

WORKSHOPS



Employment after Incarceration

A workshop designed to help job seekers who have been incarcerated find employment.

Interviewing Strategies

This workshop is designed to help you interview for a job with confidence. Find out what questions employers are asking, how to answer those questions, what questions you should ask the employer, and how to dress for different job interviews.

Resumé Writing

Learn how to create a professional and presentable resumé that will catch an employer's attention. Find out what employers in your local job market are looking for, choose the best format for your work history, and customize your resumé for specific work opportunities.

Computer Skills Basics

Learn the basics of operating a computer and use those skills to complete online applications, use the features of Microsoft Word to put together an effective resumé and cover letter, and understand how to save documents to storage devices so you can use them for different applications.

Reemployment Eligibility Assessment

Receive assistance with your work search and local labor market comparison, Alaska Job Center Orientation, and development of an individualized reemployment plan.

WorkKeys and PAN Testing Career Ready 101

Call to schedule

Midtown Job Center Anchorage

Address: 3301 Eagle St., Suite 101
Anchorage, AK 99510-7024

Phone: (907) 269-4759

Fax: (907) 269-4825

Email: midtown.jobcenter@alaska.gov

**You must be registered in ALEXsys
to sign up for workshops.**

For a complete list of Anchorage area
workshops and/or to register
for a workshop, visit
jobs.alaska.gov (ALEXsys).

Once registered in ALEXsys,
click on **"Schedule Workshop."**



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

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ACT WorkKeys **ACT** Career Ready 101

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Auxiliary aids and services are available upon
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