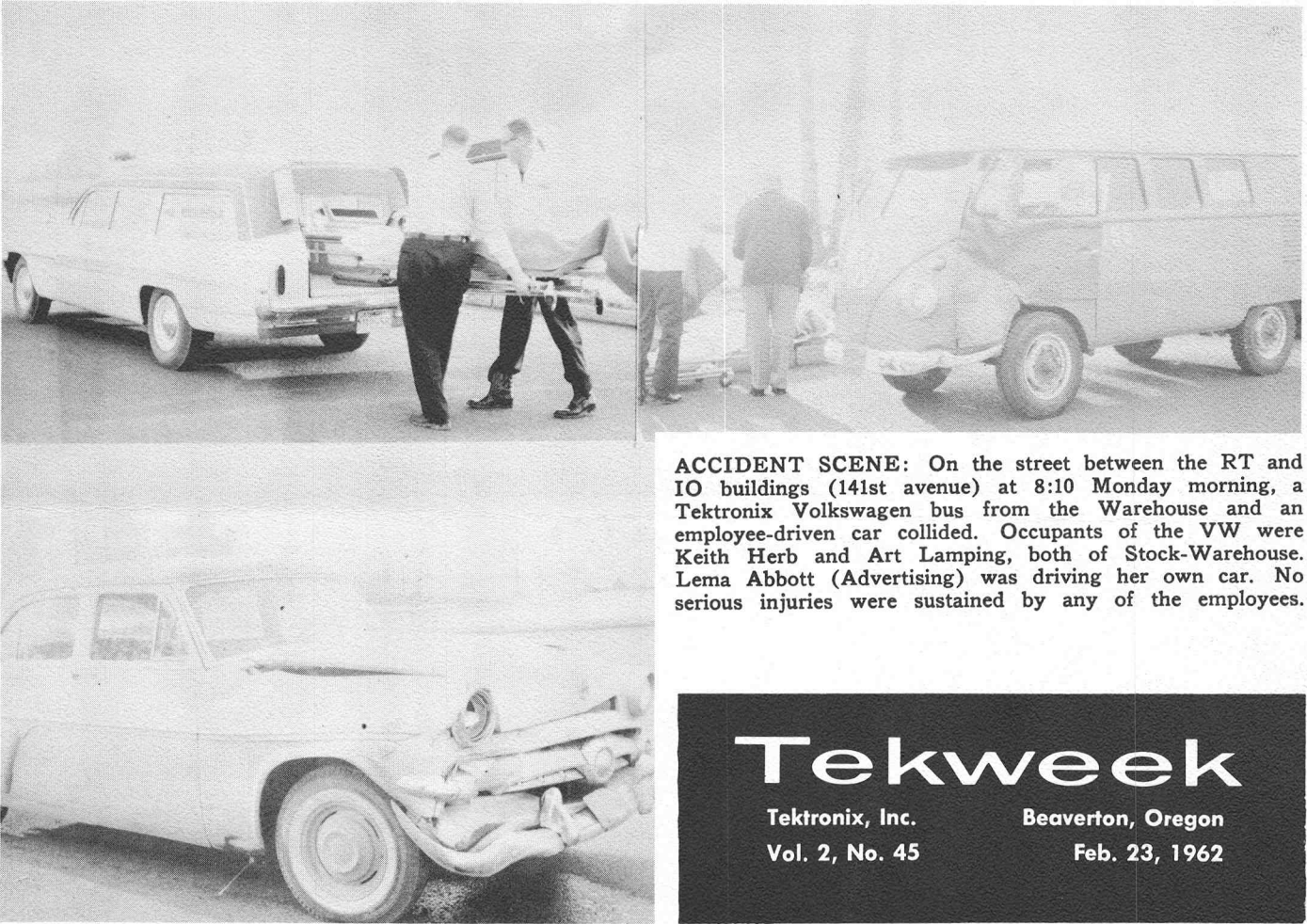


Monday Morning Collision Shakes Up Three Employees



ACCIDENT SCENE: On the street between the RT and IO buildings (141st avenue) at 8:10 Monday morning, a Tektronix Volkswagen bus from the Warehouse and an employee-driven car collided. Occupants of the VW were Keith Herb and Art Lamping, both of Stock-Warehouse. Lema Abbott (Advertising) was driving her own car. No serious injuries were sustained by any of the employees.

Tekweek

Tektronix, Inc.

Beaverton, Oregon

Vol. 2, No. 45

Feb. 23, 1962

HEMO-GOBLINS TO DONATE MARCH 2

The second group in the new Blood Bank program will donate blood on March 2 in building 45 (cafeteria).

The group, nicknamed the "Hemo-Goblins", includes all donors in Plant 3, the lower floor of building 47, Millikan Way area, Electron Devices (both locations) and Electrochemical.

