

Classifieds



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.

FOR RENT

Spacious downtown 1 bed furnished apartment. No smokers or pets. \$950/month plus utilities. 907-772-3359

.....tfn11-25b17
Available in January, roomy two-bedroom upstairs apartment above Rexall Drug. Heat and utilities included. Washer and dryer next door. No smoking and no pets. \$600 damage deposit, \$950/month and last month deposit. Stop at the Pilot office and fill out a tenant application.

.....tfn12-2dh

Alaska FLOORCOVERING
 259 Mitkof Hwy • 772-4333

One-bedroom apartment downtown. New carpet, laminate floor and kitchen appliances. Adjacent laundry and parking. \$850/month. First and last month rent plus \$600 damage deposit. Tenant pays utilities. No pets or smoking. Tenant application available at Pilot office or call 518-1912.

.....tfn11-18dh

JOBS

Scandia House is hiring for housekeeping. Great hours, some weekends possible. Apply at hotel front desk

.....tfn12-2b16

Office Receptionist at OBI. This is a 9 ½-10 month (February-November) receptionist position. Some overtime will be required. Contact Vicki.Curtiss@obiseafoods.com for full details or call 907-772-4294, Ext. 123

.....tfn12-2b28

Position Opening: for a Rehab Tech at Petersburg Medical Center. The Rehab Tech will work closely with physical therapists, speech language pathologist and occupational therapist to complete office work of prepping and

organizing charts, ensuring necessary documents are available for therapists' use, answering and directing calls, and performing other office duties as needed. The Rehab Tech will also welcome and ensure patient satisfaction prior to and immediately following therapy services, schedule and direct patients, clean equipment after each use and any other tasks needed to run the rehab department. Position is full time with benefits, 30 hours per week (potential to grow to 40). To apply – go to www.pmcak.org or stop by the business office. Any questions contact 772-5719.

.....tfn11-18b119

Position Opening for a part time Clinic Reception / Admissions Rep in the Joy Janssen Clinic at Petersburg Medical Center. Responsible for receptionist duties at the clinic – greets the patients and ensures timely flow of patients, informing nursing staff that patients are checked in and ready to be seen. Provides information to patients and visitors; directs patients or visitors to other areas of the hospital as needed. Position is part time, may rotate weekends (Saturdays) once trained. High school graduate with a minimum of two years of office experience. Must be able to work with people in a calm, caring and professional manner. Excellent telephone etiquette is essential. Position open until filled. Applications are available at www.pmcak.org. Questions, please call 772-5719.

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Petersburg Indian Association is accepting applications for a Tribal Administrator. Position will be responsible for general oversight of operations and personnel at PIA. A full job description and application can be obtained at PIA or at piatribal.org. Position open until filled. DOE. Native Preference applies. Must be able to pass a pre-employment drug screen.

.....3x12-2b54

First Bank is looking for a Customer Service Representative/Teller for the Petersburg

Branch. If you like to work with customers, enjoy problem solving, are dependable, and you are interested in the position, stop by the branch and let's talk about it. Previous experience is not required. Application can be found online at www.FirstBankAK.com or at the branch. We offer competitive salaries, health insurance, paid holidays, vacation, 401 (k) retirement plans, employees stock ownership plans and educational opportunities.

.....tfn11-4b77

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. Applications will be accepted at the front desk of the Borough office, 12 South Nordic Avenue, mailed to P.O. Box 329, Petersburg, AK 99833, or emailed to bregula@petersburgak.gov until position is filled.

.....tfn9-23b128

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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. 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. Open until

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filled. Questions, please contact (907) 772-5719.

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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. 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. For more information, call 772-5719.

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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, reception, transmittal of messages, 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. For more information, call 772-5719.

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

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. Applications will be accepted at the front desk of the Borough office, 12 S. Nordic Drive, or email bregula@petersburgak.gov until position is filled.

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Daily Flights
7 days a week
 Between
Juneau and Petersburg

ALASKA SEAPLANES
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FlyAlaskaSeaplanes.com
907-772-4258

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 time with benefits. Wage dependent upon experience. Position open until filled. Applications are available on line at www.pmcak.org. For more information, call 772-5719.

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Petersburg Children's Center has an opening for a lead teacher for its after school program. Position is part time, afternoon hours. Experience working with school aged children preferred. Benefits include paid leave and childcare discount. Call Sharlay at 772-3419 or pcen1@gmail.com.

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

MISCELLANEOUS

Business Forms to make your office run smoother. Check it out at Petersburg Pilot, 207 N. Nordic Drive.

.....1x12-2dh

Classified Deadline is 5 p.m. each Tuesday for ads appearing in Thursday's paper. Call 772-9393 or drop by 207 N. Nordic Drive.

.....1x12-2dh

SALES

Friends of the Library book sale. Sat., Dec. 4 and 11, 11a-6p.

.....2x12-9b11

Artificial Christmas Tree, 6-foot tall. lights not all working. \$150. Call: 518-1912

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NOTICES

Suicide Hotline: 800-273-8255

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