

WORKSHOPS



WorkKeys Assessment

Monday
1-4 p.m.

Writing an Effective Resumé Pt. 1

Third Wednesday
9-11:30 a.m.

Employment After Incarceration

First and Third
Wednesday
10-11:30 a.m.

Workplace Alaska Workshop

First Tuesday
1:30-4 p.m.
Third Tuesday
9 -11:30 a.m.

Resumé Writing Pt. 2 LAB

Third Wednesday
1:30-4 p.m.

Introduction to Interviewing

First and Third
Thursday
1:30-4 p.m.

Customer Service

First Wednesday
1:30-4 p.m.

Applying for Jobs

Second Tuesday
9-11:30 a.m.

Please confirm dates and times in ALEXsys as schedules can change.

Fairbanks Job Center

Address: 675 7th Ave.
Fairbanks, AK 99701-4531

Phone: (907) 451-5967

Fax: (907) 451-2919

Email: fairbanks.jobcenter@alaska.gov

Hours of operation:

8 a.m.- 5 p.m. Monday-Friday

ALEXsys registration required before signing up and attending workshops.

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

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

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**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**