



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



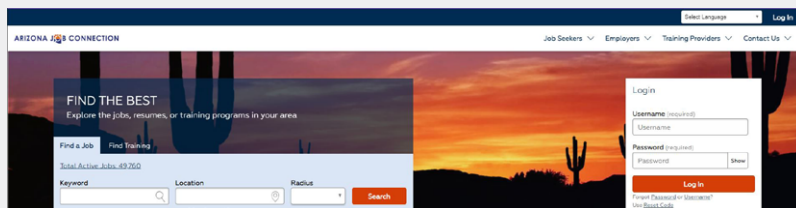
ARIZONA  CONNECTION

Explore Jobs, Create a Resume, Find Education & Training

[www.azjobconnection.gov](http://www.azjobconnection.gov)

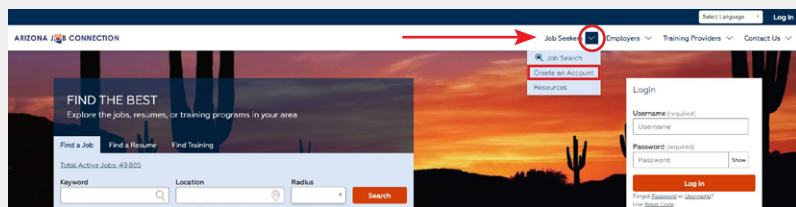
1

Go to the Arizona Job Connection (AJC) homepage at [www.azjobconnection.gov/](http://www.azjobconnection.gov/) and select the language you would like to use



2

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

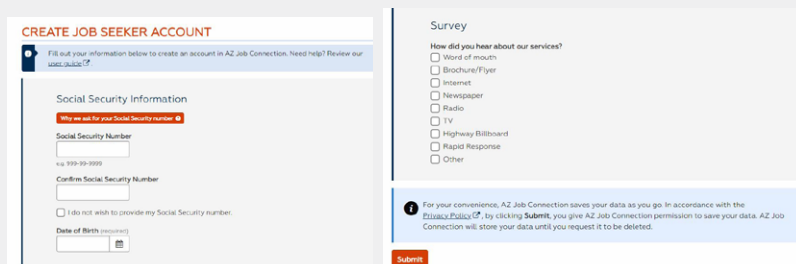


3

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

### Password & Username Requirements:

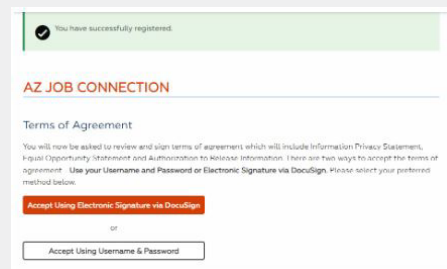
- **Username:** 6 and 20 characters with no spaces or special characters
- **Password:** 9 and 128 characters and can include letters, numbers, and special characters



Note: 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

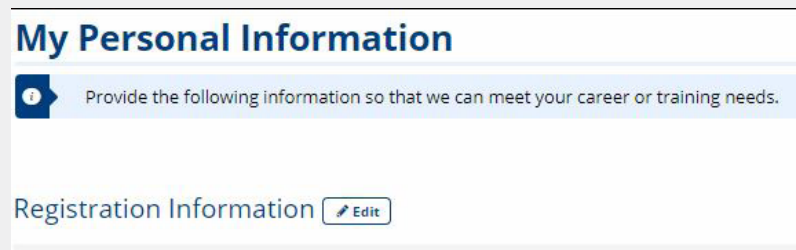
Agree to the **Terms of Agreement and Data Privacy Notice** through DocuSign or by using your Username or Password.



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!