

INTRODUCTION

The occupational data presented in this report was obtained from the State of California Employment Development Department – Labor Market Information Division.

I. LOS ANGELES COUNTY: OCCUPATIONS WITH THE GREATEST JOB GROWTH

LASC PRIMARY DISCIPLINE	OCCUPATIONAL TITLE	ANNUAL AVERAGE EMPLOYMENT 2001	ANNUAL AVERAGE EMPLOYMENT 2008 (PROJECTED)	EMPLOYMENT CHANGE NUMBER	EMPLOYMENT CHANGE PERCENT	EDUCATION/EXPERIENCE LASC TRAINING (CERT/AA/S) BUREAU OF LABOR STATISTICS (BLS) TRAINING LEVEL
	Computer Support Specialists	13,830	21,220	7,390	53.4	LASC: _____ OO: Associate Degree (6)
	Network & Computer Systems Administrators	9,910	14,470	4,560	46	LASC: _____ OO: BA/BS Degree (5)
	Computer Software Engineers, Applications	11,960	17,050	5,090	42.6	LASC: _____ OO: BA/BS Degree (5)
	Computer Software Engineers, Systems Software	7,200	10,130	2,930	40.7	LASC: _____ OO: BA/BS Degree (5)
	Special Ed Teachers, Preschool, Kindergarten, & Elem School	7,450	9,590	2,140	28.7	LASC: _____ OO: BA/BS Degree (5)
	Computer & Information Systems Managers	7,050	8,950	1,900	27	LASC: _____ OO: BA/BS + Experience (4)
	Computer Systems Analysts	9,670	12,070	2,400	24.8	LASC: _____ OO: BA/BS Degree (5)
	Security Guards	51,720	63,410	11,690	22.6	LASC: Admin of Justice Classes OO: Short-Term OJT (11)
	Construction Laborers	12,790	15,570	2,780	21.7	LASC: _____ OO: Moderate-Term OJT (10)
	Electricians	13,570	16,420	2,850	21	LASC: _____ OO: Long-Term OJT (9)
	Sales Managers	10,890	Employ 2001 (2)	2,260	20.8	LASC: _____ OO: BA/BS + Experience (4)
	Cement Masons & Concrete Finishers	8,610	10,370	1,760	20.4	LASC: _____ OO: Long-Term OJT (9)
	Medical Assistants	13,270	15,950	2,680	20.2	LASC: _____ OO: Moderate-Term OJT (10)
	Teacher Assistants	54,480	64,640	10,160	18.6	LASC: _____ OO: Short-Term OJT (11)
	Carpenters	16,840	19,950	3,110	18.5	LASC: _____ OO: Long-Term OJT (9)
	Comb Food Prep & Serving Wrkrs, Incl Fast Food	47,160	55,720	8,560	18.2	LASC: _____ OO: Short-Term OJT (11)
	Customer Service Representatives	55,070	64,570	9,500	17.3	LASC: _____ OO: Moderate-Term OJT (10)

