# **Help Wanted**

# **ENG Cameraman**

A minimum of two years experience and familiar with all facets of electronic news gathering. Microwave experience preferred. Send resume and tapes to: News Director, WTYD, P. O. Box 2009, Durham, NC 27702. EOE

# **Financial Analyst**

Immediate opening for a person to assist the Cor-porate Secretary of a growing international non-profit corporation in budget maintenance, fringe benefits analysis and implementation, insurance, personnel systems and administrative duties. The individual we are seeking must have a Bachelers Degree in accoun-ting or related field and experience in accounts payable and payroll, and excellent writing skills. Send resume to Ms. Sandra Mixon, SECID, 400 Eastown Drive, Suite 207, Chapel Hill, N.C. 27514. No phone calls please. EOE. No phone calls please. EOE.

Nutritionist I

(Temporary) Completion of course work for a master's degree in foods and nutrition or in public health nutrition. Strong supervisory skills, good oral and written com-munications skills essential. Special training and/or experience in prenatal nutrition preferred. Position available May 1, 1982 to October 30, 1982. Salary: \$7.17 Per Hour.

For an application please contact the Employment Division, 111 Pettigrew Hall, UNC, Chapel Hill, NC 27514. 962-2991. EQUAL OPPORTUNITY/AFFIR-MATIVE ACTION EMPLOYER.

# **Cook Supervisor II**

Four years experience in quantity cooking, two years of which must be in a supervisory capacity in a commercial or institutional establishment; or an equivianet combination of education and experience. Super-visory position requiring substantial knowledge and experience in the methods, planning and directing of food preperation. Familiarity with continental cuisine necessary. Hours: 12:30 p.m. to 9 p.m. Rotating days off each week. Weekend work essential. Salary range: \$10,524 - 15,612.

For an application please contact the Employment Division, 111 Pettigrew Hall, UNC, Chapel Hill, NC 27514. 962-2991. EQUAL OPPORTUNITY/AFFIR-MATIVE ACTION EMPLOYER

#### Electronics Technician II

Completion of course work from a technical school or community college with a two year degree in eleccommunity college with a two year degree in elec-tronics and one year of experience in the repair and maintenance of a variety of specialized electronic devices preferably including some responsibility for circuit modification; or an equivalent combination of education and experience. Experience in the repair of CRT terminals essential. Audio-visual, primarily radio cassette, recorder, color TV and camera repair necessary. Skill in operation, installation, maintenance, repair, redesign, construction, calibra-tion and modification of Digital and Analog In-

# **Computer Programmer II**

To sorve as Business Officer for statewide computer network with responsibility for maintaining automated billing/accounting system. Applicants should have 1 year programming experience (including PL/I or COBOL and working knowledge of OS/VS2 MVS0 or 2 or 4 year degree in data processing or an equivalent combination of education and experience. Some training in accounting is desired. Salary range: \$15,612-\$23,556. Apply by Monday, March 22, 1982, to: Personnel Office, UNC-General Administra-tion, P. 0. Box 2688. Chapel Hill, N.C., 27514. tion, P. O. Box 2688, Chapel Hill, N.C., 27514. EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.

# **CITY OF DURHAM** North Carolina **Job Opportunities**

# Surveyor Helper

Starting Salary \$9, 106 Responsible for assisting in land surveying and allied engineering work. Requires graduation from high school and some courses in algebra, trigonometry and geometry is preferred.

DEADLINE DATE: March 19, 1982

# Laborer I (Part-time)

Starting Salary \$3.35/hr. Responsible for cleaning city parks and some minor repair to playground equipment. Requires completion of the eighth (8) grade and at least six months of heavy manual labor work.

DEADLINE DATE: March 19, 1982

#### Automotive Mechanic II

Starting Salary \$13,455 Responsible for the maintenance and mechanical repair of a variety of gasoline or diesel powered heavyduty and specialized equipment. Requires graduation from high school and at least three years experience as an automotive mechanic including experience in the repair of one or more types of heavy equipment. DEADLINE DATE: March 19, 1982

#### Paddleboat Attendant

Starting Salary \$3.35/hr. TERM: April 19 - September 15

Hours: 16/weekly

Work involves providing paddleboats and permits and performing minor maintenance of paddleboats. Requires ability to operate a motorboat and the ability to deal effectively with the public. DEADLINE DATE: March 5, 1982

CERTIFICATION (IF REQUIRED) MUST BE INDICATED ON APPLICATION. ONE POSITION PER APPLICATION ONLY. For information and application contact: Personnel Office, First Floor

**City Hall 101 City Hall Plaza** Durham, N.C. 27701 Telephone: 919/683-4214

An Equal Opportunity/Affirmative Action Employer.

