

# CAREER WATCH

## ARKANSAS

It's not a job. It's a career.

2015 EDITION | Volume 24

## Education & Training

Occupations

Interviews

Resumes

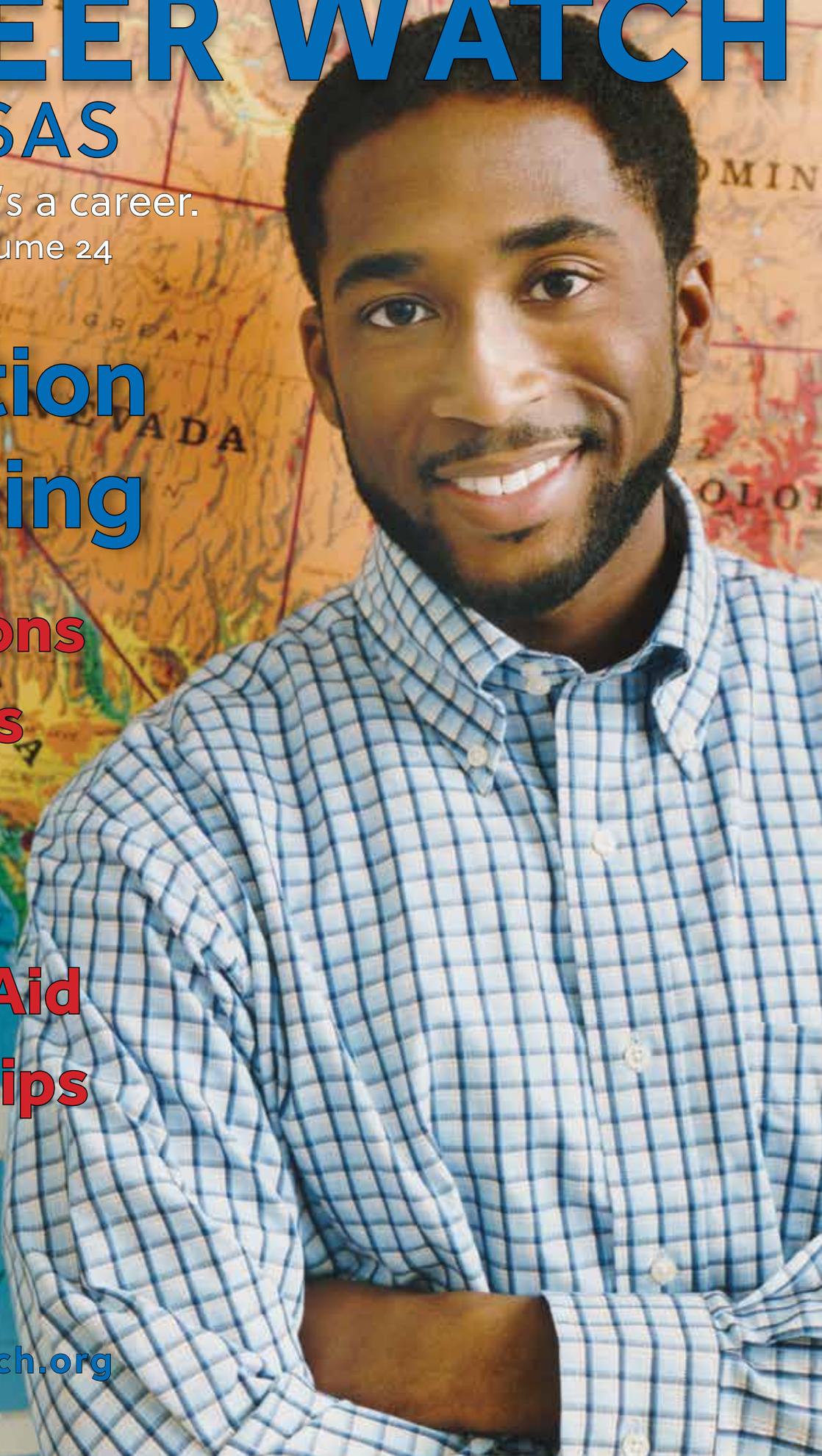
Colleges

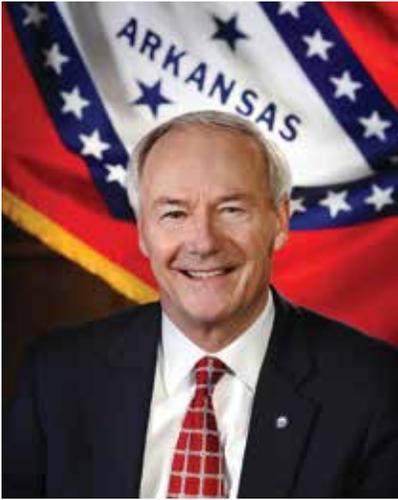
Financial Aid

Scholarships

**adws**  
Arkansas Department  
of Workforce Services

[www.careerwatch.org](http://www.careerwatch.org)





## From the Governor

### Dear Students:

Graduating from high school is a big step in any young person’s life. It is something to be celebrated. As the special day approaches you will be congratulated by friends and loved ones. When they say you can be anything, believe them. Remember when you were younger, perfectly happy to be playing barefoot in the sunshine, while adults pestered you with the looming question, “What do you want to be when you grow up?” Well, that question looms even larger as graduation nears.

So, what *do* you want to be when you grow up? As you ponder that question and plan for life after graduation, consider the people who have inspired you. Many people throughout life have inspired me, among them, Mrs. Ivy.

One of the keys to a good education is a dedicated teacher. The right teacher makes a difference in your life every day — long after you’ve left the classroom. In my life, I was lucky enough to have such a teacher. Her name was Jane Ivy.

Mrs. Ivy taught algebra at Springdale High School back when I wasn’t very interested in algebra. I can’t say I’m much more interested in it now, though I do understand its importance. Studying a subject like algebra sharpens and disciplines a young mind. When I was a student, growing up in the Sixties, I didn’t understand that concept. All I knew was that I wasn’t doing well in algebra. Well, when I tried to give up on math, Mrs. Ivy refused to give up on me. I think about her often. I think about what she taught me — not just about math but about sticking with something when it was really hard.

Great teachers change lives. Whatever profession you choose to pursue after graduation, remember the Mrs. Ivys in your life — and consider the incredible impact you can have on someone else. I’m rooting for each one of you. Congratulations.

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Arkansas Department of Higher Education

A goal of DWS is to improve, through coordination and standardization, the development, quality and use of occupational information for career decision-making, program planning and economic development.

DWS coordinates information to meet the needs of individuals, especially youth, who are making career decisions, while also providing information to support economic development issues.

DWS is extremely interested in making

this publication as useful and informative as possible. Please send your comments, suggestions, ideas or additional copy requests to:

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click on the survey link located  
at the bottom of the page.

If you are unable to access the Internet, you  
can still send in a paper copy of our survey; it's  
located right on the back of this page.



**It's not a job. It's a career.**  
•[www.careerwatch.org](http://www.careerwatch.org)•

**Take the Survey!**

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# Career Watch Arkansas

## Education & Training

The planning, managing and providing of education and training services, and related learning support services. **10**



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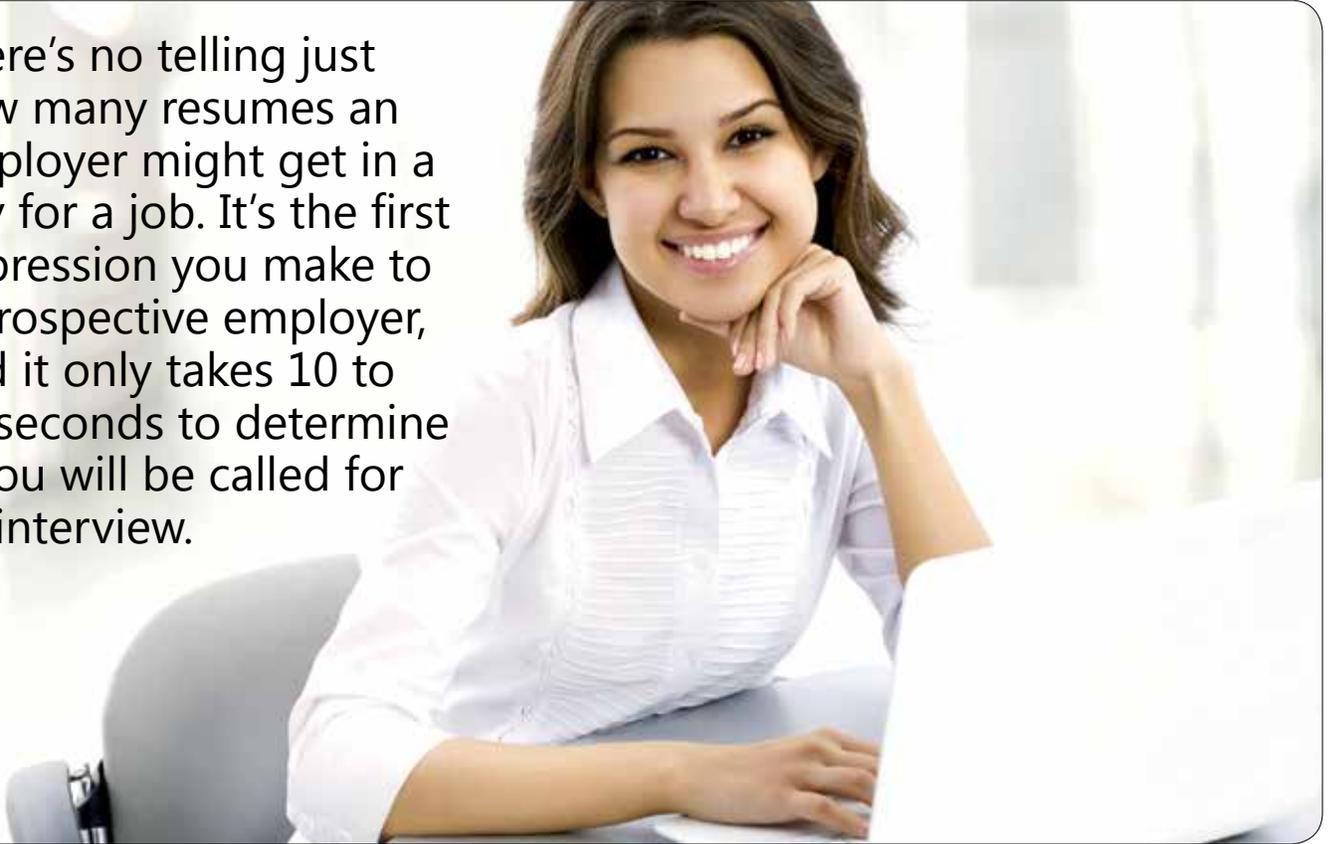
Scan to visit  
[www.careerwatch.org](http://www.careerwatch.org)

# sell yourself

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## A Resume Guide

There's no telling just how many resumes an employer might get in a day for a job. It's the first impression you make to a prospective employer, and it only takes 10 to 15 seconds to determine if you will be called for an interview.



### Why have a *GREAT* Resume?

---

- Grab the attention of employers and recruiters.
- Sell your strongest skills and accomplishments.
- Show why you are a potential match for a position or project.
- Communicate your current capabilities and future potential.
- It helps you take the next step in your career.
- It gets you the interview!

### Top Resume Strategies

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Go beyond the standard resume.

Here are four strategies to make your resume unique:

**Sell yourself** - Identify what makes you different from other applicants.

**Identify your transferable skills** - These skills are major selling points that set you apart.

**Highlight your accomplishments** - Listing accomplishments give you credibility.

**Use keywords effectively** - Specific words used in your resume are critical to communicate your value to an organization.



# Quick Tips



- Keep the resume to one or two pages, no more.
- Always include a cover letter with your resume. Tell the employer what makes you better suited for the job than your competition and how your skills can help the company succeed.
- Proofread, and proofread again. Ask several people to proofread your resume and cover letter. Did you proofread?
- Do not include personal information such as age, gender, marital status, race, height and weight.
- Use a professional e-mail; seniorsrule@yahoo.com won't cut it. If needed, create a new account just for this purpose.
- No fancy fonts. Use a easy-to-read font such as Arial, Helvetica, or Georgia in 10 or 12 points, and don't use scripts or underlining. Use bold or italics if you need to highlight important items.
- Use a good quality, heavy bond paper in white or off-white with matching 9" x 12" envelopes. Do not fold your resume and cover letter when mailing by snail mail.
- Have a list of references ready, but make sure you have permission to use them.

## Types of resumes

*For more information and examples, go to [www.careeronestop.org](http://www.careeronestop.org) and click on "Resume Guide"*

### Functional

This type groups your work experience and skills by skill area or job function. This type is good to use to minimize gaps in employment history, while showcasing the work experience that is most important to your career objective. A functional resume works best for first-time job seekers or those changing careers.

### Chronological

The most common type of resume, it illustrates progress you have made toward your career objective through employment history. Your most recent work and educational experiences are listed first, followed by the next most recent experience. It is best to use this type of resume if you have demonstrated experience within your desired career field.

### Combination

A combination of the chronological and functional resumes, this type presents the knowledge, skills, and abilities gained from work in reverse chronological order. This format is best if you have a varied employment history or wish to include volunteer or internship experience.

# The Interview

Your resume has caught the attention of a perspective employer, and you have an interview.

What's the next step?

Here are a few tips to help you ace the interview.



## **Wear the Right Outfit.**

Check with the HR department for the company's dress code. Wear clean, pressed, conservative clothes in neutral colors. Avoid excessive make-up and jewelry.

## **Be Well Groomed.**

Have nails and hair neat, clean, and trimmed. Don't overdo your favorite perfume or cologne.

## **Be On Time.**

Know where you are going, allowing time for traffic and parking. Show up 10 to 15 minutes early; arriving late to the interview says a great deal about you. Keep your cell phone charged and have the interviewer's number handy in case circumstances are beyond your control, but turn it off before the interview.

## **Be Professional.**

Know the name, title, and the pronunciation of the interviewer's name. Give a firm handshake and maintain good eye contact. Don't talk too much about your personal life and don't bad-mouth former employers.

## **Send a Thank You Note.**

Here's your chance to make a final impression on the interviewer. You may find it is much appreciated and remembered.

## Questions?

Don't just let the interviewer ask all the questions. In fact, they expect you to ask some! Have questions prepared to learn more about the position and the company, such as:

- How soon are you looking to fill this position?
- What is the typical career path for this job?
- What are some of the biggest challenges facing this position, this department, or this organization?
- What is an average day on this job like?
- How would you describe the ideal candidate?
- What kind of training and/or professional development programs do you have?

# Arkansas' Hot 45 2015 Demand Occupations

SOC Title	Total Annual Openings	May 2014 Mean Wage
<b>High Skill</b>		
General and Operations Managers	505	\$87,850
Registered Nurses	478	\$56,480
Accountants and Auditors	330	\$62,160
Elementary School Teachers, Except Special Education	298	\$44,810
Clergy	276	\$39,780
Secondary School Teachers, Except Special and Career/Technical Education	260	\$48,310
Middle School Teachers, Except Special and Career/Technical Education	171	\$47,270
Computer Programmers	160	\$71,620
Sales Managers	130	\$108,940
Lawyers	126	\$100,690
Construction Managers	110	\$71,940
Pharmacists	106	\$113,730
Computer Systems Analysts	105	\$69,790
Market Research Analysts and Marketing Specialists	100	\$61,890
Software Developers, Applications	96	\$80,260
<b>Moderate Skill</b>		
Heavy and Tractor-Trailer Truck Drivers	810	\$36,350
Licensed Practical and Licensed Vocational Nurses	392	\$36,040
Nursing Assistants	363	\$21,400
Teacher Assistants	202	\$18,870
First-Line Supervisors of Production and Operating Workers	170	\$50,240
Computer User Support Specialists	117	\$41,210
Emergency Medical Technicians and Paramedics	88	\$30,130
Firefighters	88	\$33,830
Medical Assistants	87	\$28,280
Dental Assistants	85	\$31,490
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	72	\$35,930
Hairdressers, Hairstylists, and Cosmetologists	62	\$24,880
Library Technicians	59	\$27,020
Medical Records and Health Information Technicians	53	\$32,660
Aircraft Mechanics and Service Technicians	49	\$43,240
<b>Basic Skill</b>		
Retail Salespersons	2,082	\$24,400
Cashiers	2,060	\$18,380
Combined Food Preparation and Serving Workers, Including Fast Food	1,815	\$17,320
Waiters and Waitresses	1,383	\$17,270
Laborers and Freight, Stock, and Material Movers, Hand	1,243	\$23,570
Farmers, Ranchers, and Other Agricultural Managers	1,054	\$80,750
Office Clerks, General	831	\$24,420
Customer Service Representatives	759	\$29,710
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	679	\$21,030
Stock Clerks and Order Fillers	650	\$22,180
First-Line Supervisors of Retail Sales Workers	615	\$33,270
Personal Care Aides	582	\$18,280
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	534	\$28,410
First-Line Supervisors of Office and Administrative Support Workers	508	\$43,960
Childcare Workers	466	\$18,090



# Skills to Pay the Bills

They say everyone is good at something. But nowadays certain skills will put you on the fast track to a great job. Here's a quick rundown of the Top 10.

## **Speaking**

Talking to others to convey information effectively.

## **Active Listening**

Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

## **Reading Comprehension**

Understanding written sentences and paragraphs in work related documents.

## **Social Perceptiveness**

Being aware of others' reactions and understanding why they react as they do.

## **Critical Thinking**

Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

## **Service Orientation**

Actively looking for ways to help people.

## **Writing**

Communicating effectively in writing as appropriate for the needs of the audience.

## **Instructing**

Teaching others how to do something.

## **Management of Personnel Resources**

Motivating, developing, and directing people as they work, identifying the best people for the job.

## **Monitoring**

Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.

# Top 10 Occupations by Education Level

Different occupations need different types of training. Some require only on-the-job training, while others require an advanced degree. The jobs listed below are projected to be the top growing occupations by education level through 2015.

*Based on State of Arkansas' 2013-2015 Short-term Occupational Projections Net Growth*



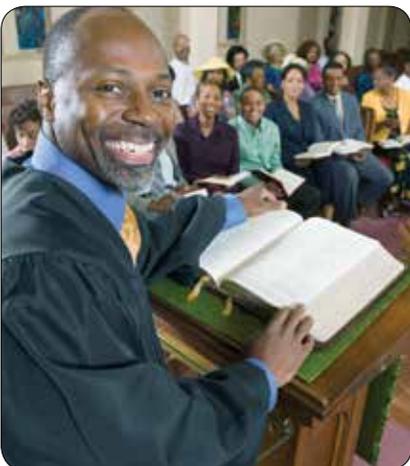
## High School or Less

Combined Food Preparation and Serving Workers, Including Fast Food  
Retail Salespersons  
Personal Care Aides  
Cashiers  
Laborers and Freight, Stock, and Material Movers, Hand  
Waiters and Waitresses  
Janitors and Cleaners, Except Maids and Housekeeping Cleaners  
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive  
Cooks, Restaurant  
Customer Service Representatives



## Associate Degree or Vocational Training

Heavy and Tractor-Trailer Truck Drivers  
Licensed Practical and Licensed Vocational Nurses  
Registered Nurses  
Computer User Support Specialists  
First-Line Supervisors of Production and Operating Workers  
Medical Assistants  
Nursing Assistants  
Dental Assistants  
Emergency Medical Technicians and Paramedics  
Paralegals and Legal Assistants



## Bachelor's Degree or Higher

General and Operations Managers  
Accountants and Auditors  
Clergy  
Market Research Analysts and Marketing Specialists  
Software Developers, Applications  
Computer Systems Analysts  
Information Security Analysts  
Lawyers  
Computer Programmers  
Sales Managers



# Education & Training

The planning, managing and providing of education and training services, and related learning support services.

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With a career in Education & Training, you could be the influence on a life. As an educator or trainer you will guide the development of children, teenagers, and adults. You can share your talent, skills, or passion for a favorite subject area with others; passing along to them the skills needed to succeed.

You will need to be highly organized while being able to plan and prioritize your work. Understanding of the English language, as well as being able to think creatively while coaching and developing others is essential.

Your education can begin in high school with the Education & Training pathway or at a postsecondary school. From a Certificate of Proficiency to a Doctoral Degree, many Education & Training degree programs can be found at Arkansas technical schools, two-year colleges, and four-year universities.

Jobs in this Career Cluster can be found at elementary and secondary schools, as well as in

a post-secondary institution. Jobs can also be found in libraries and museums. You could also work with adults, training employees at a place of business.

Occupations include: Archivists; Chemistry Teachers, Postsecondary; Education Administrators; Elementary School Teachers, except Special Education; Historians; Instructional Designers and Technologists; Librarians; and Teacher Assistants.

Occupations in Education & Training are projected to grow by more than 10,000 jobs over the next 10 years, with more than 81,000 persons expected to be employed in this Career Cluster in 2022. Many of the occupations earn an annual wage more than the state's mean annual wage of \$37,340. Occupations in this cluster earned an average mean wage of \$44,390 in 2014.

Remember, any postsecondary education or training you pursue after high school will help you earn more money over your lifetime.

# What are some of the Education & Training Degree Programs?

Almost every university, college, and technical school in Arkansas offers training and education for a career in Education & Training. Here are just a few of the programs:



Adult Education  
Agricultural Education  
Art Education  
Biology  
Business Education  
Career & Technical Education  
Chemistry  
Creative Writing  
College Student Personnel Services  
Counseling  
Early Childhood Education  
Elementary Education  
English  
English as a Second Language  
Education  
Educational Leadership  
Foreign Languages Education  
Health & Physical Education  
Higher Education  
History  
Human Sciences Education

Instrumental Music  
K-6 Elementary Education  
K-12 Physical Education & Health  
Kinesiology & Physical Education  
Life Science & Earth Science  
Mathematics  
Middle Level Education  
Music Education  
Physics  
Physical Education  
Physical Education, Wellness, & Leisure  
Reading  
School Counseling  
Science Education  
Secondary Education  
Spanish  
Special Education  
Speech  
Teaching & Learning  
Vocal Music  
World Languages & Culture



### **11-9032 - Education Administrators, Elementary and Secondary School**

Plan, direct, or coordinate the academic, administrative, or auxiliary activities of public or private elementary or secondary level schools.

Sample of reported job titles: Assistant Principal, Athletic Director, Elementary Principal, High School Principal, Middle School Principal, Principal, School Administrator, School Superintendent, Special Education Director, Superintendent

**Earnings (Mean):** \$76,770 annual

**Estimated workers employed:** 2,178

**Education:** Master's Degree



### **25-2012 - Kindergarten Teachers, Except Special Education**

Teach elemental natural and social science, personal hygiene, music, art, and literature to kindergarten students. Promote physical, mental, and social development. May be required to hold State certification.

