



**What this report is about:** This form asks for information about the occupations and wages of the employees described in Item 3. Please complete Items 1 through 5 below. Next, please provide the information requested beginning on page 1 for the employees who received pay for the pay period that included the reference date printed in bold in Item 3. The instructions on pages ii and iii explain how to provide the requested information. For more on the OES program, including national, state, and metropolitan area employment and wage estimates by occupation, please see our website at <http://www.bls.gov/OES>.

**1** Which of the following options describes the status of the location(s) in Item 3 as of the reference date also printed in Item 3?

- ☐ Operating: Go to Item 2.
- ☐ Temporarily closed during the reference period: Report data only for employees paid for work during the reference period. If no employees worked for pay, report "0" in section 4 of this page and return the form in the reply envelope provided.
- ☐ Permanently out of business as of \_\_/\_\_/\_\_\_\_: Return the form to the address at the top.
- ☐ Sold or merged: Enter the new name and address below, then go to Item 2.

New Name: \_\_\_\_\_

New Address: \_\_\_\_\_

**2** Our records show that your main products or services are related to those listed below. If they are not, please list your main products or services on the lines provided and continue with the rest of the report.

**3** This form asks for information about the employees described below. Our estimate of employment for these employees appears at the top right corner of the label. *Please make any needed address corrections.*

**4** How many employees, **both full and part-time**, worked at this location(s) during the pay period that included the reference date printed in Item 3?

Enter the number here...

## Include

- ◆ Full or part-time paid workers
- ◆ Workers on paid leave
- ◆ Workers assigned temporarily to other units
- ◆ Incorporated firms - paid owners, officers, and staff

### Do Not Include

- ◆ Contractors and temporary agency employees not on your payroll
- ◆ Unpaid family workers
- ◆ Workers on unpaid leave
- ◆ Unincorporated firms - proprietors, owners, and partners
- ◆ Workers not covered by unemployment insurance

Do all employees reported above work at one location?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No... Enter number of locations	<input type="text"/>
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**5** Please tell us who to contact if we have questions about your data.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_

E-mail address: \_\_\_\_\_

FOR  
OFFICE  
USE ONLY

## Instructions for Reporting by Occupation

- Report employees in the occupations in which they are working, **not** necessarily in occupations for which they have been trained.

**For example:** An employee trained as an engineer, but working as a drafter, should be reported as a drafter.

- Report each employee only once in the occupation that requires the **highest** level of skill if the employee performs work in two or more occupations. If there is **no** measurable difference in skill requirements, report employees in the occupation in which they spend the **most** time.
- Use the description of duties along with the job titles to determine where to place employees. Do not rely on job titles alone.
- Report **apprentices** and **trainees** in the job for which they are being trained. Report **helpers** separately because they are not in training for the occupation they are helping.
- Report part-time workers in the job they perform.
- Professionals who directly supervise other workers in professional occupations should be classified in the same occupation as the workers they supervise. For example, a drafter that supervises other drafters is classified as a drafter.
- Workers in Service, Sales, Office and Administrative, Forestry and Farming, Production, Maintenance, and Transportation occupations who spend 80 percent or more of their time performing supervisory duties should be reported as supervisors. Workers with supervisory duties who spend less than 80 percent of their time supervising should be reported with the workers they supervise.

## Instructions for Reporting Wage Information

**For all employees:**

- Please use the hourly and annual wage rate categories to report employees. If wages are not recorded by hour or year (bi-weekly, or monthly for example), convert them into an hourly wage rate.
- For part-time workers, please report the specific hourly wage rate, not an average.
- For tip, commission, and piece-rate workers, please estimate the earnings (base pay plus tips, commissions, or piece rates), and report the appropriate wage.
- For salaried workers who do not work a standard 2080 hours per year (40 hours per week), please report wages on an hourly basis. For workers who are paid an annual salary by contract, such as Airline Pilots, report their annual salary.
- Include and/or exclude from pay as follows:

Include as pay
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- Base Rate
- Commissions
- Cost-of-Living Allowance
- Deadheading Pay
- Guaranteed Pay
- Hazard Pay
- Incentive Pay
- Longevity Pay
- Piece Rate
- Portal-to-Portal Rate
- Production Bonus
- Tips