**University Administrative** Manager III

Completion of college course work in business ad-ministration, public administration, or related field and two years experience in management of ad-ministrative activities; or an equivalent combination of education and experience. Therough knowledge of office and personnel management, budget develop-ment and grants management. Effective communica-tions skills, both oral and written, and the ability to work with a wide variety of people. Salary range: \$17,880 - 27,204.

#### **University Administrative** Manager V

Completien of college course work with major em-phasis in business administration, public administra-tion, or related field and five years of management extion, or related held and two years of management ex-perience, preferably in a teaching and patient care setting; or an equivalent combination of training and experience. Experience in budgeting, contracts and grants management, personnel supervision and management. Effective interpersonal skills and the ability to work with a wide variety of professionals essential. Salary range: \$22,448 - 34,464.

For an application please contact the Employment Division, 111 Pettigrew Hall, UNC, Chapel Hill, NC 27514. 962-2991; EQUAL OPPORTUNITY/AFFIR-MATIVE ACTION EMPLOYER.



NORTH CAROLINA

DURHAM COUNTY CREDITOR'S NOTICE HAVING QUALIFIED as the Ex-HAVING QUALIFIED as the Ex-ecutrix and the Executor of the Estate of Lucious S. Gleon, late of Durham County, North Carolina, the undersigned do hereby notify all persons, firms and corporations having claims against said Estate to present them to the undersign-ed, on/or before the 27th day of August, 1982, or this notice will be pleaded in bar of their recovery. All persons indebted to said estate will please make immediate payment to the undersigned at payment to the undersigned at either of the Addresses of the Executrix or Executor given below. This the 27th day of February 1982

ROUMANIA G. LIPSCOMB. EXECUTRIX Estate of Lucious S, Glenn, Deceased 4308 DENFIELD STREET DURHAM, NORTH CARDLINA

27704

CLAUDE L. GLENN, EXECUTOR Estate of Lucious S. Glenn. Deceased ROUTE 2 BOX 353 ROUGEMONT, NORTH CAROLINA 27572 PUBLICATION DATES: The Carolina Times February 27: March 6, 13, 20,

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THE CAROLINA TIMES -7

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struments necessary. Salary range: \$13,644 -20,448.

### **University Health and** Safety Inspector

Completion of course work from a technical school or Completion of course work from a technical school of community college with a two year degree in a safety related field; or an equivalent combination of educa-tion and experience. College course work in the area of microbiology or laboratory research experience with knowledge of maintenance and operation of biological safety cabinets and operation of test equipment. Goed oral and written communication skills essential. Salary range: \$13,092 - 19,548.

## University Health and Safety Inspector

Completion of course work from a technical school or community college with a two year degree in a safety related field; or an equilalent combination of education and experience. College course work, building trades or laboratory research experience could be substituted for part of the above requirement. Prefer experience in the following areas: electrical safety, aboratory safety, mechanical safety or radiation safe-ty. Salary range: \$13,092 - 19,548.

For an application please contact the Employment Division, 111 Pettigrew Hall, UNC, Chapel Hill, NC 27514. 962-2991. EQUAL OPPORTUNITY/AFFIR-MATIVE ACTION EMPLOYER.

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#### Durham, North Carolina 27707

Search For A Chancellor of

North Carolina Central University

The Board of Trustees of North Carolina Central University seeks a qualified person for the position of Chancellor to succeed Dr. Albert N. Whiting who has announced he will retire from that office on 30 June 1983. The appointment will be effective 1 July 1983. The salary and fringe benefits for the position are competitive regionally and nationally.

North Carolina Central University is one of the sixteen constituent institutions of the University of North Carolina. It is an historically black public, comprehensive institution whose five schools are the undergraduate and graduate Schools of Arts and Sciences, the School of Business, the School of Law, and the School of Library Science. The University awards baccalaureate and master's degrees and the first professional degree in law. It serves approximately 5,000 students on a 104 acre campus.

The Chancellor of North Carolina Central University is the chief administrative and executive head of the institution and is responsible for carrying out the policies of the System's Board of Governors and the institution's Board of Trustees. Nominees for the position should hold an earned doctorate or appropriate terminal degree and possess a demonstrated record of academic excellence and administrative experience. Completed applications must be postmarked by May 5, 1982. Applications must be

accompanied by a resume and include the names of at least five references with their business addresses and telephone numbers.

Letters of nomination and/or application should be addressed to:

Dr. Mary M. Townes **Executive Secretary** Search Committee for Chancellor Post Office Box 19435 North Carolina Central University Durham, North Carolina 27707

References will be contacted after an initial screening of applications AN AFFIRMATIVE ACTION, EQUAL OPPORTUNITY EMPLOYER