Sample of reported job titles: 4 Year Olds Kindergarten Teacher, Bilingual Kindergarten Teacher, Classroom Teacher, Elementary Teacher, Kinder Teacher, Kindergarten / First Grade Teacher, Kindergarten Teacher, Teacher, Title One Kindergarten Teacher

**Earnings (Mean):** \$45,420 annual

**Estimated workers employed:** 1,957

**Education:** Bachelor's Degree



### **25-1125 - History Teachers, Postsecondary**

Teach courses in human history and historiography. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.

Sample of reported job titles: Assistant Professor, Assistant Professor of History, Associate Professor, Associate Professor of History, History Instructor, History Professor, Instructor, Lecturer, Professor, Professor of History

**Earnings (Mean):** \$54,970 annual

**Estimated workers employed:** 273

**Education:** Doctoral or Professional Degree

# I can be a...

These are just a few of the occupations in Education & Training. To learn about other occupations, go to <http://online.onetcenter.org/find/> and browse by Career Cluster for more occupations.



## **25-2032 - Career/Technical Education Teachers, Secondary School**

Teach occupational, career and technical, or vocational subjects at the secondary school level in public or private schools.

Sample of reported job titles: Agricultural Education Teacher, Allied Health Teacher, Business Education Teacher, Cosmetology Teacher, Family and Consumer Sciences Teacher (FACS Teacher), Instructor, Marketing Education Teacher, Teacher, Technology Education Teacher, Welding Instructor

**Earnings (Mean):** \$47,670 annual

**Estimated workers employed:** 881

**Education:** Bachelor's Degree

## **25-9041 - Teacher Assistants**

Perform duties that are instructional in nature or deliver direct services to students or parents. Serve in a position for which a teacher has ultimate responsibility for the design and implementation of educational programs and services.

Sample of reported job titles: Educational Technician, Instructional Aide, Instructional Assistant, Paraeducator, Paraprofessional, Special Education Paraprofessional, Special Education Teaching Assistant, Teacher Aide, Teacher Assistant, Teaching Assistant

**Earnings (Mean):** \$18,870 annual

**Estimated workers employed:** 8,856

**Education:** Some college, no degree

# Career Clusters



Career Clusters contain occupations in the same field of work that require similar skills. Students, parents, and educators can use Career Clusters to help focus education plans toward obtaining the necessary knowledge, competencies, and training for success in a particular career pathway.

*BUSINESS MANAGEMENT & ADMINISTRATION*

*health science* **Hospitality and Tourism**

*manufacturing* **EDUCATION AND TRAINING**

*GOVERNMENT & PUBLIC ADMINISTRATION*

**ARCHITECTURE & CONSTRUCTION**

**Science, Technology, Engineering & Mathematics**

**Information Technology**

*law, public safety, corrections & security*

**Transportation, Distribution & Logistics**

**AGRICULTURE, FOOD & NATURAL RESOURCES**

*arts, a-v technology & communications*

**FINANCE** **human services**

**Marketing, Sales & Service**

# Education & Training Career Cluster

In high school, Career Clusters are designed to give you the guidance you need to be successful in a career.

Sixteen Career Clusters have been developed to help you explore your career opportunities. Within these Career Clusters are career pathways that are more specialized.

These pathways will help you explore more specific careers. Plus, many of the classes can earn you college credit if you successfully pass the course.

The Education & Training Career Cluster prepares learners for the planning, managing and providing of education

and training services, and related learning support services.

The following pages include: a sample high school class schedule, Career Focus classes that are required for graduation, Education & Training programs of study, plus work-based and extra curricular activities, and In Demand occupations — all to help you further your education.

Other Career Clusters are offered in Arkansas secondary schools. Talk with your career guidance counselor to see what career pathways are offered in your school or a nearby postsecondary institution.

## Sample High School Schedule - Smart Core

9th Grade	10th Grade	11th Grade	12th Grade
English I or Pre-AP	English II or Pre-AP	English III or AP	English IV or AP
Algebra I or Geometry	Geometry or Algebra II	Algebra II or Trigonometry Pre-AP Calculus	AP Calculus College Algebra AP Statistics
Physical Science	Biology Pre-AP Chemistry Applied Biology/ Chemistry	Chemistry Physics Principles of Technology	AP Biology AP Chemistry AP Physics Earth & Space Science
Civics	World History	US History	Economics

# Education & Training Career Cluster

Pathway - Education & Training

Program of Study - Education & Training



## Foundation Courses

Career Orientation  
Computer Technology  
Keyboarding  
Family CSI

## Graduation Requirements

English - 4 units  
Math - 4 units  
Science - 3 units  
Social Studies - 3 units  
Fine Arts - 1/2 unit  
Health and Safety - 1/2 unit  
Oral Communication - 1/2 unit  
Physical Education - 1/2 unit  
Career Focus - 6 units

## Arkansas Challenge

Foreign Language - 2 units

## Program of Study

### Support Courses

EAST/Workforce Technology  
Internship  
Workplace Readiness

### Support Courses

Foreign Language  
Word Processing or Computer  
Business Applications (CBA)

### Extended Learning Opportunities

Jobs for Ark Grads (JAG)  
Job Shadowing  
FCCLA  
TOT  
FEA

## Education and Training

### Core Courses

Child Development  
Orientation to Teaching

## Education and Training Electives

Family & Consumer Sciences  
Human Relations  
Leadership & Service Learning  
Orientation to Teaching II  
Parenting

## Education and Training

### Industry Certifications

Education Careers (PrePAC)  
Education Paraprofessional

### Related Programs of Study

Family & Consumer Sciences  
Education  
Child Care Guidance,  
Management & Services

# Education & Training In Demand Occupations

These are occupations that are found in an industry cluster that are projected to add a significant number of new jobs to our state's economy, are existing or emerging occupations being transformed by technology and innovation, or are vital to the overall health of our economy.

Occupation Title	Education	Wage Hourly/Annual	
Business Teachers, Postsecondary	D	N/A	\$73,610
Career/Technical Education Teachers, Secondary School	B	N/A	\$51,110
Clinical, Counseling, and School Psychologists	D	\$32.35	\$67,280
Coaches and Scouts	B	N/A	\$49,610
Education Administrators, Elementary and Secondary School	M	N/A	\$76,770
Education Administrators, Postsecondary	M	\$38.80	\$80,700
Educational, Guidance, School, and Vocational Counselors	M	\$25.11	\$52,230
Elementary School Teachers, Except Special Education	B	N/A	\$44,810
Fitness Trainers and Aerobics Instructors	HS	\$11.46	\$23,830
Health Specialties Teachers, Postsecondary	D	N/A	\$107,120
Kindergarten Teachers, Except Special Education	B	N/A	\$45,420
Librarians	M	\$24.48	\$50,920
Library Assistants, Clerical	HS	\$9.70	\$20,170
Library Technicians	PS	\$12.99	\$27,020
Middle School Teachers, Except Special and Career/Technical Education	B	N/A	\$49,990
Nursing Instructors and Teachers, Postsecondary	M	N/A	\$57,680
Preschool Teachers, Except Special Education	A	\$14.17	\$29,480
Recreation Workers	B	\$11.17	\$23,240
Secondary School Teachers, Except Special and Career/Technical Education	B	N/A	\$48,310
Self-Enrichment Education Teachers	HS	\$16.78	\$34,890
Vocational Education Teachers, Postsecondary	B	\$22.92	\$47,670

*Doctoral or professional degree (D)* – Requires at least three years of full-time academic study beyond a bachelor's degree.

*Master's degree (M)* – Requires one or two years of full-time academic study beyond a bachelor's degree.

*Bachelor's degree (B)* – Requires four or five years of full-time academic study.

*Associate degree (A)* – Requires at least two years of full-time academic study.

*Postsecondary non-degree award (PS)* – Programs last a few weeks to more than a year; leads to a certificate or other award.

*Some college, no degree (SC)* – Requires the completion of a high school diploma or equivalent plus the completion of one or more postsecondary courses that did not result in a degree or award.

*High School diploma or equivalent (HS)* – Requires the completion of high school or an equivalent program resulting in the award of a high school diploma or an equivalent, such as a GED.

*Less than high school (LHS)* – Signifies the completion of any level of primary or secondary education that did not result in the award of a high school diploma or an equivalent.

# How will I pay for College?

## Financial Aid FAQs

**If you are planning to attend college, you should do a little research first. Find out how much it will cost to go to college, what part of that cost you and your family will be expected to pay, and what types of financial aid are available. The following information is intended to get you started.**

### What is Financial Aid?

Financial aid is money awarded to a student to help pay educational costs. Most financial aid is awarded according to individual need and educational costs. The federal government, state government, postsecondary institutions, and private organizations provide financial aid to eligible students in the form of grants, scholarships, loans, and employment.

Grants and scholarships are awarded based on either financial need or merit and do not have to be paid back. Employment can be a job provided by the college and can be on or off campus. A loan is money provided by a bank, the college, or the government, which must be paid back with interest.

Private sources of financial aid come from social and civic organizations, religious organizations, and businesses.

### How much does it cost to attend college?

Educational costs can differ significantly from one school to another, depending on the type of school and your program of study. In general, costs are lowest at a public vocational-technical school, higher at a public community or technical college, still higher at a public four-year college, and highest at a private college.

The total cost of attending school today may range from \$2,000 per year to more than \$30,000 per year. Financial Aid programs have been created to help you pay for these costs. Schools with higher costs often have more financial aid available than lower cost schools. Therefore, when comparing costs, it's very important to determine the financial aid available. This way you can determine what your out-of-pocket expenses will be.

But remember, cost is only one factor in selecting a school. Consider your goals, what programs



and opportunities each school offers, and how well that school will help you meet your goals.

### What do educational costs include?

The total educational costs are called the Cost of Attendance (COA) and include (1) tuition and fees, (2) books and supplies, (3) room and board, (4) transportation, and (5) miscellaneous personal expenses, such as clothing, laundry, and recreation. Because the COA includes items that are living costs but are not paid directly to the school, the actual amount billed by the school will be less than the COA.

### What is the family's responsibility?

The primary responsibility for financing a college education rests with the student and his family. The family is expected to pay for the cost of college to the extent that it is able. Financial assistance is designed to help with the difference between what the family can afford and the cost of attendance. The student shares in the family's responsibility to pay for college and is expected to contribute from his earnings and savings.

The amount the family is expected to pay toward the cost of college is called the Expected Family Contribution (EFC).

### How is the family's expected contribution determined?

Colleges, government agencies and organizations that award financial aid based on financial need use a process called Needs Analysis to determine how much the family is expected to pay towards the cost of a college education. This process uses both the parent's and student's income and assets and other information about the family, such as the number in college, to calculate the Expected Family Contribution. During the needs analysis calculations, certain allowances are applied to protect the family's income and assets for the

cost of living and future retirement needs.

The needs analysis is performed by the U.S. Department of Education based on the information provided by the family on the Free Application for Federal Student Aid (FAFSA). This is the basic form required for most financial aid programs based on financial need. Any student who wishes to apply for financial assistance should complete and submit this application. The FAFSA application can be applied for online at [www.fafsa.gov](http://www.fafsa.gov).

#### **How is eligibility for financial aid determined?**

Most financial aid is awarded based on financial need. The Cost of Attendance minus the Expected Family Contribution equals financial need. The school you attend uses the EFC calculated during

needs analysis and the school's cost of attendance to determine your eligibility for need-based financial aid. Some aid is merit based, meaning eligibility is based on performance or achievement, such as athletic scholarships or academic scholarships based on ACT scores, or GPA.

#### **How much financial aid can I receive?**

The total financial aid a student receives can include funds from more than one source or financial aid program. Normally, though, the total financial aid received will not exceed the financial need, or in some cases, the cost of attendance. For the best chance of getting the aid you need, apply as early as possible for each financial aid program for which you might be eligible.

*Source: Arkansas Department of Higher Education*



[www.adhe.edu](http://www.adhe.edu)

[www.asla.info](http://www.asla.info)

[www.careeronestop.org](http://www.careeronestop.org)

[www.careerwatch.org](http://www.careerwatch.org)

[www.discover.arkansas.gov](http://www.discover.arkansas.gov)

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

[www.fundmyfuture.info](http://www.fundmyfuture.info)

[www.going2college.org](http://www.going2college.org)

[www.knowhow2go.org](http://www.knowhow2go.org)

[www.mappingyourfuture.org](http://www.mappingyourfuture.org)

[www.nces.ed.gov/collegenavigator](http://www.nces.ed.gov/collegenavigator)

[www.saygocollege.com](http://www.saygocollege.com)

[www.slgfa.org](http://www.slgfa.org)

# Scholarships, Grants, and Federal Aid

## Arkansas Scholarships and Grants

Source: Arkansas Department of Higher Education

The Arkansas Department of Higher Education reviews and approves academic programs and develops funding recommendations for the state's 11 public universities and 22 public two-year colleges, as well as several other postsecondary entities. In addition, the agency is responsible for distributing approximately \$170 million annually from state revenues and lottery funds in the form of financial aid, intended to ease the financial burden of students seeking an education beyond high school.

More than 20 grant and loan repayment programs are available to students, with eligibility requirements ranging from academic status and financial need to specific fields of study. Below is a listing of a few programs:

**Academic Challenge Scholarship** – provides scholarships to Arkansas residents pursuing a higher education. Funded in large part by the Arkansas Scholarship Lottery, the Academic Challenge Scholarship is available to students regardless of current academic status, whether just graduating from high school, currently enrolled in college, enrolling in college for the first time, or re-enrolling after a period of time out of college. Students must complete Smart Core and have a 2.5 GPA or 19 ACT or ACT equivalent score to qualify, and complete the Free Application for Federal Student Aid (FAFSA).

**Arkansas Health Education Grant Program (ARHEG)** – provides financial assistance to students seeking professional training in chiropractic medicine, dentistry, optometry, osteopathic medicine, podiatric medicine, and veterinary medicine to allow them to attend out-of-state institutions.

**Governor's Scholars Program** – for graduating high school seniors. Awards \$4,000 annually to the top applicant in each county based on academic achievement, test score, rank-in-class, and leadership. The top 300 applicants scoring 32 on the ACT or 1410 on the SAT and have earned a 3.50 academic grade point average are eligible for the Governor's Distinguished Scholarship and may receive tuition, mandatory fees, and room and board up to \$10,000 per year.

**Higher Education Opportunities Grant (GO! Opportunities Grant)** – provides \$1,000 grants to full-time and \$500 grants to part-time students based on financial need. Students must meet the income requirements of \$25,000 for a family with one (1) in the household; the maximum income increases by \$5,000 for each additional number in the household up to ten (10) additional household members. Applicants must complete the Free Application for Federal Student Aid (FAFSA) and the GO! Opportunities Grant application.

**Law Enforcement Officers' Dependents Scholarship Program** – waiver of tuition, fees, and room at any public college, university, or technical institute in Arkansas for dependents and spouses of Arkansas law enforcement officers, some Highway and Transportation Department employees, and other public employees who were killed or permanently disabled in the line of duty.

**Military Dependents Scholarship Program** – waiver of tuition, fees, and room and board at any public college, university, or technical institute in Arkansas for dependents and spouses of Arkansans who were killed or missing in action or who were prisoners of war or who are currently totally and permanently disabled.

**State Teacher Education Program (STEP)** – offers federal loan repayment to current teachers who are either minority and/or teaching in a subject and/or geographic shortage area in an Arkansas public school.

**Student Undergraduate Research Fellowship (SURF) Program** – designed to allow undergraduate students to conduct in-depth research projects in their specific fields of study with the assistance of faculty mentors.

**Teacher Opportunity Program** – offers reimbursement grants for costs associated with six (6) semester credit hours or the equivalent to current Arkansas teachers and administrators who return to an approved institution of higher education to pursue additional education related to the job. Priority will be given to those applicants who are pursuing an additional licensure in a subject area declared to be a shortage area.

**Workforce Improvement Grant** – awards up to \$2,000 annually to students at least 24 years old based on financial need. Students apply using the Free Application for Federal Student Aid (FAFSA), and awards are made by the institution the student attends. Students may be enrolled part time.

*This information is current as of June 2015 and is provided for informational purposes only. It is not intended to be a complete description of the programs or their requirements. For complete information about a particular program, go to [www.adhe.edu](http://www.adhe.edu), and click on Financial Aid to review the program's rules and regulations. The eligibility requirements and rules governing the programs administered by the Arkansas Department of Higher Education are subject to legislative and regulatory amendments. Please e-mail the Financial Aid Division at [finaid@adhe.edu](mailto:finaid@adhe.edu), if you should need further information.*

**Please Note:** Due to current economic conditions, awards for all ADHE programs may be limited by the availability of funds. Applicants are encouraged to apply but are also encouraged to pursue all sources of financial aid.

# YOUuniversal

ARKANSAS FINANCIAL AID SYSTEM

## Your Future, No Boundaries



Arkansas residents seeking education beyond high school will now find the scholarship application process more user-friendly than ever before, thanks to the YOUuniversal Scholarship Application. By answering a few simple questions about age, grade-point average, ACT or SAT scores, and income level, applicants will be matched with the financial aid programs they may qualify for, along with an estimated amount of financial aid they might expect in an academic year.

Log on to **[www.adhe.edu](http://www.adhe.edu)** and click on the YOUuniversal logo to get started. Applicants can also download the YOUuniversal app for their smart phones at **[www.arkansas.gov](http://www.arkansas.gov)**.

Residents still have to fill out the Free Application for Federal Student Aid form to determine eligibility for Federal financial aid. Go to **[www.fafsa.gov](http://www.fafsa.gov)** to fill out your form.

Applicants can begin applying for Federal Student Aid after January 1, 2016, for the 2016-2017 school year.

## Federal Grants and Financial Aid

Source: <http://studentaid.ed.gov>

**Parent Loan for Undergraduate Students (PLUS Loan)** – Parents can borrow a PLUS Loan to help pay your education expenses if you are a dependent undergraduate student enrolled at least half time in an eligible program at an eligible school. PLUS Loans are available through the Federal Family Education Loan (FFEL) Program and the Direct Loan Program. Your parents can get either loan, but not both, for you during the same enrollment period. They also must have an acceptable credit history. For a Direct PLUS Loan, your parents must complete a Direct PLUS Loan application and promissory note contained in a single form that you get from your school's financial aid office. For a FFEL PLUS Loan, your parents must complete and submit a PLUS Loan application available from your school, lender, or your state guaranty agency. After the school completes its portion of the application, it must be sent to a lender for evaluation. Parents must agree to repay the loan within 10 years, beginning 60 days after the funds are fully disbursed.

**Pell Grant** – A Federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are awarded usually only to undergraduate students who have not earned a bachelor's or a professional degree. (In some cases, however, a student enrolled in a post-baccalaureate teacher certification program might receive a Pell Grant.) Pell Grants are considered a foundation of federal financial aid, to which aid from other federal and nonfederal sources might be added.

**Perkins Loan** – A Federal Perkins Loan is a low-interest loan for both undergraduate and graduate students with exceptional financial need. Federal Perkins Loans are made through a school's financial aid office. Your school is your lender, and the loan is made with government funds. You must repay this loan to your school.

**Stafford Loan** – You must fill out a FAFSA. After your FAFSA is processed, your school will review the results and will inform you about your loan eligibility. You also will have to sign a promissory note, a binding legal document that lists the conditions under which you're borrowing and the terms under which you agree to repay your loan.

**Supplemental Educational Opportunity Grant** – Federal Supplemental Educational Opportunity Grants (FSEOG) are for undergraduates with exceptional financial need. Pell Grant recipients with the lowest EFCs will be the first to get FSEOGs. Just like Pell Grants, FSEOGs don't have to be paid back.

**Work-Study** – Federal Work-Study (FWS) provides part-time jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to the recipient's course of study.

# Arkansas Colleges & Universities

Full-time annualized tuition for public institutions is based on Arkansas Department of Higher Education estimates of 15 credit hours, plus mandatory fees per semester, for the 2014-2015 school year.

Full-time annual tuition for private institutions is based on figures from the institution's website or financial aid office. Some private institutions have set rates for each program offered.

Check with the institution for actual tuition and fees.