Sign-up sheets are being circulated by group representatives and should be returned by Wednesday, February 28. Donations will be by appointment and cards stating the time for each donor will be sent to the department office. Medical questions regarding the donation of blood can be answered by the nurse in each plant.

Ted Hiatt Bowls High Series

Ted Hiatt was named Honor Roller during Tek Men's bowling league play, February 15. Ted bowled a 197, 185, 186 — 568 series.

Highest individual score was Roger Carter with a 221.

Kwaku Mensah Directs Seminar

Kwaku Mensah, metallurgist for the Electrochemical department at Tek, organized and directed the African Students of the Pacific Northwest seminar at Oregon State university last week.

The conference, held February 16 and 17, was attended by students representing Ghana, South Africa, Tanganyika, the Congo, Cameroun, Liberia, Kenya, Togo, Uganda and Nigeria.

Kwaku, who is president of the African Students Union and a graduate of Oregon State university, came to Oregon on a scholarship six years ago and has been at Tek since August 1960. He received one of the scholarships awarded each year to the two top students in his country.

Before coming to this country, Kwaku taught Latin, French and physics — an honor bestowed on the most promising students in the high school graduating class.

Kwaku is married and the very proud father of a 7-month-old daughter, Lisa.

BRIDGE CLASSES BEGIN MARCH 14

Tek's Bridge club announced that classes for beginning and intermediate bridge players will begin 7:30 Wednesday, March 14.

The introductory class will be held in the new cafeteria, building 45.

Classes are open to Tek employees, spouses and friends. Sign-up sheets are posted on the hall bulletin boards. Please contact Fred Lum, extension 7233 if further information is needed.

THE TWENTIETH CENTURY, the award-winning television program, will present two half-hour programs on the evolution of American psychiatry on Sunday, February 25 and March 4. The program features interviews with Drs. Karl and Will Menninger and was filmed at the Foundation and Topeka State and Veterans Administration hospitals. Check local television listings for time and channel.



CONSISTENT ACHIEVEMENT AWARD — was presented to Bill Marinelli (Finals, Plant 1) by Paul Nordstrom, president of the Portland Junior Chamber of Commerce, February 13.

LETTERS:

RED CROSS

The following letter was received by Tom Williams (Plant Supporting Services) from the Oregon Trail chapter of the American National Red Cross:

Dear Mr. Williams:

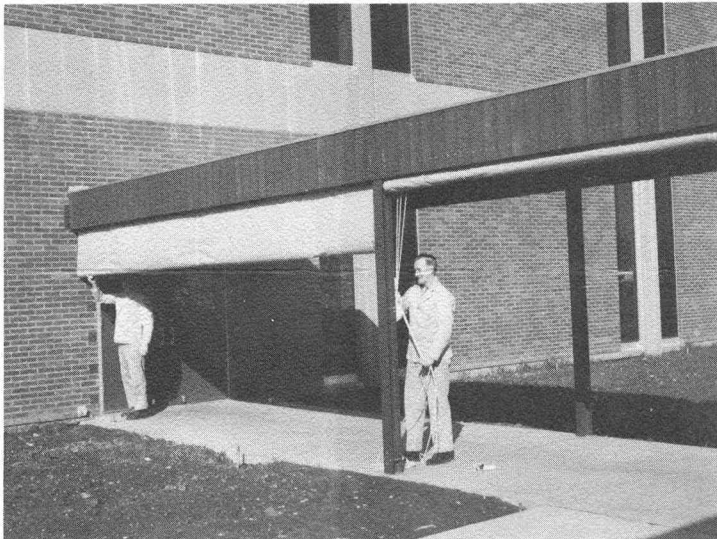
Under separate cover are some of the small Christmas tags and enclosure cards that are being made to sell at the Senior Craftsmen Shop for next year. Also some other fascinating crafts, devised from the wonderful and abundant supply of Christmas cards you supply us with each year, are enclosed.

These cards are being used in so many ways, not the least of which is to teach a class of several women who will in turn go back to nursing homes and homes for the aged and teach the skills and crafts that they have learned.

You can see why we are so grateful to you and to Tektronix for taking the time to collect and deliver these cards to us. We thank you for ourselves and for all who will benefit from them.

Sincerely yours,

Mrs. Robert Young
Chairman, Arts and Skills



DROP CURTAINS were recently installed to protect employees during rainy weather as they walk to and from the Building 45 cafeteria. The green canvas curtains are being used on the south side of the walkways between Buildings 39 and 45 and between Buildings 45 and 47. Dick Vanderzanden (r.) and Al Maxwell of Building Service demonstrated the new feature.

