ARIZONA@WORK™
Innovative Workforce Solutions
A proud partner of the americanjobcenter network

How To Create A No-Cost Account in Arizona Job Connection

Arizona Job Connection (AJC) is Arizona's largest jobs database! Create a no-cost job seeker account to use the resume-building tool to build your online resume, connect with hiring managers, find skill-building opportunities and manage your job searches and alerts on any device!

Use your AJC account to:

- Perform and save advanced searches to find the job that's perfect for you
- Create and post an unlimited number of resumes with our resume wizard
- Explore the most in-demand occupations by industry and location
- Find on-the-job training and apprenticeship opportunities
- Fulfill unemployment insurance requirements
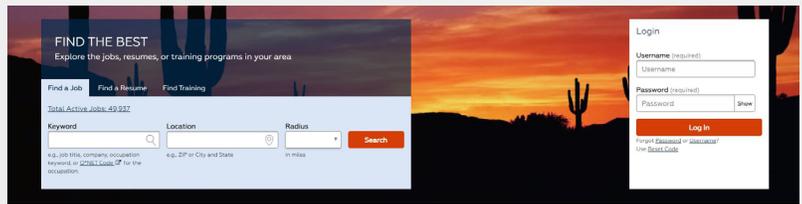- Connect with career counselors for advice and support

ARIZONA JOB CONNECTION

Explore Jobs, Create a Resume, Find Education & Training

www.azjobconnection.gov

1 Go to the Arizona Job Connection (AJC) homepage at **www.azjobconnection.gov/**.

2 **Click on the Job Seekers dropdown arrow on the top-right corner of the screen and select "Create an account."**
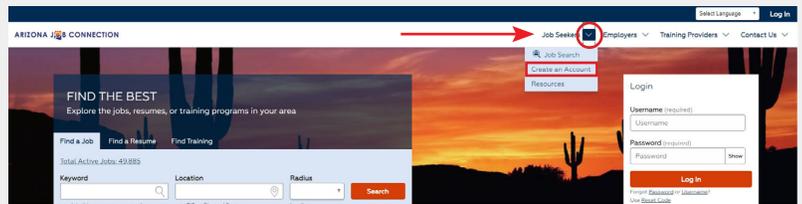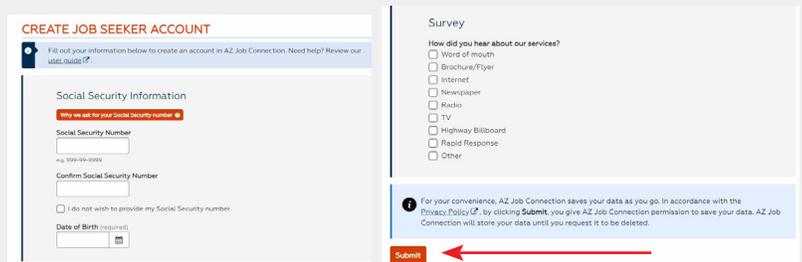

3 On the Create a Job Seeker Account screen, enter your personal information, create a username and password, and then hit "Submit."

**Password & Username Requirements:**

- **Username:** 6 and 20 characters with no spaces or special characters
- **Password:** 9 and 128 characters and can include letters, numbers, and special characters

Note: While you are not required to enter your Social Security Number (SSN), we recommend entering it to check if you're already registered in AJC or received workforce services in Arizona as a result of Unemployment Insurance Benefits, Cash, or Nutrition Assistance. Your SSN is used to support data collection and reporting requirements.

4 Agree to the **Terms of Agreement and Data Privacy Notice** through DocuSign or by using your Username or Password.
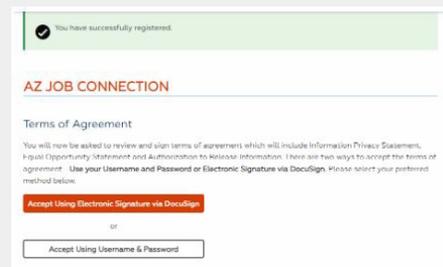
This **Authorization for the Release of Information** section is optional and gives you a choice of which state agencies, organizations, and programs you would like your personal information shared.

5 Next, on the **"My Personal Information"** screens, enter household, demographic, Veteran, disability, farmworker, and employment status information.

You have successfully created a Job Seeker account and can create your online resume to get matched with hiring employers!