## Arkansas Baptist College

501-420-1200

[www.arkansasbaptist.edu](http://www.arkansasbaptist.edu)

1621 Dr. Martin Luther King Jr. Drive  
Little Rock, AR 72202

Private: 4-years

Enrollment: 855

Tuition: \$8,040

Admissions: 501-420-1233

[admissions@arkansasbaptist.edu](mailto:admissions@arkansasbaptist.edu)

Financial Aid: 501-420-1225

[financialaid@arkansasbaptist.edu](mailto:financialaid@arkansasbaptist.edu)

Housing: 501-420-1267

[reslife@arkansasbaptist.edu](mailto:reslife@arkansasbaptist.edu)

## Arkansas Northeastern College

870-762-1020

[www.anc.edu](http://www.anc.edu)

2501 South Division St.

Blytheville, AR 72315

Public: 2-years

Enrollment: 1,425

Tuition: \$2,390

Admissions: 870-838-2955

Financial Aid: 870-762-3103

Other Locations: Burdette, Leachville,  
Osceola, Paragould

## Arkansas State University

870-972-2100

[www.astate.edu](http://www.astate.edu)

PO Box 600

State University, AR 72467

Public: 4-years

Enrollment: 13,144

Tuition: \$7,720

Admissions: 870-972-2031

[admissions@astate.edu](mailto:admissions@astate.edu)

Financial Aid: 870-972-2310

Housing: 870-972-2042

[reslife@astate.edu](mailto:reslife@astate.edu)

Other Locations: Paragould

## Arkansas State University at Beebe

800-632-9985

[www.asub.edu](http://www.asub.edu)

1000 Iowa St.

PO Box 1000

Beebe, AR 72012

Public: 2-years

Enrollment: 4,140

Tuition: \$3,270

Admissions: 501-882-8860

Financial Aid: 501-882-8845

[finaid@asub.edu](mailto:finaid@asub.edu)

Housing: 501-882-4491

Other Locations: Heber Springs, Little  
Rock Air Force Base, Searcy

## Arkansas State University at Mountain Home

870-508-6100

[www.asumh.edu](http://www.asumh.edu)

1600 South College St.

Mountain Home, AR 72653

Public: 2-years

Enrollment: 1,393

Tuition: \$3,330

Admissions: 870-508-6104

[adminforms@asumh.edu](mailto:adminforms@asumh.edu)

Financial Aid: 870-508-6195

## Arkansas State University at Newport

870-512-7800

[www.asun.edu](http://www.asun.edu)

7648 Victory Blvd.

Newport, AR 72112

Public: 2-years

Enrollment: 2,476

Tuition: \$3,150

Admissions: 870-512-7800

Financial Aid: 870-512-7800

Other Locations: Jonesboro,  
Marked Tree

# Arkansas Colleges & Universities

## Arkansas Tech University

800-582-6953  
www.atu.edu  
1605 Coliseum Drive  
Russellville, AR 72801  
Public: 4-years  
Enrollment: 12,002  
Tuition: \$7,248  
Admissions: 479-968-0343  
tech.enroll@atu.edu  
Financial Aid: 479-968-0399  
fa.help@atu.edu  
Housing: 479-968-0376  
housing@atu.edu  
Other Locations: Ozark

## Arkansas Tech University-Ozark

866-225-2884  
www.atu.edu/ozark  
1700 Helberg Lane  
Ozark, AR 72949  
Public: 2-years  
Tuition: \$4,230  
Admissions: 866-225-2884  
Financial Aid: 479-667-2117

## Black River Technical College

870-248-4000  
www.blackrivertech.edu  
1410 Highway 304 East  
Pocahontas, AR 72455  
Public: 2-years  
Enrollment: 1,966  
Tuition: \$3,060  
Admissions: 870-248-4000  
Financial Aid: 870-248-4000  
Other Locations: Paragould

## Central Baptist College

501-329-6872  
www.cbc.edu  
1501 College Avenue  
Conway, AR 72034  
Private: 4-years  
Enrollment: 856  
Tuition: \$13,800  
Admissions: 501-205-8839  
Financial Aid: 501-205-8911  
financialaid@cbc.edu  
Housing: 501-205-8872  
Other Locations: Camp Robinson

## College of the Ouachitas

800-337-0266  
www.coto.edu  
One College Circle  
Malvern, AR 72104  
Public: 2-years  
Enrollment: 1,444  
Tuition: \$3,310  
Admissions: 501-337-5000  
Financial Aid: 501-337-5000  
financialaid@coto.edu

## Cossatot Community College of the University of Arkansas

800-844-4471  
www.cccua.edu  
183 College Drive  
De Queen, AR 71832  
Public: 2-years  
Enrollment: 1,578  
Tuition: \$2,647  
Admissions: 800-844-4471  
Financial Aid: 870-584-4471  
ext. 1148, 1128, 1127, and 1118  
Other Locations: Ashdown, Dierks, Murfreesboro, Nashville

## Crowley's Ridge College

800-264-1096  
www.crc.edu  
100 College Drive  
Paragould, AR 72450  
Private: 4-years  
Enrollment: 184  
Tuition: \$9,000  
Admissions: 870-236-6901  
Financial Aid: 870-236-6901  
Housing: 870-236-6901

## Crowley's Ridge Technical Institute

870-633-5411  
www.crti.tec.ar.us  
1620 Newcastle Road  
PO Box 925  
Forrest City, AR 72335  
Private: Technical  
Tuition: Varies  
Admissions: 870-633-5411  
Financial Aid: 870-633-5411

## East Arkansas Community College

870-633-4480  
www.eacc.edu  
1700 Newcastle Road  
Forrest City, AR 72335  
Public: 2-years  
Enrollment: 1,270  
Tuition: \$2,880  
Admissions: 870-633-4480  
Financial Aid: 870-633-4480  
Other Locations: Wynne

## Harding University

501-279-4000  
www.harding.edu  
915 E. Market Ave.  
Searcy, AR 72149  
Private: 4-years  
Enrollment: 6,058  
Tuition: \$17,040  
Admissions: 800-477-4407  
admissions@harding.edu  
Financial Aid: 800-477-3243  
FinAid@harding.edu  
Housing: 800-879-4256  
housing@harding.edu  
Other Locations: Rogers, North Little Rock

## Henderson State University

800-228-7333  
www.hsu.edu  
1100 Henderson Street  
Arkadelphia, AR 71999  
Public: 4-years  
Enrollment: 3,625  
Tuition: \$7,561  
Admissions: 870-230-5028  
admissions@hsu.edu  
Financial Aid: 870-230-5148  
Housing: 870-230-5083  
reslife@hsu.edu

# Arkansas Colleges & Universities

## Hendrix College

800-277-9017  
www.hendrix.edu  
1600 Washington Ave  
Conway, AR 72032  
Private: 4-years  
Enrollment: 1,354  
Tuition: \$40,870  
Admissions: 501-450-1362  
adm@hendrix.edu  
Financial Aid: 501-450-1368  
student\_aid@hendrix.edu  
Housing: 501-450-1416  
housing@hendrix.edu

## John Brown University

479-524-9500  
jbu.edu  
2000 West University Street  
Siloam Springs, AR 72761  
Private: 4-years  
Enrollment: 2,850  
Tuition: \$33,132  
Admissions: 877-528-4636  
jbuinfo@jbu.edu  
Financial Aid: 877-528-4636  
finaid@jbu.edu  
Housing: 479-524-7252  
Other Locations: Fort Smith, Little Rock, Rogers

## Lyon College

870-307-7000  
www.lyon.edu  
2300 Highland Road  
Batesville, AR 72501  
Private: 4-years  
Enrollment: 713  
Tuition: \$25,280  
Admissions: 800-423-2542  
admissions@lyon.edu  
Financial Aid: 870-307-7257  
Housing: 870-307-7375

## Mid-South Community College

866-733-6722  
www.midsouthcc.edu  
2000 W. Broadway  
West Memphis, AR 72301  
Public: 2-years  
Enrollment: 1,895  
Tuition: \$3,790  
Admissions: 870-733-6728  
admissions@midsouthcc.edu  
Financial Aid: 870-733-6729  
finaid@midsouthcc.edu

## National Park College

501-760-4222  
www.npcc.edu  
101 College Drive  
Hot Springs National Park, AR 71913  
Public: 2-years  
Enrollment: 3,001  
Tuition: \$3,230  
Admissions: 501-760-4363  
Financial Aid: 501-760-4237

## North Arkansas College

870-743-3000  
www.northark.edu  
1515 Pioneer Drive  
Harrison AR 72601  
Public: 2-years  
Enrollment: 1,976  
Tuition: \$3,090  
Admissions: 870-391-3505  
admissions@northark.edu  
Financial Aid: 870-391-3240  
financial-aid@northark.edu  
Other Locations: Berryville

## Northwest Arkansas Community College

800-955-6922  
www.nwacc.edu  
One College Drive  
Bentonville, AR 72712  
Public: 2-years  
Enrollment: 8,098  
Tuition: \$4,513  
Admissions: 479-619-4324  
admissions@nwacc.edu  
Financial Aid: 479-619-4329  
finaid@nwacc.edu  
Other Locations: Farmington, Fayetteville, Springdale

## Northwest Technical Institute

479-751-8824  
www.nwti.edu  
709 South Old Missouri Road  
Springdale, AR 72765  
Private: Technical  
Tuition: Varies  
Admissions: 479-751-8824  
info@nwti.edu  
Financial Aid: 479-751-8824 ext. 240

## Ouachita Baptist University

800-342-5628  
www.obu.edu  
410 Ouachita St.  
Arkadelphia, AR 71998  
Private: 4-years  
Enrollment: 1,501  
Tuition: \$24,120  
Admissions: 800-342-5628  
Financial Aid: 870-245-5570  
obustudentfinancialservices@obu.edu  
Housing: 870-245-5220

## Ozarka College

800-821-4335  
www.ozarka.edu  
218 College Drive  
Melbourne, AR 72556  
Public: 2-years  
Enrollment: 1,318  
Tuition: \$3,325  
Admissions: 870-368-2013  
admissions@ozarka.edu  
Financial Aid: 870-368-2009  
finaid@ozarka.edu  
Other Locations: Ash Flat, Mammoth Spring, Mountain View

## Philander Smith College

800-446-6772  
www.philander.edu  
900 West Daisy Bates Drive  
Little Rock, AR 72202  
Private: 4-years  
Enrollment: 567  
Tuition: \$12,564  
Admissions: 501-370-5221  
Financial Aid: 501-370-5350  
financialaid@philander.edu  
Housing: 501-370-6060

# Arkansas Colleges & Universities

## Phillips Community College of the University of Arkansas

870-338-6474  
www.pccua.edu  
1000 Campus Drive  
Helena-West Helena, AR 72342  
Public: 2-years  
Enrollment: 1,796  
Tuition: \$2,968  
Admissions: 870-338-6474  
Financial Aid: 870-338-6474 ext. 1258  
Other Locations: Dewitt, Stuttgart

## Pulaski Technical College

501-812-2200  
www.pulaskitech.edu  
3000 West Scenic Drive  
North Little Rock, AR 72118  
Public: 2-years  
Enrollment: 9,236  
Tuition: \$4,013  
Admissions: 501-812-2231  
admissions@pulaskitech.edu  
Financial Aid: 501-812-2289  
FinAid@pulaskitech.edu  
Other Locations: Benton, Bauxite,  
Little Rock

## Rich Mountain Community College

479-394-7622  
www.rmcc.edu  
1100 College Drive  
Mena, AR 71953  
Public: 2-years  
Enrollment: 1,005  
Tuition: \$3,360  
Admissions: 479-394-7622 ext. 1400  
Financial Aid: 479-394-7622 ext. 1421  
Other Locations: Mount Ida, Waldron

## Shorter College

501-374-6305  
www.shortercollege.edu  
604 Locust Street  
North Little Rock, AR 72114  
Private: 2-years  
Enrollment: 406  
Tuition: \$2,760  
Admissions: 501-374-6305 ext. 103  
Financial Aid: 501-374-6305

## South Arkansas Community College

800-955-2289  
www.southark.co  
300 South West Avenue  
El Dorado, AR 71730  
Public: 2-years  
Enrollment: 1,693  
Tuition: \$3,290  
Admissions: 870-864-7142  
Financial Aid: 870-864-7238

## Southeast Arkansas College

888-732-7582  
www.seark.edu  
1900 Hazel Street  
Pine Bluff, AR 71603  
Public: 2-years  
Enrollment: 1,432  
Tuition: \$3,070  
Admissions: 870-850-8605  
admissions@seark.edu  
Financial Aid: 870-543-5909  
FinAid@seark.edu  
Other Locations: White Hall

## Southern Arkansas University

870-235-4000  
web.saumag.edu  
100 E. University  
Magnolia, AR 71753  
Public: 4-years  
Enrollment: 3,546  
Tuition: \$7,656  
Admissions: 800-332-7286  
muleriders@saumag.edu  
Financial Aid: 870-235-4023  
Housing: 870-235-4047  
housing@saumag.edu

## Southern Arkansas University-Tech

870-574-4500  
www.sautech.edu  
6415 Spellman Rd.  
Camden, AR 71701  
Public: 2-years  
Enrollment: 1,559  
Tuition: \$4,050  
Admissions: 870-574-4558  
Financial Aid: 870-574-4711  
Housing: 870-574-4519  
Other Locations: Fordyce, Magnolia,  
Texarkana

## University of Arkansas at Fayetteville

479-575-2000  
www.uark.edu  
1 University of Arkansas  
Fayetteville, AR 72701  
Public: 4-years  
Enrollment: 2,637  
Tuition: \$8,208  
Admissions: 800-377-8632  
uofa@uark.edu  
Financial Aid: 479-575-3806  
finaid@uark.edu  
Housing: 479-575-3951  
housing@uark.edu

## University of Arkansas at Fort Smith

479-788-7000  
www.uaafs.edu  
5210 Grand Avenue  
Fort Smith, AR 72913  
Public: 4-years  
Enrollment: 6,823  
Tuition: \$5,962  
Admissions: 888-512-5466  
admissions@uaafs.edu  
Financial Aid: 479-788-7090  
finaid@uaafs.edu  
Housing: 479-788-7340  
housing@uaafs.edu

# Arkansas Colleges & Universities

## University of Arkansas at Little Rock

501-569-3000  
www.ualr.edu  
2801 S. University Ave.  
Little Rock, AR 72204  
Public: 4-years  
Enrollment: 11,645  
Tuition: \$7,959  
Admissions: 501-569-3127  
admissions@ualr.edu  
Financial Aid: 501-569-3035  
financialaid@ualr.edu  
Housing: 501-661-1743  
housing@ualr.edu  
Other Locations: Benton

## University of Arkansas at Monticello

866-844-1826  
www.uamont.edu  
346 University Drive  
Monticello, AR 71656  
Public: 4-years  
Enrollment: 3,854  
Tuition: \$6,082  
Admissions: 870-460-1026  
Financial Aid: 800-226-2643  
Housing: 870-460-1045  
Other Locations: Crossett, McGehee

## University of Arkansas at Monticello College of Technology Crossett

800-323-3384  
www.uamont.edu/uamctc  
1326 Highway 52 W  
Crossett, AR 71635  
Public: 2-years  
Tuition: \$2,611  
Admissions: 870-364-6414  
Financial Aid: 870-460-1050

## University of Arkansas at Monticello College of Technology McGehee

870-222-5360  
www.uamont.edu/mcgehee  
PO Box 747  
McGehee, AR 71654  
Public: 2-years  
Tuition: \$2,611  
Admissions: 870-222-5360  
Financial Aid: 870-460-1050

## University of Arkansas at Pine Bluff

870-575-8000  
www.uapb.edu  
1200 North University Drive  
Pine Bluff, AR 71601  
Public: 4-years  
Enrollment: 2,513  
Tuition: \$5,956  
Admissions: 800-264-6585  
Financial Aid: 870-575-8302  
finaid@uapb.edu  
Housing: 870-575-7256  
Other Locations: Gould, Marianna,  
North Little Rock

## University of Arkansas Community College at Batesville

800-508-7878  
www.uaccb.edu  
PO Box 3350  
Batesville, AR 72503  
Public: 2-years  
Enrollment: 1,317  
Tuition: \$3,195  
Admissions: 870-612-2139  
Financial Aid: 870-612-2036

## University of Arkansas Community College at Hope

870-777-5722  
www.uacch.edu  
2500 South Main  
Hope, AR 71802  
Public: 2-years  
Enrollment: 1,360  
Tuition: \$2,560  
Admissions: 870-777-5722  
Financial Aid: 870-722-8265

## University of Arkansas Community College at Morrilton

800-264-1094  
www.uaccm.edu  
1537 University Blvd.  
Morrilton, AR 72110  
Public: 2-years  
Enrollment: 1,995  
Tuition: \$3,635  
Admissions: 501-977-2053  
adm@uaccm.edu  
Financial Aid: 501-977-2055

## University of Arkansas for Medical Sciences

501-686-7000  
www.uams.edu  
4301 West Markham  
Little Rock, AR 72205  
Public: 4-years  
Enrollment: 2,890  
Tuition: Varies  
Admissions: 501-686-7000  
Financial Aid: 501-686-5451  
Housing: 501-686-5850  
Other Locations: Teaching Centers  
across the state

## University of Central Arkansas

501-450-5000  
www.uca.edu  
201 Donaghey Ave.  
Conway, AR 72035  
Public: 4-years  
Enrollment: 11,698  
Tuition: \$7,889  
Admissions: 501-450-3128  
Financial Aid: 501-450-3140  
Housing: 501-450-3132  
housing@uca.edu

## University of the Ozarks

800-264-8636  
www.ozarks.edu  
415 N. College Avenue  
Clarksville, AR 72830  
Private: 4-years  
Enrollment: 587  
Tuition: \$12,175  
Admissions: 800-264-8636  
admiss@ozarks.edu  
Financial Aid: 800-264-8636  
Housing: 800-264-8636  
studentlife@ozarks.edu

## Williams Baptist College

870-886-6741  
www.wbcoll.edu  
60 W Fulbright Avenue  
Walnut Ridge, AR 72476  
Private: 4-years  
Enrollment: 530  
Tuition: \$14,360  
Admissions: 870-759-4120  
admissions@wbcoll.edu  
Financial Aid: 870-759-4112  
financialaid@wbcoll.edu  
Housing: 870-759-4120

# So, you wanna be a...

Not sure what you want to do with your life? Well, this is the place to start looking.

The following section is packed with occupations that can be found all over the state in just about every field imaginable. It also will tell you what type of education you will need to get those jobs, how many positions are available, and, of course, how much you can make doing them! Now, not all the occupations are listed here, as there are more than 800 of them. If you would like to know more about any occupation, or one that is not listed here, go to [www.discover.arkansas.gov](http://www.discover.arkansas.gov) and click on the "Occupations" link.

## 2015-2016 Occupations and Careers

### Occupation

This column provides the title and a brief description of the occupation. The occupations are listed in alphabetical order by Standard Occupational Classification Titles. Keep in mind the work you actually do will depend on your employer, training, and experience.

### Job Outlook

The first row in this column shows an estimate of the total number of workers in the occupation in Arkansas.

The second row shows an estimate of the number of openings expected each year in Arkansas for the occupation.

The third row shows an estimate of the rate of growth for the occupation in Arkansas. Above average is more than 5 percent, average is between 2 and 5 percent, below average is between 0 and 2 percent and decline is below 0 percent.

*AA – Above Average*

*A – Average*

*BA – Below Average*

*D – Decline*

The Arkansas Labor Market Information Section bases both the growth rate and annual openings data on occupational projections.

### Education

This column lists education/work experience in a related occupation/training that is most commonly needed by workers to become fully qualified in the occupation. There may be other training and educational alternatives than those listed.

### Education Required - First Row

*Doctoral or professional degree (D)* – Requires at least three years of full-time academic study beyond a bachelor's degree.

*Master's degree (M)* – Requires one or two years of full-time academic study beyond a bachelor's degree.

*Bachelor's degree (B)* – Requires four or five years of full-time academic study.

*Associate degree (A)* – Requires at least two years of full-time academic study.

*Postsecondary non-degree award (PS)* – Programs last a few weeks to more than a year; leads to a certificate or other award.

*Some college, no degree (SC)* – Requires the completion of

a high school diploma or equivalent plus the completion of one or more postsecondary courses that did not result in a degree or award.

*High School diploma or equivalent (HS)* – Requires the completion of high school or an equivalent program resulting in the award of a high school diploma or an equivalent, such as a GED.

*Less than high school (LHS)* – Signifies the completion of any level of primary or secondary education that did not result in the award of a high school diploma or an equivalent.

### Work experience in a related occupation - Second Row

Requires experience in a related occupation by length of time (years) spent gaining related work experience.

*5+ - 5 years or more work experience*

*-5 - Less than 5 years work experience*

*None*

### On-the-job training - Third Row

*Internship/residency (I/R)* – Training that involves preparation in a field such as medicine or teaching, generally under supervision in a professional setting.

*Apprenticeship (App)* – A formal relationship between a worker and sponsor that consists of a combination of on-the-job training and related occupation-specific technical instruction.

*Long-term on-the-job training (LOJT)* – Requires more than 12 months of training or a combination of work experience and classroom instruction.

*Moderate-term on-the-job training (MOJT)* – Requires one to 12 months of combined work experience and informal training.

*Short-term on-the-job training (SOJT)* – Requires a short demonstration of job duties or one month or less of on-the-job experience and informal training.

### Earnings

This column shows an estimated mean hourly wage and annual salary in Arkansas for the occupation. This data is based on a semi-annual wage survey conducted by the Arkansas Labor Market Information Section. The actual pay for a job may vary depending on the geographic area, qualifications of the employee, and the pay scale of the employer.

*N/A – Not Available*

Occupation	Job Outlook	Education	Earnings
<b>Accountants and Auditors 13-2011</b> Examine, analyze, and interpret accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others.	6,952 330 A	B None None	\$29.88 \$62,160
<b>Administrative Law Judges, Adjudicators, and Hearing Officers 23-1021</b> Conduct hearings to recommend or make decisions on claims concerning government programs or other government-related matters.	520 12 BA	D -5 SOJT	\$31.62 \$65,760
<b>Administrative Services Managers 11-3011</b> Plan, direct, or coordinate one or more administrative services of an organization, such as records and information management, mail distribution, facilities planning and maintenance, custodial operations, and other office support services.	2,420 64 A	B -5 None	\$36.46 \$75,840
<b>Adult Basic and Secondary Education and Literacy Teachers and Instructors 25-3011</b> Teach or instruct out-of-school youths and adults in remedial education classes, preparatory classes for the General Educational Development test, literacy, or English as a Second Language. Teaching may or may not take place in a traditional educational institution.	855 14 BA	B None I/R	\$20.63 \$42,910
<b>Advertising and Promotions Managers 11-2011</b> Plan, direct, or coordinate advertising policies and programs or produce collateral materials, such as posters, contests, coupons, or give-aways, to create extra interest in the purchase of a product or service for a department, an entire organization, or on an account basis.	227 12 AA	B -5 None	\$48.45 \$100,770
<b>Aerospace Engineering and Operations Technicians 17-3021</b> Operate, install, calibrate, and maintain integrated computer/communications systems, consoles, simulators, and other data acquisition, test, and measurement instruments and equipment, which are used to launch, track, position, and evaluate air and space vehicles.	43 1 BA	A None None	N/A N/A
<b>Aerospace Engineers 17-2011</b> Perform engineering duties in designing, constructing, and testing aircraft, missiles, and spacecraft. May conduct basic and applied research to evaluate adaptability of materials and equipment to aircraft design and manufacture.	215 4 D	B None None	N/A N/A
<b>Agricultural and Food Science Technicians 19-4011</b> Work with agricultural and food scientists in food, fiber, and animal research, production, and processing; and assist with animal breeding and nutrition.	635 30 A	A None MOJT	\$16.35 \$34,010
<b>Agricultural Inspectors 45-2011</b> Inspect agricultural commodities, processing equipment, and facilities, and fish and logging operations, to ensure compliance with regulations and laws governing health, quality, and safety.	436 13 D	B None MOJT	\$21.02 \$43,720
<b>Agricultural Sciences Teachers, Postsecondary 25-1041</b> Teach courses in the agricultural sciences. Includes teachers of agronomy, dairy sciences, fisheries management, horticultural sciences, poultry sciences, range management, and agricultural soil conservation.	242 6 A	D None None	N/A \$85,580
<b>Air Traffic Controllers 53-2021</b> Control air traffic on and within vicinity of airport and movement of air traffic between altitude sectors and control centers according to established procedures and policies.	125 8 A	A None LOJT	\$40.98 \$85,240
<b>Aircraft Cargo Handling Supervisors 53-1011</b> Supervise and coordinate the activities of ground crew in the loading, unloading, securing, and staging of aircraft cargo or baggage.	30 1 D	HS -5 None	\$21.46 \$44,650
<b>Aircraft Mechanics and Service Technicians 49-3011</b> Diagnose, adjust, repair, or overhaul aircraft engines and assemblies, such as hydraulic and pneumatic systems. Includes helicopter and aircraft engine specialists.	1,039 49 A	PS None None	\$20.79 \$43,240
<b>Aircraft Structure, Surfaces, Rigging, and Systems Assemblers 51-2011</b> Assemble, fit, fasten, and install parts of airplanes, space vehicles, or missiles, such as tails, wings, fuselage, bulkheads, stabilizers, landing gear, rigging and control equipment, or heating and ventilating systems.	191 5 A	HS None MOJT	N/A N/A
<b>Airline Pilots, Copilots, and Flight Engineers 53-2011</b> Pilot and navigate the flight of fixed-wing, multi-engine aircraft, usually on scheduled air carrier routes, for the transport of passengers and cargo. Requires Federal Air Transport certificate and rating for specific aircraft type used.	108 3 BA	B -5 MOJT	N/A \$93,180
<b>Anesthesiologists 29-1061</b> Physicians who administer anesthetics prior to, during, or after surgery, or other medical procedures.	109 3 BA	D None I/R	\$122.57 \$254,940
<b>Animal Control Workers 33-9011</b> Handle animals for the purpose of investigations of mistreatment, or control of abandoned, dangerous, or unattended animals.	171 6 BA	HS None MOJT	\$12.53 \$26,060
<b>Animal Trainers 39-2011</b> Train animals for riding, harness, security, performance, or obedience, or assisting persons with disabilities. Accustom animals to human voice and contact; and condition animals to respond to commands.	423 24 A	HS None MOJT	\$14.95 \$31,100
<b>Anthropology and Archeology Teachers, Postsecondary 25-1061</b> Teach courses in anthropology or archeology. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	111 4 A	D None None	N/A \$76,830

