

# Classifieds

## JOBS

We here at First Bank in Petersburg, are looking for a Customer Service Representative who is interested in becoming a part of our team. Successful candidates will be responsible for working with new and existing personal and business customers. The skills we are looking for include customer service, the ability to familiarize themselves with a variety of products and services such as checking and savings accounts, online banking, online bill pay, mobile banking, and more. This position requires a problem-solving, self starter with exceptional customer service skills and a willingness to take on new and challenging responsibilities. First Bank is based in Southeast Alaska, and our Petersburg team has long-standing ties in our community. We offer competitive salaries, health insurance, paid holidays, vacation benefits, 401(k) retirement plans, and continuing education assistance. Applications can be found online at [www.FirstBankAK.com](http://www.FirstBankAK.com), or at the Petersburg Branch. First Bank is an EO/M/F/Disability/Vet Employer.

.....tfn10-14b154  
**The Petersburg Police Department** has two openings for Dispatcher/Corrections Officer I. 24 hours and 40 hours per week. Starting wage is \$20.14 per hour increasing to \$21.26 after one year of employment. These are both benefited positions with health and life insurance and paid time off. Applicants must be available to work all shifts (day shift, swing shift, and graveyard shift), holidays and weekends, and be able to attend out of town training. A complete job description, employment application, and F3 application can be obtained from the Borough's website at [petersburgak.gov](http://petersburgak.gov). Applications will be accepted at the front desk of the Borough office, 12 South Nordic Avenue,



**Now Hiring for Multiple Full-Time, Year-Round Positions!**

Alaska Marine Highway System is actively recruiting focused, hard-working individuals interested in positions in our **Passenger Services** department. These employees provide professional customer service and ensure the safety of our passengers while performing tasks in the galley, dining room or cafés, crew mess, staterooms and public areas aboard the ferries.

AMHS is also offering a **Hiring Bonus** for qualified candidates interested in building a merchant mariner career.\* Best of all, you don't need any prior maritime experience to apply! Choose a position today that can start you on the path to building your certifications for a successful maritime career.

AMHS offers competitive starting pay and a full benefit package including paid leave, medical & dental coverage, retirement options, and opportunities for advancement. If you're ready for a little more adventure and a little less of the same old thing, check out the full job description at our website.

**FerryAlaska.com/employment | 1-800-642-0066**  
**#alaskamarinehighway**  
 \*Conditions apply. Review the job posting for details.

mailed to P.O. Box 329, Petersburg, AK 99833, or emailed to [bregula@petersburgak.gov](mailto:bregula@petersburgak.gov) until position is filled.  
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**Position Opening for a Clinic Referral Follow-Up Care Coordinator / Reception.** Assures quality care through referral coordination, appointments, support and patient services through the following responsibilities: Maintain an accurate record of external referral appointments and current status in the Referral Tracking System or EMR; Monitor Referral Tracking System or EMR for outstanding and follow-up with the appropriate provider. Back up the Clinic Referral Coordinator: maintain all referrals when referral coordinator is out of the office. Assists with Reception & Admissions. Full time with benefits. Two years' experience in a health care environment preferred, but not required. Able to deal with high demand, fast

paced, multi departmental hospital needs. The individual must be highly organized and task oriented. Applications available at [www.pmcak.org](http://www.pmcak.org). Questions, contact 772-5719.  
 .....tfn8-19b127

**Position Opening for a Business Office – Admissions / Patient Financial Accounts Representative** at Petersburg Medical Center. The Admissions / Patient Financial Services (PFS) representative will serve as a primary support to Petersburg Medical Center (PMC) patients regarding any concerns related to billing, self-pay balances, insurance payments, and all other patient financial matters. This position will also help in collection of patient payments, coordinating patient agreements and assisting in patient financial counseling. High school graduate, college helpful. This position requires some accounting knowledge and strong customer service skills.  
 .....tfn8-19b132

**Come join the Petro Marine Services team!**

Like variety? Apply for this full-time position, split between working at the marina and at the service station.

See full job description and apply online at [www.petro49.com](http://www.petro49.com)

Petro Marine is an Equal Opportunity Employer/Veterans/Disabled.