Exclude as pay
----------------

- |                         |                          |
|-------------------------|--------------------------|
| • Attendance Bonus      | • Perquisites            |
| • Back Pay              | • Profit Sharing Payment |
| • Draw                  | • Relocation Allowance   |
| • Holiday Bonus         | • Severance Pay          |
| • Holiday Premium Pay   | • Shift Differential     |
| • Jury Duty Pay         | • Stock Bonuses          |
| • Lodging Payments      | • Tool Allowance         |
| • Meal Payments         | • Tuition Repayments     |
| • Merchandise Discounts | • Uniform Allowance      |
| • Nonproduction Bonus   | • Weekend Pay            |
| • On-call Pay           |                          |
| • Overtime Pay          |                          |

The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (Title 5 of Public Law 107-347) and other applicable Federal laws, your responses will not be disclosed in identifiable form without your informed consent. This report is authorized by law, 29 U.S.C. §2. Your voluntary cooperation is needed to make the results of this report comprehensive, accurate, and timely.

\*We estimate that it will vary from 30 minutes to 6 hours to complete this report, depending on such factors as the size of the establishment. This includes time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing this information. If you have any comments regarding these estimates or any other aspects of this report, including suggestions for reducing this burden, send them to the U.S. Bureau of Labor Statistics, Division of Occupational Employment Statistics (1220-0042), 2 Massachusetts Avenue NE, Suite 2135, Washington, DC 20212. Please do not return your questionnaire to this address. Use the enclosed preaddressed envelope or the address provided at the top of the first page to return your completed questionnaire. You do not have to complete this questionnaire if it does not display a currently valid OMB control number.

## Instructions for Completing the Report

On the following pages you will find the Occupational Employment Report. Please refer to the example below and the guidelines on page ii for instructions on how to complete the form. If you have employees whose occupations are not found in the list provided, please use the supplemental pages at the end of this report. Please write each unique occupational title on a separate line along with a short description of duties, the number of employees in each wage category, and the total employment for each occupation.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
<b>Accountants and Auditors</b> - Examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements.				1	2	3								6
13-2011														

**1** For each occupation listed, read the definition to determine which occupations are found in your establishment.

**2** For each occupation that is found in your establishment, write in the number of workers in this occupation, based on their wages.

For example, there are six Accountants in your establishment. One is part-time, working 20 hours a week, and earns \$12,480 per year; and five are full-time: two earn \$32,000 per year, and three earn \$46,000. Calculate an hourly wage for the part-time worker by dividing the annual wage by the number of hours worked; 20 hrs x 52 weeks = 1040 hrs/yr, \$12480/1040 hrs = \$12/hr. Write "1" in column C. For the full-time workers, use their annual wage: write "2" in column D and "3" in column E.

**3** Add up the total number of workers in this occupation and write the figure in the Total Employment column, making sure the total agrees with your records.

## Supplemental Instructions for Faculty and Instructors

The instructions on pages ii and iii of the Occupational Employment Statistics Report of Miscellaneous Schools, Instruction, and Educational Support Services direct you to convert wages to an hourly basis if wages are not recorded annually or by the hour. This procedure may not be appropriate for postsecondary faculty members. Use the guidelines and the tables below to determine the correct wage categories. **Do not convert faculty wages to an hourly basis.**

### 1 Full-time faculty earning an annual salary:

Report these faculty members in the wage category corresponding to their annual salary.

*For example, report a Biology Professor who is paid an annual salary of \$30,000 in wage category C.*

### 2 Faculty working less than full-time AND earning an annual salary:

If a faculty member or instructor is employed on a half, three-quarters, one-third, or two-thirds time basis, refer to **Table 1**.

1. Find the column that describes how the faculty member is employed, either half-time, three-quarters time, one-third time, or two-thirds time.
2. Next, find the faculty member's annual salary in the wage ranges provided.
3. Look in the far left column to determine the correct wage category.