Occupation	Job Outlook	Education	Earnings
<b>Appraisers and Assessors of Real Estate 13-2021</b> Appraise real property and estimate its fair value. May assess taxes in accordance with prescribed schedules.	1,180 20 BA	B None LOJT	\$17.77 \$36,950
<b>Architects, Except Landscape and Naval 17-1011</b> Plan and design structures, such as private residences, office buildings, theaters, factories, and other structural property.	610 20 A	B None I/R	\$33.27 \$69,200
<b>Architectural and Civil Drafters 17-3011</b> Prepare detailed drawings of architectural and structural features of buildings or drawings and topographical relief maps used in civil engineering projects, such as highways, bridges, and public works.	543 8 D	A None None	\$21.69 \$45,120
<b>Architectural and Engineering Managers 11-9041</b> Plan, direct, or coordinate activities in such fields as architecture and engineering or research and development in these fields.	658 16 BA	B +5 None	\$53.19 \$110,630
<b>Architecture Teachers, Postsecondary 25-1031</b> Teach courses in architecture and architectural design, such as architectural environmental design, interior architecture/design, and landscape architecture.	58 2 A	D None None	N/A \$62,630
<b>Archivists 25-4011</b> Appraise, edit, and direct safekeeping of permanent records and historically valuable documents. Participate in research activities based on archival materials.	80 2 BA	M None None	\$22.89 \$47,610
<b>Art Directors 27-1011</b> Formulate design concepts and presentation approaches for visual communications media, such as print, broadcasting, and advertising. Direct workers engaged in art work or layout design.	396 12 BA	B +5 None	\$24.95 \$51,900
<b>Art, Drama, and Music Teachers, Postsecondary 25-1121</b> Teach courses in drama, music, and the arts including fine and applied art, such as painting and sculpture, or design and crafts.	665 19 A	M None None	N/A \$57,630
<b>Athletic Trainers 29-9091</b> Evaluate and advise individuals to assist recovery from or avoid athletic-related injuries or illnesses, or maintain peak physical fitness. May provide first aid or emergency care.	292 15 AA	B None None	N/A \$44,010
<b>Atmospheric and Space Scientists 19-2021</b> Investigate atmospheric phenomena and interpret meteorological data, gathered by surface and air stations, satellites, and radar to prepare reports and forecasts for public and other uses.	40 1 BA	B None None	\$40.29 \$83,800
<b>Atmospheric, Earth, Marine, and Space Sciences Teachers, Postsecondary 25-1051</b> Teach courses in the physical sciences, except chemistry and physics. Includes both teachers primarily engaged in teaching, and those who do a combination of teaching and research.	80 1 BA	D None None	N/A \$67,450
<b>Audiologists 29-1181</b> Assess and treat persons with hearing and related disorders. May fit hearing aids and provide auditory training. May perform research related to hearing problems.	57 3 AA	D None None	\$32.68 \$67,970
<b>Audio-Visual and Multimedia Collections Specialists 25-9011</b> Prepare, plan, and operate multimedia teaching aids for use in education. May record, catalogue, and file materials.	145 0 D	B -5 None	\$20.97 \$43,610
<b>Automotive and Watercraft Service Attendants 53-6031</b> Service automobiles, buses, trucks, boats, and other automotive or marine vehicles with fuel, lubricants, and accessories. Collect payment for services and supplies.	1,136 60 A	LHS None SOJT	\$10.08 \$20,960
<b>Automotive Body and Related Repairers 49-3021</b> Repair and refinish automotive vehicle bodies and straighten vehicle frames.	1,415 33 BA	HS None MOJT	\$17.34 \$36,060
<b>Automotive Glass Installers and Repairers 49-3022</b> Replace or repair broken windshields and window glass in motor vehicles.	226 6 BA	HS None MOJT	\$13.41 \$27,890
<b>Automotive Service Technicians and Mechanics 49-3023</b> Diagnose, adjust, repair, or overhaul automotive vehicles.	5,541 172 BA	HS None LOJT	\$16.18 \$33,660
<b>Avionics Technicians 49-2091</b> Install, inspect, test, adjust, or repair avionics equipment, such as radar, radio, navigation, and missile control systems in aircraft or space vehicles.	172 4 BA	A None None	\$25.29 \$52,610
<b>Baggage Porters and Bellhops 39-6011</b> Handle baggage for travelers at transportation terminals or for guests at hotels or similar establishments.	166 8 A	HS None SOJT	\$9.02 \$18,770
<b>Bailiffs 33-3011</b> Maintain order in courts of law.	114 3 BA	HS None MOJT	\$15.20 \$31,610
<b>Bakers 51-3011</b> Mix and bake ingredients to produce breads, rolls, cookies, cakes, pies, pastries, or other baked goods.	1,304 63 AA	LHS None LOJT	\$10.78 \$22,420

Occupation	Job Outlook	Education	Earnings
<b>Bill and Account Collectors 43-3011</b> Locate and notify customers of delinquent accounts by mail, telephone, or personal visit to solicit payment. Duties include receiving payment and posting amount to customer's account; preparing statements to credit department if customer fails to respond.	1,954 85 A	HS None MOJT	\$15.61 \$32,480
<b>Billing and Posting Clerks 43-3021</b> Compile, compute, and record billing, accounting, statistical, and other numerical data for billing purposes. Prepare billing invoices for services rendered or for delivery or shipment of goods.	3,810 120 A	HS None SOJT	\$14.71 \$30,590
<b>Biological Science Teachers, Postsecondary 25-1042</b> Teach courses in biological sciences. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	457 12 A	D None None	N/A \$58,460
<b>Biological Technicians 19-4021</b> Assist biological and medical scientists in laboratories. Set up, operate, and maintain laboratory instruments and equipment, monitor experiments, make observations, and calculate and record results. May analyze organic substances, such as blood, food, and drugs.	517 16 D	B None None	\$19.67 \$40,910
<b>Bookkeeping, Accounting, and Auditing Clerks 43-3031</b> Compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records.	13,045 322 A	HS None MOJT	\$16.04 \$33,360
<b>Brickmasons and Blockmasons 47-2021</b> Lay and bind building materials, such as brick, structural tile, concrete block, cinder block, glass block, and terra-cotta block, with mortar and other substances to construct or repair walls, partitions, arches, sewers, and other structures.	515 26 AA	HS None App	\$17.26 \$35,900
<b>Broadcast News Analysts 27-3021</b> Analyze, interpret, and broadcast news received from various sources.	48 2 D	B None None	\$31.49 \$65,490
<b>Brokerage Clerks 43-4011</b> Perform duties related to the purchase, sale or holding of securities.	227 9 A	HS None MOJT	\$21.19 \$44,070
<b>Budget Analysts 13-2031</b> Examine budget estimates for completeness, accuracy, and conformance with procedures and regulations. Analyze budgeting and accounting reports.	502 26 A	B None None	\$24.21 \$50,370
<b>Business Teachers, Postsecondary 25-1011</b> Teach courses in business administration and management, such as accounting, finance, human resources, labor and industrial relations, marketing, and operations research.	834 24 A	D None None	N/A \$73,610
<b>Butchers and Meat Cutters 51-3021</b> Cut, trim, or prepare consumer-sized portions of meat for use or sale in retail establishments.	934 33 A	LHS None LOJT	\$12.33 \$25,650
<b>Buyers and Purchasing Agents, Farm Products 13-1021</b> Purchase farm products either for further processing or resale. Includes tree farm contractors, grain brokers and market operators, grain buyers, and tobacco buyers.	382 10 A	HS None LOJT	\$37.69 \$78,400
<b>Cabinetmakers and Bench Carpenters 51-7011</b> Cut, shape, and assemble wooden articles or set up and operate a variety of woodworking machines, such as power saws, jointers, and mortisers to surface, cut, or shape lumber or to fabricate parts for wood products.	899 7 D	HS None MOJT	\$15.83 \$32,920
<b>Camera Operators, Television, Video, and Motion Picture 27-4031</b> Operate television, video, or motion picture camera to record images or scenes for various purposes, such as TV broadcasts, advertising, video production, or motion pictures.	251 3 BA	B None None	\$21.68 \$45,100
<b>Cardiovascular Technologists and Technicians 29-2031</b> Conduct tests on pulmonary or cardiovascular systems of patients for diagnostic purposes. May conduct or assist in electrocardiograms, cardiac catheterizations, pulmonary functions, lung capacity, and similar tests. Includes vascular technologists.	453 9 BA	A None None	\$23.88 \$49,670
<b>Career/Technical Education Teachers, Middle School 25-2023</b> Teach occupational, career and technical, or vocational subjects in public or private schools at the middle, intermediate, or junior high level, which falls between elementary and senior high school as defined by applicable laws and regulations.	269 6 D	B -5 I/R	N/A \$49,990
<b>Career/Technical Education Teachers, Secondary School 25-2032</b> Teach occupational, career and technical, or vocational subjects at the secondary school level in public or private schools.	1,100 30 D	B -5 I/R	N/A \$51,110
<b>Carpenters 47-2031</b> Construct, erect, install, or repair structures and fixtures made of wood, such as concrete forms; building frameworks, including partitions, joists, studding, and rafters; and wood stairways, window and door frames, and hardwood floors.	5,161 170 A	HS None App	\$16.31 \$33,910
<b>Cartographers and Photogrammetrists 17-1021</b> Collect, analyze, and interpret geographic information provided by geodetic surveys, aerial photographs, and satellite data. Research, study, and prepare maps and other spatial data in digital or graphic form for legal, social, political, educational, and design purposes.	94 2 BA	B None None	\$30.70 \$63,860
<b>Cashiers 41-2011</b> Receive and disburse money in establishments other than financial institutions. May use electronic scanners, cash registers, or related equipment. May process credit or debit card transactions and validate checks.	29,950 2,060 A	LHS None SOJT	\$8.84 \$18,380

Occupation	Job Outlook	Education	Earnings
<b>Cement Masons and Concrete Finishers 47-2051</b> Smooth and finish surfaces of poured concrete, such as floors, walks, sidewalks, roads, or curbs using a variety of hand and power tools. Align forms for sidewalks, curbs, or gutters; patch voids; and use saws to cut expansion joints.	954 26 A	LHS None MOJT	\$15.24 \$31,700
<b>Chemical Engineers 17-2041</b> Design chemical plant equipment and devise processes for manufacturing chemicals and products, such as gasoline, synthetic rubber, plastics, detergents, cement, paper, and pulp, by applying principles and technology of chemistry, physics, and engineering.	250 7 BA	B None None	\$40.70 \$84,660
<b>Chemical Equipment Operators and Tenders 51-9011</b> Operate or tend equipment to control chemical changes or reactions in the processing of industrial or consumer products. Equipment used includes devulcanizers, steam-jacketed kettles, and reactor vessels.	685 24 BA	HS None MOJT	\$22.03 \$45,820
<b>Chemical Plant and System Operators 51-8091</b> Control or operate entire chemical processes or system of machines.	221 8 D	HS None LOJT	\$22.52 \$46,840
<b>Chemistry Teachers, Postsecondary 25-1052</b> Teach courses pertaining to the chemical and physical properties and compositional changes of substances. Work may include instruction in the methods of qualitative and quantitative chemical analysis.	233 6 A	D None None	N/A \$76,780
<b>Chemists 19-2031</b> Conduct qualitative and quantitative chemical analyses or experiments in laboratories for quality or process control or to develop new products or knowledge.	481 14 BA	B None None	\$34.26 \$71,260
<b>Chief Executives 11-1011</b> Determine and formulate policies and provide overall direction of companies or private and public sector organizations within guidelines set up by a board of directors or similar governing body.	2,930 83 BA	B +5 None	\$66.69 \$138,710
<b>Child, Family, and School Social Workers 21-1021</b> Provide social services and assistance to improve the social and psychological functioning of children and their families and to maximize the family well-being and the academic functioning of children.	1,379 41 BA	B None None	\$17.55 \$36,510
<b>Childcare Workers 39-9011</b> Attend to children at schools, businesses, private households, and childcare institutions. Perform a variety of tasks, such as dressing, feeding, bathing, and overseeing play.	12,423 466 BA	HS None SOJT	\$8.70 \$18,090
<b>Chiropractors 29-1011</b> Assess, treat, and care for patients by manipulation of spine and musculoskeletal system. May provide spinal adjustment or address sacral or pelvic misalignment.	428 15 A	D None None	\$40.31 \$83,850
<b>Civil Engineering Technicians 17-3022</b> Apply theory and principles of civil engineering in planning, designing, and overseeing construction and maintenance of structures and facilities under the direction of engineering staff or physical scientists.	267 6 BA	A None None	\$20.27 \$42,160
<b>Civil Engineers 17-2051</b> Perform engineering duties in planning, designing, and overseeing construction and maintenance of building structures, and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, and water and sewage systems.	1,322 46 A	B None None	\$36.14 \$75,170
<b>Clergy 21-2011</b> Conduct religious worship and perform other spiritual functions associated with beliefs and practices of religious faith or denomination. Provide spiritual and moral guidance and assistance to members.	8,441 276 A	B None MOJT	\$19.13 \$39,780
<b>Clinical, Counseling, and School Psychologists 19-3031</b> Diagnose and treat mental disorders; learning disabilities; and cognitive, behavioral, and emotional problems, using individual, child, family, and group therapies. May design and implement behavior modification programs.	839 30 BA	D None I/R	\$32.35 \$67,280
<b>Coaches and Scouts 27-2022</b> Instruct or coach groups or individuals in the fundamentals of sports. Demonstrate techniques and methods of participation. May evaluate athletes' strengths and weaknesses as possible recruits or to improve the athletes' technique to prepare them for competition.	1,703 73 A	B None None	N/A \$49,610
<b>Coating, Painting, and Spraying Machine Setters, Operators, and Tenders 51-9121</b> Set up, operate, or tend machines to coat or paint any of a wide variety of products including, glassware, cloth, ceramics, metal, plastic, paper, or wood, with lacquer, silver, copper, rubber, varnish, glaze, enamel, oil, or rust-proofing materials.	1,083 30 BA	HS None MOJT	\$14.55 \$30,270
<b>Commercial and Industrial Designers 27-1021</b> Develop and design manufactured products, such as cars, home appliances, and children's toys. Combine artistic talent with research on product use, marketing, and materials to create the most functional and appealing product design.	109 3 BA	B None None	\$27.00 \$56,160
<b>Communications Teachers, Postsecondary 25-1122</b> Teach courses in communications, such as organizational communications, public relations, radio/television broadcasting, and journalism.	311 8 A	D None None	N/A \$55,930
<b>Community Health Workers 21-1094</b> Assist individuals and communities to adopt healthy behaviors. Conduct outreach for medical personnel or health organizations to implement programs in the community that promote, maintain, and improve individual and community health.	400 19 A	HS None SOJT	\$19.14 \$39,810

Occupation	Job Outlook	Education	Earnings
<b>Compensation and Benefits Managers 11-3111</b> Plan, direct, or coordinate compensation and benefits activities of an organization.	200 7 A	B +5 None	\$53.37 \$111,010
<b>Compensation, Benefits, and Job Analysis Specialists 13-1141</b> Conduct programs of compensation and benefits and job analysis for employer. May specialize in specific areas, such as position classification and pension programs.	722 17 BA	B None None	\$23.00 \$47,830
<b>Compliance Officers 13-1041</b> Examine, evaluate, and investigate eligibility for or conformity with laws and regulations governing contract compliance of licenses and permits, and perform other compliance and enforcement inspection and analysis activities not classified elsewhere.	2,071 43 BA	B None MOJT	\$25.38 \$52,790
<b>Computer and Information Research Scientists 15-1111</b> Conduct research into fundamental computer and information science as theorists, designers, or inventors. Develop solutions to problems in the field of computer hardware and software.	23 0 A	D None None	N/A N/A
<b>Computer and Information Systems Managers 11-3021</b> Plan, direct, or coordinate activities in such fields as electronic data processing, information systems, systems analysis, and computer programming.	1,527 50 A	B +5 None	\$52.83 \$109,880
<b>Computer Hardware Engineers 17-2061</b> Research, design, develop, or test computer or computer-related equipment for commercial, industrial, military, or scientific use. May supervise the manufacturing and installation of computer or computer-related equipment and components.	122 6 AA	B None None	\$37.50 \$78,010
<b>Computer Network Support Specialists 15-1152</b> Analyze, test, troubleshoot, and evaluate existing network systems, such as local area network (LAN), wide area network (WAN), and Internet systems or a segment of a network system.	848 15 BA	A None None	\$24.83 \$51,640
<b>Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic 51-4012</b> Develop programs to control machining or processing of metal or plastic parts by automatic machine tools, equipment, or systems.	186 14 AA	HS None LOJT	\$17.88 \$37,200
<b>Computer Programmers 15-1131</b> Create, modify, and test the code, forms, and script that allow computer applications to run. Work from specifications drawn up by software developers or other individuals. May assist software developers by analyzing user needs and designing software solutions.	3,866 160 A	B None None	\$34.43 \$71,620
<b>Computer Science Teachers, Postsecondary 25-1021</b> Teach courses in computer science. May specialize in a field of computer science, such as the design and function of computers or operations and research analysis.	311 7 BA	D None None	N/A \$82,090
<b>Computer User Support Specialists 15-1151</b> Provide technical assistance to computer users. Answer questions or resolve computer problems for clients in person, or via telephone or electronically.	3,414 117 A	SC None MOJT	\$19.81 \$41,210
<b>Conservation Scientists 19-1031</b> Manage, improve, and protect natural resources to maximize their use without damaging the environment. May conduct soil surveys and develop plans to eliminate soil erosion or to protect rangelands.	238 7 D	B None None	\$30.22 \$62,860
<b>Construction and Building Inspectors 47-4011</b> Inspect structures using engineering skills to determine structural soundness and compliance with specifications, building codes, and other regulations. Inspections may be general in nature or may be limited to a specific area, such as electrical systems or plumbing.	706 20 BA	HS +5 MOJT	\$21.61 \$44,940
<b>Construction Managers 11-9021</b> Plan, direct, or coordinate, usually through subordinate supervisory personnel, activities concerned with the construction and maintenance of structures, facilities, and systems.	4,667 110 A	B None MOJT	\$34.58 \$71,940
<b>Continuous Mining Machine Operators 47-5041</b> Operate self-propelled mining machines that rip coal, metal and nonmetal ores, rock, stone, or sand from the mine face and load it onto conveyors or into shuttle cars in a continuous operation.	47 0 BA	HS None MOJT	\$15.19 \$31,600
<b>Control and Valve Installers and Repairers, Except Mechanical Door 49-9012</b> Install, repair, and maintain mechanical regulating and controlling devices, such as electric meters, gas regulators, thermostats, safety and flow valves, and other mechanical governors.	772 22 D	HS None MOJT	\$22.53 \$46,860
<b>Conveyor Operators and Tenders 53-7011</b> Control or tend conveyors or conveyor systems that move materials or products to and from stockpiles, processing stations, departments, or vehicles. May control speed and routing of materials or products.	554 19 BA	LHS None SOJT	\$15.39 \$32,020
<b>Cooks, Fast Food 35-2011</b> Prepare and cook food in a fast food restaurant with a limited menu. Duties of these cooks are limited to preparation of a few basic items and normally involve operating large-volume single-purpose cooking equipment.	10,707 374 A	LHS None SOJT	\$8.28 \$17,230
<b>Cooks, Institution and Cafeteria 35-2012</b> Prepare and cook large quantities of food for institutions, such as schools, hospitals, or cafeterias.	6,631 166 BA	LHS None SOJT	\$9.11 \$18,940

Occupation	Job Outlook	Education	Earnings
<b>Cooks, Restaurant 35-2014</b> Prepare, season, and cook dishes such as soups, meats, vegetables, or desserts in restaurants. May order supplies, keep records and accounts, price items on menu, or plan menu.	8,784 444 AA	LHS -5 MOJT	\$9.40 \$19,540
<b>Cooling and Freezing Equipment Operators and Tenders 51-9193</b> Operate or tend equipment, such as cooling and freezing units, refrigerators, batch freezers, and freezing tunnels, to cool or freeze products, food, blood plasma, and chemicals.	446 14 A	HS None MOJT	\$11.54 \$24,000
<b>Correctional Officers and Jailers 33-3012</b> Guard inmates in penal or rehabilitative institutions in accordance with established regulations and procedures. May guard prisoners in transit between jail, courtroom, prison, or other point.	5,380 170 BA	HS None MOJT	\$15.68 \$32,620
<b>Cost Estimators 13-1051</b> Prepare cost estimates for product manufacturing, construction projects, or services to aid management in bidding on or determining price of product or service. May specialize according to particular service performed or type of product manufactured.	1,092 53 A	B None None	\$27.12 \$56,410
<b>Court Reporters 23-2091</b> Use verbatim methods and equipment to capture, store, retrieve, and transcribe pretrial and trial proceedings or other information.	205 4 BA	PS None SOJT	\$22.66 \$47,140
<b>Court, Municipal, and License Clerks 43-4031</b> Perform clerical duties for courts of law, municipalities, or governmental licensing agencies and bureaus.	1,189 31 A	HS None MOJT	\$13.67 \$28,430
<b>Crane and Tower Operators 53-7021</b> Operate mechanical boom and cable or tower and cable equipment to lift and move materials, machines, or products in many directions.	1,203 63 A	HS -5 MOJT	\$19.82 \$41,220
<b>Credit Analysts 13-2041</b> Analyze credit data and financial statements of individuals or firms to determine the degree of risk involved in extending credit or lending money. Prepare reports with credit information for use in decision making.	315 16 A	B None None	\$26.67 \$55,480
<b>Credit Authorizers, Checkers, and Clerks 43-4041</b> Authorize credit charges against customers' accounts. Investigate history and credit standing of individuals or business establishments applying for credit.	189 3 BA	HS None SOJT	\$15.47 \$32,170
<b>Credit Counselors 13-2071</b> Advise and educate individuals or organizations on acquiring and managing debt. May provide guidance in determining the best type of loan and explaining loan requirements or restrictions.	93 3 A	B None MOJT	\$24.09 \$50,100
<b>Criminal Justice and Law Enforcement Teachers, Postsecondary 25-1111</b> Teach courses in criminal justice, corrections, and law enforcement administration. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	116 4 A	D None None	N/A \$60,570
<b>Curators 25-4012</b> Administer collections, such as artwork, collectibles, historic items, or scientific specimens of museums or other institutions. May conduct instructional, research, or public service activities of institution.	70 6 AA	M None None	\$20.12 \$41,850
<b>Customer Service Representatives 43-4051</b> Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints.	19,116 759 A	HS None SOJT	\$14.28 \$29,710
<b>Cutters and Trimmers, Hand 51-9031</b> Use hand tools or hand-held power tools to cut and trim a variety of manufactured items, such as carpet, fabric, stone, glass, or rubber.	39 0 A	LHS None SOJT	N/A N/A
<b>Cutting, Punching, and Press Machine Setters, Operators, and Tenders, Metal and Plastic 51-4031</b> Set up, operate, or tend machines to saw, cut, shear, slit, punch, crimp, notch, bend, or straighten metal or plastic material.	2,332 22 D	HS None MOJT	\$14.34 \$29,820
<b>Database Administrators 15-1141</b> Administer, test, and implement computer databases, applying knowledge of database management systems. Coordinate changes to computer databases. May plan, coordinate, and implement security measures to safeguard computer databases.	1,145 52 AA	B -5 None	\$30.77 \$64,010
<b>Dental Assistants 31-9091</b> Assist dentist, set up equipment, prepare patient for treatment, and keep records.	2,423 85 A	PS None None	\$15.14 \$31,490
<b>Dental Hygienists 29-2021</b> Clean teeth and examine oral areas, head, and neck for signs of oral disease. May educate patients on oral hygiene, take and develop x rays, or apply fluoride or sealants.	1,365 61 A	A None None	\$29.84 \$62,060
<b>Dental Laboratory Technicians 51-9081</b> Construct and repair full or partial dentures or dental appliances.	390 16 BA	HS None MOJT	\$19.43 \$40,410
<b>Dentists, General 29-1021</b> Examine, diagnose, and treat diseases, injuries, and malformations of teeth and gums. May treat diseases of nerve, pulp, and other dental tissues affecting oral hygiene and retention of teeth. May fit dental appliances or provide preventive care.	1,103 42 A	D None None	\$77.17 \$160,520

