

Classifieds

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, \$975/month and last month deposit. Stop at the Pilot office and fill out a tenant application.

JOBS

Position Opening for the Medical Records Director at Petersburg Medical Center. The Director is responsible for the health information management (HIM) of directing, planning, coordinating and administering of Petersburg Medical Center’s medical records program. The Director manages department operations and the function of utilization review as required by public law and any other agencies; supervises the checking of charts for deficiencies. The Director does daily reviews, statistics, and census review. Establishes, reviews, and updates short and long-term goals in order to be consistent with hospital wide plans and to achieve the goals and objectives of PMC. Performs utilization review on acute, inpatient and ER charges, audits of charts, monitors completeness. Performs other duties as assigned. Associates in Health Information Management with two years’ experience in a hospital or clinic preferred. Certified as a RHIT (Registered Health Information Technician) or RRA (Registered Record Administrator). Wage dependent upon experience. Applications available at www.pmcak.org. Position closes 12/15/2021. Questions, please contact 772-5719.

.....1x12-9b158
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 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.

.....tfn12-9b78
Parks & Recreation has an opening for a Temporary Facility Attendant for six months. This position is part time at 14 hours per week with an hourly rate at of \$14.96 at Step A. Must be at least 18 years old and have the ability to train for and obtain American



FLOAT PLANE SERVICE

Throughout SE Alaska

- Sightseeing • Hunting
- Freight • Fishing
- USFS Cabins

Petersburg Seaplane Facility on Dock St.



PETERSBURG FLYING SERVICE, LLC
907-518-1957 • 907-723-1053

Red Cross CPR, First Aid, and AED certification. Must be able to work various shifts, evenings and Saturdays. Please submit a completed Borough employment application and return to the front desk of the Borough office at 12 South Nordic Drive, mail to P.O. Box 329, Petersburg, AK 99833, or email bregula@petersburgak.gov. A full job description and employment application can be obtained from the Borough’s website at petersburgak.gov.

.....tfn12-9b119
Petersburg Indian Association is accepting applications for a Johnson O’Malley (JOM) Program Director. The position is part time and pay is DOE. The Director, in consultation with PIA and the JOM Parent Committee, will develop and implement educational and cultural programming for JOM students. A full job description and employment application can be obtained at PIA. Native Preference applies. Position open until filled. Must be able to pass pre-employment drug screen.

.....2x12-16b71
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

TELECOMMUNICATIONS COMBINATION TECHNICIAN (EXPERIENCED JOURNEYMAN) – PETERSBURG

Alaska Power & Telephone is hiring for a Journeyman Telecommunications Combination Technician at our Petersburg location. This is NOT an entry-level position; we are looking for a dependable, self-starting person with a positive attitude and 10+ years experience.

JOB DUTIES AND RESPONSIBILITIES:

- Basic telephone installation, troubleshooting and repair.
- Placing, maintaining, and repairing outside telephone/communication plants, including copper, fiber, and coaxial cables.
- Work service orders and trouble tickets; records management.
- Use of typical industry test equipment to troubleshoot faults, perform maintenance, and monitor equipment.
- Complete work from engineering drawings, using standard tools, materials and procedures.
- Basic programming of soft switch and broadband loop carriers.
- Other duties as assigned.

QUALIFICATIONS:

- High School Diploma or GED.
- Basic knowledge of networking, computer skills, key system installation and troubleshooting
- Experience with pole climbing, ladders, and bucket truck techniques.
- Alaska driver’s license and ability to be insured by AP&T.
- First Aid Card, CPR Card, Flagging Certificate.
- Excellent customer service skills.
- Ability to safely lift up to 60 pounds.
- Willingness to work in adverse weather conditions.
- Willingness to travel to other AP&T exchanges and remote locations.
- Must have the ability to recognize full spectrum of color.



Interested? Apply today at:
<https://aptalaska.workbrighttats.com/jobs/679889-176045.html>
AP&T is a EEO Employer/Vets/Disabled ~
AP&T is a Drug and Alcohol-free workplace

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.

.....tfn11-18b121
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.First-BankAK.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

ALASKA FIBRE INC.

2.74 Mile Mitkof Hwy.

772-2173

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
Position Opening for a Business Office – Admissions / Patient Financial Accounts Representative at Petersburg

Classifieds

Daily Flights

7 days a week

Between
Juneau and Petersburg



FlyAlaskaSeaplanes.com
907-772-4258

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

.....tfn8-19b127
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.

Alaska

FLOORCOVERING

259 Mitkof Hwy • 772-4333

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



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.

at www.pmcak.org. For more information, call 772-5719.

.....tfn7-29b89

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.

.....tfn7-22b110
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.

.....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 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.

.....tfn6-3b96

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

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 pccen1@gmail.com.

.....tfn11-18b41

MISCELLANEOUS

Competitive Printing - No obligation price quotes. 10 -14 day delivery on many jobs. Petersburg Pilot. 207 N. Nordic Drive. Call for prices. 772-9393.

.....1x12-9dh

Rubber stamps available at Petersburg Pilot. Custom made to your size and specifications. 207 N. Nordic Drive.

.....1x12-9dh

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. \$125. Call: 518-1912

.....tfn11-11dh

NOTICES

Suicide Hotline: 800-273-8255

.....dn11-25dh