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	Secondary School Teachers, Ex Special & Voc Education	29,340	34,320	4,980	17	LASC: _____ OO: BA/BS Degree (5)
	Maids & Housekeeping Cleaners	22,730	26,520	3,790	16.7	LASC: _____ OO: Short-Term OJT (11)
	Police & Sheriff's Patrol Officers	17,340	20,180	2,840	16.4	LASC: _____ OO: Long-Term OJT (9)
	Dental Assistants	11,570	13,460	1,890	16.3	LASC: _____ OO: Moderate-Term OJT (10)
	Cooks, Restaurant	29,980	34,830	4,850	16.2	LASC: _____ OO: Long-Term OJT (9)
	Truck Drivers, Heavy & Tractor-Trailer	28,750	33,320	4,570	15.9	LASC: _____ OO: Moderate-Term OJT (10)
	Janitors & Clean, Ex Maids & Housekeep Cleaners	62,350	72,020	9,670	15.5	LASC: _____ OO: Short-Term OJT (11)
	Food Service Managers	14,710	16,860	2,150	14.6	LASC: _____ OO: Work Experience (8)
	Bill & Account Collectors	12,290	14,080	1,790	14.6	LASC: _____ OO: Short-Term OJT (11)
	Counter & Rental Clerks	16,150	18,380	2,230	13.8	LASC: _____ OO: Short-Term OJT (11)
	Landscaping & Groundskeeping Workers	18,630	21,190	2,560	13.7	LASC: _____ OO: Short-Term OJT (11)
	Financial Managers	17,770	20,180	2,410	13.6	LASC: _____ OO: BA/BS + Experience (4)
	Waiters & Waitresses	60,260	68,240	7,980	13.2	OO: Short-Term OJT (11)
	Elementary School Teachers, Except Special Education	50,140	56,710	6,570	13.1	LASC: _____ OO: BA/BS Degree (5)
	Truck Drivers, Light or Delivery Services	37,620	42,420	4,800	12.8	LASC: _____ OO: Short-Term OJT (11)
Nursing	Registered Nurses	65,450	73,600	8,150	12.5	LASC: <i>AS Nursing</i> OO: Associate Degree (6)
	First-Line Sups/Mgrs of Retail Sales Workers	35,020	39,290	4,270	12.2	LASC: _____ OO: Work Experience (8)
	Cashiers	92,410	103,620	11,210	12.1	LASC: _____ OO: Short-Term OJT (11)
	Lawyers	19,310	21,550	2,240	11.6	LASC: _____ OO: Professional Degree (1)
	Food Preparation Workers	20,460	22,680	2,220	10.9	LASC: _____ OO: Short-Term OJT (11)
	Packers & Packagers, Hand	43,780	48,520	4,740	10.8	LASC: _____ OO: Short-Term OJT (11)
	Nursing Aides, Orderlies, & Attendants	30,190	33,390	3,200	10.6	LASC: _____ OO: Short-Term OJT (11)
	Receptionists & Information Clerks	30,030	33,210	3,180	10.6	LASC: _____ OO: Short-Term OJT (11)

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	Automotive Service Technicians & Mechanics	21,930	24,250	2,320	10.6	LASC: _____ OO: Post-Sec. VocEd (7)
	Laborers & Freight, Stock, & Material Movers,	77,780	85,150	7,370	9.5	LASC: _____ OO: Short-Term OJT (11)
Accounting	Accountants & Auditors	25,910	28,330	2,420	9.3	LASC: _____ OO: BA/BS Degree (5)
	General & Operations Managers	68,340	74,140	5,800	8.5	LASC: _____ OO: BA/BS + Experience (4)
	First-Line Sups/Mgrs of Food Prep & Serving Wrkrs	21,370	23,080	1,710	8	LASC: _____ OO: Work Experience (8)
	Office Clerks, General	107,130	115,590	8,460	7.9	LASC: _____ OO: Short-Term OJT (11)
	Executive Secretaries & Administrative Assistants	62,870	67,000	4,130	6.6	LASC: _____ OO: Moderate-Term OJT (10)
	Stock Clerks & Order Fillers	55,700	58,550	2,850	5.1	LASC: _____ OO: Short-Term OJT (11)
	First-Line Sups/Mgrs of Office & Admin Support	50,490	52,370	1,880	3.7	LASC: _____ OO: Work Experience (8)
	Retail Salespersons	108,710	122,650	13,940	12.80%	LASC: _____ OO: Short-Term OJT (11)

Notes:

Source: <http://www.calmis.ca.gov/FILE/OCCPROJ/laF&G.htm>

II. LOS ANGELES COUNTY: OCCUPATIONS WITH PROJECTED **JOB LOSS** 2001-2008

LASC PROGRAM	OCCUPATIONAL TITLE	ANNUAL AVERAGE EMPLOYMENT 2000	ANNUAL AVERAGE EMPLOYMENT 2010 (PROJECTED)	EMPLOYMENT CHANGE NUMBER	EMPLOYMENT DECLINE CHANGE PERCENT	UNIT PLANNING NOTES
	Telephone Operators	1,440	1,090	-350	-32%	
	Meter Readers, Utilities	950	740	-210	-28%	
	Foundry Mold & Coremakers	1,320	1,050	-270	-26%	
	Electrical & Electronic Equipment Assemblers	9,810	8,260	-1,550	-19%	
	Computer Operators	6,200	5,300	-900	-17%	
	Order Clerks	17,790	15,230	-2,560	-17%	
	Switchboard Operators, Including Answering Service	6,880	5,900	-980	-17%	
	Lathe & Turn Mach Tool Set, Ops	2,570	2,220	-350	-16%	
	Word Processors & Typists	14,030	12,120	-1,910	-16%	
	Tool Grinders, Filers, & Sharpeners	1,040	900	-140	-16%	
	Loan Interviewers & Clerks	3,760	3,270	-490	-15%	
	Aircraft Struct, Surfaces, Riggers	3,690	3,220	-470	-15%	
	Office Machine Operators, Except Computer	2,520	2,200	-320	-15%	
	Drill & Bore Mach Tool Set, Ops	1,980	1,730	-250	-14%	
	Mill & Plan Mach Set, Ops, & Tend Metal & Plastic	1,130	990	-140	-14%	
	Cutting, Punching, & Press Machine Setters, Ops	9,150	8,120	-1,030	-13%	
	Petrol Pump System Ops, Refinery Ops & Gaugers	2,170	1,930	-240	-12%	
	Motion Picture Projectionists	1,770	1,580	-190	-12%	
	Aerospace Engineering & Operations Technicians	1,850	1,670	-180	-11%	
	Prepress Technicians & Workers	3,460	3,130	-330	-11%	
	Procurement Clerks	1,820	1,660	-160	-10%	
	Semiconductor Processors	2,440	2,250	-190	-8%	
	Industrial Engineers	4,860	4,530	-330	-7%	
	Dishwashers	16,260	15,170	-1,090	-7%	
	Sewing Machine Operators	52,370	48,970	-3,400	-7%	
	Paper Goods Machine Setters, Ops & Tenders	3,770	3,530	-240	-7%	

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	Purchasing Managers	3,470	3,250	-220	-7%	
	Eligibility Interviewers, Government	8,170	7,660	-510	-7%	
	Electromechanical Equipment Assemblers	2,260	2,120	-140	-7%	
	Dining Rm & Cafeteria Attendants	21,480	20,250	-1,230	-6%	
	Inspectors, Testers, Sorters, Samplers, and Weighers	23,380	22,060	-1,320	-6%	
	Parts Salespersons	5,790	5,480	-310	-6%	
	Tellers	17,310	16,390	-920	-6%	
	Engineering Managers	7,420	7,030	-390	-6%	
	Textile Cutting Machine Setters	3,320	3,150	-170	-5%	
	Aerospace Engineers	7,150	6,790	-360	-5%	
	Wholesale & Retail Buyers, Except Farm Products	5,650	5,370	-280	-5%	
	Upholsterers	2,770	2,650	-120	-5%	
	Grind, Lap, Polish, & Buff Mach Tool Set, Ops	6,130	5,870	-260	-4%	
	Couriers & Messengers	7,160	6,900	-260	-4%	
	Insurance Claims & Policy Processing Clerks	9,980	9,640	-340	-4%	
	Machinists	13,890	13,460	-430	-3%	
	Industrial Production Managers	5,500	5,340	-160	-3%	
	First-Line Sups/Mgrs of Prod & Operating Wrkrs	25,290	24,570	-720	-3%	
	Data Entry Keyers	16,540	16,120	-420	-3%	
	Postal Service Mail Carriers	11,160	10,900	-260	-2%	
	Postal Serv Mail Sort, Processors & Processing	7,030	6,870	-160	-2%	
	Billing & Posting Clerks & Machine Operators	13,170	12,930	-240	-2%	
	Secretaries, Except Legal, Medical	36,060	35,590	-470	-1%	
	Team Assemblers	37,610	37,480	-130	0%	

Source: <http://www.calmis.ca.gov/FILE/OCCPROJ/laO&D.htm>

III. OCCUPATIONAL OUTLOOK DEFINITIONS & TERMS

Occupational Outlook Definitions and Terms

Occupational training and education classifications were developed by the Bureau of Labor Statistics (BLS) to improve on prior classification systems that did not distinguish between occupations with comparable educational requirements. For example, neither carpenters nor laborers require formal education beyond high school, but the complexity of the work and the training time required results in carpenters being placed in the long-term on the job training category and laborers placed in the short-term on the job training category. Of course there is more than one way to qualify for a job. In this classification system the education and training required reflects the manner in which **most workers** become proficient in that occupation and the **preferences of most employers**.