Occupation	Job Outlook	Education	Earnings
<b>Derrick Operators, Oil and Gas 47-5011</b> Rig derrick equipment and operate pumps to circulate mud through drill hole.	263 10 D	LHS None SOJT	\$26.26 \$54,610
<b>Detectives and Criminal Investigators 33-3021</b> Conduct investigations related to suspected violations of Federal, State, or local laws to prevent or solve crimes.	558 14 BA	HS -5 MOJT	\$25.97 \$54,010
<b>Diagnostic Medical Sonographers 29-2032</b> Produce ultrasonic recordings of internal organs for use by physicians.	444 17 AA	A None None	\$26.32 \$54,740
<b>Dietetic Technicians 29-2051</b> Assist in the provision of food service and nutritional programs, under the supervision of a dietitian. May plan and produce meals based on established guidelines, teach principles of food and nutrition, or counsel individuals.	228 3 BA	A None None	\$11.36 \$23,630
<b>Dietitians and Nutritionists 29-1031</b> Plan and conduct food service or nutritional programs to assist in the promotion of health and control of disease. May supervise activities of a department providing quantity food services, counsel individuals, or conduct nutritional research.	593 9 BA	B None I/R	\$24.45 \$50,850
<b>Dining Room and Cafeteria Attendants and Bartender Helpers 35-9011</b> Facilitate food service. Clean tables, remove dirty dishes, replace soiled table linens; set tables; replenish supply of clean linens, silverware, glassware, and dishes; supply service bar with food; and serve items such as water, condiments, and coffee to patrons.	1,063 78 A	LHS None SOJT	\$8.56 \$17,790
<b>Dispatchers, Except Police, Fire, and Ambulance 43-5032</b> Schedule and dispatch workers, work crews, equipment, or service vehicles for conveyance of materials, freight, or passengers, or for normal installation, service, or emergency repairs rendered outside the place of business.	1,574 63 A	HS None MOJT	\$18.07 \$37,580
<b>Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-4032</b> Set up, operate, or tend drilling machines to drill, bore, ream, mill, or countersink metal or plastic work pieces.	128 2 D	HS None MOJT	\$16.64 \$34,600
<b>Economics Teachers, Postsecondary 25-1063</b> Teach courses in economics. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	118 4 A	D None None	N/A \$90,520
<b>Education Administrators, Elementary and Secondary School 11-9032</b> Plan, direct, or coordinate the academic, administrative, or auxiliary activities of public or private elementary or secondary level schools.	2,178 58 D	M +5 None	N/A \$76,770
<b>Education Administrators, Postsecondary 11-9033</b> Plan, direct, or coordinate research, instructional, student administration and services, and other educational activities at postsecondary institutions, including universities, colleges, and junior and community colleges.	1,337 48 BA	M +5 None	\$38.80 \$80,700
<b>Education Administrators, Preschool and Childcare Center/Program 11-9031</b> Plan, direct, or coordinate the academic and nonacademic activities of preschool and childcare centers or programs.	696 24 BA	B -5 None	\$23.17 \$48,180
<b>Education Teachers, Postsecondary 25-1081</b> Teach courses pertaining to education, such as counseling, curriculum, guidance, instruction, teacher education, and teaching English as a second language. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	784 21 A	D None None	N/A \$64,630
<b>Educational, Guidance, School, and Vocational Counselors 21-1012</b> Counsel individuals and provide group educational and vocational guidance services.	2,153 54 BA	M None None	\$25.11 \$52,230
<b>Electric Motor, Power Tool, and Related Repairers 49-2092</b> Repair, maintain, or install electric motors, wiring, or switches.	257 6 D	PS None LOJT	\$20.01 \$41,630
<b>Electrical and Electronic Equipment Assemblers 51-2022</b> Assemble or modify electrical or electronic equipment, such as computers, test equipment telemetering systems, electric motors, and batteries.	434 6 BA	HS None SOJT	\$16.26 \$33,820
<b>Electrical and Electronics Drafters 17-3012</b> Prepare wiring diagrams, circuit board assembly diagrams, and layout drawings used for the manufacture, installation, or repair of electrical equipment.	151 4 A	A None None	\$25.32 \$52,670
<b>Electrical and Electronics Repairers, Commercial and Industrial Equipment 49-2094</b> Repair, test, adjust, or install electronic equipment, such as industrial controls, transmitters, and antennas.	474 16 A	PS None LOJT	\$21.64 \$45,000
<b>Electrical and Electronics Repairers, Powerhouse, Substation, and Relay 49-2095</b> Inspect, test, repair, or maintain electrical equipment in generating stations, substations, and in-service relays.	278 6 D	PS None LOJT	\$32.77 \$68,170
<b>Electrical Engineers 17-2071</b> Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use.	708 15 D	B None None	\$37.19 \$77,360

Occupation	Job Outlook	Education	Earnings
<b>Electrical Power-Line Installers and Repairers 49-9051</b> Install or repair cables or wires used in electrical power or distribution systems. May erect poles and light or heavy duty transmission towers.	1,689 58 D	HS None LOJT	\$27.56 \$57,330
<b>Electricians 47-2111</b> Install, maintain, and repair electrical wiring, equipment, and fixtures. Ensure that work is in accordance with relevant codes. May install or service street lights, intercom systems, or electrical control systems.	5,316 134 BA	HS None App	\$20.74 \$43,150
<b>Electronics Engineers, Except Computer 17-2072</b> Research, design, develop, or test electronic components and systems for commercial, industrial, military, or scientific use employing knowledge of electronic theory and materials properties.	280 10 A	B None None	\$35.78 \$74,420
<b>Elementary School Teachers, Except Special Education 25-2021</b> Teach students basic academic, social, and other formative skills in public or private schools at the elementary level.	11,347 298 BA	B None I/R	N/A \$44,810
<b>Embalmers 39-4011</b> Prepare bodies for interment in conformity with legal requirements.	102 2 D	PS None SOJT	\$20.81 \$43,290
<b>Emergency Management Directors 11-9161</b> Plan and direct disaster response or crisis management activities, provide disaster preparedness training, and prepare emergency plans and procedures for natural (e.g., hurricanes, floods, earthquakes), wartime, or technological (e.g., nuclear power plant emergencies or hazardous materials spills) disasters or hostage situations.	138 4 A	B +5 None	\$20.54 \$42,720
<b>Emergency Medical Technicians and Paramedics 29-2041</b> Assess injuries, administer emergency medical care, and extricate trapped individuals. Transport injured or sick persons to medical facilities.	2,173 88 A	PS None None	\$14.48 \$30,130
<b>Engineering Teachers, Postsecondary 25-1032</b> Teach courses pertaining to the application of physical laws and principles of engineering for the development of machines, materials, instruments, processes, and services.	254 8 A	D None None	N/A \$75,620
<b>English Language and Literature Teachers, Postsecondary 25-1123</b> Teach courses in English language and literature, including linguistics and comparative literature. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	626 13 BA	D None None	N/A \$55,110
<b>Environmental Engineering Technicians 17-3025</b> Apply theory and principles of environmental engineering to modify, test, and operate equipment and devices used in the prevention, control, and remediation of environmental problems, including waste treatment and site remediation, under the direction of engineering staff or scientist.	281 7 BA	A None None	\$19.68 \$40,940
<b>Environmental Engineers 17-2081</b> Research, design, plan, or perform engineering duties in the prevention, control, and remediation of environmental hazards using various engineering disciplines. Work may include waste treatment, site remediation, or pollution control technology.	206 7 A	B None None	\$37.43 \$77,850
<b>Environmental Science and Protection Technicians, Including Health 19-4091</b> Perform laboratory and field tests to monitor the environment and investigate sources of pollution, including those that affect health, under the direction of an environmental scientist, engineer, or other specialist.	194 14 AA	A None None	\$18.74 \$38,970
<b>Environmental Science Teachers, Postsecondary 25-1053</b> Teach courses in environmental science. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	80 1 BA	D None None	N/A \$77,420
<b>Environmental Scientists and Specialists, Including Health 19-2041</b> Conduct research or perform investigation for the purpose of identifying, abating, or eliminating sources of pollutants or hazards that affect either the environment or the health of the population.	270 11 A	B None None	\$29.42 \$61,190
<b>Epidemiologists 19-1041</b> Investigate and describe the determinants and distribution of disease, disability, or health outcomes. May develop the means for prevention and control.	42 1 A	M None None	\$30.65 \$63,750
<b>Executive Secretaries and Executive Administrative Assistants 43-6011</b> Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings.	4,628 55 D	HS -5 None	\$20.88 \$43,430
<b>Extruding and Drawing Machine Setters, Operators, and Tenders, Metal and Plastic 51-4021</b> Set up, operate, or tend machines to extrude or draw thermoplastic or metal materials into tubes, rods, hoses, wire, bars, or structural shapes.	1,101 21 D	HS None MOJT	\$15.23 \$31,680
<b>Extruding and Forming Machine Setters, Operators, and Tenders, Synthetic and Glass Fibers 51-6091</b> Set up, operate, or tend machines that extrude and form continuous filaments from synthetic materials, such as liquid polymer, rayon, and fiberglass.	210 4 D	HS None MOJT	\$18.63 \$38,740
<b>Extruding, Forming, Pressing, and Compacting Machine Setters, Operators, and Tenders 51-9041</b> Set up, operate, or tend machines, such as glass forming machines, plodder machines, and tuber machines, to shape and form products, such as glassware, food, rubber, soap, brick, tile, clay, wax, tobacco, or cosmetics.	808 26 BA	HS None MOJT	\$18.84 \$39,180

Occupation	Job Outlook	Education	Earnings
<b>Fabric and Apparel Patternmakers 51-6092</b> Draw and construct sets of precision master fabric patterns or layouts. May also mark and cut fabrics and apparel.	24 1 AA	HS None MOJT	\$12.64 \$26,290
<b>Family and General Practitioners 29-1062</b> Physicians who diagnose, treat, and help prevent diseases and injuries that commonly occur in the general population. May refer patients to specialists when needed for further diagnosis or treatment.	1,749 57 BA	D None I/R	\$97.17 \$202,110
<b>Farm Equipment Mechanics and Service Technicians 49-3041</b> Diagnose, adjust, repair, or overhaul farm machinery and vehicles, such as tractors, harvesters, dairy equipment, and irrigation systems.	793 32 A	HS None LOJT	\$17.31 \$36,000
<b>Farmers, Ranchers, and Other Agricultural Managers 11-9013</b> Plan, direct, or coordinate the management or operation of farms, ranches, greenhouses, aquacultural operations, nurseries, timber tracts, or other agricultural establishments.	53,332 1,054 BA	HS +5 None	\$38.82 \$80,750
<b>Farmworkers and Laborers, Crop, Nursery, and Greenhouse 45-2092</b> Manually plant, cultivate, and harvest vegetables, fruits, nuts, horticultural specialties, and field crops. Use hand tools, such as shovels, trowels, hoes, tampers, pruning hooks, shears, and knives.	4,727 201 A	LHS None SOJT	\$10.78 \$22,430
<b>Fiberglass Laminators and Fabricators 51-2091</b> Laminate layers of fiberglass on molds to form boat decks and hulls, bodies for golf carts, automobiles, or other products.	718 32 AA	HS None MOJT	\$12.52 \$26,040
<b>Film and Video Editors 27-4032</b> Edit moving images on film, video, or other media. May edit or synchronize soundtracks with images.	75 2 AA	B None None	\$18.65 \$38,780
<b>Financial Analysts 13-2051</b> Conduct quantitative analyses of information affecting investment programs of public or private institutions.	840 35 A	B None None	\$32.47 \$67,550
<b>Financial Examiners 13-2061</b> Enforce or ensure compliance with laws and regulations governing financial and securities institutions and financial and real estate transactions. May examine, verify, or authenticate records.	184 5 BA	B None MOJT	\$34.52 \$71,790
<b>Financial Managers 11-3031</b> Plan, direct, or coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.	3,345 92 A	B +5 None	\$51.76 \$107,650
<b>Fire Inspectors and Investigators 33-2021</b> Inspect buildings to detect fire hazards and enforce local ordinances and State laws, or investigate and gather facts to determine cause of fires and explosions.	31 1 BA	HS +5 MOJT	\$21.83 \$45,400
<b>Firefighters 33-2011</b> Control and extinguish fires or respond to emergency situations where life, property, or the environment is at risk. Duties may include fire prevention, emergency medical service, hazardous material response, search and rescue, and disaster assistance.	2,636 88 BA	PS None LOJT	\$16.27 \$33,830
<b>First-Line Supervisors of Construction Trades and Extraction Workers 47-1011</b> Directly supervise and coordinate activities of construction or extraction workers.	5,631 131 A	HS +5 None	\$24.29 \$50,530
<b>First-Line Supervisors of Correctional Officers 33-1011</b> Directly supervise and coordinate activities of correctional officers and jailers.	266 10 BA	HS -5 MOJT	\$22.09 \$45,950
<b>First-Line Supervisors of Farming, Fishing, and Forestry Workers 45-1011</b> Directly supervise and coordinate the activities of agricultural, forestry, aquacultural, and related workers.	484 12 BA	HS -5 None	\$21.61 \$44,950
<b>First-Line Supervisors of Food Preparation and Serving Workers 35-1012</b> Directly supervise and coordinate activities of workers engaged in preparing and serving food.	8,544 458 A	HS -5 None	\$12.56 \$26,110
<b>First-Line Supervisors of Helpers, Laborers, and Material Movers, Hand 53-1021</b> Directly supervise and coordinate the activities of helpers, laborers, or material movers.	1,561 49 BA	HS -5 None	\$20.98 \$43,630
<b>First-Line Supervisors of Housekeeping and Janitorial Workers 37-1011</b> Directly supervise and coordinate work activities of cleaning personnel in hotels, hospitals, offices, and other establishments.	2,224 80 A	HS -5 None	\$14.89 \$30,960
<b>First-Line Supervisors of Mechanics, Installers, and Repairers 49-1011</b> Directly supervise and coordinate the activities of mechanics, installers, and repairers.	4,613 134 BA	HS -5 None	\$26.37 \$54,860
<b>First-Line Supervisors of Non-Retail Sales Workers 41-1012</b> Directly supervise and coordinate activities of sales workers other than retail sales workers. May perform duties, such as budgeting, accounting, and personnel work, in addition to supervisory duties.	2,891 69 A	HS -5 None	\$35.39 \$73,610
<b>First-Line Supervisors of Office and Administrative Support Workers 43-1011</b> Directly supervise and coordinate the activities of clerical and administrative support workers.	14,063 508 A	HS -5 None	\$21.13 \$43,960

Occupation	Job Outlook	Education	Earnings
<b>First-Line Supervisors of Personal Service Workers 39-1021</b> Directly supervise and coordinate activities of personal service workers, such as flight attendants, hairdressers, or caddies.	1,928 50 BA	HS -5 None	\$14.85 \$30,880
<b>First-Line Supervisors of Police and Detectives 33-1012</b> Directly supervise and coordinate activities of members of police force.	1,031 38 BA	HS -5 MOJT	\$25.13 \$52,270
<b>First-Line Supervisors of Production and Operating Workers 51-1011</b> Directly supervise and coordinate the activities of production and operating workers, such as inspectors, precision workers, machine setters and operators, assemblers, fabricators, and plant and system operators.	7,494 170 BA	PS -5 None	\$24.15 \$50,240
<b>First-Line Supervisors of Retail Sales Workers 41-1011</b> Directly supervise and coordinate activities of retail sales workers in an establishment or department. Duties may include management functions, such as purchasing, budgeting, accounting, and personnel work, in addition to supervisory duties.	16,939 615 A	HS -5 None	\$15.99 \$33,270
<b>First-Line Supervisors of Transportation and Material-Moving Machine and Vehicle Operators 53-1031</b> Directly supervise and coordinate activities of transportation and material-moving machine and vehicle operators and helpers.	2,212 74 BA	HS -5 None	\$23.53 \$48,930
<b>Fish and Game Wardens 33-3031</b> Patrol assigned area to prevent fish and game law violations. Investigate reports of damage to crops or property by wildlife. Compile biological data.	187 6 BA	HS None SOJT	\$23.55 \$48,970
<b>Fitness Trainers and Aerobics Instructors 39-9031</b> Instruct or coach groups or individuals in exercise activities. Demonstrate techniques and form, observe participants, and explain to them corrective measures necessary to improve their skills.	1,129 43 AA	HS None SOJT	\$11.46 \$23,830
<b>Floor Sanders and Finishers 47-2043</b> Scrape and sand wooden floors to smooth surfaces using floor scraper and floor sanding machine, and apply coats of finish.	72 2 BA	HS None MOJT	\$12.44 \$25,880
<b>Food Cooking Machine Operators and Tenders 51-3093</b> Operate or tend cooking equipment, such as steam cooking vats, deep fry cookers, pressure cookers, kettles, and boilers, to prepare food products.	669 32 A	HS None MOJT	\$13.69 \$28,470
<b>Food Scientists and Technologists 19-1012</b> Use chemistry, microbiology, engineering, and other sciences to study the principles underlying the processing and deterioration of foods; analyze food content to determine levels of vitamins, fat, sugar, and protein; discover new food sources; research ways to make processed foods safe, palatable, and healthful; and apply food science knowledge to determine best ways to process, package, preserve, store, and distribute food.	486 30 AA	B None None	\$32.28 \$67,150
<b>Food Service Managers 11-9051</b> Plan, direct, or coordinate activities of an organization or department that serves food and beverages.	3,296 98 A	HS -5 None	\$24.10 \$50,130
<b>Foreign Language and Literature Teachers, Postsecondary 25-1124</b> Teach languages and literature courses in languages other than English. Includes teachers of American Sign Language (ASL). Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	241 7 A	D None None	N/A \$54,110
<b>Forensic Science Technicians 19-4092</b> Collect, identify, classify, and analyze physical evidence related to criminal investigations. Perform tests on weapons or substances, such as fiber, hair, and tissue to determine significance to investigation.	142 7 BA	B None MOJT	\$19.25 \$40,040
<b>Forest and Conservation Technicians 19-4093</b> Provide technical assistance regarding the conservation of soil, water, forests, or related natural resources. May compile data pertaining to size, content, condition, and other characteristics of forest tracts, under the direction of foresters; or train and lead forest workers in forest propagation, fire prevention and suppression.	204 8 D	A None None	\$20.87 \$43,400
<b>Forest Fire Inspectors and Prevention Specialists 33-2022</b> Enforce fire regulations, inspect forest for fire hazards and recommend forest fire prevention or control measures. May report forest fires and weather conditions.	170 5 BA	HS -5 MOJT	\$16.41 \$34,130
<b>Foresters 19-1032</b> Manage public and private forested lands for economic, recreational, and conservation purposes. May inventory the type, amount, and location of standing timber, appraise the timber's worth, negotiate the purchase, and draw up contracts for procurement.	244 12 A	B None None	\$27.58 \$57,370
<b>Fundraisers 13-1131</b> Organize activities to raise funds or otherwise solicit and gather monetary donations or other gifts for an organization. May design and produce promotional materials. May also raise awareness of the organization's work, goals, and financial needs.	238 8 A	B None None	\$20.82 \$43,300
<b>Funeral Service Managers 11-9061</b> Plan, direct, or coordinate the services or resources of funeral homes. Includes activities such as determining prices for services or merchandise and managing the facilities of funeral homes.	170 4 D	A -5 None	\$25.44 \$52,910
<b>Gas Compressor and Gas Pumping Station Operators 53-7071</b> Operate steam, gas, electric motor, or internal combustion engine driven compressors. Transmit, compress, or recover gases, such as butane, nitrogen, hydrogen, and natural gas.	71 4 AA	LHS None MOJT	N/A N/A

