

## 2016 Target Occupation List – Lower Rio

Effective Feb 28, 2016

		americanjob center							
	SOC Code	Occupation	2014 Jobs	2024 Jobs	# New Jobs	Median Hourly Wage	Entry Hourly Wage	Typical Education Requirement	Industry
1	13-2011	Accountants and Auditors	2,933	3,605	672	\$22.32	\$18.73	Bachelor's Degree	All
2	15-1134	Web Developers*	2 <mark>4</mark> 9	341	92	\$16.28	\$14.16	Associate's Degree	Education, Information, Business and Professional Services
3	<u>15-1151</u>	Computer User Support Specialist	1 <mark>,101</mark>	1,373	272	\$18.11	\$13.58	Some College, No Degree	All
4	<u>15-1152</u>	Computer Network Support Specialist	262	306	44	\$23.86	\$18.62	Associate's Degree	All
5	<u>25-2021</u>	Elementary School Teachers, Except Special Education	9,241	12,041	2,800	\$22.94	\$20.78	Bachelor's Degree	Education
6	25-2022	Middle School Teachers, Except Special and Career/Technical Education	4,599	5,948	1,349	\$23.68	\$21.15	Bachelor's Degree	Education
7	<u>25-2031</u>	Secondary School Teachers, Except Special and Career Technical Education	6,358	7,902	1,544	\$24.19	\$21.27	Bachelor's Degree	Education
8	<u>25-9041</u>	<u>Teacher Assistants</u>	5,662	7,231	1,569	\$10.40	\$8.92	Some College, No Degree	Education
9	<u>29-1126</u>	Respiratory Therapists	682	817	135	\$28.08	\$24.73	Associate's Degree	Healthcare
10	<u>29-1141</u>	Registered Nurse	7,985	11,204	3,219	\$30.76	\$25.93	Bachelor's Degree	Healthcare
11	29-2032	Diagnostic Medical Sonographers*	175	268	93	\$31.92	\$28.05	Associate's Degree	Healthcare
12	29-2034	Radiologic Technologists	548	720	172	\$17.54	\$13.63	Associate's Degree	Healthcare
13	<u>29-2041</u>	Emergency Medical Technicians and Paramedics	930	1,129	199	\$14.17	\$11.40	Postsecondary Non- degree award	Healthcare
14	29-2052	Pharmacy Technicians	1,206	1,518	312	\$14.19	\$12.41	High School Diploma or Equivalent	Healthcare
15	<u>29-2055</u>	Surgical Technologists*	314	423	109	\$21.58	\$18.34	Associate's Degree	Healthcare
16	<u>29-2061</u>	<u>Licensed Practical and Licensed</u> <u>Vocational Nurses</u>	3,756	5,016	1,260	\$21.73	\$18.20	Postsecondary Non- degree award	Healthcare
17	<u>29-2071</u>	Medical Records and Health Information Technicians	530	731	201	\$10.91	\$9.10	Postsecondary Non- degree award	Healthcare
18	31-2021	Physical Therapist Assistants	218	373	155	\$34.77	\$29.73	Associate's Degree	Healthcare
19	<u>31-9092</u>	Medical Assistants* (Certified Only)	3,215	4,098	883	\$12.00	\$11.00	Postsecondary Non- degree award	Healthcare
20	33-3012	Correctional Officers and Jailers	1,489	1,736	247	\$16.46	\$14.20	High school Diploma or Equivalent	Law Enforcement
21	33-3051	Police and Sheriff's Officers	2,222	2,614	392	\$21.06	\$16.85	High School Diploma or Equivalent	Law Enforcement
22	43-3021	Billing and Posting Clerks	1,701	2,163	462	\$12.94	\$10.66	High School Diploma or Equivalent	All
23	43-3031	Bookkeeping, Accounting, and Receiving Clerks	4,633	5,646	1,013	\$13.04	\$10.43	High School Diploma or Equivalent	All

<sup>\*</sup> Occupation that was not in the previous list and is now added to the current list.



