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ONLINE ADS

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www.ifallsjournal.com and can be searched by category

Full Time8050

**EMPLOYMENT OPPORTUNITIES**

Bigfork Valley is currently seeking to fill the following positions. Please see [BigforkValley.org/employment.html](http://BigforkValley.org/employment.html) for information on job specifications, licensing and qualifications required.

**Activities Aide - FT & Casual**

**Bus Driver - Casual**

**CNA - FT & Casual**

**Coder / Abstractor - FT**

**Cook - Casual**

**Housekeeper - FT & Casual**

**LPN - Casual**

**Orthopaedic PA/NP - FT**

**Pharmacist - Casual**

**Plant Operations Lead - FT**

EOE. AAP. Submit resume by email to [hr@bigforkvalley.org](mailto:hr@bigforkvalley.org) or by mail to Human Resources, Bigfork Valley, P.O. Box 258, Bigfork, MN 56628

**(218) 743-3177**


*Where skill meets compassion.*

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**ADVERTISEMENT NOTICE**  
**KOOCHICHING COUNTY**  
**COUNTY VAN DRIVERS**

The Koochiching County Veterans Service Office is seeking drivers for the County Veterans Van for transporting veterans to V.A. medical facilities in Hibbing, Twin Ports and St. Paul. Drivers are provided a pay stipend, meal reimbursement and lodging for overnight stays in St. Paul. If interested, please contact the Veterans Service Officer at 218-283-1179 to fill out an application.

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**CODER / ABSTRACTOR**

Busy, independent hospital seeks coding specialist for full time position. Experience in outpatient and professional coding is preferred.

Requires a high school diploma or equivalent and either RHIA/RHIT, CCS or CPC or other similar credentials, with 1-2 years of ICD-9, CPT and HCPCS coding experience or is non-certified with 3-5 years of ICD-9, CPT and HCPCS coding experience.

Full time with excellent benefits and a competitive salary.

EOE, AAP. Submit resume by mail to: Human Resources Department, P.O. Box 258, Bigfork, MN 56628. By email: [hr@bigforkvalley.org](mailto:hr@bigforkvalley.org)

**(218) 743-3177**

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The International Falls Housing and Redevelopment Authority, Woodland Park Apartments is seeking applications for the position of **Deputy Executive Director** effective January 1, 2014.

This person will become the **HRA Executive Director July 1, 2014**. This position is a fulltime position of 40 hours a week.

Requirements include computer experience with Microsoft Word, Excel & QuickBooks, along with excellent oral & written communications skills. A complete job description and schedule of salary and benefits may be picked up at the office, **1200 Riverside Drive, International Falls, MN** or call **(218)283-4114**.

**Resumes will be accepted until Tuesday, December 3<sup>rd</sup>, 2013 at the above office.**

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**Shop Mechanic Position**

**Job Responsibilities:**

The shop mechanic will perform maintenance and repair of heavy construction equipment, as well as, other construction equipment in accordance with manufacturer's specifications, company and safety standards. The position is based in Northern Minnesota.

**Primary Duties and Responsibilities:**

Troubleshoot problems and repair heavy construction equipment. Performs skilled mechanical repair work and overhaul of equipment. Ability to understand hydraulic, electrical and air schematics. Ability to weld mild steel and use oxy/acetylene torch. Documents repairs and preventive maintenance in fleet data base. Purchases necessary parts and supplies to accomplish repairs. Prioritize work, establish deadlines and modify work schedules to meet those deadlines. Maintain shop facilities in adherence to safety regulations. Plans and organizes seasonal shop work according to changing demands and priorities. Provides technical assistance or advice to machine operators. Trains machine operators on general maintenance. Maintain a current library of equipment maintenance manuals, schematics and lock-out procedures. Ensure equipment is equipped with log books, operating manuals and lock-out procedures. Identify warranty issues and follow up with manufacturer and equipment manager.

**Job Qualifications:**

A minimum of 3 years' experience in the skilled mechanical repair of construction equipment. A valid driver's license and satisfactory driving record required; Class 'B' is a plus. Ability to read and understand procedural instructions and manuals. Ability to keep records and to prepare work and time reports. Ability to understand and efficiently carry out instructions. Ability to prioritize work and meet deadlines. Provide basic hand tools for equipment repair. Thorough knowledge of the occupational hazards and safety precautions of the work being performed.

