. Send complete resume or application to Nick Jackson, chairman. CVTDC P.O. Box 877, Copper Center, AK 99573. Recruitment closes May 9, Equal Opportunity Employer.

We often have vacancies for elementary teachers and teacher-aids; clerk-typists, social workers, engineers, and maintenance workers; as well as technical and administrative openings. For information on how to apply, write: Personnel Officer, Bureau of Indian Affairs, Box 3-8000, Juneau, Alaska.

Bids to Be Received-

Chena River Flood Control Project

Bids will be received in the

Office of the Corps of Engineers from April 18 until May 31, 1973, for the first construction

ANCHORAGE Hotels - Motels

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Roosevelt Hotel 539 H. St. 277-5541 Ave. Sgl. with bath \$13

LEGAL NOTICE

EQUAL HOUSING

OPPORTUNITY

INVITATION FOR BIDS

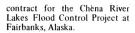
in the following villages:
Noatak 10 Units
Deering 10 Units
The units are authorized under
the State Bond Program, Remote
Village Housing.
Proposals shall be for both villages
shown above.
Proposals shall be for both villages
thown above.
Proposals shall be submitted prior
to 4:00 P.M. A.D.S.T., May 17, 1973
at the office of Alaska State Housing
Authority, 903 West Northern Lights
Boulevard, (P.O. Box 80), Anchorage,
Alaska. Criteria and data for submittal of proposals may be obtained
from the office of Alaska State
Housing Authority upon payment of
Twenty-Five Dollars (\$25.00) which
sum will not be refunded.
Successful proposer/proposers
may, at the option of Alaska State
Housing Authority, be required to
post a performance bond in the
amount of 100% of his proposed
price.
The Alaska State Housing Author.

price.
The Alaska State Housing Authority reserves the right to reject any or all bids or waive any informalities thereto.

Publish May 2, 9, and 16, 1973.

Robert E. Butler Executive Director Alaska State Housing Authority P.O. Box 80 Anchorage, Alaska 99510

The Alaska State Housing Author-will receive proposals for furnish-and erecting 20 units of housing the following villages:



The job will consist of an eleven mile portion of the Tanana River levee extending downstream from the Old Moose Creek Dike into the military reservation at Fort Wainwright.

The contractor will also excavate a two mile protion of the interior drainage channel that parallels the levee in the vicinity of North Pole.

LEGAL NOTICE



OPPORTUNITY

INVITATION FOR BIDS

Kaktovik 10 Units
The units are authorized under
the State Bond Program, Remote
Village Housing,
Proposals shall be for both villages

Village Housing.
Proposals shall be for both villages shown above.
Proposals shall be submitted prior to 4:00 P.M. A.D.S.T., May 17, 1973 at the office of Alaska State Housing Authority, 903 West Northern Lights Boulevard, (P.O. Box 80), Anchorage, Alaska. Criteria and data for submittal of proposals may be obtained from the office of Alaska State Housing Authority upon payment of Twenty-Five Dollars (\$25.00) which sum will not be refunded.
Successful proposer/proposers may, at the option of Alaska State Housing Authority, be required to post a performance bond in the amount of 100% of his proposed price.
The Alaska State Housing Authority, seemes the right to relect any of

Publish May 2, 9, and 16, 1973.



EQUAL HOUSING

price.

The Alaska State Housing Authority reserves the right to reject any or all bids or waive any informalities thereto.

Robert E. Butler Executive Director Alaska State Housing Authority P.O. Box 80 Anchorage, Alaska

Iron Shot Instead of Lead Shot

JUNEAU - "Waterfowl hunters in Alaska may have to use iron shot within three years," Dan Timm, waterfowl biologist

of Fish and Game, said.

The federal Fish and Wildlife Service is moving toward a 1975 season target date of converting from lead to iron shot for

LEGAL NOTICE INVITATION FOR BIDS
STATE OF ALASKA
DEPARTMENT OF HIGHWAYS

Sealed bids in single copy for furnishing all labor, materials and equipment, and performing all work on Project S-0915(1), S-0918(1) and S-0927(1), Southeast Ferry Terminals at Kake, Hoonah, and Metlakatla described herein, will be received until 2:00 p.m. prevailing time, May 10, 1973 in the Commissioner's Office, Department of Highways, Island Center Building, Douglas, Alaska,
This project will consist of grad-

10, 1973 in the Commissioner's Ofice, Department of Highways, Island Center Building, Douglas, Alaska.

This project will consist of grading, drainage, and rock slope protection for approach roads and staping areas and construction of steel transfer bridges, dolphins, and ferry docking structures at Kake, Hoonah, and Metlakatla, Alaska.