*For example, report an adjunct History Professor who is half-time and is paid an annual salary of \$18,000 in wage category D.*

Table 1

WAGE CATEGORY	1/2 TIME	3/4 TIME	1/3 TIME	2/3 TIME
A	under \$9,620	under \$14,430	under \$6,413	under \$12,827
B	\$9,620 - \$12,219	\$14,430 - \$18,329	\$6,413 - \$8,146	\$12,827 - \$16,292
C	\$12,220 - \$15,339	\$18,330 - \$23,009	\$8,147 - \$10,226	\$16,293 - \$20,452
D	\$15,340 - \$19,499	\$23,010 - \$29,249	\$10,227 - \$12,999	\$20,453 - \$25,999
E	\$19,500 - \$24,959	\$29,250 - \$37,439	\$13,000 - \$16,639	\$26,000 - \$33,279
F	\$24,960 - \$31,459	\$37,440 - \$47,189	\$16,640 - \$20,972	\$33,280 - \$41,946
G	\$31,460 - \$40,039	\$47,190 - \$60,059	\$20,973 - \$26,692	\$41,947 - \$53,386
H	\$40,040 - \$50,959	\$60,060 - \$76,439	\$26,693 - \$33,972	\$53,387 - \$67,946
I	\$50,960 - \$64,479	\$76,440 - \$96,719	\$33,973 - \$42,986	\$67,947 - \$85,972
J	\$64,480 - \$81,899	\$96,720 - \$122,849	\$42,987 - \$54,599	\$85,973 - \$109,199
K	\$81,900 - \$103,999	\$122,850 - \$155,999	\$54,600 - \$69,332	\$109,200 - \$138,666
L	\$104,000 and over	\$156,000 and over	\$69,333 and over	\$138,667 and over

### 3 Faculty being paid on a per-credit basis:

If a faculty member or instructor is considered adjunct or is paid **per-credit** hour taught, use:

**Table 2** if your institution adheres to a **semester** schedule

**Table 3** if your institution adheres to a **quarter** schedule

*For example, report a part-time Sociology Instructor who is paid \$350 per credit hour taught at a university with a semester schedule in wage category A.*

### 4 Faculty being paid on a per-course basis:

If your institution pays on a **per-course** taught basis, divide the pay by the number of credits the course is worth, and refer to **Table 2** or **3** to determine the correct wage category.

*For example, report an English Instructor who is paid \$1,200 for a three credit course taught at a university with a quarter schedule in wage category B. (\$1,200 divided by three credits equals \$400 per credit hour.)*

Table 2 - Semester Schedule

WAGE CATEGORY	\$ PER CREDIT
A	under \$428
B	\$428 - \$542
C	\$543 - \$681
D	\$682 - \$866
E	\$867 - \$1,108
F	\$1,109 - \$1,397
G	\$1,398 - \$1,779
H	\$1,780 - \$2,264
I	\$2,265 - \$2,865
J	\$2,866 - \$3,639
K	\$3,640 - \$4,621
L	\$4,622 and over

Table 3 - Quarter Schedule

WAGE CATEGORY	\$ PER CREDIT
A	under \$321
B	\$321 - \$406
C	\$407 - \$510
D	\$511 - \$649
E	\$650 - \$831
F	\$832 - \$1,048
G	\$1,049 - \$1,334
H	\$1,335 - \$1,698
I	\$1,699 - \$2,148
J	\$2,149 - \$2,729
K	\$2,730 - \$3,466
L	\$3,467 and over

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment

Management Occupations

(Managers in this section generally have other managers/supervisors reporting to them.)