POLITE TEKS

Many of us coming from Portland and the northwestern towns turn down Ecole Avenue into Jenkins Road on our way to Tek. The traffic on Jenkins is exceptionally heavy and waiting for an opening can tie up quite a few cars in a short time.

There are some very considerate Tektronix people traveling Jenkins. They have set up a system, completely unsupervised, whereby they alternate traffic flow by slowing down or coming to a stop at Ecole. One car at a time crosses the other flow of traffic. Seeing this "just happen" has had a calming effect on everyone. We're all better drivers because of it.

Please express our thanks to all for their thoughtfulness and courtesy; and commend them for their good driving tactics.

It's a very pleasant way to start a day.

Norma Caufield
Field Engineering Staff

WITH GLOWING OPTIMISM...

Earl Scott, who left for Europe January 4, returned February 12 with glowing optimism about Tek's entire European operation. "Don Alvey should be very proud."

Earl spent a week each at Guernsey, Heerenveen and Zug (Tzoog). He reported the expansion of the manufacturing plant and staff reorganization at Guernsey was progressing smoothly.

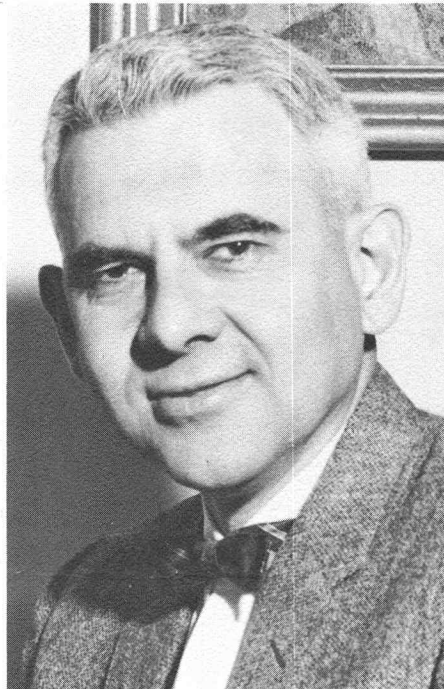
Heerenveen construction has been hampered somewhat by weather problems, but is well on its way to completion. According to Earl, the factory should be operating the middle of April.

"Earl Wantland has done an outstanding job in selecting Dutch technical and management people," Earl said. "I don't see how we can fail with a crew like that."

At Zug, the staff is continuing its efficient handling of orders, forecasting and operating inventory for Guernsey and Heerenveen, he added.

Earl's purpose in traveling to Europe was to help where needed with material scheduling, manufacturing processes and physical layout of the plant at Heerenveen, and also to help plan with the expansion at Guernsey.

A three-day vacation was squeezed into his crowded schedule to visit Copenhagen, Edinburgh and Paris.



Earl Scott
R turns From Europe

REMINDER:

Employees are reminded that in case of heavy snow, announcements will be broadcast over station KEX indicating if Tektronix will or will not work.

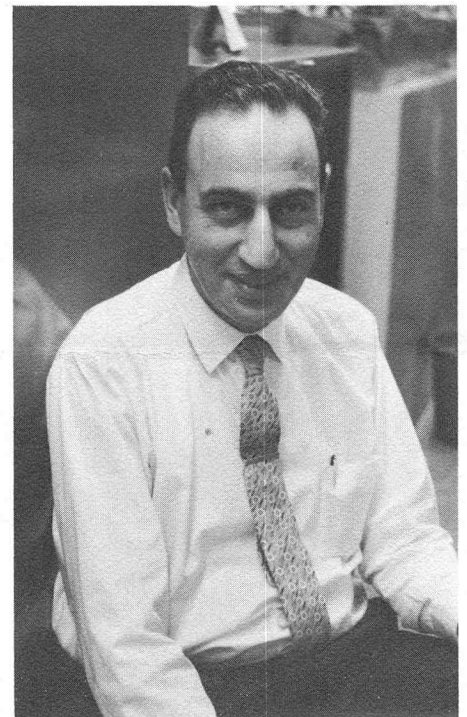
Announcements will be made both in the morning and evening—

1. Between 6:00 and 6:30 the workday morning, and
2. Between 10:00 and 10:30 the evening preceding the workday.

Please do not call station KEX to determine if Tektronix is working.



WEARING HER HEART ON HER SLEEVE—Audrey Clark (International Marketing) received this giant-economy-size Valentine from one of her fellow employees on Valentine's Day.



NEW CITIZEN—Hans J. van Dam, consolidation accountant on Don Ellis' staff, became a naturalized citizen February 19. He was born in the Netherlands and came to the United States in 1956.

departmental news



TEK EMPLOYEES make up 56 per cent of the local chapter of Oregon Motorsport, Inc. The group is shown near the Astor Column during the first beach party and open-car tour of the year, January 27 and 28. OMI incorporated in 1961 for the purpose of encouraging the sport of motoring with driver safety and skill. Meetings are held on the first Tuesday of each month at the Cedar Hills Community church, 7:30 p.m.