Occupation	Job Outlook	Education	Earnings
<b>Gas Plant Operators 51-8092</b> Distribute or process gas for utility companies and others by controlling compressors to maintain specified pressures on main pipelines.	76 3 A	HS None LOJT	\$28.85 \$60,000
<b>Geography Teachers, Postsecondary 25-1064</b> Teach courses in geography. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	40 0 A	D None None	N/A \$72,020
<b>Graphic Designers 27-1024</b> Design or create graphics to meet specific commercial or promotional needs, such as packaging, displays, or logos. May use a variety of mediums to achieve artistic or decorative effects.	1,761 65 A	B None None	\$18.80 \$39,100
<b>Hairdressers, Hairstylists, and Cosmetologists 39-5012</b> Provide beauty services, such as shampooing, cutting, coloring, and styling hair, and massaging and treating scalp. May apply makeup, dress wigs, perform hair removal, and provide nail and skin care services.	2,744 62 D	PS None None	\$11.96 \$24,880
<b>Health and Safety Engineers, Except Mining Safety Engineers and Inspectors 17-2111</b> Promote worksite or product safety by applying knowledge of industrial processes, mechanics, chemistry, psychology, and industrial health and safety laws. Includes industrial product safety engineers.	82 2 BA	B None None	\$29.75 \$61,870
<b>Health Educators 21-1091</b> Provide and manage health education programs that help individuals, families, and their communities maximize and maintain healthy lifestyles.	407 12 BA	B None None	\$21.05 \$43,780
<b>Health Specialties Teachers, Postsecondary 25-1071</b> Teach courses in health specialties, in fields such as dentistry, laboratory technology, medicine, pharmacy, public health, therapy, and veterinary medicine.	1,355 52 A	D -5 None	N/A \$107,120
<b>Healthcare Social Workers 21-1022</b> Provide individuals, families, and groups with the psychosocial support needed to cope with chronic, acute, or terminal illnesses. Services include advising family care givers, providing patient education and counseling, and making referrals for other services.	1,027 28 BA	M None None	\$23.09 \$48,030
<b>Heating, Air Conditioning, and Refrigeration Mechanics and Installers 49-9021</b> Install or repair heating, central air conditioning, or refrigeration systems, including oil burners, hot-air furnaces, and heating stoves.	2,168 72 BA	PS None LOJT	\$17.27 \$35,930
<b>Heavy and Tractor-Trailer Truck Drivers 53-3032</b> Drive a tractor-trailer combination or a truck with a capacity of at least 26,000 pounds Gross Vehicle Weight (GVW). May be required to unload truck. Requires commercial drivers' license.	34,652 810 BA	PS None SOJT	\$17.47 \$36,350
<b>Highway Maintenance Workers 47-4051</b> Maintain highways, municipal and rural roads, airport runways, and rights-of-way. Duties include patching broken or eroded pavement, repairing guard rails, highway markers, and snow fences. May also mow or clear brush from along road or plow snow from roadway.	1,791 37 BA	HS None MOJT	\$13.73 \$28,560
<b>Home Economics Teachers, Postsecondary 25-1192</b> Teach courses in childcare, family relations, finance, nutrition, and related subjects pertaining to home management. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	76 2 A	M None None	N/A \$47,870
<b>Home Health Aides 31-1011</b> Provide routine individualized healthcare such as changing bandages and dressing wounds, and applying topical medications to the elderly, convalescents, or persons with disabilities at the patient's home or in a care facility. Monitor or report changes in health status.	7,974 296 A	LHS None SOJT	\$8.95 \$18,610
<b>Hotel, Motel, and Resort Desk Clerks 43-4081</b> Accommodate hotel, motel, and resort patrons by registering and assigning rooms to guests, issuing room keys or cards, transmitting and receiving messages, keeping records of occupied rooms and guests' accounts, making and confirming reservations, and presenting statements to and collecting payments from departing guests.	2,417 146 A	HS None SOJT	\$8.42 \$17,520
<b>Human Resources Assistants, Except Payroll and Timekeeping 43-4161</b> 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.	1,492 40 BA	HS None SOJT	\$17.25 \$35,870
<b>Human Resources Managers 11-3121</b> Plan, direct, or coordinate human resources activities and staff of an organization.	732 32 A	B +5 None	\$44.72 \$93,010
<b>Human Resources Specialists 13-1071</b> Perform activities in the human resource area. Includes employment specialists who screen, recruit, interview, and place workers.	2,452 76 A	B None None	\$23.56 \$49,010
<b>Industrial Engineering Technicians 17-3026</b> Apply engineering theory and principles to problems of industrial layout or manufacturing production, usually under the direction of engineering staff.	398 10 BA	A None None	\$22.05 \$45,870
<b>Industrial Engineers 17-2112</b> Design, develop, test, and evaluate integrated systems for managing industrial production processes, including human work factors, quality control, inventory control, logistics and material flow, cost analysis, and production coordination.	1,658 54 BA	B None None	\$35.50 \$73,830

Occupation	Job Outlook	Education	Earnings
<b>Industrial Machinery Mechanics 49-9041</b> Repair, install, adjust, or maintain industrial production and processing machinery or refinery and pipeline distribution systems.	4,671 240 A	HS None LOJT	\$21.56 \$44,850
<b>Industrial Production Managers 11-3051</b> Plan, direct, or coordinate the work activities and resources necessary for manufacturing products in accordance with cost, quality, and quantity specifications.	2,011 44 BA	B +5 None	\$39.47 \$82,100
<b>Information Security Analysts 15-1122</b> Plan, implement, upgrade, or monitor security measures for the protection of computer networks and information. May ensure appropriate security controls are in place that will safeguard digital files and vital electronic infrastructure.	1,361 91 AA	B -5 None	\$28.69 \$59,680
<b>Inspectors, Testers, Sorters, Samplers, and Weighers 51-9061</b> Inspect, test, sort, sample, or weigh nonagricultural raw materials or processed, machined, fabricated, or assembled parts or products for defects, wear, and deviations from specifications. May use precision measuring instruments and complex test equipment.	6,303 223 A	HS None MOJT	\$16.19 \$33,670
<b>Instructional Coordinators 25-9031</b> Develop instructional material, coordinate educational content, and incorporate current technology in specialized fields that provide guidelines to educators and instructors for developing curricula and conducting courses.	1,937 22 BA	M +5 None	\$29.16 \$60,650
<b>Insulation Workers, Floor, Ceiling, and Wall 47-2131</b> Line and cover structures with insulating materials. May work with batt, roll, or blown insulation materials.	198 6 A	LHS None SOJT	\$13.04 \$27,110
<b>Insurance Claims and Policy Processing Clerks 43-9041</b> Process new insurance policies, modifications to existing policies, and claims forms. Obtain information from policyholders to verify the accuracy and completeness of information on claims forms, applications and related documents, and company records.	1,307 54 A	HS None MOJT	\$16.10 \$33,490
<b>Insurance Sales Agents 41-3021</b> Sell life, property, casualty, health, automotive, or other types of insurance. May refer clients to independent brokers, work as an independent broker, or be employed by an insurance company.	5,464 186 A	HS None MOJT	\$24.54 \$51,040
<b>Insurance Underwriters 13-2053</b> Review individual applications for insurance to evaluate degree of risk involved and determine acceptance of applications.	390 12 BA	B None MOJT	\$30.86 \$64,200
<b>Interior Designers 27-1025</b> Plan, design, and furnish interiors of residential, commercial, or industrial buildings. Formulate design which is practical, aesthetic, and conducive to intended purposes, such as raising productivity, selling merchandise, or improving life style.	119 3 BA	B None None	\$21.65 \$45,030
<b>Internists, General 29-1063</b> Physicians who diagnose and provide non-surgical treatment of diseases and injuries of internal organ systems. Provide care mainly for adults who have a wide range of problems associated with the internal organs.	305 9 BA	D None I/R	\$111.54 \$232,010
<b>Interpreters and Translators 27-3091</b> Interpret oral or sign language, or translate written text from one language into another.	125 3 A	B None SOJT	\$14.26 \$29,670
<b>Interviewers, Except Eligibility and Loan 43-4111</b> Interview persons by telephone, mail, in person, or by other means for the purpose of completing forms, applications, or questionnaires. Ask specific questions, record answers, and assist persons with completing form. May sort, classify, and file forms.	1,075 20 D	HS None SOJT	\$13.26 \$27,590
<b>Janitors and Cleaners, Except Maids and Housekeeping Cleaners 37-2011</b> Keep buildings in clean and orderly condition. Perform heavy cleaning duties, such as cleaning floors, shampooing rugs, washing walls and glass, and removing rubbish.	19,055 679 A	LHS None SOJT	\$10.11 \$21,030
<b>Judges, Magistrate Judges, and Magistrates 23-1023</b> Arbitrate, advise, adjudicate, or administer justice in a court of law. May sentence defendant in criminal cases according to government statutes or sentencing guidelines. May determine liability of defendant in civil cases. May perform wedding ceremonies.	339 7 BA	D +5 SOJT	\$45.69 \$95,040
<b>Kindergarten Teachers, Except Special Education 25-2012</b> Teach elemental natural and social science, personal hygiene, music, art, and literature to kindergarten students. Promote physical, mental, and social development. May be required to hold State certification.	1,957 63 BA	B None I/R	N/A \$45,420
<b>Landscape Architects 17-1012</b> Plan and design land areas for projects such as parks and other recreational facilities, airports, highways, hospitals, schools, land subdivisions, and commercial, industrial, and residential sites.	58 2 BA	B None I/R	\$24.85 \$51,680
<b>Landscaping and Groundskeeping Workers 37-3011</b> Landscape or maintain grounds of property using hand or power tools or equipment.	6,037 274 A	LHS None SOJT	\$10.77 \$22,390
<b>Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-4034</b> Set up, operate, or tend lathe and turning machines to turn, bore, thread, form, or face metal or plastic materials, such as wire, rod, or bar stock.	222 6 BA	HS None MOJT	\$13.40 \$27,870

Occupation	Job Outlook	Education	Earnings
<b>Legal Secretaries 43-6012</b> Perform secretarial duties using legal terminology, procedures, and documents. Prepare legal papers and correspondence, such as summonses, complaints, motions, and subpoenas. May also assist with legal research.	1,529 30 BA	HS None MOJT	\$15.90 \$33,080
<b>Librarians 25-4021</b> Administer libraries and perform related library services. Work in a variety of settings, including public libraries, educational institutions, museums, corporations, government agencies, law firms, non-profit organizations, and healthcare providers.	1,447 38 BA	M None None	\$24.48 \$50,920
<b>Library Assistants, Clerical 43-4121</b> Compile records, sort, shelve, issue, and receive library materials such as books, electronic media, pictures, cards, slides and microfilm. Locate library materials for loan and replace material in shelving area, stacks, or files according to identification number and title.	820 49 A	HS None SOJT	\$9.70 \$20,170
<b>Library Science Teachers, Postsecondary 25-1082</b> Teach courses in library science. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	32 0 BA	D None None	N/A \$74,270
<b>Library Technicians 25-4031</b> Assist librarians by helping readers in the use of library catalogs, databases, and indexes to locate books and other materials; and by answering questions that require only brief consultation of standard reference.	892 59 BA	PS None None	\$12.99 \$27,020
<b>Licensed Practical and Licensed Vocational Nurses 29-2061</b> Care for ill, injured, or convalescing patients or persons with disabilities in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions. May work under the supervision of a registered nurse. Licensing required.	11,721 392 A	PS None None	\$17.33 \$36,040
<b>Lifeguards, Ski Patrol, and Other Recreational Protective Service 33-9092</b> Monitor recreational areas, such as pools, beaches, or ski slopes to provide assistance and protection to participants.	413 49 A	HS None SOJT	\$8.44 \$17,550
<b>Light Truck or Delivery Services Drivers 53-3033</b> Drive a light vehicle, such as a truck or van, with a capacity of less than 26,000 pounds Gross Vehicle Weight (GVW), primarily to deliver or pick up merchandise or to deliver packages. May load and unload vehicle.	5,679 160 A	HS None SOJT	\$14.05 \$29,230
<b>Log Graders and Scalers 45-4023</b> Grade logs or estimate the marketable content or value of logs or pulpwood in sorting yards, millpond, log deck, or similar locations. Inspect logs for defects or measure logs to determine volume.	168 2 D	HS None MOJT	\$16.75 \$34,840
<b>Logging Equipment Operators 45-4022</b> Drive logging tractor or wheeled vehicle equipped with one or more accessories, such as bulldozer blade, frontal shear, grapple, logging arch, cable winches, hoisting rack, or crane boom, to fell tree; to skid, load, unload, or stack logs; or to pull stumps or clear brush.	1,023 35 A	HS None MOJT	\$17.35 \$36,080
<b>Machine Feeders and Offbearers 53-7063</b> Feed materials into or remove materials from machines or equipment that is automatic or tended by other workers.	2,464 50 D	LHS None SOJT	\$14.13 \$29,380
<b>Machinists 51-4041</b> Set up and operate a variety of machine tools to produce precision parts and instruments. Includes precision instrument makers who fabricate, modify, or repair mechanical instruments.	2,888 82 BA	HS None LOJT	\$18.33 \$38,120
<b>Magnetic Resonance Imaging Technologists 29-2035</b> Operate Magnetic Resonance Imaging (MRI) scanners. Monitor patient safety and comfort, and view images of area being scanned to ensure quality of pictures. May administer gadolinium contrast dosage intravenously.	281 7 A	A -5 None	\$26.62 \$55,370
<b>Maids and Housekeeping Cleaners 37-2012</b> Perform any combination of light cleaning duties to maintain private households or commercial establishments, such as hotels and hospitals, in a clean and orderly manner. Duties may include making beds, replenishing linens, cleaning rooms and halls, and vacuuming.	9,799 289 A	LHS None SOJT	\$8.49 \$17,670
<b>Mail Clerks and Mail Machine Operators, Except Postal Service 43-9051</b> Prepare incoming and outgoing mail for distribution. Use hand or mail handling machines to time stamp, open, read, sort, and route incoming mail; and address, seal, stamp, fold, stuff, and affix postage to outgoing mail or packages.	484 12 D	HS None SOJT	\$12.27 \$25,520
<b>Maintenance and Repair Workers, General 49-9071</b> Perform work involving the skills of two or more maintenance or craft occupations to keep machines, mechanical equipment, or the structure of an establishment in repair.	12,669 326 BA	HS None LOJT	\$15.51 \$32,250
<b>Maintenance Workers, Machinery 49-9043</b> Lubricate machinery, change parts, or perform other routine machinery maintenance.	1,019 33 A	HS None MOJT	\$19.25 \$40,040
<b>Marketing Managers 11-2021</b> Plan, direct, or coordinate marketing policies and programs, such as determining the demand for products and services offered by a firm and its competitors, and identify potential customers.	1,149 52 AA	B +5 None	\$59.03 \$122,780
<b>Mechanical Drafters 17-3013</b> Prepare detailed working diagrams of machinery and mechanical devices, including dimensions, fastening methods, and other engineering information.	398 6 BA	A None None	\$24.60 \$51,160

Occupation	Job Outlook	Education	Earnings
<b>Mechanical Engineering Technicians 17-3027</b> Apply theory and principles of mechanical engineering to modify, develop, test, or calibrate machinery and equipment under direction of engineering staff or physical scientists.	250 7 BA	A None None	\$23.19 \$48,230
<b>Mechanical Engineers 17-2141</b> Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Oversee installation, operation, maintenance, and repair of equipment such as centralized heat, gas, water, and steam systems.	1,220 49 BA	B None None	\$35.47 \$73,770
<b>Medical and Clinical Laboratory Technicians 29-2012</b> Perform routine medical laboratory tests for the diagnosis, treatment, and prevention of disease. May work under the supervision of a medical technologist.	1,422 53 A	A None None	\$17.49 \$36,390
<b>Medical and Clinical Laboratory Technologists 29-2011</b> Perform complex medical laboratory tests for diagnosis, treatment, and prevention of disease. May train or supervise staff.	1,121 28 D	B None None	\$23.68 \$49,250
<b>Medical and Health Services Managers 11-9111</b> Plan, direct, or coordinate medical and health services in hospitals, clinics, managed care organizations, public health agencies, or similar organizations.	2,644 81 BA	B None None	\$38.45 \$79,980
<b>Medical Appliance Technicians 51-9082</b> Construct, fit, maintain, or repair medical supportive devices, such as braces, orthotics and prosthetic devices, joints, arch supports, and other surgical and medical appliances.	106 4 BA	HS None LOJT	\$17.80 \$37,020
<b>Medical Assistants 31-9092</b> Perform administrative and certain clinical duties under the direction of a physician. Administrative duties may include scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes.	2,313 87 A	PS None None	\$13.60 \$28,280
<b>Medical Equipment Preparers 31-9093</b> Prepare, sterilize, install, or clean laboratory or healthcare equipment. May perform routine laboratory tasks and operate or inspect equipment.	238 6 BA	HS None MOJT	\$13.36 \$27,790
<b>Medical Records and Health Information Technicians 29-2071</b> Compile, process, and maintain medical records of hospital and clinic patients in a manner consistent with medical, administrative, ethical, legal, and regulatory requirements of the health care system.	1,568 53 BA	PS None None	\$15.70 \$32,660
<b>Medical Scientists, Except Epidemiologists 19-1042</b> Conduct research dealing with the understanding of human diseases and the improvement of human health. Engage in clinical investigation, research and development, or other related activities.	220 4 D	D None None	\$32.84 \$68,310
<b>Medical Secretaries 43-6013</b> Perform secretarial duties using specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties may include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence.	2,749 80 A	HS None MOJT	\$14.02 \$29,160
<b>Medical Transcriptionists 31-9094</b> Transcribe medical reports recorded by physicians and other healthcare practitioners using various electronic devices, covering office visits, emergency room visits, diagnostic imaging studies, operations, chart reviews, and final summaries.	681 12 D	PS None None	\$14.52 \$30,200
<b>Mental Health Counselors 21-1014</b> Counsel with emphasis on prevention. Work with individuals and groups to promote optimum mental and emotional health.	787 29 A	M None I/R	\$23.41 \$48,700
<b>Middle School Teachers, Except Special and Career/Technical Education 25-2022</b> Teach students in one or more subjects in public or private schools at the middle, intermediate, or junior high level, which falls between elementary and senior high school as defined by applicable laws and regulations.	6,492 171 BA	B None I/R	N/A \$47,270
<b>Millwrights 49-9044</b> Install, dismantle, or move machinery and heavy equipment according to layout plans, blueprints, or other drawings.	645 19 A	HS None App	\$21.14 \$43,980
<b>Molding, Coremaking, and Casting Machine Setters, Operators, and Tenders, Metal and Plastic 51-4072</b> Set up, operate, or tend metal or plastic molding, casting, or coremaking machines to mold or cast metal or thermoplastic parts or products.	1,039 14 D	HS None MOJT	\$13.77 \$28,630
<b>Motion Picture Projectionists 39-3021</b> Set up and operate motion picture projection and related sound reproduction equipment.	112 6 D	LHS None SOJT	\$8.62 \$17,920
<b>Motorboat Mechanics and Service Technicians 49-3051</b> Repair and adjust electrical and mechanical equipment of inboard or inboard-outboard boat engines.	196 12 AA	HS None LOJT	\$15.52 \$32,280
<b>Multimedia Artists and Animators 27-1014</b> Create special effects, animation, or other visual images using film, video, computers, or other electronic tools and media for use in products or creations, such as computer games, movies, music videos, and commercials.	105 4 A	B None MOJT	\$17.50 \$36,390
<b>Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-4081</b> Set up, operate, or tend more than one type of cutting or forming machine tool or robot.	856 16 D	HS None MOJT	\$16.66 \$34,650

Occupation	Job Outlook	Education	Earnings
<b>Museum Technicians and Conservators 25-4013</b> Restore, maintain, or prepare objects in museum collections for storage, research, or exhibit. May work with specimens such as fossils, skeletal parts, or botanicals; or artifacts, textiles, or art. May identify and record objects or install and arrange them in exhibits.	122 8 AA	B None None	\$15.04 \$31,290
<b>Music Directors and Composers 27-2041</b> Conduct, direct, plan, and lead instrumental or vocal performances by musical groups, such as orchestras, bands, choirs, and glee clubs. Includes arrangers, composers, choral directors, and orchestrators.	746 23 BA	B -5 None	\$24.76 \$51,490
<b>Musical Instrument Repairers and Tuners 49-9063</b> Repair percussion, stringed, reed, or wind instruments. May specialize in one area, such as piano tuning. Excludes "Electronic Home Entertainment Equipment Installers and Repairers" (49-2097) who repair electrical and electronic musical instruments.	22 0 A	HS None App	\$19.86 \$41,310
<b>Network and Computer Systems Administrators 15-1142</b> Install, configure, and support an organization's local area network (LAN), wide area network (WAN), and Internet systems or a segment of a network system.	2,477 72 A	B None None	\$33.01 \$68,670
<b>Nonfarm Animal Caretakers 39-2021</b> Feed, water, groom, bathe, exercise, or otherwise care for pets and other nonfarm animals, such as dogs, cats, ornamental fish or birds, zoo animals, and mice. Work in settings such as kennels, animal shelters, zoos, circuses, and aquariums.	1,695 41 A	LHS None SOJT	\$9.69 \$20,160
<b>Nursing Assistants 31-1014</b> Provide basic patient care under direction of nursing staff. Perform duties such as feed, bathe, dress, groom, or move patients, or change linens. May transfer or transport patients. Includes nursing care attendants, nursing aides, and nursing attendants.	18,480 363 BA	PS None None	\$10.29 \$21,400
<b>Nursing Instructors and Teachers, Postsecondary 25-1072</b> Demonstrate and teach patient care in classroom and clinical units to nursing students. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	638 26 AA	M -5 None	N/A \$57,680
<b>Obstetricians and Gynecologists 29-1064</b> Physicians who provide medical care related to pregnancy or childbirth and those who diagnose, treat, and help prevent diseases of women, particularly those affecting the reproductive system. May also provide general medical care to women.	212 8 A	D None I/R	\$109.84 \$228,460
<b>Occupational Therapy Aides 31-2012</b> Under close supervision of an occupational therapist or occupational therapy assistant, perform only delegated, selected, or routine tasks in specific situations. These duties include preparing patient and treatment room.	42 2 A	HS None SOJT	\$13.76 \$28,610
<b>Occupational Therapy Assistants 31-2011</b> Assist occupational therapists in providing occupational therapy treatments and procedures. May, in accordance with State laws, assist in development of treatment plans, carry out routine functions, direct activity programs, and document the progress of treatments.	181 11 AA	A None None	\$29.90 \$62,190
<b>Ophthalmic Laboratory Technicians 51-9083</b> Cut, grind, and polish eyeglasses, contact lenses, or other precision optical elements. Assemble and mount lenses into frames or process other optical elements. Includes precision lens polishers or grinders, centerer-edgers, and lens mounters.	310 12 BA	HS None MOJT	\$13.64 \$28,380
<b>Ophthalmic Medical Technicians 29-2057</b> Assist ophthalmologists by performing ophthalmic clinical functions. May administer eye exams, administer eye medications, and instruct the patient in care and use of corrective lenses.	259 7 A	PS None None	\$13.86 \$28,830
<b>Opticians, Dispensing 29-2081</b> Design, measure, fit, and adapt lenses and frames for client according to written optical prescription or specification. Assist client with inserting, removing, and caring for contact lenses. Assist client with selecting frames.	444 22 A	HS None LOJT	\$17.13 \$35,630
<b>Optometrists 29-1041</b> Diagnose, manage, and treat conditions and diseases of the human eye and visual system. Examine eyes and visual system, diagnose problems or impairments, prescribe corrective lenses, and provide treatment.	382 21 A	D None None	\$55.34 \$115,110
<b>Painters, Construction and Maintenance 47-2141</b> Paint walls, equipment, buildings, bridges, and other structural surfaces, using brushes, rollers, and spray guns. May remove old paint to prepare surface prior to painting. May mix colors or oils to obtain desired color or consistency.	1,607 41 A	LHS None MOJT	\$15.37 \$31,980
<b>Painting, Coating, and Decorating Workers 51-9123</b> Paint, coat, or decorate articles, such as furniture, glass, plateware, pottery, jewelry, toys, books, or leather.	110 2 D	LHS None MOJT	N/A N/A
<b>Paper Goods Machine Setters, Operators, and Tenders 51-9196</b> Set up, operate, or tend paper goods machines that perform a variety of functions, such as converting, sawing, corrugating, banding, wrapping, boxing, stitching, forming, or sealing paper or paperboard sheets into products.	2,007 23 BA	HS None MOJT	\$19.74 \$41,070
<b>Pediatricians, General 29-1065</b> Physicians who diagnose, treat, and help prevent children's diseases and injuries.	203 7 A	D None I/R	\$95.15 \$197,900
<b>Personal Care Aides 39-9021</b> Assist the elderly, convalescents, or persons with disabilities with daily living activities at the person's home or in a care facility. Duties performed at a place of residence may include keeping house (making beds, doing laundry, washing dishes) and preparing meals.	16,779 582 AA	LHS None SOJT	\$8.79 \$18,280

