

## Main Office Hours of Operation

Mondays, 1000-1630

Tuesdays – Fridays, 0900-1630

## CAREER FOCUS

Career Focus program assists individuals and family members with short and long term career goals, and provides employment skills training to prepare you for local and long distance job search.

Services include:

- Spouse Employment Program – Do you need help writing your resume or improving your current one? This program is for spouses or military ID cardholder seeking to improve their employability
- Job list for on and off base employment opportunities
- Job/career development assistance
- Workforce Investment Act

For more information or to schedule an appointment to assist with setting career goals or provide job search employment skills training, please call 366-8136.

**\*\*\*\*START YOUR JOB SEARCH AS SOON AS POSSIBLE\*\*\*\***

## CONTACTS FOR ANDERSEN AFB EMPLOYMENT OPPORTUNITIES

**36 Force Support Squadron (FSS) Civilian Personnel Office, (671) 366-2378** <http://36fss.com>

Provides assistance and guidance to federal civilian personnel employed by Andersen. Personnel policies and procedures relevant to federal employment are available by request.

**Navy Human Resources Office (HRO) (671) 366-3673**

**36 FSS Non-appropriated Fund (NAF) HRO (671) 366-6141/4761**

The HRO is the place to visit if you are looking for either full-time or part-time employment. The NAF HRO accepts applications for (NAF) jobs located in the various FSS service facilities here at Andersen AFB.

## HELPFUL JOB SEARCHING WEBSITES

**The Federal Government's Official Job Site**

[www.usajobs.opm.gov/](http://www.usajobs.opm.gov/)

**Contracting Positions Job Sites**

<http://www.alutiiq.com>

<http://www.chugachjobs.com>

<http://DZSP21.com>

**Other Job Sites**

<http://www.guamdol.net>

[Http: //www.guampdn.com/jobs](http://www.guampdn.com/jobs)

<http://www.guamjobsonline.com>

<http://www.simplyhired.com>

<http://www.aafes.com>

<http://www.deca.com>

Find us online at [www.36fss.com/afrc.html](http://www.36fss.com/afrc.html)

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