Principal items of work consist of the following: "METLAKATLA": 26,000 cubic yards of subase B: Class A concrete, reinforcing steel, transfer bridge and transfer barge, lump sum, all required; 610 linear feet of chain guard rail; 3-each, seven pile timber dolphins; 2,700 cubic yards of guarry-run rip-rap; shelter house and vault toilet; and miscellaneous Items of work.

"KAKE": 26,000 cubic yards of unclassified excavation; 2,400 cubic yards of subase "B: Class A concrete, reinforcing steet, cast-in-place concrete piles and 16 pile anchors; 425 linear leet of chain guard rail; 3,800 cubic yards of quarry-run rip-rap; transfer bridge, steet dolphins, and transfer barge, lump sum, all reduired; one shelter house; and miscellaneous Items of work.

"HONNAH": 11,000 cubic yards of unclassified excavation; 4,700 cubic yards of borrow; Class A concrete, reinforcing steet, transfer bridge, steet dolphin, and transfer barge; 1,600 linear feet of 18" dimeter cast-in-place concrete piles and 16 pile anchors: 420 linear feet of chain guard rail; 2,900 cubic yards of quarry-run rip-rap; one shelter house and one vault toilet; and miscellaneous Items of work.

All work shall be completed by January 1, 1974 at Kake and Hoonah and by April 1, 1974 at Metlakatla.

Plans and specifications may be obtained by all who have a bona fide eed for them for bidding purpose from the Chief Design Engineer, P.O. Box 1467, Juneau, Alaska 99801.

Plans may be examined at Department of Highway Offices in Anchorage, Fairbanks, Valdez.

waterfowl hunting

LEGAL NOTICE

INVITATION FOR BIDS STATE OF ALASKA DEPARTMENT OF HIGHWAYS

STATE OF ALASKA
DEPARTMENT OF HIGHWAYS

Sealed bids in single copy for furnishing all labor, materials and quipment, and performing all work on Project S-0308(3), Naknek to Ning Salmon described herein, will be received until 2:00 p.m. prevailing time, May 19, 1973 in the Commissioner's Office, Department of Highways, Island Center Building, Douglas, Alaska.

This project will consist of grading drainage, and crushed aggregate surfacing on 3.0 miles of roadway located between Naknek and King Salmon Alaska.

This project will consist of grading drainage, and crushed aggregate surfacing on 3.0 miles of roadway located between Naknek and King Salmon Alaska.

This project will consist of grading drainage, and crushed aggregate surfacing of 3.0 miles of roadway located between Naknek and King Salmon Alaska or sort of the following.

1,000 cubic yards of borrow; 64 linear feet of 144" diameter structural plate pipe; 668 linear feet of 24" pipe conduit; 1,450 linear feet of 24" pipe conduit; 1,450 linear feet of 24" pipe guard rail; 13,000 cubic yards of subbase, grading C; 13 culvert thaw wire installations; and miscellaneous items of work.

All work shall be completed in 150 calendar days.

Plans and specifications may be obtained by all who have a bona fide need for them for bidding purposes from the Chief Design Engineer, P. O, Box 1467, Juneau, Alaska Department of Highway Offices in Anchorage, Fairbanks, and Valdez.

B. A. Campbell Commissioner of Highways

Publish May 2 and May 9, 1973.

LEGAL NOTICE

INVITATION FOR BIDS STATE OF ALASKA DEPARTMENT OF HIGHWAYS

DEPARTMENT OF HIGHWAYS

Sealed bids in single copy for furnishing all labor, materials and equipment, and performing all work on Project G-10579, McGrath; Local Service Road described herein, will be received until 2:00 p.m. prevailing time, May 10, 1973 in the Commissioner's Office Department of Highways, Island Center Building, Douglas, Alaska,

This project will consist of grading and drainage on 0.8 miles of local service road at McGrath, Alaska, tems of work consist of 6,000 cubic yards of borrow, 2,400 cubic yards of selected material, and 240 linear feet of 18" pipe conduit, Mobilization is also included as an item of work.

tion is also included as an item of work,
All work shall be completed in 45 Calendar days.
Plans and specifications may be obtained by all who have a bona fide need for them for bidding purposes from the Chief Design Engineer, P.O. Box 1467, Juneau, Alaska 99801. Plans may be examined at Department of Highway Offices in Anchorage, Fairbanks, Valdez.

Publish April 25, and May 2, 1973. Publish April 25, and May 2, 1973.

SAVOY BAR

OWNER: CURLY LEVI MANAGER: TOMMY FULLER

Delightfully Unique!

JOHN B. COGHILL

UNION OIL DISTRIBUTOR

B. A. Campbell Commissioner of Highways

for Tanana and Yukon River Villages also in the Nenana, Clear, Healy areas

P.O. BOX 268, NENANA, ALASKA



Alaska's First Airline Serving Alaskan

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