CAPACITORS

June Wooldrige is back at work after spending a few days in the hospital. A potluck was held Friday as a farewell to the accessories girls who are going back to their department and the girls going on swing shift.

TELA-TEKS

On February 13 we celebrated this month's birthdays. Those with birthdays were **Vurda Shelley** and **Tom Williams**. At the party we discovered **Miss Dottie Wruble** had a diamond on her left hand. Her fiancé is **Brian Christopher**.

Grayce Hitchcock is out of the hospital and at her mother's home. Anyone wishing to contact her should call ext. 7203. **Mari-del White** is working swing until Grayce returns.

ASSEMBLY PLANT 2 DON'S DUCKLINGS

Friday, February 2nd, **Jan Locke** of our group and **Terry Brooks** of Test were married. We wish you both the best of everything.

ACCESSORIES, SWING

The Accessories dance held last Saturday night had a tremendous turn-out. A couple from the Billings dance studio demonstrated the twist and **June McCracken** outdid herself, along with several others, dancing the twist. Everyone had a wonderful time.

UNIT WIRING, PLANT 1 GEORGE RICKMAN'S GROUP

Cake was served on Valentine's day for our newly wed, **Dorothy (Crouchley) Merritt**.

Lorraine Wunderlich is leaving us this week and moving to Tacoma, Washington.

BUILDING SERVICES STEVE'S SLEEPY SWEEPERS

Karl Frierksen is in the hospital. We wish him the best of luck and the group really misses him.

ASSEMBLY PLANT 2 DALE'S DAYDREAMERS

A smorg was held on Monday to welcome **Vern Keller** and **Harry Eklof** and also to say goodbye to **Lowell Cook** and **Dale Derby**.

UNIT WIRING, PLANT 1 CASEY'S CASES

Hilda Fenton went home Wednesday to a real housewarming. Though not so pleasant, it seems her kitchen, utility and living rooms were burned. Damage to the rest of the house was caused by smoke and heat.

Irene Zergenyi celebrated her second Tek anniversary Monday.

PLASTICS PROCESSING PAUL'S PLASTIC PILLS

Congratulations to **Betty Bohall** who has been at Tek for 6 yrs, (with the same coffee cup!).

TRANSFORMERS

John Cookman and **Pat Green** (both of Coils) were married on Saturday, February 17. The Cookmans intend to make their home in the Beaverton area.

UNIT WIRING PLANT 1 GLEN BARTH'S GROUP

Tom Cocks (Finals) was married to **Margella Rafferty**, February 17.

Dwight Cochran was seriously injured in a head-on collision February 9. Dwight is now recuperating at home.

ASSEMBLY PLANT 2 MALLERY'S GANG

Donnelle Bergeron is going to be married February 23 to **Jim Walton** (Finals).

Mary Legler is going to be married April 27 to **Don Mercer** who works in Model Shop.

Marla Miklancie won the diet contest with the loss of 9½ pounds.

FINALS PLANT 2 BOB'S VYNACOTERS

Dick Simantel left Tek last week to accept a position with the Maxim Co. in Portland. We were real sorry to say goodbye to **Dick**.

UNIT WIRING PLANT 3 LUKE'S SPOOKS

Betty Mackey and her husband are going to California next week. He has to testify in a trial.

ASSEMBLY PLANT 3 FORREST MARTIN'S GROUP

Our new officers are **Alvina Rutland** (group rep.), **Jean Maynard** (alternate rep.), **Lorene Wells**, (social chairman), and **Carole Courtenay** (reporter).

MOLDING, SWING FIREHOUSE #5

Dennis Turk is "swinging along" with us until **Vern Berg** returns from his honeymoon.

ASSEMBLY, PLANT 3 GIPSON'S GIRLS

Mary Dove, who is in her first year of bowling, bowled a 206 game last week.

Opal Howes is new to our group from Training.

