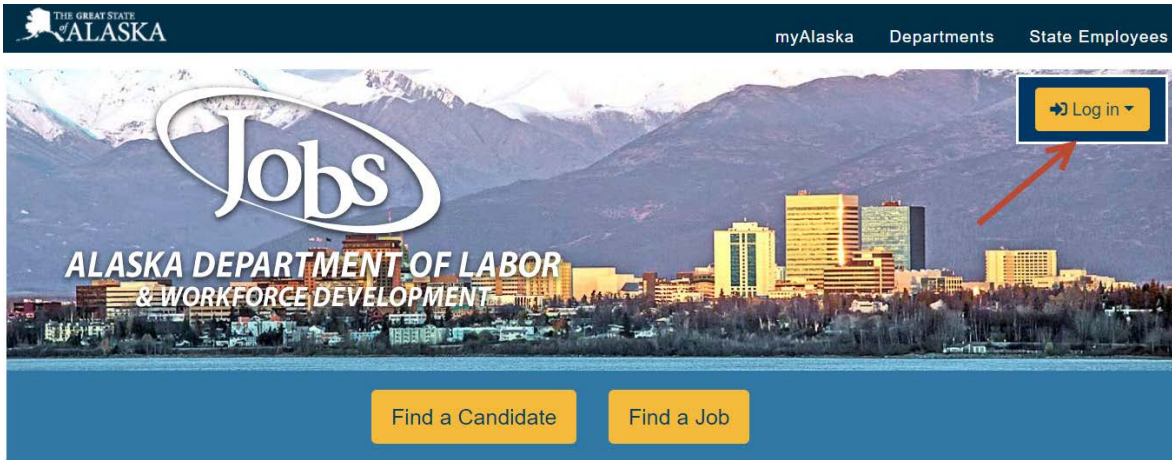


AlaskaJobs Account Log In Guide – Individuals

10/07/20

- 1) Navigate to www.alaskajobs.alaska.gov and click on the 'Log in' drop down in the upper right corner.



- 2) Select 'Individual'



- 3) You will be directed to the myAlaska login screen. Note, you must have a myAlaska account for each user type in Alaska Jobs, such as an individual seeking a job, an employer recruiting for a position, a Service Provider, or a Grantee Case Manager.

myAlaska

HOME SERVICES MYPROFILE MYDOCUMENTS HELP

myAlaska Login

Username:

Password:


Sign-In

[Forgot my Username](#)


[Forgot my Password](#)

[New User: Register for a myAlaska Account](#)

- 4) If you had an account in the ALEXsys system, enter in your login credentials for the previous ALEXsys system and you should be directed to the welcome page within AlaskaJobs.
- If you do not remember your ALEXsys Username or Password, select '*I do not have an Account.....*' and proceed to step 5 below.
 - If you would like to create a brand new account in AlaskaJobs, select '*I do not have an Account.....*' and proceed to step 5 below.


ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT

We cannot find your account in our system.
If you have an account in our previous ALEXsys, please enter it here and click Next.

* Indicates required fields.  For help click the information icon.

* ALEXsys Username:

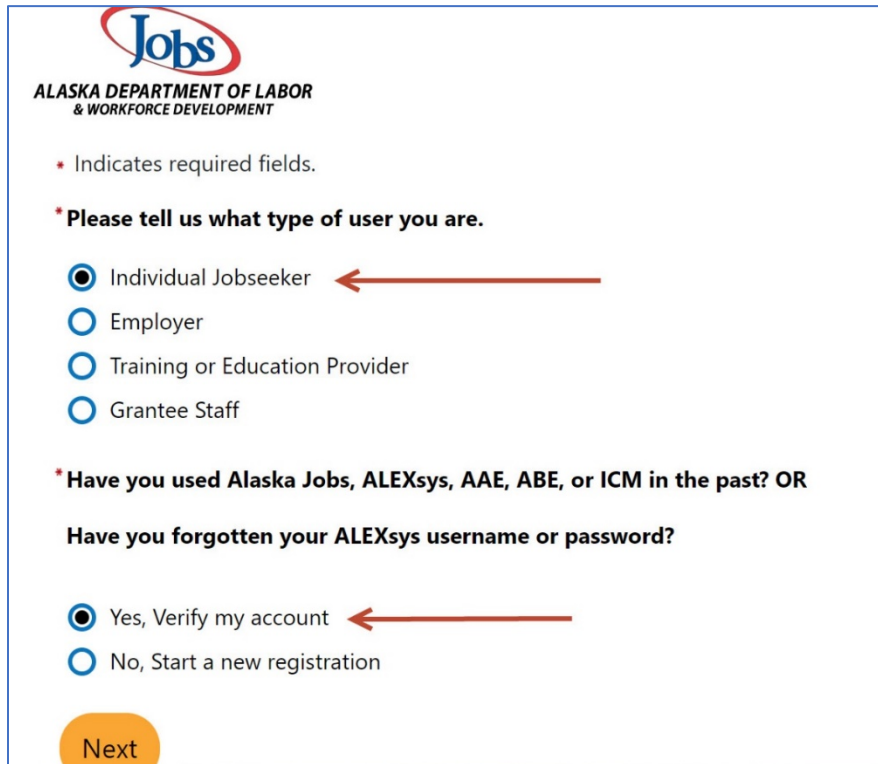
* ALEXsys Password:

[I do not have an Account or I do not remember my Username and/or Password.](#)

Next

5) Select *'Individual Jobseeker'*.

- If you had an ALEXsys account or have previously logged into AlaskaJobs, select *'Yes, Verify my account'* and proceed to step 6 below.
- If you have never accessed ALEXsys or AlaskaJobs, select *'No, Start a new registration'* and proceed to create a new registration.



The screenshot shows the Alaska Department of Labor & Workforce Development registration page. At the top is the logo for 'Jobs' and the department name. Below the logo, there is a note: '* Indicates required fields.' The main heading is '* Please tell us what type of user you are.' There are four radio button options: 'Individual Jobseeker' (selected, with a red arrow pointing to it), 'Employer', 'Training or Education Provider', and 'Grantee Staff'. Below this is another heading: '* Have you used Alaska Jobs, ALEXsys, AAE, ABE, or ICM in the past? OR Have you forgotten your ALEXsys username or password?'. There are two radio button options: 'Yes, Verify my account' (selected, with a red arrow pointing to it) and 'No, Start a new registration'. At the bottom left is an orange 'Next' button.

6) Complete the below required fields to find your existing account.

Your Information

* First Name:

* Last Name:

* Date of Birth: (mm/dd/yyyy)


* Social Security Number: (no dashes)

* Confirm Social Security Number: (no dashes)

* Zip Code:

Next >>

7) An email verification code will be sent to your email address used in ALEXsys. Please enter it here. Make sure to check your junk mail or spam filter.



To ensure the highest level of security, please enter the needed information into the form, so that we can verify this information against what is in our database.

If you can't provide the needed information, you will be redirected to the contact staff page.

• Indicates required fields. For help click the information icon.

Email Verification

We have sent an email with a verification code to your email address in our system agibson@resourcedata.com. To complete the verification process, please access this code and enter it below. This code will remain active for 24 hours. Successful entry of this code will provide access to the Alaska Jobs system. If you do not have access to this email address, please click the Contact Staff link below.

* Enter Verification Code

Next

[\[Go to Contact Staff \]](#)

8) Successful Login