## 2016 Target Occupation List – Lower Rio

Effective Feb 28, 2016

		americanj <b>ob</b> center							
	SOC Code	Occupation	2014 Jobs	2024 Jobs	# New Jobs	Median Hourly Wage	Entry Hourly Wage	Typical Education Requirement	Industry
24	<u>43-4051</u>	<u>Customer Service Representative</u>	8,6 <mark>86</mark>	10,560	1,874	\$10.74	\$8.89	High School Diploma or Equivalent	All
25	43-5011	Cargo and Freight Agents	375	448	73	\$14.16	\$9.07	High School Diploma or Equivalent	Manufacturing, Warehousing, Transportation, Logistics
26	43-6011	Executive Secretaries and Executive Administrative Assistants	1,276	1,506	230	\$21.00	\$17.50	High School Diploma or Equivalent	All
27	43-6013	Medical Secretaries	3,028	4,103	1,075	\$10.42	\$8.88	High School Diploma or Equivalent	Healthcare
28	43-6014	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	8,654	10,133	1,479	\$11.38	\$9.02	High School Diploma or Equivalent	All
29	<u>47-2073</u>	Operating Engineers and Other Construction Equipment Operators	1,130	1,295	165	\$13.10	\$11.52	High School Diploma or Equivalent	Construction, Energy, Local/State Government
30	47-2111	Electricians	1,402	1,667	265	\$12.45	\$10.96	High School Diploma or Equivalent	All
31	47-2152	Plumbers, Pipefitters, and Steamfitters	1,090	1,179	89	\$12.15	\$10.59	High School Diploma or Equivalent	Construction, Energy, Local/State Government
32	49-3011	Aircraft Mechanics & Service Technicians*	294	351	57	\$23.01	\$17.96	Postsecondary Non- degree award	Manufacturing, Business & Professional Services, Government
33	49-3023	Automotive Service Technicians and Mechanics* (Dealer-authorized programs only)	3,391	3,904	513	\$11.00	\$9.00	Certificate or Associates Degree	All
34	<u>49-3031</u>	Bus and Truck Mechanics and Diesel Engine Specialists	667	805	138	\$12.43	\$10.33	High School Diploma or Equivalent	All
35	49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	1,012	1,083	71	\$13.63	\$11.94	Postsecondary Non- degree award	All
36	49-9041	Industrial Machinery Mechanics	558	779	221	\$13.94	\$11.94	High School Diploma	Manufacturing, Energy
37	49-9071	Maintenance and Repair Workers, General	4,438	5,093	655	\$10.52	\$8.91	High School Diploma or Equivalent	All
38	<u>51-4011</u>	Computer-Controlled Machine Tool Operators, Metal and Plastic	77	103	176	\$15.05	\$12.10	High School Diploma or Equivalent	Manufacturing
39	51-4041	Machinists	705	831	126	\$16.10	\$13.16	High School Diploma or Equivalent	Manufacturing
40	<u>51-4121</u>	Welders, Cutters, Solderers, and Brazers	2,230	2,453	223	\$13.50	\$11.22	High School Diploma or Equivalent	Manufacturing, Energy, Construction
41	53-3032	Heavy and Tractor-Trailer Truck Drivers	11,958	14,357	2,399	\$14.13	\$11.81	Postsecondary Non- degree award	Transportation, Manufacturing, Energy, Retail & Wholesale Trade

<sup>\*</sup> Occupation that was not in the previous list and is now added to the current list.

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#### WHAT WILL I BE DOING?

- Prepare, examine, or analyze accounting records, financial statements, or other financial reports to assess accuracy, completeness, and conformance to reporting standards.
- Report to management regarding the finances of establishment, asset utilization, audit results, and recommend changes in operations and financial activities.
- Collect and analyze data to detect deficient controls, duplicated effort, extravagance, fraud, or non-compliance with laws, regulations, and management policies.
- Prepare detailed audit reports on audit findings.
- Establish tables of accounts and assign entries to proper accounts.

NATIONAL, STATE AND LOCAL WAGE INFORMATION						
	Median	2014	Projected 2024			
	Hourly Wage	Employment	Employment			
Lower Rio	\$22.32	2,933	3,605			
Texas	\$32.30	111,679	135,190			
United States	\$32.20	1,241,781	1,436,264			

#### WHERE COULD I WORK?

- Elementary and Secondary Schools
- > Religious Organizations
- Local Government, Except Education
- Colleges, Universities and Professional Schools
- State Government, Except Education

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND / OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a bachelor's degree.

#### LICENSES/CERTIFICATIONS FOR ACCOUNTANTS AND AUDITORS AND RELATED OCCUPATIONS INCLUDE:

- Certified HACCP Auditor
- Certified Quality Auditor
- Certified Public Accountant (CPA)

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### **WEB DEVELOPERS**

**SOC:** 15-1134

#### WHAT WILL I BE DOING?

- Design, build, or maintain web sites, using authoring or scripting languages, content creation tools, management tools, and digital media.
- Perform or direct web site updates.
- Write, design, or edit web page content, or direct others producing content.
- Confer with management or development teams to prioritize needs, resolve conflicts, develop content criteria, or choose solutions.
- Back up files from web sites to local directories for instant recovery in case of problems.
- Analyze user needs to determine technical requirements.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median Hourly Wage	2014 Employment	Projected 2024 Employment				
	Hourry wage	Linbioyinent	Lilipioyillelit				
Lower Rio	\$16.28	249	341				
Texas	\$30.43	9,945	12,514				
United States	\$31.38	124,834	154,661				

#### WHERE COULD I WORK?

- Computer Systems Design and Related Services
- Management of Companies and Enterprises
- Data Processing, Hosting and Related Services
- Colleges, Universities and Professional Schools
- Management, Scientific and Technical Consulting Services

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining an associate's degree.