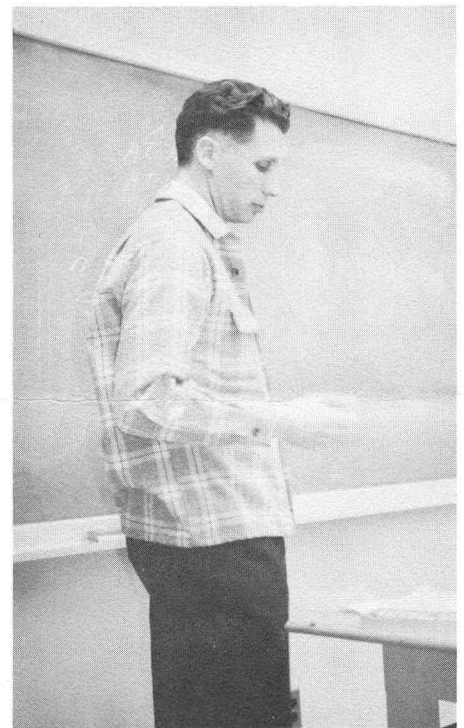
ASSEMBLY PLANT 2 ELROY FARAH'S WHEELS

A wedding shower greeted **Dianna (Ptack) Cottrill** when she returned to work Monday.

Sheri Hosea brought heart-shaped cupcakes for a pre-Valentine treat on the 13th.

I wish to express my sincere gratitude for the kindness and consideration shown by so many since the death of my father February 2, 1962.

Alan E. "Scotty" Hodgson
MPD Environmental Test Lab.



"HOW MANY ELECTRONS are in the outer shell?" The question is being answered by **Chet Schink** (CRT Chem. Lab) who instructs the Tek evening class, **CHEMISTRY FOR ELECTRONICS**. The class was discussing chemical compounds February 6, in the Plant 1 classroom.

TRADING POST

FREE

KITTENS: two, white, long haired, fluffy. KEystone 9-8154.

CHILD CARE

INFANTS: my home, Monday thru Friday, 6 a.m. to 6 p.m., RN training, 2984 S. W. 209th, Aloha.

EXPERT CHILD CARE: week days, my Beaverton home, MI 4-9013.

IN PRIVATE HOME: away from busy streets, basement for playroom, MI 8-4695.

BABYSITTING: in congenial, new home, two playmates for child, 22415 Baseline rd., Bob, ext. 530 or MI 4-0540.

BABYSITTER: for two hours in the morning, 6:15 - 8:15 a.m., vicinity of S. W. Allen in Beaverton. Maxine, ext. 358, page, or MI 4-0701.

WANTED

ROOMMATE: young lady to share expenses, on Baseline, 5 min. from Tek, MI 6-1019 or ext. 312.

STATION WAGON: 4-door, 1954-1960 model, cash, MI 4-4188.

WILL TRADE: 30 hp Evenrude and 18 hp Johnson for 50 hp or above outboard motor, OL 4-3685.

HOUSES FOR SALE

2-BDRM: in Cedar Hills, hdwd. floors, oil heat, corner lot on sewer, 500 sq. ft. wing being added to make 3-4 bdrm., dble. plumb. \$11,900, \$400 dn. F.H.A. MI 4-7113.

3-BDRM: ranch style, Roman brick fireplace and house-front, hdwd. floors, redwood cabinets, patio, 750 sq. ft. double gar. & shop, paved, city water, 1 acre land, \$12,750. Don Verley, ext. 7133 or Newberg, JE 8-3524.

4-BDRM: 2 baths, modern, 2 blocks to public and parochial schools, close to bus and stores, \$19,500. CH 4-3901.

3-BDRM: for sale or rent, Aloha. Sell for \$9,200 or rent at \$90 per mo. CH 4-3797.

3-BDRM: in S. E. Portland, utility room, w/w carpet, drapes, att. gar., fenced yard and patio. \$12,500. AL 4-3965.

3-BDRM: Corner lot, hrwd. floors, fireplace, din. rm., breakfast nook, 1 2/3 bath, double gar., \$16,500 or redecorate for \$15,750. 4235 S. W. 160th. MI 4-5796 after 5 p.m.

3-BDRM: in Ridgewood Park near Sunset plant, assume 4 1/2% loan; mahog. panel, family room, dishwasher & disposal, patio, fenced yd., \$16,950 incl. w/w carpet and drapes. CY 2-3087.

2-BDRM: near Garden Home, large lot, fireplace, covered patio w/fireplace, garage, plus carport, nicely landscaped. \$12,500. CH 6-2544 or ext. 7509.

2-BDRM: house with 10 acres. 10 miles west of Forest Grove at Tillamook-Banks junction. \$3,000 cash. Mary Legler, swing or MI 8-5834 days.

3-BDRM: in Beaverton, \$12,500, MI 4-2288.

2-BDRM: well-kept home in Cedar Hills, FHA, \$11,125 w/\$375 down. MI 4-7256.

3-BDRM: 6 yrs. old, \$13,650. 4 1/2% G.I., landscaped. MI 4-6800.

3-BDRM: 2 baths, covered patio, double garage, \$16,200. 14180 S. W. Domino, Beaverton, MI 4-4688.

RIDES WANTED

FROM S. E. 23RD AND TACOMA ST.: to bldg. 46, 8-4:30 shift. Erna Normet, ext. 7510 or BE 6-0821.

