

# Legals

**City & Borough of Wrangell, Alaska  
WORK SESSION  
PUBLIC NOTICE**

The Borough Assembly and City Administration will be holding two (2) Work Sessions in the Borough Assembly Chambers on Tuesday & Wednesday, May 1-2, 2018 at 5:30 p.m. to discuss the following item:

**FY 2018-19 Budget**

Although there may be a quorum of the Borough Assembly present, there will be no action taken.

The public is welcome to attend.

Kim Lane, MMC, Borough Clerk  
City & Borough of Wrangell

**Publish: April 26, 2018**



**The Southeast Alaska Power Agency (SEAPA) is advertising for the position of Temporary Brushing Technician/Laborer.**

Base location is Ketchikan or Wrangell, Alaska with work not to exceed (6) months. Work is performed as required along SEAPA's power line right-of-way corridor, with some prep and other work as required at other SEAPA-owned facilities. Majority of the work is conducted in remote wilderness locations, with minimal support. Crew typically overnights in the field on a purpose-built landing craft or in a portable shelter. Position requires a broad range of experience, skills, and clear demonstration of the ability to successfully perform essential duties and responsibilities. Qualifications for the position include a High School Diploma and valid Alaska driver's license. The position is open until filled. A complete job description and the electronic application process are available online at:

<https://seapahydro.applicantpro.com/>  
SEAPA is an Equal Opportunity Employer.

**Publish: April 19, 26 and May 3, 2018**

**CITY AND BOROUGH OF WRANGELL  
JOB ADVERTISEMENT**

**Temporary Water Treatment Plant Light Maintenance  
Water Department**

The City and Borough of Wrangell will accept applications for the position of Temporary Water Treatment Plant Light Maintenance from April 16, 2018 through May 4, 2018.

The Water Department is currently seeking applicants to fill two positions of Temporary Water Treatment Plant Light Maintenance. These positions will assist in the day-to-day maintenance at the water treatment plant. The two positions are full-time, temporary that will work forty hours per week for approximately six weeks.

Applicants must have a valid driver's license and have knowledge of light maintenance.

For a complete list of duties and responsibilities a job application may be obtained and returned to City Hall, 205 Brueger Street (P.O. Box 531), Wrangell, AK 99929.

The City and Borough of Wrangell is an Equal Employment Opportunity Employer.

Lisa von Bargaen  
Borough Manager

**Publish: April 19, 26 and May 3, 2018**

**CITY AND BOROUGH OF WRANGELL  
JOB BULLETIN:  
Nolan Center Director  
Nolan Center**

The City and Borough of Wrangell is recruiting for a Nolan Center Director to oversee all staff management, facility operations, and administration of the Civic Center, Museum, Collections, Gift Shop, Theater, and Visitor Center.

The Nolan Center Director is responsible for maintaining a record of Wrangell's past for its residents and visitors. The Director must educate the public, prioritize collections, and set goals for the safekeeping and care of Wrangell's historical record. The Director is responsible for performing the managerial and administrative tasks required to support and enhance the day-to-day business operations of the facility. This involves work with agency personnel, meeting planners, members of private industry, event planners, historical scholars and researchers and the general public, both locally and outside of Wrangell. The Director is responsible for overseeing the general condition of the building and making sure that all necessary maintenance is performed.

The ideal candidate has the ability to work independently, while performing a variety of administrative duties including supervision, delegation, personnel administration, and the ability to deal with the public. They will also have the ability to perform historical research on regional history, be a reliable source of information, and provide responsible, professional care to the community's collection of artifacts which are housed at the Museum.

Preferred education and experience require at least two years office management/administrative experience with emphasis on customer service and supervisory experience. Familiarity in civic facility operations is preferred. Knowledge in history, museum studies, or anthropology desired. Skill in event management is a plus. Experience in meeting/convention marketing and/or planning, proficiency in grant writing and grant administration, and budget formulation and administration is also desired.

This is a full-time, salaried position with full benefits, at Grade 24. The full job description and employment application can be found online at [www.wrangell.com/jobs](http://www.wrangell.com/jobs).

To be considered, submit a cover letter, résumé, and completed employment application via e-mail to [amollen@wrangell.com](mailto:amollen@wrangell.com), or in person to City Hall, 205 Brueger St., Wrangell, AK 99929. **Applications will be accepted until end of business May 4, 2018, with review beginning April 17.**

The City and Borough of Wrangell is an equal opportunity employer.