**PETRO MARINE**

**ALASKA FIBRE INC.**  
 2.74 Mile Mitkof Hwy.  
**772-2173**

Good organizational, follow-through and communication skills are required. Evident/Cerner EMR experience preferred. Position is part time with benefits. Pay dependent upon experience. Applications available on-line at [www.pmcak.org](http://www.pmcak.org). Open until filled. Questions, please contact (907) 772-5719.  
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**Position Opening for a Laboratory Assistant** at Petersburg Medical Center. Working within the laboratory as part of a two-member team of Laboratory Assistants & contributing to the department as a whole, the major tasks and duties are phlebotomy, drug screen collections, EKGs, clerical responsibilities and general housekeeping. The position 40 hours per week. High school graduate with experience in a clinic or hospital setting helpful. Knowledge of phlebotomy, medical terminology and collections practices preferred. Laboratory Assistant must be a team player, able to work with an abundance of details. Organization skills and customer relations are required. Applications available at [www.pmcak.org](http://www.pmcak.org). Questions, contact 772-5719.  
 .....tfn8-19b106

**Alaska FLOORCOVERING**  
 259 Mitkof Hwy • 772-4333

**Position Opening for a Prep Cook Aide** in the Dietary Department at Petersburg Medical Center. The Prep Cook-Aide helps the cooks with food prep, fills requisitions, stocks items, puts dishes away, cleans, lifts cases up to 50 pounds to move food orders from receiving to storage. Assists the cooks as needed. The position is part time with benefits. Wage dependent upon experience. Applications are available at the Medical Center business office or on the hospital website at [www.pmcak.org](http://www.pmcak.org). For more information, call 772- 5719.  
 .....tfn7-29b87

**Position opening for a Cook** working in the Dietary Department at Petersburg Medical Center. The Cooks works to prepare appropriate meals, keeps works area clean/sanitized, records necessary temperatures/information and does assigned prep work/cleaning chores. Full Time with benefits, may include weekends and some holidays. Wage

**INVENTORY WORKERS NEEDED!**



is looking for inventory workers. Apply if you are reliable, trustworthy and detail oriented.

**Employment will run from November 1, 2021, through January 7, 2022.**  
**Monday – Friday, 7:30a – 4:30p**  
*This is a seasonal, fulltime position. Pick up an application from the business office.*

dependent upon experience. Position open until filled. Applications are available at the PMC business office or on the hospital website at [www.pmcak.org](http://www.pmcak.org). For more information, call 772-5719.  
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**Position opening in the Plant Operations department** performing a Housekeeper at Petersburg Medical Center. The Housekeeper performs the cleaning of hospital and all of the departments within. The Housekeeper may cross train in Laundry as backup. The Housekeeping positions are physical jobs and the individuals must be able to lift, stoop, bend and clean. Full time with benefits. Wage dependent upon experience. Position open until filled. Applications are available at the PMC business office or on the hospital website at [www.pmcak.org](http://www.pmcak.org). For more information, call 772-5719.  
 .....tfn7-22b110

**Scandia House** is now hiring great customer service personnel for our Front Desk. Year-round position. Salary based on skill level. Driver's license required. Apply at front desk of hotel.  
 .....tfn7-29b30

**Position Opening for a Clinic Registered Nurse.** The Clinic RN plays a key role in primary team-based care. The clinic nurse will



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# Classifieds

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 Between Juneau and Petersburg

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utilize clinical skills to provide direct patient care and case management duties in support of the patient, family, and health care team. The goal of primary care nursing is to improve the health and wellness of our patient population through education, prevention, and reduction of risk. Position is full time with benefits. Alaska RN license, BLS, 2 years of clinical experience. Wage dependent upon experience. Applications available at [www.pmcak.org](http://www.pmcak.org). Questions, contact 772-5719.  
 .....tfn7-15b98

