



Key Demand Occupations – 2012 – Central Michigan

College Degree Required

Education	Title / Description / Key Skills	Projected Job Growth	% Job Growth 2002 - 2012	Hourly Wage
Management Occupations				
General and Operations Managers (11-1021)				
Work Exp. + Bachelor's	Plan, direct, or coordinate the operations of companies or public and private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources. Key Skills: Active Listening, Management of Personnel Resources, Time Management, Judgment & Decision Making, Monitoring	80	8.9%	\$40.93
Sales Managers (11-2022)				
Work Exp. + Bachelor's	Direct the actual distribution or movement of a product or service to the customer. Coordinate sales distribution by establishing sales territories, quotas, and goals and establish training programs for sales representatives. Analyze sales statistics gathered by staff to determine sales potential and inventory requirements and monitor the preferences of customers. Key Skills: Active Listening, Speaking, Mathematics, Time Management, Service Orientation	20	24.7%	\$34.86
Financial Managers (11-3031)				
Work Exp. + Bachelor's	Plan, direct, and coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment. Key Skills: Management of Financial Resources, Mathematics, Critical Thinking, Judgment & Decision Making, Reading Comprehension	20	12.8%	\$33.39
Education Administrators, Postsecondary (11-9033)				
Work Exp. + Bachelor's	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. Key Skills: Active Listening, Reading Comprehension, Critical Thinking, Writing, Judgment & Decision Making	20	11.2%	\$37.38
Medical and Health Services Managers (11-9111)				
Work Exp. + Bachelor's	Plan, direct, or coordinate medicine and health services in hospitals, clinics, managed care organizations, public health agencies, or similar organizations. Key Skills: Active Listening, Reading Comprehension, Critical Thinking, Monitoring, Speaking	25	23.0%	\$30.74
Professional Occupations				
Employment, Recruitment & Placement Specialists (13-1071)				
Bachelor's	Recruit and place workers. Key Skills: Reading Comprehension, Service Orientation, Active Listening, Speaking, Persuasion	15	13.4%	\$19.94
Training and Development Specialists (13-1073)				
Bachelor's	Conduct training and development programs for employees. Key Skills: Active Listening, Speaking, Time Management, Reading Comprehension, Writing	15	15.7%	\$21.36
Accountants and Auditors (13-2011)				
Bachelor's	Examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements. Install or advise on systems of recording costs or other financial and budgetary data. Key Skills: Mathematics, Active Listening, Critical Thinking, Monitoring, Judgment & Decision Making	65	9.7%	\$23.84
Loan Officers (13-2072)				
Bachelor's	Evaluate, authorize, or recommend approval of commercial, real estate, or credit loans. Advise borrowers on financial status and methods of payments. Includes mortgage loan officers and agents, collection analysts, loan servicing officers, and loan underwriters. Key Skills: Active Listening, Time Management, Reading Comprehension, Persuasion, Speaking	40	21.4%	\$25.36
Computer Support Specialists (15-1041)				
Associate's	Provide technical assistance to computer system users. Answer questions or resolve computer problems for clients in person, via telephone or from remote location. May provide assistance concerning the use of computer hardware and software, including printers. Key Skills: Troubleshooting, Reading Comprehension, Critical Thinking, Active Listening, Writing	20	13.6%	\$17.38

OJT = On-the-job Training

Note: The forecasts above highlight positive long-term growth occupations. They do not necessarily reflect current hiring demand.