<b>Chief Executives -</b>  Formulate policies and provide overall direction of private and public organizations within guidelines set up by a board of directors or other governing body. Plan, direct, or coordinate operational activities with the help of subordinate executives and managers.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-1011													
<b>General and Operations Managers -</b>  Plan, direct, or coordinate the operations of public or private organizations. Responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too general to be classified in any one functional area of management or administration. Excludes First-Line Supervisors.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-1021													
<b>Marketing Managers -</b>  Plan, direct, or coordinate marketing for products and services offered by a firm and identify potential customers. Develop pricing strategies with the goal of maximizing the firm's profits or share of the market while ensuring the firm's customers are satisfied. Oversee product development or monitor trends that indicate the need for new products and services.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-2021													
<b>Administrative Services Managers -</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, and other support services. Medical records administrators are included in "Medical and Health Services Managers." Excludes "Purchasing Managers."	A	B	C	D	E	F	G	H	I	J	K	L	T
11-3011													
<b>Computer and Information Systems Managers -</b>  Plan, direct, or coordinate activities in such fields as electronic data processing, information systems, systems analysis, and computer programming.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-3021													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)														
<b>Financial Managers -</b> Plan, direct, or coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.		A	B	C	D	E	F	G	H	I	J	K	L	T
11-3031														
<b>Training and Development Managers -</b> Plan, direct, or coordinate the training and development activities and staff of an organization.		A	B	C	D	E	F	G	H	I	J	K	L	T
11-3131														
<b>Education Administrators, Elementary and Secondary School -</b> Plan, direct, or coordinate the academic, administrative, or auxiliary activities of public or private elementary or secondary level schools.		A	B	C	D	E	F	G	H	I	J	K	L	T
11-9032														
<b>Education Administrators, Postsecondary -</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.		A	B	C	D	E	F	G	H	I	J	K	L	T
11-9033														
<b>Business and Financial Operations Occupations</b>														
<b>Human Resources Specialists -</b> Perform activities in the human resource area. Includes employment specialists who screen, recruit, interview, and place workers. Excludes "Compensation, Benefits, and Job Analysis Specialists" and "Training and Development Specialists."		A	B	C	D	E	F	G	H	I	J	K	L	T
13-1071														
<b>Management Analysts -</b> Conduct organizational evaluations, design systems procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants. Excludes "Operations Research Analysts."		A	B	C	D	E	F	G	H	I	J	K	L	T
13-1111														
<b>Meeting, Convention, and Event Planners -</b> Coordinate activities of staff or convention personnel to make arrangements for group meetings, events, or conventions.		A	B	C	D	E	F	G	H	I	J	K	L	T
13-1121														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over		
Annual Salary (full-time only)														
<b>Fundraisers -</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.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>13-1131</b>														
<b>Training and Development Specialists -</b> Design and conduct training and development programs to improve individual and organizational performance. May analyze training needs.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>13-1151</b>														
<b>Market Research Analysts and Marketing Specialists -</b> Research local, regional, or national market conditions to determine potential sales of a product or service, or create a marketing campaign. May gather information on competitors, prices, sales, and marketing methods. May use survey results to create a marketing campaign based on regional preferences and buying habits.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>13-1161</b>														
<b>Accountants and Auditors -</b> Analyze and interpret accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others. Install or advise on systems of recording costs or other financial and budgetary data. Excludes "Tax Examiners and Collectors, and Revenue Agents."		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>13-2011</b>														
<b>Credit Counselors -</b> Advise and educate individuals or organizations on acquiring and managing debt. May help develop debt management plans, advise on credit issues, or provide budget, mortgage, and bankruptcy counseling.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>13-2071</b>														
<b>Computer and Mathematical Occupations</b>														
<b>Computer Systems Analysts -</b> Analyze data processing problems to improve computer systems. Analyze user requirements, procedures, and problems to automate or improve existing systems and review computer system capabilities, workflow, and scheduling limitations. May analyze or suggest commercially available software.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>15-1121</b>														



OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
<b>Web Developers -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Design, create, and modify Web sites. Analyze user needs to implement Web site content, graphics, performance, and capacity. May integrate Web sites with computer applications. Convert written, graphic, audio, and video components to compatible Web formats. Excludes "Multimedia Artists and Animators."														
15-1134														
<b>Network and Computer Systems Administrators -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Install, configure, and support an organization's local area network (LAN), wide area network (WAN), and Internet systems or segment of a network system. Ensure network availability. May monitor and test Web site performance. May assist in network modeling, analysis, planning, and coordination between network and data communications hardware and software. May supervise computer user support specialists and computer network support specialists. May administer network security measures.														
15-1142														
<b>Computer User Support Specialists -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Provide technical assistance to computer users. Answer questions or resolve computer problems in person, via telephone, or electronically. May provide assistance concerning computer hardware and software use.														
15-1151														
Life, Physical, and Social Science Occupations														
<b>Clinical, Counseling, and School Psychologists -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</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.														
19-3031														
Community and Social Services Occupations														
<b>Educational, Guidance, School, and Vocational Counselors -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Counsel individuals and provide group educational and vocational guidance services.														
21-1012														



OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over		
<b>Child, Family, and School Social Workers -</b> Provide social services and assistance to improve the social and psychological functioning of children and their families and to maximize family well-being and academic functioning of children. May assist parents, arrange adoptions, and find foster homes. In schools, they address such problems as teenage pregnancy, misbehavior, and truancy. May also advise teachers.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
21-1021														
<b>Health Educators -</b> Provide and manage health education programs that help individuals, families, and their communities maximize and maintain healthy lifestyles. Collect and analyze data to identify community needs prior to planning, implementing, monitoring, and evaluating programs. May administer fiscal resources for health education programs. Excludes "Community Health Workers."		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
21-1091														
<b>Social and Human Service Assistants -</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 obtaining benefits and social and community services. May assist social workers with developing, organizing, and conducting programs to prevent and resolve problems relevant to substance abuse, human relationships, rehabilitation, or dependent care.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
21-1093														
Education, Training, and Library Occupations														
<b>Business Teachers, Postsecondary -</b> Teach courses in business administration and management. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
25-1011														
<b>Computer Science Teachers, Postsecondary -</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. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
25-1021														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over		
<b>Health Specialties Teachers, Postsecondary -</b> Teach courses in health specialties, in fields such as dentistry, laboratory technology, medicine, pharmacy, public health, therapy, and veterinary medicine. Excludes "Nursing Instructors and Teachers, Postsecondary" and "Biological Science Teachers, Postsecondary" who teach medical science.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-1071														
<b>Nursing Instructors and Teachers, Postsecondary -</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.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-1072														
<b>Education Teachers, Postsecondary -</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.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-1081														
<b>Art, Drama, and Music Teachers, Postsecondary -</b> Teach courses in drama, music, and the arts including fine and applied art. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-1121														
<b>Communications Teachers, Postsecondary -</b> Teach courses in communications, such as organizational communications, public relations, broadcasting, and journalism. Includes both teachers primarily engaged in teaching and those who do a combination of teaching and research.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-1122														
<b>English Language and Literature Teachers, Postsecondary -</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.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-1123														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over		
Foreign Language and Literature Teachers, Postsecondary - 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.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-1124														
Vocational Education Teachers, Postsecondary - Teach or instruct vocational or occupational subjects at the postsecondary level 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.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-1194														
Adult Basic and Secondary Education and Literacy Teachers and Instructors - 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.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-3011														
Self-Enrichment Education Teachers - Teach courses other than those that lead to an occupational objective or degree. Courses may include self-improvement, nonvocational, and nonacademic subjects. Teaching may not take place in a traditional educational institution. Excludes "Fitness Trainers and Aerobics Instructors." Flight instructors are included with "Aircraft Pilots and Flight Engineers."		A	B	C	D	E	F	G	H	I	J	K	L	T
25-3021														
Librarians - Administer libraries and perform related services. Work in settings such as public libraries, schools, corporations, and healthcare providers. May select, acquire, catalogue, classify, circulate, and maintain library materials and furnish reference, bibliographical, and readers' advisory services. May perform in-depth, strategic research, and synthesize, analyze, edit, and filter information. May set up or work with databases and information systems to catalogue and access information.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-4021														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
Instructional Coordinators -  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. Includes educational consultants and specialists, and instructional material directors.		A	B	C	D	E	F	G	H	I	J	K	L	T
25-9031														
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. Excludes "Graduate Teaching Assistants."		A	B	C	D	E	F	G	H	I	J	K	L	T
25-9041														
Arts, Design, Entertainment, Sports, and Media Occupations														
Multimedia Artists and Animators -  Create special effects, animation, or other visual images using film, video, computers, or other electronic tools and media.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-1014														
Graphic Designers -  Design or create graphics to meet specific commercial or promotional needs, such as packaging, displays, or logos. May use a variety of mediums.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-1024														
Actors -  Play parts in stage, television, radio, video, or motion picture productions for entertainment, information, or instruction. May dance and sing.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-2011														
Coaches and Scouts -  Coach groups or individuals in the fundamentals of sports. Demonstrate techniques. May evaluate athletes' strengths and weaknesses as possible recruits or to improve the athletes' technique to prepare them for competition. Those required to hold teaching degrees should be reported in the appropriate teaching category. Excludes "Athletic Trainers."		A	B	C	D	E	F	G	H	I	J	K	L	T
27-2022														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)														
<b>Dancers -</b> Perform dances. May perform on stage, for on-air broadcasting, or for video recording.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-2031														
<b>Choreographers -</b> Create new dance routines. Rehearse performance of routines. May direct and stage presentations.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-2032														
<b>Musicians and Singers -</b> Play one or more musical instruments or sing. May perform on stage, for on-air broadcasting, or for sound or video recording.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-2042														
<b>Public Relations Specialists -</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.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-3031														
<b>Editors -</b> Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-3041														
<b>Healthcare Practitioners and Technical Occupations</b>														
<b>Speech-Language Pathologists -</b> Assess and treat persons with speech, language, voice, and fluency disorders. May perform research related to speech and language problems.		A	B	C	D	E	F	G	H	I	J	K	L	T
29-1127														
<b>Food Preparation and Serving Related Occupations</b>														
<b>Cooks, Institution and Cafeteria -</b> Prepare and cook large quantities of food for institutions, such as schools, hospitals, or cafeterias.		A	B	C	D	E	F	G	H	I	J	K	L	T
35-2012														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
Combined Food Preparation and Serving Workers, Including Fast Food -  Perform duties which combine preparing and serving food and nonalcoholic beverages.		A	B	C	D	E	F	G	H	I	J	K	L	T
		35-3021												