**Position opening for a Ward Clerk** at Petersburg Medical Center in the Nursing department. Handles clerical duties on a nursing unit, including admission of patients, patient registration, working on insurance authorizations, records, directing guests, mail and transcription. May assist in inventorying and ordering supplies. Requires knowledge of medical terminology, keyboarding skills, and at least 2 years prior clerical experience. Ten hours per day / 3-4 days per week. Excellent team work and communications skills are a must. Position is full time with benefits. Wage dependent upon experience. Position open until filled. Applications are available on line at [www.pmcak.org](http://www.pmcak.org). For more information, call 772-5719.  
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**Mountain View Manor** has an opening for a permanent full-time Resident Assistant/Activities Coordinator and a 30 hour/week Resident Assistant position. Starting wage is \$16.91 per hour increasing to \$18.79 after one year of employment. Complete job descriptions and employment applications can be obtained from the Borough's website at [www.petersburgak.gov](http://www.petersburgak.gov). Applications will be accepted at the front desk of the Borough office, 12 S. Nordic Drive, or email [bregula@petersburgak.gov](mailto:bregula@petersburgak.gov) until position is filled.  
 .....tfn10-14b74

**Position opening for Dietary Assistant** at Petersburg Medical Center in the Dietary department. Duties include cleaning the dietary area the employee break room, storeroom, dietary office, locker room/bathroom, kitchen, elevator and surrounding hallways. Pours beverages and sets up food trays according to diet lists; dismantles trays; washes all dishes and puts them away. Cleans the work area and assists with serving food or helping the cook as needed. Full



**NOW HIRING! TERRIFIC BENEFITS**

**Alaska Marine Trucking** (a Lynden Company) is currently looking for enthusiastic and dedicated candidates to fill the position of a regular, full-time **Customer Service Representative in Petersburg, Alaska.**

Essential duties and responsibilities include answering a variety of customer information requests, quoting rates, processing and inspecting vehicles, and carrying out all duties with a strong commitment to excellent customer service.

**MUST SUCCESSFULLY PASS A PRE-EMPLOYMENT DRUG TEST AND CRIMINAL BACKGROUND CHECK**  
**Apply online at:**  
<http://www.lynden.com/lint/about/employment.html>

time with benefits. Wage dependent upon experience. Position open until filled. Applications are available on line at [www.pmcak.org](http://www.pmcak.org). For more information, call 772-5719.  
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**Position opening for Steam Table Aide/Prep** will be responsible for supervising the steam table and helping serve residents for breakfast Mon – Fri. This position requires turning the steam tables on and filling with water, and cleaning and sanitizing at the end of meal. This will consist of cutting foods for residents and dishing them up. The steam table Aide/Prep will assist in baking foods on the menu to keep stocked for kitchen use. Other responsibilities include managing store room/freezers, keeping it stocked/cleaned, checking for outdated items. The Steam Table Aide/Prep will help to put away any FSA/Costco orders, and local grocery orders. The Steam Table/Aide Prep needs to be trained in all Food & Nutrition Services positions to fill in as needed. Position is full time with benefits, open until filled. For an application, go to [www.pmcak.org](http://www.pmcak.org) or stop by the business office. Questions: contact 772-5719.  
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**Petersburg Children's Center** is looking to fill teacher positions in almost all classrooms. Please call Sharlay at 772-3419 or email [pccen1@gmail.com](mailto:pccen1@gmail.com)  
 .....tfn5-6b23

### MISCELLANEOUS

**Classified deadline is 5 p.m.** each Tuesday for ads appearing in Thursday's paper. Call 772-9393 or drop by at 207 N. Nordic Drive.  
 .....1x10-28dh

**Office supplies available** at Petersburg Pilot. Paper and pens to crayons. We've got it all. 207 N. Nordic Drive.  
 .....1x10-28dh

**KEN'S PAINTING:**  
 Interior/Exterior Painting & Power Washing at an affordable price  
**772-2010 or 772-2028**

### CARDS OF THANKS

**Thank you Petersburg,** for purchasing our bread and cookies. We donated \$150 to Mountain View Manor's new deck. Charlotte Simon and Sylvia Nilsen.  
 .....1x10-28p23

**Help Grow Your Business**



**WITH CLASSIFIED ADS**

**CLASSIFIED ADS** cost as little as **\$12.00** for up to 15 words. **40¢** for additional words. **6% city sales tax additional.** Deadline for classified ads is: 5 P.M. Tuesday

**PHONE 772-9393**  
**FAX 772-4871**  
 EMAIL – [pilotpub@gmail.com](mailto:pilotpub@gmail.com)  
 WEB SITE – [www.petersburgpilot.com](http://www.petersburgpilot.com) or stop by 207 N Nordic Drive