FROM S. E. 26TH AND ANKENY: to building 39, 7-3:30. Charlotte Walman, ext. 7696 or BE 4-9183.

FROM 88TH AND BARNES ROAD: to bldg. 47, 8-4:30 shift. Frances Chalberg, CY 2-2974.

FROM S. W. 45TH: to bldg. 39, 7 a.m. days. Colleen King, page Beaverton.

FROM 2516 A STREET, FOREST GROVE: to plant 2, 7-3:30 shift, 7201 page Rose Hartley.

FROM 10575 S. W. DENNEY RD., BEAVERTON: 7-3:30 shift. Charlotte Snethen, ext. 7105.

ACREAGE

NEAR NEWBERG: view acreage, small stream, wooded canyon, native shrubs, forest strip, on paved road, 35 min. to Tek: 5 1/2 acres, or might sell part. Make offer, Loyde Osburn, ext. 7241, or Newberg, JE 8-3037.

MISC. FOR SALE

MARIMBA: 4-octave Musser; in good shape, \$195. OL 4-7166.

AM SHORT WAVE RADIO: Zenith Trans-Oceanic. AC-DC 110-220. \$50. MI 4-1767 after 5 p.m.

STROLLER: Very good condition with canopy. 3 position from chair to bed, \$12; Baby-Tenda with swivel chair, converts to occasional table, \$8. Betty, ext. 343 or MI 4-2597.

WESTERN SADDLE: \$75. MI 6-2828 days.

VENETIAN BLINDS: \$1.50 each. Call for sizes. MI 4-0036.

SKI BOOTS: size 9. Made in Italy. Used for one year. \$7.50.

LIONEL TRAIN SET: Sell or Trade: "O" gauge, investment of \$240, for pool table or sell for \$190. Phone AL 4-4397 for particulars.

2 END TABLES, MATCHING COFFEE TABLE: blonde, \$20; 2 pink table lamps, \$8; wrought iron kitchen set, \$30; bedroom set with spring & mattress, \$55. Phone 246-7291 after 5 p.m.

FISHING BOAT: 12-ft., plywood and 1959 Elgin 7 1/2 hp outboard \$125. ME 9-3074.

16-FOOT BOAT: canvas top, 30 hp motor, trailer and extras \$595. CH 6-4706.

SCAFFOLDING: Wooden. Six 6-ft. extension type & two 4-ft. extension type. All for \$10.00. MI 4-0036. Ext. 7461.

BOAT TRAILER: 16-ft. drop axle. \$150. OL 4-1889.

G.E. 17-IN. TV: Slender 1961 model. \$75; 21-in. Hallicrafter TV \$50. Call Chris Brown, ext. 672 or CH 6-6421.

PLAY PEN: 42-in. square hardwood, decorated, folding, w/plastic pad, like new, \$12.50. MI 4-6656.

CENTURY RUNABOUT: 14-ft. mahogany w/Tee-Nee trailer, as is, \$150. MI 4-6656.

WILLYS: 4-cylinder block w/extra motor parts, \$10. Rezeppa right front axle for Willys F.W.D. station wagon or pickup, \$15. MI 4-6656.

WESTINGHOUSE: 30-in. stove, 2 1/2 years old, like new. MI 6-1770.

GOSLEY: Deluxe double oven, large electric, \$85, MI 8-1693 aft. 5 or ext. 7491.

MISC. FOR SALE

FILBERTS: \$20 pound, in 50 pound lots—\$9, Lloyd, ext. 266-S.

PORTABLE TV: 17-inch Packard Bell, \$60. CH 6-2788.

BURIAL LOTS: Northwest Memorial Gardens. Lot No. 34, block A, Units 1, 2, 3, & 4. Sec. 7. Garden of Nativity; cost \$620, will sell each at \$125 or all four at \$450. MI 4-1775.

VACATION TRAILER: 18-ft., custom made, sleeps 4, gas & electric lights, 2 water tanks, \$900., Terry Bassett, ext. 388.

PRAKTINA FX 35 MM: camera, F/2 Auto. Botar lens, w/case. Professional BC flash attach., and Sekonic light meter, all for \$100, Bill Goard, ext. 344 or MI 4-1481.

SHORT WAVE RECEIVER: 145 X, almost new, \$150, terms — \$125 cash. CA 3-0135.

ARBOVITAE TREE SHRUBS: \$1 each, 21005 W. Baseline rd, MI 4-3502.

'54 V.S.A. MOTORCYCLE: new tires, good cond., \$300, Monty Modrell, ext. 646, or JA 7-2135.

