



Vacancy Announcement

Title:	President	Location:	Anchorage
Status:	Exempt	Announcement Date:	October 13, 2008
Reports To:	Chairman of the Board/ Board of Directors	Closing Date:	Until Filled

Duties and Responsibilities:

As President of the Corporation, duties and responsibilities extend to any and all business activities in which the Corporation may engage. These include, but are not limited to the following:

1. **Responsibilities to Board and Shareholders**

- a) Operate within the Bylaws and Articles of Incorporation at all times.
- b) Inform the Chairman as to any aspects of the Corporation that may require immediate board attention and/or action.
- c) Coordinate with the Chairman on the calling, agenda and conduct of all Board meetings and shareholder meetings in accordance with corporate and legal requirements.
- d) Carry out the Board's decisions, including but not necessarily limited to:
 - Approval of the objectives, general policies, principles, practices and the general organizational plan of the Corporation.
 - Authorization of capitol expenditures, acquisitions or disposal of corporate assets, and approval of loans, investments, lease agreements and other plans to finance the Corporations, but not to exceed allowable amounts as specified in current policy without prior Board approval.
 - Establish the policies and procedures deemed necessary to protect the property and the rights and interest of shareholders and creditors of the Corporation.

- Supervision of the real estate and other operations and financial affairs of the Corporation through approval of audits and tax compliance, budgets and forecasts; review of periodic reports, financial and operating statements and analysis of major operations in relation to authorized programs; and determination of corrective actions as required.
 - Other duties as assigned by the Chairman and Board of Directors.
- e) Follow the approved Personnel Policy and Procedures Manual. Insure the proper staffing requirements; approval of new employees and elimination of unneeded or redundant positions.
- f) Provide leadership in the area of shareholder/employee professional development within the Corporation.

2. **Organizational Relationships**

- a) Assure that the Chairman and Board of Directors are kept adequately informed of the affairs of the Corporation in order that sound relationships, understandings and communications will be maintained between the President, the Board of Directors and The Aleut Corporation.
- b) Counsel and advise the Chairman and Board of Directors, utilizing their capacities to the fullest extent to secure maximum benefits for the Corporation.
- c) Interact with the Committees of the Board as stated in the Bylaws.
- d) Establish, coordinate, and maintain such outside relationships which benefit the interests of the Corporation and The Aleut Corporation.
- e) Responsible for all contributions: screening, approval, oversight and collection.

3. **Corporation Operations**

- a) Supervises the Controller and Fuel Operations Manager.
- b) Responsible for all corporate operations. In addition, President is specifically delegated the operating and supervisory authority to conduct the affairs of the Corporation.

- c) Delegates to members of the corporate staff as much of his authority as may be necessary to maintain a strong, effective organization without loss of essential control, specifically excepting overall responsibility for results or individual accountability.
- d) Responsible for marketing fuel worldwide and coordinating transportation logistics for delivery by tanker or rail. Negotiates fuel purchase and sale agreements.

4. Finance

Responsible for the overall financial condition of the Corporation.

5. Authority

The President has the authority to manage the business of the Corporation within the limits of sound business practices; existing and future limitations placed upon him/her by applicable law, the Articles of Incorporation, the By-laws of the Corporation and the policies set from time to time by the Board of Directors of the Corporation.

6. Performance Review:

The Board will conduct the annual performance review of the President.

7. Requirements:

Bachelors' degree in business, engineering, accounting or related field. Minimum 5 years of management experience. Fuel operations knowledge. Knowledge of international transactions desired.

To Apply, submit resume and completed application to:

Natasha Parker
Aleut Enterprise, LLC
510 'L' Street, Ste. 603
Anchorage, AK 99501
(907) 562-8208 Fax
Email: jobs@adakisland.com