* Michigan Wage Data

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	Computer Systems Analyst (15-1051)	20	16.9%	\$25.48
Bachelor's	Analyze science, engineering, business, and all other data processing problems for application to electronic data processing systems. Analyze user requirements, procedures, and problems to automate or improve existing systems and review computer system capabilities, workflow, and scheduling limitations. Key Skills: Active Learning, Reading Comprehension, Complex Problem Solving, Critical Thinking, Active Listening			
	Network and Computer Systems Administrators (15-1071)	20	20.7%	\$23.00
Bachelor's	Install, configure, and support an organization's local area network (LAN), wide area network (WAN), and Internet system or a segment of a network system. Maintain network hardware and software. Monitor network to ensure network availability to all system users and perform necessary maintenance to support network availability. Key Skills: Reading Comprehension, Troubleshooting, Active Listening, Complex Problem Solving			
	Child, Family, and School Social Workers (21-1021)	15	3.9%	\$20.61
Bachelor's	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. May assist single parents, arrange adoptions, and find foster homes for abandoned or abused children. In schools, they address such problems as teenage pregnancy, misbehavior, and truancy. May also advise teachers on how to deal with problem children. Key Skills: Speaking, Active Listening, Monitoring, Social Perceptiveness, Service Orientation			
	Public Relations Specialists (27-3031)	25	19.1%	\$19.14
Bachelor's	Engage in promoting or creating good will for individuals, groups, or organizations by writing or selecting favorable publicity material and releasing it through various communications media. May prepare and arrange displays, and make speeches. Key Skills: Writing, Critical Thinking, Reading Comprehension, Active Listening, Judgment & Decision Making			
Health Care Occupations				
	Physician Assistants (29-1071)	35	53.0%	\$33.37
Bachelor's	Provide healthcare services typically performed by a physician, under the supervision of a physician. Conduct complete physicals, provide treatment, and counsel patients. May, in some cases, prescribe medication. Must graduate from an accredited education program for physician assistants. Key Skills: Active Listening, Active Learning, Speaking, Reading Comprehension, Critical Thinking			
	Registered Nurses (29-1111)	240	25.1%	\$24.12
Associate's	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. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required. Key Skills: Active Listening, Reading Comprehension, Critical Thinking, Instructing, Speaking, Time Management			
	Dental Hygienists (29-2021)	45	25.9%	\$25.99
Associate's	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. Key Skills: Active Listening, Speaking, Reading Comprehension, Active Learning, Time Management			
	Radiological Technologists and Technicians (29-2034)	25	21.1%	\$19.48
Associate's	Take X-rays and CAT scans or administer nonradioactive materials into patient's blood stream for diagnostic purposes. Includes technologists who specialize in other modalities, such as computed tomography and magnetic resonance. Includes workers whose primary duties are to demonstrate portions of the human body on X-ray film or fluoroscopic screen. Key Skills: Active Listening, Speaking, Reading Comprehension, Time Management, Critical Thinking			
	Medical Records and Health Information Technicians (29-2071)	30	37.1%	\$14.13
Associate's	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. Process, maintain, compile, and report patient information for health requirements and standards. Key Skills: Active Listening, Reading Comprehension, Time Management, Speaking, Writing			
Sales Occupations				
	Securities, Commodities & Financial Sales Agents (41-3031)	50	28.7%	\$31.77
Bachelor's	Buy and sell securities in investment and trading firms, or call upon businesses and individuals to sell financial services. Provide financial services, such as loan, tax, and securities counseling. May advise securities customers about such things as stocks, bonds, and market conditions. Key Skills: Service Orientation, Active Listening, Speaking, Instruction, Judgment and Decision Making			

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Professional Occupations				
Cost Estimators (13-1051)		60	24.6%	\$24.71
Work Exp. in Related Occupation	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. Key Skills: Active Listening, Reading Comprehension, Mathematics, Time Management, Writing			
Vocational Education Teachers, Post Secondary (25-1194)		35	19.9%	\$22.64*
Work Exp. in Related Occupation	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. Includes correspondence school instructors; industrial, commercial and government training instructors; and adult education teachers and instructors who prepare persons to operate industrial machinery and equipment and transportation and communications equipment. Key Skills: Instruction, Speaking, Reading Comprehension, Active Listening, Active Learning			
Self-Enrichment Education Teachers (25-3021)		50	29.5%	\$18.24
Work Exp. in Related Occupation	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. Key Skills: Instructing, Speaking, Active Listening, Learning Strategies, Social Perceptiveness			
Health Care Occupations				
Emergency Medical Technicians and Paramedics (29-2041)		30	19.4%	\$12.12
Post-Secondary Vocational Training	Assess injuries, administer emergency medical care, and extricate trapped individuals. Transport injured or sick persons to medical facilities. Key Skills: Active Listening, Critical Thinking, Speaking, Coordination, Equipment Maintenance			
Licensed Practical & Licensed Vocational Nurses (29-2061)		75	12.8%	\$16.27
Post-Secondary Vocational Training	Care for ill, injured, convalescent, or disabled persons in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions. May work under the supervision of a registered nurse. Licensing required. Key Skills: Active Listening, Reading Comprehension, Time Management, Writing, Active Learning			
Service Occupations				
Police and Sheriff's Patrol Officers (33-3051)		55	16.4%	\$19.63
Long-Term OJT	Maintain order, enforce laws and ordinances, and protect life and property in an assigned patrol district. Perform combination of following duties: patrol a specific area on foot or in a vehicle; direct traffic; issue traffic summonses; investigate accidents; apprehend and arrest suspects, or serve legal processes of courts. Key Skills: Judgment & Decision Making, Active Listening, Critical Thinking, Writing, Speaking			
First-Line Supervisors of Food Preparation Workers (35-1012)		80	12.0%	\$10.84
Work Exp. in Related Occupation	Supervise workers engaged in preparing and serving food. Key Skills: Speaking, Active Listening, Time Management, Instruction, Reading Comprehension			
Gaming Supervisors (39-1011)		30	11.3%	\$24.30*
Long-Term OJT	Supervise gaming operations and personnel in an assigned area. Circulate among tables and observe operations. Ensure that stations and games are covered for each shift. May explain and interpret operating rules of house to patrons. May plan and organize activities and create friendly atmosphere for guests in hotels/casinos. May adjust service complaints. Key Skills: Mathematics, Instructing, Active Listening, Service Orientation, Monitoring			
Hairdressers, Hairstylists, and Cosmetologists (39-5012)		65	11.4%	\$11.81
Post-Secondary Vocational Training	Provide beauty services, such as shampooing, cutting, coloring, and styling hair, and massaging and treating scalp. May also apply makeup, dress wigs, perform hair removal, and provide nail and skin care services. Key Skills: Active Listening, Speaking, Time Management, Coordination, Social Perceptiveness			
Sales Occupations				
First-Line Supervisors/Managers of Retail Sales Workers (41-1011)		105	8.8%	\$17.37
Work Exp. in Related Occupation	Directly supervise sales workers in a retail establishment or department. Duties may include management functions, such as purchasing, budgeting, accounting, and personnel work, in addition to supervisory duties. Key Skills: Management of Personnel Resources, Active Listening, Service Orientation, Time Management, Instructing			

