# SUBSCRIBE TO THE TUNDRA TIMES

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TRACKED VEHICLE

NEW - USED - PARTS & SERVICE Eklutna Enterprises, Inc. P.O. Box 2£4 — Wasilla, Alaska 99687; Phone 376-5769. Publish: 6/23, 6/30, 7/7, 7/14, 7/21, 7/28, 8/4, 8/11, 8/18/82.

### REAL ESTATE

REAL ESTATE

SHASTA Lake. Come to California! 5 room house, travel trailer on 2 lots. \$175,000 cash or 1/2 dn. & OWC balance at 8-1/2%. Call owner (916) 238-2584. Publish: 8/4/82.

#### BUSINESS OPPORTUNITY

FABULOUS Las Vegas strip, Fremont St. (Main St. in downtown Vegas.) 237 sq. ft. front. w/5 stores & 2 doctors offices. 14,000 sq. ft. bld. w/ige, pkg. lot. New 10 story Casino approv. across the street. Terrific inv. Owner must sellis1,500,000, Prin. only. (702) 369-8200. Publish: 8/4/82.

### REAL RESTATE

MONTANA 3 br, 1-3/4 ba. newer home, gar., well, total 20 acs. w/approx. 5-1/2 w/gvt mineral rights, yr-rnd creek, timber, all elec. on country road. \$80k or offer p/p Jim Craig Box 514, Phillipsburg, Montana 59858. (714) 479-5376. Cash or Terms. Publish: 8/4/82.

#### INVESTMENT

in the rapidly growing sunbelt of Southcentral Washington. Premium surveyed, 5-acre parcels close to Columbia River for sports and fishing. Priced from \$9950 for 10-year recorded contracts with 12 percent interest. Seller pays title insurance, Call or send for detailed maps and photos of each parcel. Colt Ptak and Jones Inc., Land Investments, 10717 N.E. 4th, Belleview, Wash., 98004, phone 206-455-4740. Publish: 7/28, 8/4, 8/11, 8/18/82.

#### COMMISSIONER OF EDUCATION

Alaska Department of Education

The Alaska State Board of Education is seeking a chief state school officer to oversee operations of the Alaska Department of Education and to carry out State Board policy for the operation of Alaska's 53-school district school system. This cabinet level office is appointed by the seven-member State Board of Education upon approval of the Governor.

Located in the capital city of Juneau, the Department of Education employs 500 persons. Some 90,000 students are enrolled in Alaska's 550 public schools.

QUALIFICATIONS: Masters Degree with five years experience in education, three of which must be in administration; successful experience with governing boards; outstanding management skills and leadership qualities; sensitivity in dealing with groups with veried ethnic and cultural backgrounds; understanding of varying needs of both rural and urban school districts; cognizance of the legislative process; ability to work effectively with the Governor and the Legislature; success in preparing and executing budgets and other fiscal matters; success as a public speaker; experience in communicating effectively with individuals and groups.

APPLICATION DEADLINE: September 30, 1982 EMPLOYMENT BEGINS: March 1, 1983

MORE INFORMATION and applications are available from Rosemary Hagevig, Special Assistant to the State Board of Education, Pouch F, Juneau, Alaska 99811; or call (907) 465-2800.



ELEMENTARY SECRETARY
URSA MINOR/MULDOON

Salary:

\$7.41 per hour

Work Year:

10 Months

Applicants must have a high school diploma or its equivalent and one year of office experience involving public contact and scheduling activities, preferably in an elementary school.

Must have knowledge of office practices and procedures, including business correspondence, filing and the operation of common office equipment; ability to type not less than 50 words a minute.

Applications will be accepted through August 16, 1982.

Rita R. Strachan
Director for Personnel
4600 DeBarr.Road
Pouch 6-614
Anchorage, AK 99502
hone: (907) 333-9561, Ext. 15

Telephone: (907) 333-9561, Ext. 151
An Affirmative Action — Equal Opportunity Employer



# ATTENTION Food Stamp Recipients

Under the law you have the following responsibilities:

- When you apply for food stamps, answer all questions completely and honestly.
- 2. Provide proof that you are eligible.
- Report certain changes in your household's circumstances to the food stamp office promptly.
- Do not put your money or possessions in someone else's name in order to qualify for food stamps.
- Do not make changes on any food stamp cards or documents.
- Do not sell, trade, or give away your food stamps, or any food stamp cards or documents.
- 7. Use food stamps only to buy eligible items.

