

# Alaska Department of Labor and Workforce Development

# NOW HIRING



## Career Guide (PCN 07-6026) in Ketchikan

**Salary:** \$25.88 hourly

**Range:** 14

**What you will be doing:** The Employment Services Technician 1 (Career Guide) participates in strengthening Alaska's workforce and encouraging economic development by providing quality employment/re-employment and referral services for high demand, high growth occupational industries. This position requires critical thinking skills, presentation

and public speaking skills, problem solving skills, conflict resolution skills, and independent work strategies while utilizing a variety of computer databases and software.

**Minimum qualifications:**

One year of experience such as providing employment services; coordinating training services; conducting skills assessments; making referrals to community support services; assisting individuals apply

for federal/state financial assistance or benefits; providing services to the public; explaining policies, procedures, services, or requirements to the public; resolving customer complaints or problems; calculating costs, refunds, taxes, or benefits; providing written explanations, summaries, reports, or correspondence; or locating and inputting information into data systems such as reservation, ticketing, or application systems.

**Apply in Workplace Alaska:**

[governmentjobs.com/careers/alaska/jobs/4577500/  
career-guide-pcn-07-6026](https://governmentjobs.com/careers/alaska/jobs/4577500/career-guide-pcn-07-6026)

Recruitment ends at 5 p.m. July 31, 2024.

**Contact:**

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