Occupation	Job Outlook	Education	Earnings
<b>Petroleum Engineers 17-2171</b> Devise methods to improve oil and gas extraction and production and determine the need for new or modified tool designs. Oversee drilling and offer technical advice.	78 2 D	B None None	N/A N/A
<b>Petroleum Pump System Operators, Refinery Operators, and Gaugers 51-8093</b> Operate or control petroleum refining or processing units. May specialize in controlling manifold and pumping systems, gauging or testing oil in storage tanks, or regulating the flow of oil into pipelines.	335 11 D	HS None LOJT	\$24.86 \$51,700
<b>Pharmacists 29-1051</b> Dispense drugs prescribed by physicians and other health practitioners and provide information to patients about medications and their use. May advise physicians and other health practitioners on the selection, dosage, interactions, and side effects of medications.	3,010 106 A	D None None	\$54.68 \$113,730
<b>Pharmacy Aides 31-9095</b> Record drugs delivered to the pharmacy, store incoming merchandise, and inform the supervisor of stock needs. May operate cash register and accept prescriptions for filling.	571 18 A	HS None SOJT	\$9.39 \$19,530
<b>Pharmacy Technicians 29-2052</b> Prepare medications under the direction of a pharmacist. May measure, mix, count out, label, and record amounts and dosages of medications according to prescription orders.	3,398 95 A	HS None MOJT	\$13.14 \$27,330
<b>Philosophy and Religion Teachers, Postsecondary 25-1126</b> Teach courses in philosophy, religion, and theology. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	191 6 A	D None None	N/A \$60,040
<b>Physical Therapist Aides 31-2022</b> Under close supervision of a physical therapist or physical therapy assistant, perform only delegated, selected, or routine tasks in specific situations. These duties include preparing the patient and the treatment area.	359 17 AA	HS None SOJT	\$10.95 \$22,780
<b>Physical Therapists 29-1123</b> Assess, plan, organize, and participate in rehabilitative programs that improve mobility, relieve pain, increase strength, and improve or correct disabling conditions resulting from disease or injury.	1,750 89 AA	D None None	\$37.84 \$78,700
<b>Physician Assistants 29-1071</b> Provide healthcare services typically performed by a physician, under the supervision of a physician.	180 8 AA	M None None	\$36.40 \$75,700
<b>Plating and Coating Machine Setters, Operators, and Tenders, Metal and Plastic 51-4193</b> Set up, operate, or tend plating or coating machines to coat metal or plastic products with chromium, zinc, copper, cadmium, nickel, or other metal to protect or decorate surfaces.	727 14 D	HS None MOJT	\$15.20 \$31,620
<b>Plumbers, Pipefitters, and Steamfitters 47-2152</b> Assemble, install, alter, and repair pipelines or pipe systems that carry water, steam, air, or other liquids or gases. May install heating and cooling equipment and mechanical control systems.	3,390 74 BA	HS None App	\$18.35 \$38,170
<b>Police and Sheriff's Patrol Officers 33-3051</b> Maintain order and protect life and property by enforcing local, tribal, State, or Federal laws and ordinances.	5,639 211 BA	HS None MOJT	\$18.14 \$37,730
<b>Police, Fire, and Ambulance Dispatchers 43-5031</b> Operate radio, telephone, or computer equipment at emergency response centers. Receive reports from the public of crimes, disturbances, fires, and medical or police emergencies.	1,363 48 BA	HS None MOJT	\$12.36 \$25,700
<b>Political Science Teachers, Postsecondary 25-1065</b> Teach courses in political science, international affairs, and international relations.	117 4 A	D None None	N/A \$67,890
<b>Postal Service Mail Sorters, Processors, and Processing Machine Operators 43-5053</b> Prepare incoming and outgoing mail for distribution. Examine, sort, and route mail.	693 6 D	HS None SOJT	\$22.14 \$46,050
<b>Postmasters and Mail Superintendents 11-9131</b> Plan, direct, or coordinate operational, administrative, management, and supportive services of a U.S. post office; or coordinate activities of workers engaged in postal and related work in assigned post office.	310 6 D	HS -5 MOJT	\$29.99 \$62,370
<b>Power Plant Operators 51-8013</b> Control, operate, or maintain machinery to generate electric power. Includes auxiliary equipment operators.	303 9 D	HS None LOJT	\$32.21 \$66,990
<b>Preschool Teachers, Except Special Education 25-2011</b> Instruct preschool-aged children in activities designed to promote social, physical, and intellectual growth needed for primary school in preschool, day care center, or other child development facility. May be required to hold State certification.	2,117 68 BA	A None None	\$14.17 \$29,480
<b>Probation Officers and Correctional Treatment Specialists 21-1092</b> Provide social services to assist in rehabilitation of law offenders in custody or on probation or parole.	946 25 BA	B None SOJT	\$17.46 \$36,310
<b>Production, Planning, and Expediting Clerks 43-5061</b> Coordinate and expedite the flow of work and materials within or between departments of an establishment according to production schedule.	2,187 72 BA	HS None MOJT	\$19.68 \$40,930

Occupation	Job Outlook	Education	Earnings
<b>Property, Real Estate, and Community Association Managers 11-9141</b> Plan, direct, or coordinate the selling, buying, leasing, or governance activities of commercial, industrial, or residential real estate properties.	2,860 98 A	HS -5 None	\$22.20 \$46,180
<b>Psychiatric Technicians 29-2053</b> Care for individuals with mental or emotional conditions or disabilities, following the instructions of physicians or other health practitioners.	541 5 BA	PS None SOJT	\$12.25 \$25,490
<b>Public Relations Specialists 27-3031</b> Engage in promoting or creating an intended public image for individuals, groups, or organizations. May write or select material for release to various communications media.	1,169 26 BA	B None None	\$22.81 \$47,430
<b>Pump Operators, Except Wellhead Pumpers 53-7072</b> Tend, control, or operate power-driven, stationary, or portable pumps and manifold systems to transfer gases, oil, other liquids, slurries, or powdered materials to and from various vessels and processes.	95 2 D	LHS None MOJT	\$24.32 \$50,600
<b>Radiation Therapists 29-1124</b> Provide radiation therapy to patients as prescribed by a radiologist according to established practices and standards.	210 8 A	A None None	\$36.82 \$76,580
<b>Radiologic Technologists 29-2034</b> Take x rays and CAT scans or administer nonradioactive materials into patient's blood stream for diagnostic purposes. Includes technologists who specialize in other scanning modalities.	1,821 30 BA	A None None	\$22.32 \$46,410
<b>Real Estate Brokers 41-9021</b> Operate real estate office, or work for commercial real estate firm, overseeing real estate transactions. Other duties usually include selling real estate or renting properties and arranging loans.	237 9 AA	HS -5 None	N/A N/A
<b>Receptionists and Information Clerks 43-4171</b> Answer inquiries and provide information to the general public, customers, visitors, and other interested parties regarding activities conducted at establishment and location of departments, offices, and employees within the organization.	7,743 309 A	HS None SOJT	\$11.26 \$23,420
<b>Recreation and Fitness Studies Teachers, Postsecondary 25-1193</b> Teach courses pertaining to recreation, leisure, and fitness studies, including exercise physiology and facilities management.	343 8 A	D None None	N/A \$48,720
<b>Recreational Therapists 29-1125</b> Plan, direct, or coordinate medically-approved recreation programs for patients in hospitals, nursing homes, or other institutions. Activities include sports, trips, dramatics, social activities, and arts and crafts.	121 2 D	B None None	\$22.95 \$47,740
<b>Registered Nurses 29-1141</b> Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records. Administer nursing care to ill, injured, convalescent, or disabled patients.	22,789 478 BA	A None None	\$27.15 \$56,480
<b>Rehabilitation Counselors 21-1015</b> Counsel individuals to maximize the independence and employability of persons coping with personal, social, and vocational difficulties that result from birth defects, illness, disease, accidents, or the stress of daily life.	304 10 A	M None None	\$18.98 \$39,490
<b>Reporters and Correspondents 27-3022</b> Collect and analyze facts about newsworthy events by interview, investigation, or observation. Report and write stories for newspaper, news magazine, radio, or television.	462 16 D	B None None	\$14.57 \$30,300
<b>Respiratory Therapists 29-1126</b> Assess, treat, and care for patients with breathing disorders. Assume primary responsibility for all respiratory care modalities, including the supervision of respiratory therapy technicians.	1,119 12 D	A None None	\$23.51 \$48,900
<b>Respiratory Therapy Technicians 29-2054</b> Provide respiratory care under the direction of respiratory therapists and physicians.	243 2 BA	A None MOJT	\$19.55 \$40,660
<b>Retail Salespersons 41-2031</b> Sell merchandise, such as furniture, motor vehicles, appliances, or apparel to consumers.	38,372 2,082 A	LHS None SOJT	\$11.73 \$24,400
<b>Roofers 47-2181</b> Cover roofs of structures with shingles, slate, asphalt, aluminum, wood, or related materials. May spray roofs, sidings, and walls with material to bind, seal, insulate, or soundproof sections of structures.	860 30 A	LHS None MOJT	\$15.13 \$31,460
<b>Roustabouts, Oil and Gas 47-5071</b> Assemble or repair oil field equipment using hand and power tools. Perform other tasks as needed.	556 12 D	LHS None MOJT	\$20.27 \$42,170
<b>Secondary School Teachers, Except Special and Career/Technical Education 25-2031</b> Teach students in one or more subjects, such as English, mathematics, or social studies at the secondary level in public or private schools. May be designated according to subject matter specialty.	9,556 260 D	B None I/R	N/A \$48,310
<b>Secretaries and Administrative Assistants, Except Legal, Medical, and Executive 43-6014</b> Perform routine clerical and administrative functions such as drafting correspondence, scheduling appointments, organizing and maintaining paper and electronic files, or providing information to callers.	22,183 534 A	HS None SOJT	\$13.66 \$28,410

Occupation	Job Outlook	Education	Earnings
<b>Securities, Commodities, and Financial Services Sales Agents 41-3031</b> Buy and sell securities or commodities in investment and trading firms, or provide financial services to businesses and individuals. May advise customers about stocks, bonds, mutual funds, commodities, and market conditions.	1,098 45 A	B None MOJT	\$41.35 \$86,000
<b>Security and Fire Alarm Systems Installers 49-2098</b> Install, program, maintain, and repair security and fire alarm wiring and equipment. Ensure that work is in accordance with relevant codes.	380 10 A	HS None MOJT	\$15.46 \$32,160
<b>Security Guards 33-9032</b> Guard, patrol, or monitor premises to prevent theft, violence, or infractions of rules. May operate x-ray and metal detector equipment.	5,595 151 A	HS None SOJT	\$11.97 \$24,890
<b>Self-Enrichment Education Teachers 25-3021</b> Teach or instruct courses other than those that normally lead to an occupational objective or degree. Courses may include self-improvement, nonvocational, and nonacademic subjects. Teaching may or may not take place in a traditional educational institution.	965 28 A	HS -5 None	\$16.78 \$34,890
<b>Service Unit Operators, Oil, Gas, and Mining 47-5013</b> Operate equipment to increase oil flow from producing wells or to remove stuck pipe, casing, tools, or other obstructions from drilling wells. May also perform similar services in mining exploration operations.	438 17 D	LHS None MOJT	\$21.87 \$45,490
<b>Sheet Metal Workers 47-2211</b> Fabricate, assemble, install, and repair sheet metal products and equipment, such as ducts, control boxes, drainpipes, and furnace casings.	1,392 37 BA	HS None App	\$16.78 \$34,910
<b>Shipping, Receiving, and Traffic Clerks 43-5071</b> Verify and maintain records on incoming and outgoing shipments. Prepare items for shipment.	4,845 162 BA	HS None SOJT	\$14.10 \$29,320
<b>Slaughterers and Meat Packers 51-3023</b> Work in slaughtering, meat packing, or wholesale establishments performing precision functions involving the preparation of meat. Work may include specialized slaughtering tasks, cutting standard or premium cuts of meat for marketing, making sausage, or wrapping meats.	1,295 36 BA	LHS None SOJT	\$10.93 \$22,730
<b>Social and Community Service Managers 11-9151</b> Plan, direct, or coordinate the activities of a social service program or community outreach organization. Oversee the program or organization's budget and policies regarding participant involvement, program requirements, and benefits.	1,223 33 BA	B +5 None	\$24.92 \$51,840
<b>Social and Human Service Assistants 21-1093</b> Assist in providing client services in a wide variety of fields, such as psychology, rehabilitation, or social work, including support for families. May assist clients in identifying and obtaining available benefits and social and community services.	3,597 139 A	HS None SOJT	\$13.10 \$27,250
<b>Sociology Teachers, Postsecondary 25-1067</b> Teach courses in sociology. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.	166 4 BA	D None None	N/A \$58,400
<b>Special Education Teachers, Middle School 25-2053</b> Teach middle school subjects to educationally and physically handicapped students.	811 13 D	B None I/R	N/A \$50,020
<b>Special Education Teachers, Preschool 25-2051</b> Teach preschool school subjects to educationally and physically handicapped students.	437 13 A	B None I/R	N/A \$36,090
<b>Special Education Teachers, Secondary School 25-2054</b> Teach secondary school subjects to educationally and physically handicapped students.	1,238 20 D	B None I/R	N/A \$50,290
<b>Speech-Language Pathologists 29-1127</b> Assess and treat persons with speech, language, voice, and fluency disorders. May select alternative communication systems and teach their use.	1,764 49 A	M None None	\$33.12 \$68,900
<b>Structural Iron and Steel Workers 47-2221</b> Raise, place, and unite iron or steel girders, columns, and other structural members to form completed structures or structural frameworks.	736 39 A	HS None App	\$20.21 \$42,050
<b>Structural Metal Fabricators and Fitters 51-2041</b> Fabricate, position, align, and fit parts of structural metal products.	828 36 BA	HS None MOJT	\$15.96 \$33,200
<b>Substance Abuse and Behavioral Disorder Counselors 21-1011</b> Counsel and advise individuals with alcohol, tobacco, drug, or other problems, such as gambling and eating disorders. May counsel individuals, families, or groups or engage in prevention programs.	496 19 A	HS None MOJT	\$20.34 \$42,320
<b>Substitute Teachers 25-3098</b> Teach students in a public or private school when the regular teacher is unavailable.	5,694 92 D	B None I/R	\$9.58 \$19,920
<b>Surgeons 29-1067</b> Physicians who treat diseases, injuries, and deformities by invasive, minimally-invasive, or non-invasive surgical methods, such as using instruments, appliances, or by manual manipulation.	393 17 A	D None I/R	\$110.35 \$229,540

Occupation	Job Outlook	Education	Earnings
<b>Surgical Technologists 29-2055</b> Assist in operations, under the supervision of surgeons, registered nurses, or other surgical personnel.	898 16 A	PS None None	\$19.35 \$40,240
<b>Survey Researchers 19-3022</b> Plan, develop, or conduct surveys. May analyze and interpret the meaning of survey data, determine survey objectives, or suggest or test question wording.	50 0 D	M None None	\$29.75 \$61,880
<b>Surveying and Mapping Technicians 17-3031</b> Perform surveying and mapping duties, usually under the direction of an engineer, surveyor, cartographer, or photogrammetrist to obtain data used for construction, mapmaking, boundary location, mining, or other purposes.	482 13 A	HS None MOJT	\$18.48 \$38,450
<b>Teacher Assistants 25-9041</b> Perform duties that are instructional in nature or deliver direct services to students or parents. Serve in a position for which a teacher has ultimate responsibility for the design and implementation of educational programs and services.	8,856 202 BA	SC None None	N/A \$18,870
<b>Technical Writers 27-3042</b> Write technical materials, such as equipment manuals, appendices, or operating and maintenance instructions. May assist in layout work.	139 6 A	B -5 SOJT	\$23.26 \$48,380
<b>Telecommunications Line Installers and Repairers 49-9052</b> Install and repair telecommunications cable, including fiber optics.	982 22 D	HS None LOJT	\$23.10 \$48,050
<b>Tellers 43-3071</b> Receive and pay out money. Keep records of money and negotiable instruments involved in a financial institution's various transactions.	6,393 334 D	HS None SOJT	\$11.55 \$24,020
<b>Tool and Die Makers 51-4111</b> Analyze specifications, lay out metal stock, set up and operate machine tools, and fit and assemble parts to make and repair dies, cutting tools, jigs, fixtures, gauges, and machinists' hand tools.	601 4 D	HS None LOJT	\$20.99 \$43,670
<b>Transportation Security Screeners 33-9093</b> Conduct screening of passengers, baggage, or cargo to ensure compliance with Transportation Security Administration (TSA) regulations. May operate basic security equipment such as x-ray machines and hand wands at screening checkpoints.	180 7 A	HS None MOJT	\$17.72 \$36,870
<b>Transportation, Storage, and Distribution Managers 11-3071</b> Plan, direct, or coordinate transportation, storage, or distribution activities in accordance with organizational policies and applicable government laws or regulations. Includes logistics managers.	1,840 52 BA	HS None SOJT	\$48.75 \$101,400
<b>Travel Agents 41-3041</b> Plan and sell transportation and accommodations for travel agency customers. Determine destination, modes of transportation, travel dates, costs, and accommodations required. May also describe, plan, and arrange itineraries and sell tour packages.	170 3 BA	HS None MOJT	\$18.30 \$38,060
<b>Veterinarians 29-1131</b> Diagnose, treat, or research diseases and injuries of animals. Includes veterinarians who conduct research and development, inspect livestock, or care for pets and companion animals.	586 18 D	D None None	\$43.46 \$90,390
<b>Veterinary Assistants and Laboratory Animal Caretakers 31-9096</b> Feed, water, and examine pets and other nonfarm animals for signs of illness, disease, or injury in laboratories and animal hospitals and clinics. Clean and disinfect cages and work areas, and sterilize laboratory and surgical equipment.	698 12 D	HS None SOJT	\$10.64 \$22,130
<b>Veterinary Technologists and Technicians 29-2056</b> Perform medical tests in a laboratory environment for use in the treatment and diagnosis of diseases in animals. Prepare vaccines and serums for prevention of diseases.	267 2 D	A None None	\$13.52 \$28,130
<b>Vocational Education Teachers, Postsecondary 25-1194</b> Teach or instruct vocational or occupational subjects at the postsecondary level (but at less than the baccalaureate) to students who have graduated or left high school.	881 34 A	B -5 None	N/A \$47,670
<b>Waiters and Waitresses 35-3031</b> Take orders and serve food and beverages to patrons at tables in dining establishment.	19,042 1,383 A	LHS None SOJT	\$8.30 \$17,270
<b>Welders, Cutters, Solderers, and Brazers 51-4121</b> Use hand-welding, flame-cutting, hand soldering, or brazing equipment to weld or join metal components or to fill holes, indentations, or seams of fabricated metal products.	5,162 233 A	HS None MOJT	\$17.21 \$35,790
<b>Wellhead Pumpers 53-7073</b> Operate power pumps and auxiliary equipment to produce flow of oil or gas from wells in oil field.	378 10 D	LHS -5 MOJT	\$19.32 \$40,180
<b>Writers and Authors 27-3043</b> Originate and prepare written material, such as scripts, stories, advertisements, and other material.	534 15 BA	B None MOJT	\$20.91 \$43,490
<b>Zoologists and Wildlife Biologists 19-1023</b> Study the origins, behavior, diseases, genetics, and life processes of animals and wildlife. May specialize in wildlife research and management.	173 7 BA	B None None	\$25.62 \$53,280

# The Road to College



Preparation for college begins in the 8th grade and continues throughout high school.

**8<sup>th</sup>  
& 9<sup>th</sup>**

Start thinking about career possibilities and exploring occupations that meet your interests and skills.

Study hard and earn good grades to prepare academically for college.

Become involved in extra curricular activities that interest you.

Look for summer jobs or volunteer work that will expand your experience and skills.

**10<sup>th</sup>**

Research possible colleges and universities that match your career goals.

Prepare for standardized testing by taking the PSAT.

Visit with your school guidance counselor to discuss your course selection to make sure it meets college entrance requirements.

Visit with your school guidance counselor about possible career paths.

**11<sup>th</sup>**

Request information from colleges you are interested in attending. Find out admission requirements, degrees and majors offered, financial aid, scholarships, and student housing information.

Plan a campus visit and attend local college fairs.

Take the SAT or ACT.

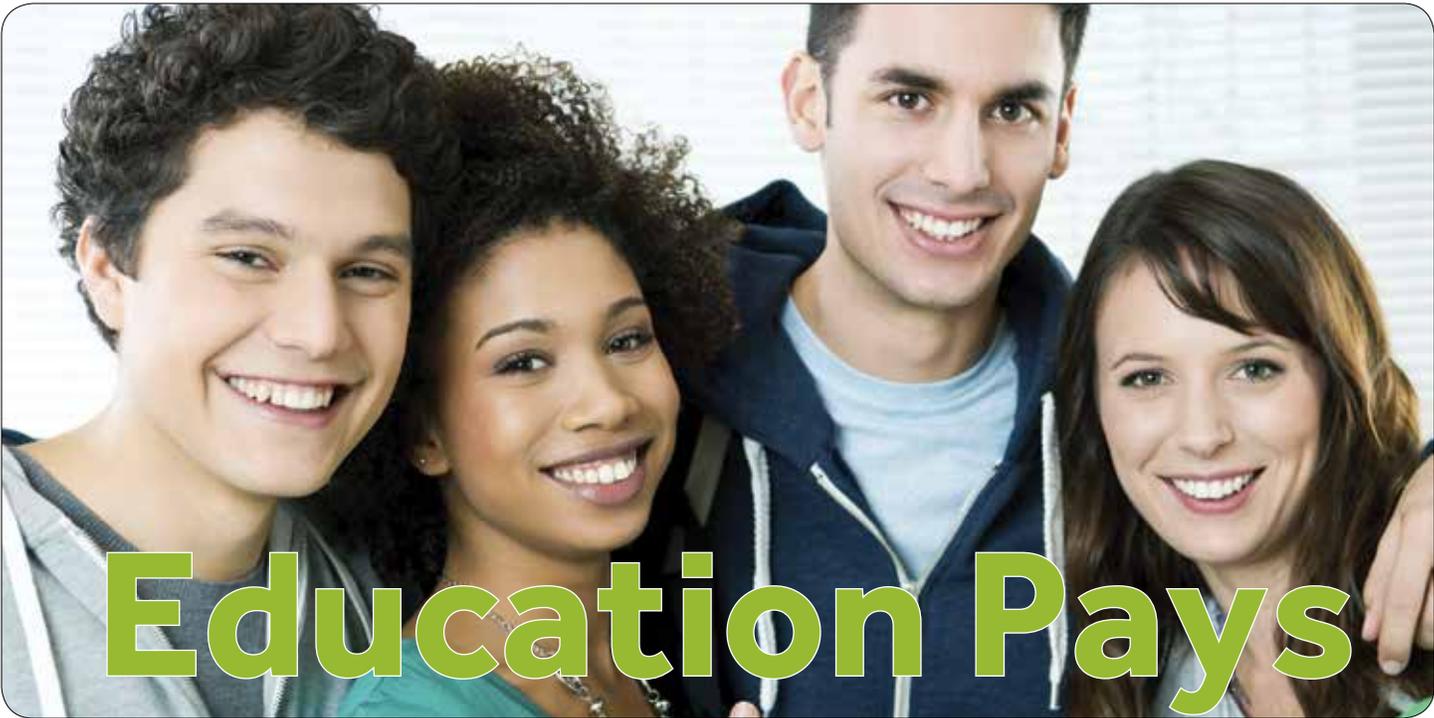
Apply to your top college choices; keep track of the admissions deadlines.

