

## ***Employment Services***

Albertans can access free career and employment information and services in a number of different ways.

### **Online**

The Alberta Learning Information Service ([ALIS](http://alis.alberta.ca)) website is a comprehensive career resource. ALIS serves working-age Albertans from high-school and post-secondary students to those looking for jobs or considering a career change. [alis.alberta.ca](http://alis.alberta.ca)

ALIS visitors can:

- Explore their career options
- Research education/training options
- Find scholarships to help pay for school
- Research salaries and required training for 500+ careers
- See what careers are really like with ALIS's 250+ occupational videos
- Get tips on finding and keeping a job
- Discover local job fairs / career events
- Access 200+ job banks with job postings
- Fine-tune their resumé with ALIS's free online e-Resumé Review service.

### **Telephone**

Albertans can call the Career Information Hotline and speak to a Career Advisor about their career or education plans. Career Advisors can help callers with a wide range of needs. Calls are answered on weekdays from 8:15 a.m. to 4:30 p.m.

#### **Career Information Hotline**

1-800-661-3753 toll-free  
780-422-4266 in Edmonton

### **In Person**

Helpful employment services are available at more than 50 [Alberta Works and Alberta Supports Centres](#) located across the province. Services include:

- Career-planning
- Job postings and job fairs
- Labour market information
- Computers for job searches
- Information on training options
- Job-interview preparation coaching
- Resumé and cover letter workshops

You can find your nearest Alberta Works or Alberta Supports Centre by clicking [humanservices.alberta.ca/offices](http://humanservices.alberta.ca/offices)