

NOTICE OF CONTRACTOR OPPORTUNITY
HALIWA-SAPONI INDIAN TRIBE
POW-WOW AD SALES

Notice is hereby given Haliwa-Saponi Indian Tribe is seeking a highly motivated, enthusiastic, self-starter, well-organized, and detailed oriented person to solicit advertisements for the Haliwa-Saponi Indian Tribe's annual pow-wow booklet for the year 2023-2024. The contractor should have computer/technology skills to be effective. The contractor will make contacts with businesses to solicit advertisements for Pow-wow ads. The contractor will provide invoices to business and collect payments for the Pow-wow ads. The contractor will maintain a record of all businesses contacted and payments collected and provide monthly summaries to the Tribal Administrator. The contractor will provide to printing company or other designee, through all ads, for which payment has been received, to be placed in the Pow-wow booklet.

If interested, please submit resume to: Gary Lynch, Housing Director at 39021 Highway 561 Hollister, NC or via email glynch@haliwa-saponi.org by Friday, October 13, 2023, at 5:00 p.m.

The Haliwa-Saponi Indian Tribe is an equal opportunity employer that does not discriminate based on race, color, religion, nationality, or sexual orientation. When HUD grant funds are used, tribal and Indian preference is utilized in the hiring of staff, contractors, and consultants.