**12<sup>th</sup>**

Complete the Free Application for Federal Student Aid to see if you qualify for financial aid, scholarships, and grants after January 1 of your senior year.

Complete Arkansas' online YOUniversal application between January 1 and June 1 to apply for state scholarships and grants.

Attend spring or summer orientation programs for incoming college freshmen.



# Education Pays

Doctoral degree

**\$1,591**

Professional degree

**\$1,639**

Master's degree

**\$1,326**

Bachelor's degree

**\$1,101**

Associate degree

**\$792**

Some college, no degree

**\$741**

High school diploma

**\$668**

Less than a high school diploma

**\$488**

All workers

**\$839**

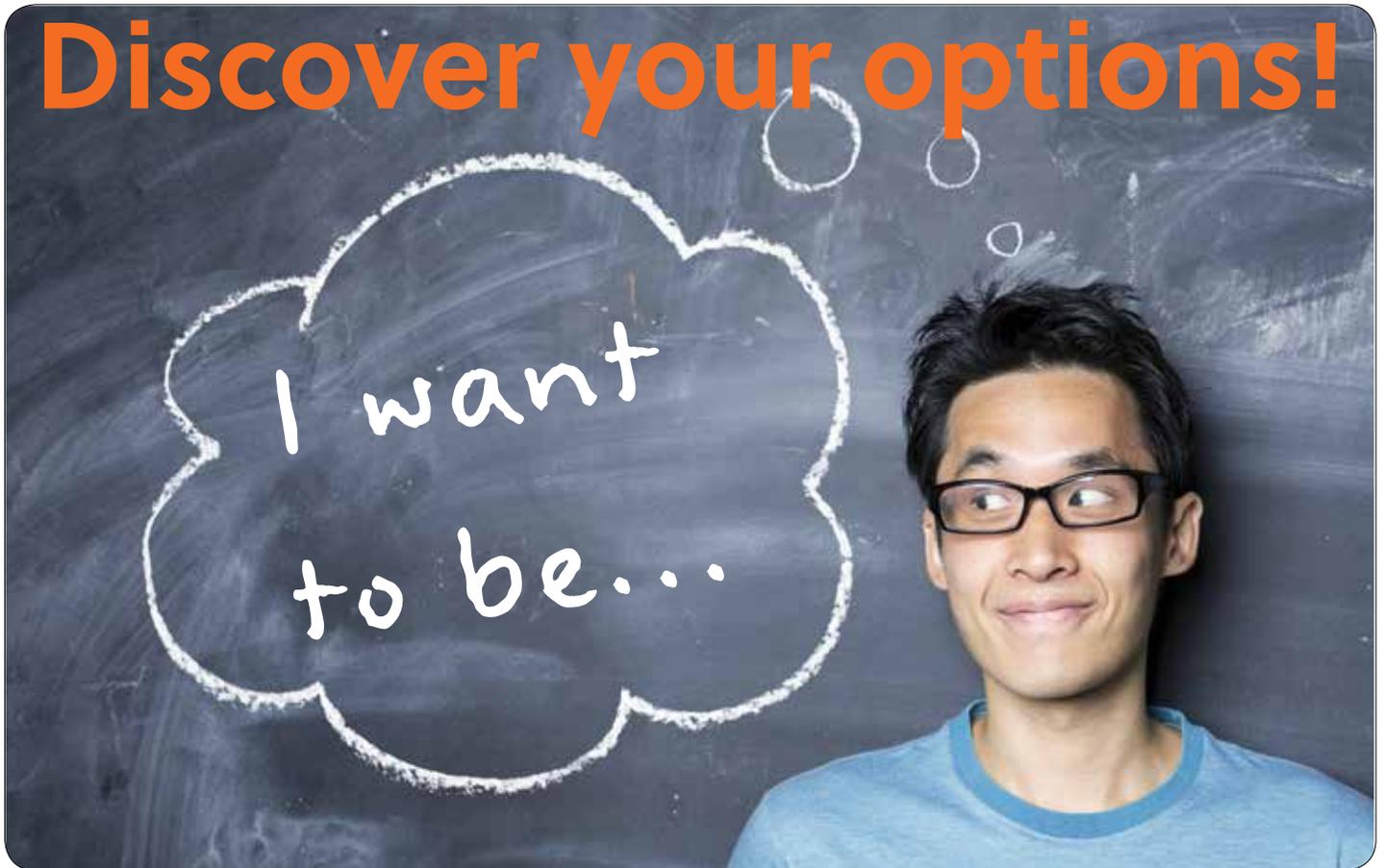
Continuing your education after high school pays off.

College graduates with a Bachelor's degree earn \$433 more a week than a high school graduate.

Note: Data are for persons age 25 and over. Earnings are for full-time wage and salary workers.  
Source: Current Population Survey, U.S. Department of Labor, U.S. Bureau of Labor Statistics

# What do you want to do for a living?

## Discover your options!

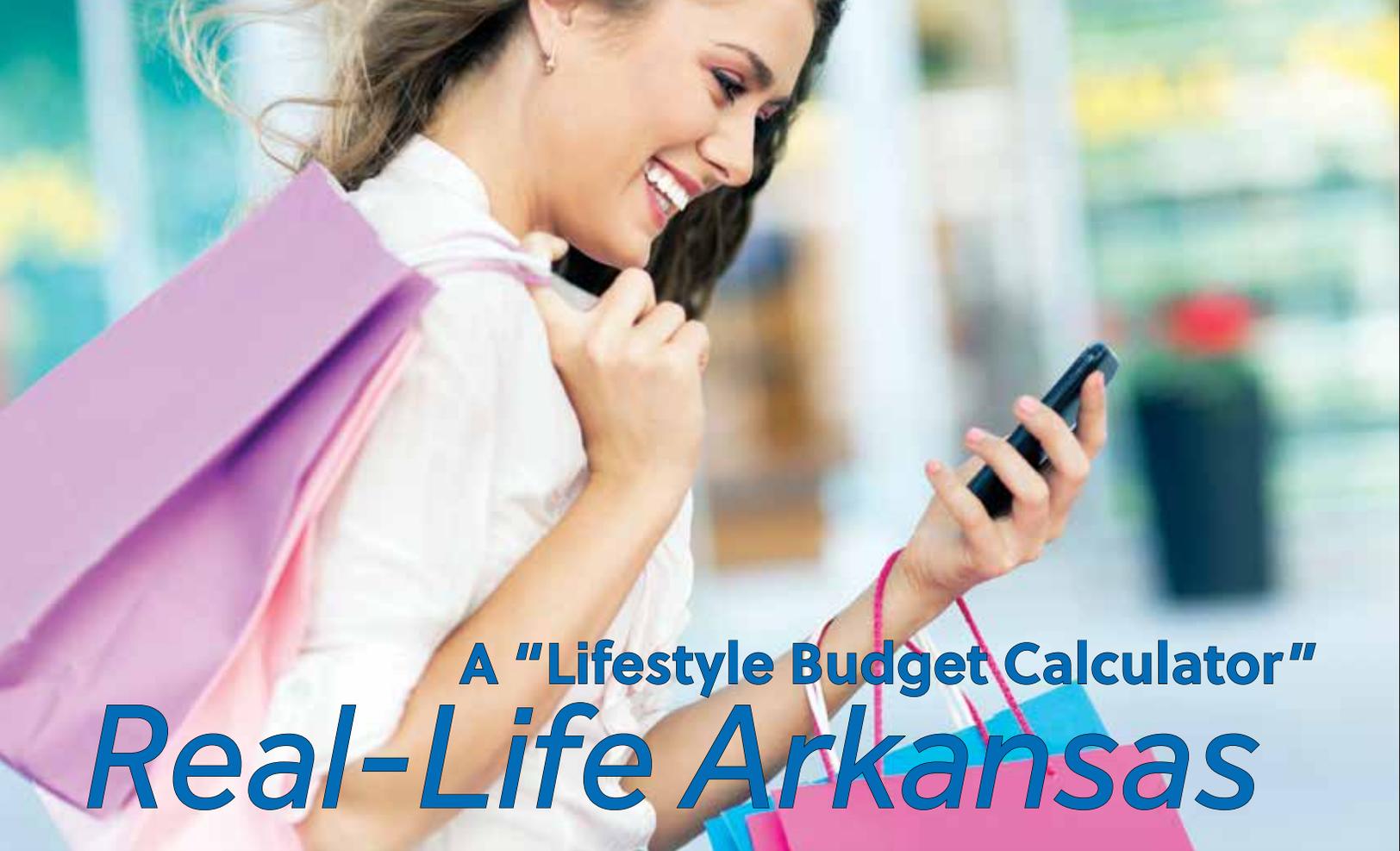


### MY NEXT MOVE can help you find out!

My Next Move is an interactive tool for job seekers and students to learn more about their career options. The site has tasks, skills, salary information, and more for over 900 different careers.

[www.mynextmove.org](http://www.mynextmove.org)

MY NEXT MOVE  MI PRÓXIMO PASO



# A "Lifestyle Budget Calculator" *Real-Life Arkansas*

After High School you will need to work to pay for housing, transportation, clothes... Find out how much money you will need and which occupations will pay for all your needs.

## **Option #1: The whole nine yards**

Pick your city, then decide what you want to spend on housing, transportation, food, entertainment, and everything in between.

We'll tell you what jobs will feed your appetite and how to get them.

## **Option #2: Show me the money**

Tell us what you want your yearly salary to be and we'll tell you which jobs will pay that much.

We'll even tell you what sort of education and training you need to get there and how the job market is.

## **Option #3: The bizarro budget**

If you're lucky enough to already know what you want to do with your life, we'll tell you how much it will pay so you can work backward to create a budget using those numbers.

**It's your life...do the math!**  
[www.real-life.arkansas.gov](http://www.real-life.arkansas.gov)

# So, You Want To Go Pro?

You may have what it takes, but let's take a look at the chances.

Estimated Probability of Competing in Athletics  
Beyond the High School Interscholastic Level

Student Athletes	Men's Basketball	Women's Basketball	Football	Baseball
Percent High School to NCAA	3.4%	3.8%	6.5%	6.9%
Percent NCAA to Professional	1.2%	0.9%	1.6%	8.6%
Percent High School to Professional	0.03%	0.03%	0.08%	0.50%

*Note: These percentages are based on estimated data and should be considered approximations of the actual percentages.*



More than 2.5 million students play sports in high school, so let's be realistic. Someone may be better or faster than you, and what if you have a career-ending injury?

## Have a back-up plan.

There are several occupations that will keep you in the game.

**Coaches and Scouts • Reporters and Correspondents**

**Public Relations Specialists • Photographers**

**Athletic Trainers • Physical Therapists**

Find these and other occupations at [www.discover.arkansas.gov](http://www.discover.arkansas.gov)



Prepared by Labor Market Information  
Occupational Career Information  
PO Box 2981  
Little Rock, AR 72203  
501-682-3121





# An Arkansas Workforce Center CAN...

- Assist with finding employment.
- Provide access to the Arkansas Joblink System.
- Provide Occupational Skills Assessments and Job Matching.
- Assist job seekers with creating resumes and provide interviewing tips.
- Provide labor market information, including In Demand jobs.
- Assess training needs.
- Assist those filing for unemployment insurance.
- All services are FREE!

[www.arjoblink.com](http://www.arjoblink.com)

# For Career Information or Job Search Help, Visit an Arkansas Comprehensive Workforce Center

## North Central Arkansas

396 Barnett Drive  
Batesville, AR 72501  
870.793.4156

501 W. Arch Avenue  
Searcy, AR 72143  
501.268.8601

## Eastern Arkansas

300 Eldridge Rd.  
Suite #2  
Forrest City, AR 72335  
870.633.2900

2003 W. Broadway  
West Memphis, AR 72301  
870.400.2269

## Western Arkansas

616 Garrison Ave.  
Room 101  
Fort Smith, AR 72901  
479.783.0231

## Southwest Arkansas

237 Jackson St. SW  
Camden, AR 71701  
870.836.5024

205 Smith Road, Suite A  
Hope, AR 71801  
870.777.3421

523 E. Sixth Street  
El Dorado, AR 71730  
870.862.6456

## Southeast Arkansas

130 W. Waterman  
Dumas, AR 71639  
870.382.1017

477 S. Main Street  
Monticello, AR 71655  
870.367.2476

1001 S. Tennessee  
Pine Bluff, AR 71601  
870.534.1920

## Northwest Arkansas

2143 W. Martin Luther King, Jr. Blvd.  
Fayetteville, AR 72701  
479.521.5730

818 Hwy 62/65/412 North  
NWAEDD Plaza  
Harrison, AR 72601  
870.741.8236

1058 Highland Circle  
Suite 20  
Mountain Home, AR 72653  
870.425.2386

100 North Dixieland Road  
Rogers, AR 72756  
479.636.4755

809 South Mount Olive  
Siloam Springs, AR 72761  
479.524.5181

## City of Little Rock

5401 S. University Ave.  
Little Rock, AR 72209  
501.682.7719

## West Central Arkansas

2254 Albert Pike  
Suite A  
Hot Springs, AR 71913  
501.525.3450

1725 E. Sullenberger  
Malvern, AR 72104  
501.332.5461

104 South Rochester  
Russellville, AR 72801  
479.968.2784

## Northeast Arkansas

2311 E. Nettleton  
Jonesboro, AR 72401  
870.935.5594

1015 Linwood Drive, Suite 4  
Paragould, AR 72450  
870.236.8512

## Central Arkansas

1500 N. Museum Rd.  
Suite 111  
Conway, AR 72032  
501.730.9894



**adws**  
Arkansas Department  
of Workforce Services

**ARKANSAS**  
**WORKFORCE**  
**CENTERS**  
Bringing People and Jobs Together.™

[www.careerwatch.org](http://www.careerwatch.org) | 53



# Be Career Ready.

Arkansas Career Readiness Certificate

Explore careers and their skill requirements, and build life-literacy through lessons about financial awareness and job searching, while preparing for the Arkansas Career Readiness Certificate.

You can test for the CRC at 16, and it's transferable nationwide.

## It's Free – to You!

The CRC, signed by the Governor of Arkansas, confirms to employers that you have these basic workplace skills:

Reading for Information

Applied Mathematics

Locating Information

**ACT**<sup>®</sup> Career Ready 101<sup>™</sup>



Students, for more information see your teacher/counselor. Adults, contact ADWS @ 1-855-225-4440 or your local Workforce Center. Or go to: [dws.arkansas.gov/Programs/CRC/](https://dws.arkansas.gov/Programs/CRC/) to learn more about the CRC

There's never been  
a **better time**  
to go to college  
or an **easier way**  
to apply for financial aid



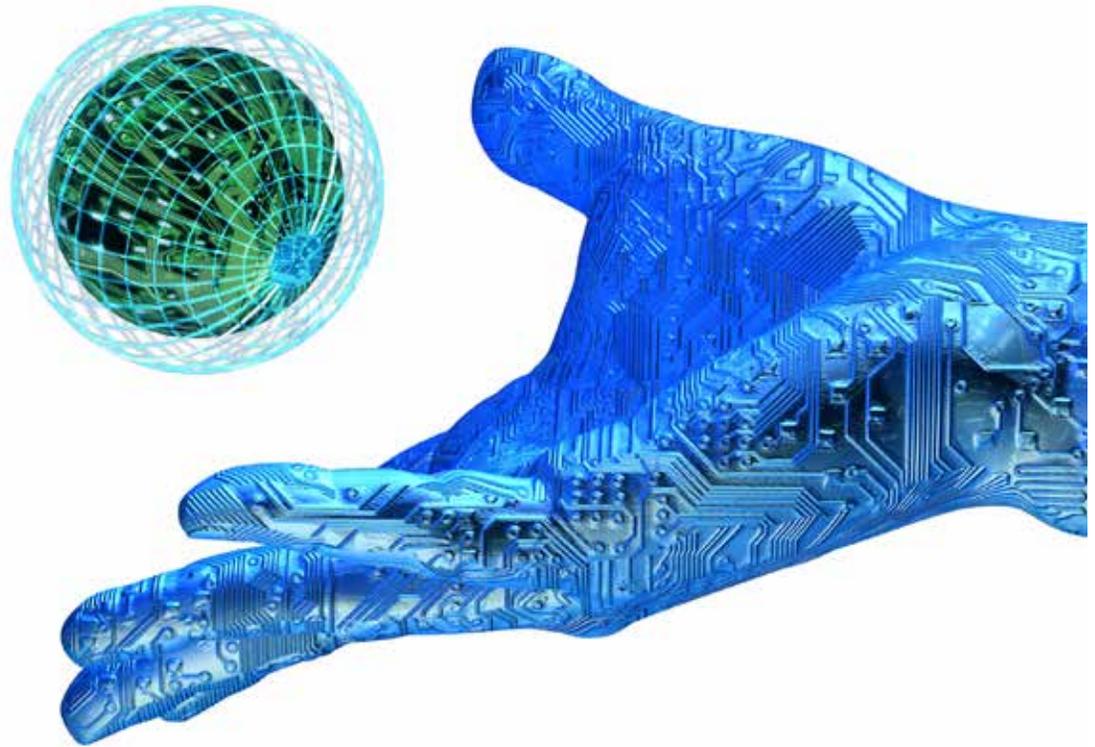
The Arkansas Department of Higher Education reviews and approves academic programs for the state's 11 public universities and 22 public two-year colleges. In addition, the agency is responsible for distributing approximately \$170 million annually from state revenues and lottery funds in the form of financial aid.

For complete information about our programs, visit [scholarships.adhe.edu](http://scholarships.adhe.edu) to review program rules and regulations. The eligibility requirements and rules governing the programs administered by ADHE are subject to legislative and regulatory amendments. Please e-mail the Financial Aid Division at [finaid@adhe.edu](mailto:finaid@adhe.edu) for additional information.

- Application period is from January 1 to June 1 for upcoming academic year
- Must complete FAFSA as well as YOUuniversal scholarship application
- Download free YOUuniversal app for any smart phone



# Reach Out and Touch the Future. Become a Teacher.



**W**earable technology, GPS and 3-D printing were all just ideas not long ago. Where will the future take us?

No one can predict the future, but we do know the inventors and pioneers of tomorrow will need teachers to give them a strong academic foundation. They will need teachers to motivate and inspire them to look toward the horizon of tomorrow.

If you want to impact Arkansas' future, consider a career as an Arkansas public school teacher.

The most urgent staffing needs are in the following areas:

- Art
- Drama/Speech
- Foreign Language
- Family & Consumer Science
- Gifted and Talented
- Library Media Specialist
- Mathematics
- Special Education

Make plans now to pursue a career full of promise, possibilities, and potential!



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# GET SKILLED. CERTIFIED. A JOB.



*"Microsoft IT Academy changed my life! The training and certification made it much easier to get interviews and get a better job!"*

## **Microsoft** *IT Academy Program*

- Get an edge in the job market.
- Broaden your employment opportunities.
- Increase your earning potential.

✓ **Word**      ✓ **PowerPoint**  
✓ **Excel**     ✓ **Much More!**

There's an increasing need for employees highly skilled and certified in Microsoft technologies.

- More than 50% of today's jobs require some degree of technology skills.<sup>1</sup>
- 91% of hiring managers consider employee certification as a requirement for hiring.<sup>1</sup>
- 81% of hiring managers believe certified individuals perform better than non-certified peers.<sup>1</sup>

<sup>1</sup> US Bureau of Labor Statistics

### **WHAT ARE YOU WAITING FOR?**

**Ask your teacher or guidance counselor how you can enroll in Microsoft IT Academy, or contact your local Arkansas Workforce Center!**

**Microsoft IT Academy training and certification are FREE!**

**1-855-225-4440**  
**www.ARJobLink.com**

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## DON'T LET BIG TOBACCO PLAY YOU.

Tobacco companies market toward youth by offering cigars in a wide variety of sweet flavors. Take a stand against Big Tobacco at [SOSProjectPrevent.com](http://SOSProjectPrevent.com).



# POCKET RESUME

The pocket guide for job applications and interviews

## Skills and Abilities

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## Honors and Awards

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## Leadership Activities

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Name \_\_\_\_\_

Driver's License Number \_\_\_\_\_

Address \_\_\_\_\_

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Telephone \_\_\_\_\_

- PREPARATION**
- Fill in Pocket Resume.
  - Learn something about the company.
  - Have specific job or jobs in mind.
  - Review your qualifications for the job.
  - Be prepared to answer broad questions.
- APPEARANCE**
- Well groomed.
  - Suitably dressed.
  - Make-up in good taste.
- INTERVIEW**
- Be prompt.
  - Answer questions directly and truthfully.
  - Be well mannered.
  - Use proper grammar and good diction.
  - Be enthusiastic and cooperative.
  - Don't be afraid to ask questions.



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DWS/OCT 6/09

## References: (not related to you and ask permission first)

Dates:(Mo./Yr.)	Name & Address of Employer	Position	Supervisor	Phone Number	Reason for Leaving

## Prior Employment (Full- and Part-time Jobs)

Level Of Education	Name & Location Of School	From:(Mo./Yr.)	To:(Mo./Yr.)	Courses/Subject Of Study	Year Grad.
High School					
College					
Vocational					
Other Education Opportunities					

## Education





# Explore *Your Future* Occupation

- Employment Statistics
- Business Listings
- Wage and Salary Information
- Economic and Demographic Data
- Education and Training

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Your labor market information source!

*Connect. Learn. Share.*



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