1. **First professional degree.** Occupations that require at least two years of full-time academic study beyond a bachelor's degree (for example, law, medicine, dentistry and clergy).
2. **Doctoral degree.** Occupations that require at least three years of full-time academic study beyond a bachelor's degree culminating in a doctoral degree.
3. **Master's degree.** Occupations that require the completion of a master's degree program which is usually one to two years beyond a bachelor's degree.
4. **Bachelor's or higher and some work experience.** Occupations that generally require work experience in an occupation requiring a bachelor's or higher degree. Most occupations in this category are managerial occupations that require work experience in a related non-managerial occupation.
5. **Bachelor's degree.** Occupations that require the completion of at least 4 but not more than 5 years of full-time academic study beyond high school resulting in a Bachelor' degree.
6. **Associate degree.** Occupations that require the completion of at least 2 years of full-time academic study beyond high school. For LASC, this would be our Associate of Arts and Associate of Science programs.
7. **Post-secondary vocational education.** Occupations that require completion of vocational school training; in some instances we would refer to these as Certificate programs.
8. **Work experience.** Occupations that require skills obtained through work experience in a related occupation.
9. **Long-term on-the-job-training.** Occupations that require more than 12 months of on-the-job training or combined work experience and formal classroom instruction for workers to develop the skills needed for average job performance.
10. **Moderate-term on-the-job-training.** Occupations in which workers can develop average job performance after 1 to 12 months of combined on-the-job experience and informal training.
11. **Short-term on-the-job-training.** Occupations in which workers can develop skills needed after a short demonstration or up to one month of on-the-job experience and instruction.

Source: <http://www.calmis.ca.gov/FILE/resource/BLSTrainLvtx.htm>

IV. WEBSITES FOR ADDITIONAL LABOR MARKET INFORMATION NEEDS

1. OCCUPATIONAL INFORMATION WEBSITES

California Occupational Wages – Provides labor market information by area and occupation for state
[http://www.calmis.ca.gov/htmlfile/subject/occup\\$.htm](http://www.calmis.ca.gov/htmlfile/subject/occup$.htm)

California Occupation Projections – Provides two-year job growth projections for California updated in 2004
<http://www.calmis.ca.gov/htmlfile/subject/occproj.htm>

LA County Occupational Outlook Reports - Provides labor market information by area and occupation for Los Angeles County
<http://www.calmis.ca.gov/htmlfile/county/losangel.htm>

California Occupational Outlook Reports - Provides labor market information by area and occupation for state
<http://www.calmis.ca.gov/>

Department of Labor Occupational Outlook Handbook – Provides nationally recognized source of career information, designed to provide valuable assistance to individuals making decisions about their future work lives
<http://stats.bls.gov/oco/>

Federal Department of Labor (DOL), Bureau of Labor Statistics – Home site for occupations, statistics and codes at the federal level
<http://www.bls.gov>

2. ADDITIONAL STATISTICS

Bureau of the Census – Site for 200 US Census with some search functions; can obtain data at national, state and local level for household incomes, educational attainment, ethnicity
<http://www.census.gov>

California Department of Finance (DOF) - Provides demographic information, population estimates, and cost of living information at state level
<http://www.dof.ca.gov>

3. JOB SEARCH INFORMATION – USEFUL TOOLS FOR JOB SEEKERS (STUDENTS)

California Employment Development Department Home Page - link to job placement and referrals, unemployment insurance, disability insurance, employment and training, labor market information, payroll taxes
<http://www.edd.ca.gov/>

California WorkNet - One Stop Career Center System - Job seeker/business assistance; connects to employment, education, and training services provided through local, State, and federal programs – useful for students
<http://www.sjtcc.ca.gov/sjtccweb/one-stop/>

California's Job Bank - California's Internet system for linking employer job listings and job seeker résumés – useful for students
<http://www.caljobs.ca.gov/>

*Occupational Information Network - O*NET On-line* – Provides a link that matches skills sets with occupation; very useful for students
<http://online.onetcenter.org>

Career Fairs – Nongovernmental site that provides free resume posting service in addition to advertisements on upcoming career fairs by category and state – Useful for students
<http://careerfairs.com>