3 FORMALS: size 12-14, worn once, \$20 for all three, Monty Modrell, ext. 646 or JA 7-2135.

RELOADING EQUIP: Lyman Tru-Line Jr. turret press, one set 30-06 and one .270 dies. Full length resizing die for 30-06. Redding Power Scale, \$40 complete or will sell separately. Ext. 7413 or MI 4-0356.

RIFLE: .22 semi-automatic Savage Model 6B. New condition with shells and canvas case. \$3. Ext. 7413 or MI 4-0356.

STEREO: Dyna-Kit dual 35 watt amplifier \$100. Dyna-Kit stereo pre-amp \$60. Will demonstrate, Red, ext. 7413 or MI 4-0356.

MICROMATCH: Model MM-1, SWR and RF power indicator, 50 to 600 ohms, 1 kw max, complete with accessories, \$25, Don Tucker, MI 6-1765 or ext. 325.

BOOK OF KNOWLEDGE: new \$600, Lands and People, Popular Science, plus teaching machine, all for \$325. CY 2-5423 after 5:30 p.m.

G.E. PORTABLE TELEVISION: light-weight, excel. cond. CH 4-4109.

GOLF CLUBS: 4 Walter Hagen woods, 6 Kroyden Irons, Bag-Boy cart, size 10 shoes, \$50, Gale, ext. 284, AT 4-0976.

828 KODAK FLASH BANTAM: w/case, flash gun, Weston master light meter, \$35 complete, Gale, ext. 284, AT 4-0976.

COMPLETE MOBILE ELMAC: AF67 Regency Converter, 6-12 vdc, 110 vac, Elmac power supply, antenna, mike, etc., \$245. Call Dave Cramer, W7HHD, AT 7-3804.

CLARINET: \$25; chest of drawers, \$25; rocker, \$8; CH 4-3901.

TWO BROODERS: 500 capacity, electric, \$10 each, other equipment also; MI 4-4188.

PIANO: Storey & Clark console size, modern, light walnut finish, \$595, AT 8-4569 or ext. 7160.

.22 AUTOMATIC: high standard military model holster & 6 boxes of shells \$50; Sears Roto-spader, 3 1/2 h.p. w/extension tines. \$90, MI 4-7525.

NATIONAL RECEIVER: type NC-200, 13 tubes, separate 10-in. speaker, .5 to 30 megs., all ham bands, \$89.95. G. Levens, BE 5-0996.

MOBILE HOME: 1960 - 55 ft. x 10 ft. Space-master. Provincial decor., 2-bedroom, excel. cond. MI 4-8867.

OAK WOOD: \$20 cord, delivered. MI 8-5765.

PORTABLE HI-FI: Steelman, phonograph, exc. condition, new needle, \$50. Becky Short, ext. 204.

120 BASE ACCORDION: exc. cond., \$300 new, sell for \$150, OL 4-3685.

CARS FOR SALE

FORD: 1949, 2-dr., r & h, less than 4000 miles on complete master overhaul, \$100. Helen, ext. 393.

1951 INTERNATIONAL 3/4-TON PICK-UP: \$475, MI 4-0375.

1959 ENGLISH FORD CONSUL: excel. cond., \$200 our equity, take over payments. Going to school, must sell, Ivy, ext. 204 or evenings MI 8-5026.

INTERNATIONAL DIESEL LOG TRUCK: w/trailer, 190 hp, suitable for freight truck, cheap, MI 8-1293 evenings and weekends.

1955 CHEVROLET: automatic, hardtop, heater, radio, \$750, CH 4-7179 or ext. 446.

'55 CHEV BEL AIR SEDAN: r & h, power steering, rebuilt V-8 engine & auto. transmission, \$695, MI 4-9647.

'51 PLYMOUTH: 2-door sedan, r & h, \$125, PR 5-4614.

RENTALS

2-BR HOME: unfurnished, large lr, dr combination, full basement, oil heat, all electric, near bus and schools, SW Virginia and Nevada Ave., available immediately, \$65, CH 4-4109.

26-FT. TRAILER HOME: near Tek, \$25, call days MI 6-2828.

1-BR DUPLEX: located at 2860 SW 209th, MI 4-2770.

1-BR APT.: furnished, all electric, \$55, ME 9-1532.

2-BR: in Hillsdale, avail. March 1, \$75, CH 6-4314.

ROOM: for a young woman, 1 mile from Tek in Melody Park in private home, garage space, MI 4-6590.

1-BR APT.: partly furnished, attractive, large, utility room w/free washer & dryer, \$80 mo., utilities furn. except lights, lots of storage and private entrance, MI 4-1270.

1-BR. UNFURN. APT.: West Slope, \$80, incl. all utilities, CY 2-2382 or CA 7-4694.

3-BR HOME: in Cedar Hills, \$65, CA 7-3125.