<b>Building and Grounds Cleaning and Maintenance Occupations</b>													
<b>Janitors and Cleaners, Except Maids and Housekeeping Cleaners -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Keep buildings in clean and orderly condition. Perform heavy cleaning duties. Duties may include tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs, and cleaning snow or debris from sidewalk.													
<b>37-2011</b>													

<b>Personal Care and Service Occupations</b>													
<b>First-Line Supervisors of Personal Service Workers -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Directly supervise and coordinate activities of personal service workers, such as flight attendants, hairdressers, or caddies.													
<b>39-1021</b>													
<b>Hairdressers, Hairstylists, and Cosmetologists -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</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. Please include tips when calculating wages.													
<b>39-5012</b>													
<b>Childcare Workers -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Attend to children, performing a variety of tasks, such as dressing, feeding, bathing, and overseeing play. Excludes "Preschool Teachers," "Teacher Assistants," and "School Bus Monitors."													
<b>39-9011</b>													
<b>Fitness Trainers and Aerobics Instructors -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Instruct or coach groups or individuals in exercise activities. Excludes teachers classified in 25-0000 Education, Training, and Library Occupations. Excludes "Coaches and Scouts" and "Athletic Trainers."													
<b>39-9031</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)													
		A	B	C	D	E	F	G	H	I	J	K	L	T	
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total
		Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
Recreation Workers - Conduct recreation activities with groups in public, private, or volunteer agencies or recreation facilities. Organize and promote activities, such as arts and crafts, sports, and games.			A	B	C	D	E	F	G	H	I	J	K	L	T
		39-9032													

## Sales and Related Occupations

<b>First-Line Supervisors of Non-Retail Sales Workers -</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.	A	B	C	D	E	F	G	H	I	J	K	L	T
	41-1012												
<b>Sales Representatives of Services, Except Advertising, Insurance, Travel, and Financial Services -</b> Sell services to individuals or businesses. May describe options or resolve client problems. Excludes "Telemarketers."	A	B	C	D	E	F	G	H	I	J	K	L	T
	41-3098												

## Office and Administrative Support Occupations

<b>First-Line Supervisors of Office and Administrative Support Workers -</b> Directly supervise and coordinate the activities of clerical and administrative support workers.	A	B	C	D	E	F	G	H	I	J	K	L	T
	43-1011												
<b>Billing and Posting Clerks -</b> Compile, compute, and record data for billing purposes. Prepare billing invoices for services rendered or for delivery or shipment of goods.	A	B	C	D	E	F	G	H	I	J	K	L	T
	43-3021												
<b>Bookkeeping, Accounting, and Auditing Clerks -</b> Compute, classify, and record data to keep financial records complete. Perform routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. May also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers. Excludes "Payroll and Timekeeping Clerks."	A	B	C	D	E	F	G	H	I	J	K	L	T
	43-3031												



OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over		
<b>Customer Service Representatives -</b> Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints. Excludes individuals whose duties are primarily installation, sales, or repair.		A	B	C	D	E	F	G	H	I	J	K	L	T
43-4051														
<b>File Clerks -</b> File correspondence, cards, invoices, receipts, and other records. Locate and remove material from file when requested.		A	B	C	D	E	F	G	H	I	J	K	L	T
43-4071														
<b>Interviewers, Except Eligibility and Loan -</b> Interview persons by telephone, mail, in person, or by other means for the purpose of completing forms, applications, or questionnaires. May sort, classify, and file forms.		A	B	C	D	E	F	G	H	I	J	K	L	T
43-4111														
<b>Receptionists and Information Clerks -</b> Answer inquiries and provide information regarding activities conducted at establishment and location of departments, offices, and employees within the organization. Excludes "Switchboard Operators, Including Answering Service."		A	B	C	D	E	F	G	H	I	J	K	L	T
43-4171														
<b>Executive Secretaries and Executive Administrative Assistants -</b> Provide high-level administrative support. Conduct research, prepare statistical reports, handle information requests, and perform clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. May also train and supervise lower-level clerical staff.		A	B	C	D	E	F	G	H	I	J	K	L	T
43-6011														
<b>Secretaries and Administrative Assistants, Except Legal, Medical, and Executive -</b> Perform routine clerical and administrative functions such as drafting correspondence, scheduling appointments, organizing and maintaining files, or providing information to callers.		A	B	C	D	E	F	G	H	I	J	K	L	T
43-6014														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
<b>Data Entry Keyers -</b> Operate data entry device, such as keyboard or photo composing perforator. Duties may include verifying data and preparing materials for printing. Excludes "Word Processors and Typists."		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	
43-9021														
<b>Office Clerks, General -</b> Perform duties too varied and diverse to be classified in any specific clerical occupation, requiring knowledge of office systems and procedures. Duties may include a combination of answering telephones, bookkeeping, typing or word processing, stenography, office machine operation, and filing.														
43-9061														
<b>Installation, Maintenance, and Repair Occupations</b>														
<b>First-Line Supervisors of Mechanics, Installers, and Repairers -</b> Directly supervise and coordinate the activities of mechanics, installers, and repairers. Excludes team or work leaders.														
49-1011														
<b>Maintenance and Repair Workers, General -</b> Perform work involving the skills of two or more maintenance occupations to keep machines, mechanical equipment, or the structure of an establishment in repair. Duties may involve pipe fitting; boiler making; insulating; welding; machining; carpentry; repairing electrical or mechanical equipment; installing, aligning, and balancing equipment; and repairing buildings, floors, or stairs.														
49-9071														
<b>Transportation and Material Moving Occupations</b>														
<b>Commercial Pilots -</b> Pilot and navigate the flight of fixed-winged aircraft on nonscheduled air carrier routes or helicopters. Requires Commercial Pilot certificate. Includes charter pilots with similar certification, and air ambulance and air tour pilots. Excludes airline pilots.														
53-2012														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over		
Bus Drivers, School or Special Client - Transport students or special clients, such as the elderly or persons with disabilities. Ensure adherence to safety rules. May assist passengers in boarding or exiting.		A	B	C	D	E	F	G	H	I	J	K	L	T
53-3022														
Subtotal Employment														T

## Instructions for Completing the Supplemental Page

Please use these supplemental pages to report employees whose occupations were not found on the preceding pages. Please write in each unique occupational title, a short description of duties, the number of employees found in each wage column, and the total employment for each occupation. Refer to pages ii and iii for detailed instructions on how to report by occupation, how to determine wages, and how to complete the report.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)													
	A	B	C	D	E	F	G	H	I	J	K	L	T	
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total
	Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

FOR OFFICE USE ONLY	FIPS	Schedule Number	NAICS Code	Unit Total Employment	Reviewed By	Date Reviewed	Subtotal Employment - this page	
							Total Employment identified on this form	

## Instructions for Completing the Supplemental Page

Please use these supplemental pages to report employees whose occupations were not found on the preceding pages. Please write in each unique occupational title, a short description of duties, the number of employees found in each wage column, and the total employment for each occupation. Refer to pages ii and iii for detailed instructions on how to report by occupation, how to determine wages, and how to complete the report. If you need additional space to report the workers in your establishment, please photocopy this page.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment	

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

FOR OFFICE USE ONLY	FIPS	Schedule Number	NAICS Code	Unit Total Employment	Reviewed By	Date Reviewed	Subtotal Employment - this page	
							Total Employment identified on this form	