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Construction and Repair Occupations				
	First-Line Supervisors of Non-Retail Sales Workers (41-1012)	35	11.8%	\$28.23
Work Exp. in Related Occupation	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. Key Skills: Speaking, Time Management, Active Listening, Reading Comprehension, Social Perceptiveness			
	Managers of Construction Trades & Extraction Workers (47-1011)	55	22.8%	\$25.02
Work Exp. in Related Occupation	Directly supervise and coordinate activities of construction or extraction workers. Key Skills: Coordination, Management of Personnel Resources, Time Management, Speaking, Active Listening			
	Carpenters (47-2031)	190	13.5%	\$14.79
Long-Term OJT	Construct, erect, install, or repair structures and fixtures made of wood, such as concrete forms; building frameworks, including partitions, joists, studding, and rafters; wood stairways, window and door frames, and hardwood floors. May also install cabinets, siding, drywall and batt or roll insulation. Includes brattice builders who build doors or brattices (ventilation walls or partitions) in underground passageways to control the proper circulation of air through the passageways and to the working places. Key Skills: Mathematics, Time Management, Active Listening, Critical Thinking, Judgment & Decision Making			
	Electricians (47-2111)	55	22.8%	\$22.73
Long-Term OJT9	Install, maintain, and repair electrical wiring, equipment, and fixtures. Key Skills: Installation, Active Listening, Reading Comprehension, Troubleshooting, Equipment Selection			
	Plumbers, Pipefitters, and Steamfitters (47-2152)	30	15.4%	\$18.03
Long-Term OJT	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. Key Skills: Active Listening, Mathematics, Repairing, Troubleshooting, Complex Problem Solving			
	Automotive Service Technicians and Mechanics (49-3023)	30	10.5%	\$17.23
Post-Secondary Vocational Training	Diagnose, adjust, repair, or overhaul automotive vehicles. Key Skills: Troubleshooting, Repairing, Equipment Selection, Active Listening, Critical Thinking			
	HVAC Mechanics and Installers (49-9021)	20	21.2%	\$19.12
Long-Term OJT	Install or repair heating, central air conditioning, or refrigeration systems, including oil burners, hot-air furnaces, and heating stoves. Key Skills: Troubleshooting, Repairing, Active Listening, Equipment Maintenance, Critical Thinking			
	Industrial Machinery Mechanics (49-9041)	30	21.3%	\$19.54
Long-Term OJT	Repair, install, adjust, or maintain industrial production and processing machinery or refinery and pipeline distribution systems. Key Skills: Equipment Maintenance, Repairing, Troubleshooting, Operation Monitoring, Quality Control Analysis			
Production Occupations				
	Machinists (51-4041)	45	11.3%	\$15.90
Long-Term OJT	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. May also fabricate and modify parts to make or repair machine tools or maintain industrial machines, applying knowledge of mechanics, shop mathematics, metal properties, layout, and machining procedures. Key Skills: Operation & Control, Operation Monitoring, Mathematics, Equipment Selection, Troubleshooting			
	Welders, Cutters, Solderers, and Brazers (51-4121)	45	8.2%	\$14.39
Long-Term OJT	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. Key Skills: Operation & Control, Equipment Selection, Equipment Maintenance, Mathematics, Operation Monitoring			

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