2-BR: Walker rd., 1 block from Shopping Center, on transp. and sewer, \$80, large fenced yard, MI 4-8279.

2-BR HOUSE: in Forest Grove, new, EL 7-3710.

1-BR APT.: large, Caroline Court apts., furnished or unfurnished, heat, hot water and garbage service inc., \$85 to \$90, inquire at 358 S. E. Tucker, Beaverton.

RIDES AVAILABLE

FROM HILLSBORO: to Beaverton, swing shift, Elaine Kinsman, MI 8-3434.

SERVICES AVAILABLE

SEWING AND ALTERATIONS: in my home. Call after 5 p.m. MI 8-4564.

FOREIGN CARS REPAIRED: all makes: proper work at right price, experienced mechanic, Ron Tindall, BE 2-3854.

PAINTING, PAPERHANGING: weekends, attractive rates, Walt Hansen, CH 4-7369.

job postings

Tektronix employees applying for positions published in JOB POSTINGS: contact Sherri Harms at the Employment office, ext. 7341 (8-7341 from Sunset). Although the posting usually appears in Tekweek only once, it sometimes takes several weeks to fill a position. **Employees may continue to apply for a job even though it is no longer posted.**

MAN: utility man, day shift (J. P. No. 4558) for the Capacitors department of Instrument Manufacturing.

DUTIES: Maintain hand tools and production equipment in capacitors group area, and perform routine tasks to relieve production workers. Repair tools and equipment used in group production process. Inspect components or units and report on quality to inspector.

QUALIFICATIONS: Some mechanical or shop training. Knowledge of hand tools. Bi-manual coordination for repairing proficiency. Good vision. Adaptable, sociable, with emotional stability.

WOMAN: accounting clerk, day shift (J. P. No. 3256) for the Standards group of the Cost Services department.

DUTIES: Prepare additions and changes to manufactured parts labor hour records. Make calculations of labor hours from work records. Compute labor costs on office calculator. Post, file, check and proof-read lists.

QUALIFICATIONS: Should have a fair knowledge of math. Must be accurate and neat in working with figures. Knowledge of Tek part number system would be helpful. Ability to concentrate and analyze information. Should be compatible and be able to work well with others.

MAN: standard cost analyst, day shift (J. P. No. 3255) for the Cost Services department.

DUTIES: Prepare and approve standard costs for Tek-made parts. Work with plant accountants and department supervisors in collecting and analyzing data. Make cost estimates for new products. Analyze labor and cost variances and prepare monthly reports.

QUALIFICATIONS: College degree preferred. Minimum of two years training with emphasis on accounting or industrial engineering acceptable. Knowledge of electronic terms and manufacturing operations helpful. Initiative and ability to meet people, get along well with others is essential.

MAN: warehouseman, day shift (J. P. No. 1453) for the Stock-warehouse department of Material Management.

DUTIES: Load and unload trucks. Palletize materials. Drive fork trucks. Handle heavy and raw materials.

QUALIFICATIONS: Experience desirable, but not absolutely necessary.

MAN: technical writer, day shift (J. P. No. 917) for the Manuals group of the Production Services department of Instrument Manufacturing.

DUTIES: Write instruction manuals for new instruments. Working with an instrument and schematics, the writer gathers information from qualified sources, selects applicable information and organizes into standard format, and prepares manuscript for manual.

QUALIFICATIONS: Good knowledge of Tektronix circuits; good learning ability; fair typing ability; must be accurate with circuit numbers and values; good in spelling; must be able to communicate in written form, using good choice of words and correct grammar; must be able to proof-read material for typographical and other types of errors. Previous technical writing experience highly desirable but not essential.

WOMAN: Justewriter operator and artist, day shift (J. P. 4103) for the Field Information group of the Field Engineering department of Marketing.

DUTIES: Typewrite on Justewriter (automatic typing machine). Proofread finished copy for accuracy. Paste-up finished copy on pages for Printing department. Draw charts, schematic diagrams, etc., from sketches or drafts.

QUALIFICATIONS: Accurate typist with ability to learn and utilize capabilities of automatic typing machine. Should have elementary sense of good pictorial or graphic composition. Ability to copy straight-line drawings, and do hand-lettering occasionally is desirable. Person chosen should be neat, even tempered and steady working.

Delivery Stations Change

Communications department:

74 - 298

Graphic Arts group:

74 - 299

Tekweek

TEKWEEK is published every Friday for Tektronix employees by the Communications department in cooperation with the Graphic Arts group, the Photography department and the Printing department. Send all copy to Tekweek 74/695. Call extension 401 to place Trading Post ads. Copy deadlines: ads and departmental news, Friday morning; general news, Monday morning. Carol Day, Editor (ext. 405).