

Human Resources Assistants, Except Payroll and Timekeeping (43-4161)

Occupation description: Compile and keep personnel records. Record data for each employee, such as address, weekly earnings, absences, amount of sales or production, supervisory reports, and date of and reason for termination. May prepare reports for employment records, file employment records, or search employee files and furnish information to authorized persons.

Employment and Job Openings

	Employment			Average annual openings		
	2016 estimate	2026 projection	Percent change	Labor force exits	Occupation transfers	Total
Alaska	557	585	5.0	24	38	65
United States	141,500	138,900	-1.8	5,900	9,400	15,040

Job outlook

Alaska: Alaska's employment growth is low with high employment opportunities. [Read more.](#)

2019 Wages ?

	Mean Wage	Wage by Percentile				
	Mean	10th	25th	Median	75th	90th
United States	20.49	13.83	16.57	19.92	23.86	28.52
Alaska	23.15	17.11	19.86	23.05	26.41	29.67
Anchorage/Mat-Su Area	22.38	16.39	18.40	21.99	26.42	29.62
Balance of State	24.25	20.21	21.91	23.48	26.73	30.35

Labor Force Indicators

2016 Worker Characteristics

Total workers	Nonresident workers	Percent nonresident	Percent age 45 plus	Percent age 50 plus
491	26	5.3	37.1	27.4

2016 Potential Supply

Qualified but working in another occupation	160
Currently employed in a lower paid occupation	33
UI claimants previously working in occupation	59

2016 ALEXsys Employment Data

Number of registrants	621
Number of job position postings	51
Ratio of registrants to job position postings	12.2

Typical Entry-level Education, Experience, and/or On-the-job Training

Education: Associate's degree

Work experience: None

On-the-job training: None

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