

Now Hiring

Nome Job Center Manager (21-3082)

\$2,908.50 biweekly

The Employment Services Manager 1 (Job Center Manager) is responsible for the delivery of employment and training services in Nome, Kotzebue and the balance of the Northern Economic Region, to include all planning, organizing and scheduling for the offices. The Nome Job Center is a one person office and administers the programmatic functions provided under the Workforce Innovation and Opportunity Act (WIOA). The Job Center Manager is an essential part of the Northern, Interior and Southwest Regions Leadership Team, working collaboratively to provide integrated employment services to Alaskan job seekers and employers all over the state. It is the intent for the incumbent to travel to Kotzebue for approximately one week every month to provide services at the Kotzebue Satellite Job Center.

This position provides a variety of services to employers (recruitment and job posting assistance, resume/application, screening, etc.) and job seekers (resume writing, interviewing skills, cover letter assistance, job search assistance, labor market research, career exploration, eligibility, case management services and more).

TO APPLY: Visit governmentjobs.com/careers/Alaska and search for "Employment Services Manager 1"

Recruitment ends at 5 p.m. Thursday, April 4, 2024