Remember: People who break food stamp rules may be disqualified from the program, fined, imprisoned, or all three.

## STATE OF ALASKA SALE NO: 19-82

On Saturday, August 14, 1982, at 10:00 AM, the State of Alaska will sell AS IS, WHERE IS, to the highest bidder, at Public Auction No.19-82, at the DOT & PF Maintenance Yard, 4801 Boniface Parkway, Anchorage, Alaska, including, but not limited to the following: Graders, Front End Loaders, Dumptruck, Flatbed Truck, Sanders, Pickups, Sedans, Travelalls, Typewriters, Calculators and other miscellaneous items.

Included in this sale will be a limited number of salted bear hides.

A complete inventory listing of items & equipment will be available during the hours of inspection.

HOURS OF INSPECTION: 9:00 AM to 3:00 PM on Thursday, August 12, Friday, August 13 and from 8:00 AM to SALE TIME (10:00 AM) on Saturday, August 14, 1982.

TERMS: Items must be paid for IN FULL at the time of the sale. Cash and Bank Drafts will be accepted as payment. ALL items must be removed from the equipment yard on or before FRIDAY, AUGUST 20, 1982.

either stated or implied. Titles or Bills of Sale will be issued at the time of payment.

THIS IS AN AUCTION WITH RESERVE. DENTON-WRIGHT

Items will be sold AS IS, WHERE IS, with no guarantee or warranty,

AUCTION CO., AUCTIONEERS.
PUBLIC WELCOME

#### POSITION OPENINGS

COMPTROLLER
Fulltime for IRA Tribal Government, Barrow, Ak.

GENERAL DUTIES: Responsible for fiscal accounting and personnel operations of ICAS.

SPECIFIC DUTIES: Supervise and assist Accounting Clerk. Supervise, advise, and assist Credit/Finance Director.

Accounting Functions-

Responsible for all daily accounting functions:

Review all journals.

Prepare General Journal.

Prepare General Ledger.

Prepare monthly financial statements.

Bank reconciliations.

Prepare Letters of Credit.

Authorize and review all checks and check requests.

Prepare all quarterly and yearly taxes.

Fiscal Functions:

Establish and maintain all financial records for BIA contracts and grants.

Prepare and maintain all budgets for BIA contracts and grants. Assist Executive Director and department heads with all financial accounting and budgets.

Prepare and negotiate all fiscal budgets and financial budget, monitor accounts and to close out contracts for any and all sources of funding.

SALARY: \$30,000 to \$40,000 D.O.E.

#### EXECUTIVE DIRECTOR

Fulltime for IRA Tribal Government, Barrow, Ak.

GENERAL DUTIES: Responsible for directing, executing, and coordinating a program of Tribal Operations, Natural Resource, Employment Assistance, Social Service, Housing, and Educational Programs together with supporting administrative functions.

SPECIAL DUTIES: Responsible for developing new programs within the scope of the contract.

Maintains liaison with all other State and Federal Agencies to develop new programs that from time to time become available.

Regulator agency—requires frequent travel out of area to check on other available programs.

Requires a good working knowledge of all least regulations and

Requires a good working knowledge of all laws, regulations, and policies which govern BIA programs and activities carried out in the form of direct services to Natives, and compliance determinations with the Department of the Interior and BIA.

Working knowledge of the policies and procedures of management and supervision.

Personal contact with administratives and program personnel of the BIA and officials of various federal, state, and local governmental agencies.

SALARY: \$40,000 to \$50,000. D.O.E.

Please mail resume to; Inupiat Community of the Arctic Slope, Box 437, Barrow, Alaska 99723. Phone No: 852-2411 ask for Barbara Bodenhorn.

CLOSING DATE: August 31, 1982 or until filled.