

Now Hiring

Microfilm/Imaging Operator 2 (PCN 04-3097) in Juneau



EXCITING recruitment opportunity with the Tax Division in our Juneau office!

Do you make copies? Maybe your scanned copies are uploaded into a PDF format that you attach to email messages. Do you utilize a program to increase the resolution of these images? These skills could make you our next rock-star employee!

Visit Workplace Alaska and see if our Clerical and Data Entry position sounds like a good fit for you.

Pay: \$24.62 per hour

Full-time, permanent position

MINIMUM QUALIFICATIONS:

One year of training and/or experience in the operation of microfilm and/or scanning equipment to produce microfilm, microfiche, or scanned images including processing, duplication and quality control equipment.

- **Attention to detail:** Is thorough when performing work, conscientious about attending to detail.
- **Analytical thinking, problem solving:** uses a logical, systematic, sequential approach to address problems or opportunities, or manages a situation by drawing on one's knowledge and experience base, calling on other references and resources as necessary.
- **Technology application:** Uses machines, tools, instruments, or equipment effectively; uses computers and computer applications to analyze and communicate information in the appropriate format.
- **Adaptable:** Adjusts planned work by gathering relevant information and applying critical thinking to address multiple demands.

Apply in Workplace Alaska: governmentjobs.com/careers/alaska/jobs/5306528-0/microfilm-imaging-operator-2-digital-imaging-processor-pcn-0043097

Recruitment ends at 5 p.m. Friday, April 24, 2026



Alaska's Employment Services program is 100% funded by U.S. Department of Labor through an award of \$7,314,668. We are an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.