**Physical Requirements and Working Conditions:**


Works both indoors and outdoors. Frequently performs physical activities that require considerable use of the arms and legs and moving the whole body, such as standing, lifting, walking, stooping, bending, reaching and handling of materials, equipment and tools. Uses hands and fingers to operate equipment and tools involved in repairs. Lifts, pushes, pulls, and carries heavy objects, machinery and tools. Works around vehicles and machinery with moving parts. Exposed to exhaust fumes, gasoline, and diesel fuel. May be exposed to harsh weather conditions. May be exposed to loud noise.

**This job description is not intended to represent a complete, comprehensive list of all duties and responsibilities that may be required in this position. There may be unplanned activities and other duties as assigned.**

**"We offer a competitive salary and benefits package"**

**218-283-3700 • [www.wagnerconstructioninc.com](http://www.wagnerconstructioninc.com)**

**The Company is an Equal Opportunity Employer**



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- \*new vehicle.....

**218-285-7411**

**FULL TIME Koochiching County Public Health Nurse Position Open**

POSITION: FULL TIME Koochiching County Public Health Nurse (40 hrs/week)

STARTING SALARY: \$20.59 per hour (80% of full salary based on 2014 pay scale)

MINIMUM QUALIFICATIONS: B.S. in nursing with RN license and Public Health Nurse Certificate.

POTENTIAL BENEFIT for Repayment of Student Loans:  
View website for potential eligibility: <http://www.hrsa.gov/loanscholarships/repayment/nursing/>

Qualified candidates can send resume & cover letter to:  
Susan Congrave, Director  
Koochiching County Health Department  
1000 5th St  
Intl Falls MN 56649  
(218) 283-7070  
Email: [Susan.congrave@co.koochiching.mn.us](mailto:Susan.congrave@co.koochiching.mn.us)  
Fax: 218-283-7050

Application closing date is December 16, 2013, at 4:30 p.m.  
Koochiching County does not discriminate on the basis of race, color, national origin, sex, religion, age or handicap status in employment or the provision of services. EEO

**American Crystal Sugar Company**

Come and join our talented workforce! We have multiple openings at all 5 factory locations in the Red River Valley. Please visit our website at [www.crystalsugar.com](http://www.crystalsugar.com) to view the minimum qualifications necessary and a detailed job description of these opportunities.

**Electronic Control Technicians (ECT):** Current wage starting at \$27.95/hr

**Electricians:** Current wage starting at \$27.88/hr

**Boiler House Fireman/Foreman:** Current wage starting at \$24.39 - \$26.90/hr

**House Mechanic (Millwrights):** \$24.90/hr

**General Factory:** Starting at \$14.73/hr

**Packaging Technicians:** Starting at \$15.74/hr

**Factory Locations:** Moorhead MN, Crookston MN, East Grand Forks MN, Hillsboro ND, Drayton ND

To apply, please complete a company application on our website:  
<https://www.crystalsugar.com/employment/application.aspx>. Please attach a cover letter and resume or send those documents directly to: [careers@crystalsugar.com](mailto:careers@crystalsugar.com)

Applicants are required to have at least a HS diploma or GED and must pass the entrance testing requirements, a pre-employment drug screen, and a criminal background check.

**American Crystal Sugar Company is an Equal Opportunity Employer**

**REMEMBER** to always include your name, address & phone

**FREE SATURDAY ADS**  
**For Items Priced Under \$500!**

- Limit your ad to **25 words** or less and include your **price** and **phone** number. (ads without price will not run)
- **Deliver** your free ad to The Journal Drop Box before noon Thursday, or **Fax** it to (218) 285-7206 or mail it to: The Journal, 1602 Hwy. 71, International Falls, MN 56649.
- Additional run on Wednesday \$1 each.
- Ads for commercial items, rentals, real estate, home businesses, food, animals, feed, heavy equipment, employment/business services, organizations or items over \$500 can be placed for a minimal fee by calling 285-7411.



**HUNTING FOR THE PERFECT EMPLOYEE?**

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Classified Advertising Department

**218-285-7411**