Lisa Von Bargaen  
Wrangell Borough Manager

**Publish: April 19, 26 and May 3, 2018**

**CITY AND BOROUGH OF WRANGELL  
JOB BULLETIN:  
Finance Director  
Finance Department**

The City and Borough of Wrangell is recruiting for a Finance Director to lead the Borough's Finance Department.

The Director of Financial Services is a senior management position responsible for integrating accounting operations, audits, systems, and controls governing business transactions such as purchasing, contracts, and insurance.

This position plans, organizes, directs, and coordinates centralized financial management and planning for all City functions and selected outside organizations. Manages financial services including, budgeting, treasury, public financing, liability and debt management, accounting operations, utilities and customer accounting, performance reporting, financial database management, accounting controls, and audit support. Directs and coordinates centralized contract review and administration, personnel, purchasing, and information systems.

This position will appeal to a candidate who thrives in a fast-paced, collaborative, team-centered work environment and enjoys solving problems autonomously and efficiently. The Finance Director will supervise a staff of 3 full-time employees and 1 part-time employee and will report to the Borough Manager.

Preferred education and experience typically requires a bachelor's degree in accounting, finance, business administration or a closely related field and eight years of experience in accounting systems and operations, treasury, financial reporting, or audits, including three years in a leadership capacity. Experience in governmental accounting is preferred. An active CPA or CMA certificate and/or a master's degree in business administration may substitute for some experience.

This is a full-time, salaried position with full benefits, paid at Grade 30 ranging from \$6607 to \$8346 per month. The full job description and employment application can be found online at [www.wrangell.com/jobs](http://www.wrangell.com/jobs).

To be considered, submit a cover letter, résumé, and completed employment application via e-mail to [amollen@wrangell.com](mailto:amollen@wrangell.com), or in person to City Hall, 205 Brueger St., Wrangell, AK 99929. **Applications will be accepted until end of business May 11, 2018.**

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Lisa Von Bargaen  
Wrangell Borough Manager

**Publish: April 19, 26, and May 3, 2018**

**CITY AND BOROUGH OF WRANGELL  
JOB BULLETIN:  
Electric Utility Superintendent  
Wrangell Municipal Light and Power**

The City and Borough of Wrangell is recruiting for an Electric Utility Superintendent to lead the Borough's Light and Power Department.

Under the direction of the Borough Manager, the Electric Utility Superintendent plans, directs, coordinates and supervises the activities and personnel of Wrangell Municipal Light & Power, including all construction, operations, personnel, and maintenance activities in the department.

The Superintendent performs regular evaluations and directs maintenance tasks to ensure proper generation and distribution operation, oversees the operation, maintenance and repair of the diesel generating plant and distribution system. They are responsible for all electrical maintenance, new work in power plant, overseeing and performing building maintenance, and repair duties to ensure that all power plant structures and distribution infrastructure are safe and operating efficiently. Additionally, they provide leadership to all electrical employees, prepare an annual budget for the electrical department and reports to the Borough Manager on the electrical department's operations.

Preferred education and experience include completion of an electrical apprenticeship program or trade school diploma, as well as extensive industrial maintenance and electrical work experience, considerable in-depth knowledge of electric generation and distribution operations to ensure that equipment installation and construction is done safely, efficiently, and according to specifications. Requires experience with contract bidding, good verbal and interpersonal skills, thorough knowledge of required electrical codes and standards as well as the ability to inspect building electrical systems. Mechanical knowledge and skill to oversee operations, maintenance and repair of diesel generators safely and efficiently is expected.

This is a full-time, salaried position with full benefits, at Grade 30. The full job description and employment application can be found online at [www.wrangell.com/jobs](http://www.wrangell.com/jobs).

To be considered, submit a cover letter, résumé, and completed employment application via e-mail to [amollen@wrangell.com](mailto:amollen@wrangell.com), or in person to City Hall, 205 Brueger St., Wrangell, AK 99929. **Applications will be accepted until end of business May 4, 2018, but will be reviewed as received.**

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Lisa Von Bargaen  
Wrangell Borough Manager

**Publish: April 19, 26 and May 3, 2018**