# LICENSES/CERTIFICATIONS FOR WEB DEVELOPER AND RELATED OCCUPATIONS INCLUDE:

- Web Page, Digital/Multimedia and Information Resources Design
- Computer Graphics
- Computer Software and Media Applications
- Web/Multimedia Management and Webmaster

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#### WHAT WILL I BE DOING?

- > Provide technical assistance to computer users.
- > Answer questions or resolve computer problems for clients in person, via telephone or electronically.
- Enter commands and observe system functioning to verify correct operations and detect errors.
- > Set up equipment for employee use, performing or ensuring proper installation of cables, operating systems or appropriate software.
- Modify and customize commercial programs for internal needs.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median	2014	Projected 2024				
	Hourly Wage	Employment	Employment				
Lower Rio	\$18.11	1,101	1,373				
Texas	\$22.67	60,775	74,789				
United States	\$23.27	624,970	757,068				

#### WHERE COULD I WORK?

- Computer Systems Design & Related Services
- Wired Telecommunications Carriers
- State Government, Except Education
- Data Processing, Hosting & Related Services
- Local Government, Except Education

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining associate's degree.

#### LICENSES/CERTIFICATIONS FOR COMPUTER USER SUPPORT SPECIALISTS AND RELATED OCCUPATIONS INCLUDE:

- Certified Computer Programmer
- Certified Systems Professional
- Certified Associate LabVIEW Developer > Certified Usability Analyst
- Certified Document Imaging Architect
- Exchange Certified Professional
- > Internet Security Certification

- 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.
- Perform network maintenance to ensure networks operate correctly with minimal interruption.
- Configure, monitor and maintain email applications or virus protection software.
- Confer with network users about how to solve existing system problems.
- Perform data backups and disaster recovery operations.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median	2014	Projected 2024				
	Hourly Wage	Employment	Employment				
Lower Rio	\$23.86	262	306				
Texas	\$31.24	20,271	22,390				
United States	\$30.23	187,944	205,071				

#### WHERE COULD I WORK?

- Computer Systems Design and Related Services
- Wired Telecommunications Carriers
- State Government, Except Education
- Data Processing, Hosting and Related Services
- Local Government, Except Education

#### KNOWLEDGE AND SKILLS NEEDED

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#### WHAT TYPE OF EDUCATION AND / OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining associates or bachelor's degree.

LICENSES/CERTIFICATIONS FOR COMPUTER NETWORK SUPPORT SPECIALISTS AND RELATED OCCUPATIONS INCLUDE:

- Certified Computer Programmer
- Certified Associate LabVIEW Developer
- Certified Document Imaging Architect
- Certified Systems Professional
- Certified Usability Analyst
- > Exchange Certified Professional
- Internet Security Certification

# ELEMENTARY SCHOOL TEACHERS, EXCEPT SPECIAL EDUCATION

**SOC:** 25-2021

#### WHAT WILL I BE DOING?

- Instruct students individually and in groups, using various teaching methods such as lectures, demonstrations, and discussions.
- Adapt teaching methods and instructional materials to meet student's needs and interests.
- Establish clear objectives for all lessons, units, and projects and communicate those objectives to students.
- Establish and enforce rules for behavior and procedures for maintaining order among the students for whom they are responsible.
- Meet with parents and guardians to discuss their children's progress and determine priorities for their children and their resource needs.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median Hourly Wage	2014 Employment	Projected 2024 Employment				
Lower Rio	\$22.94	9,241	12,041				
Texas	\$24.40	142,012	187,992				
United States	\$27.08	1,338,697	1,519,554				

#### WHERE COULD I WORK?

- Elementary and Secondary Schools
- Colleges, Universities and Professional Schools

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILLI NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a bachelor's degree.

LICENSES/CERTIFICATIONS FOR ELEMENTARY SCHOOL TEACHERS AND RELATED OCCUPATIONS INCLUDE:

Teaching Certificate

## MIDDLE SCHOOL TEACHERS, EXCEPT SPECIAL & CAREER/ TECHNICAL EDUCATION

SOC: 25-2022

#### WHAT WILL I BE DOING?

- Instruct students individually and in groups, using various teaching methods such as lectures, demonstrations, and discussions.
- > Adapt teaching methods and instructional materials to meet student's needs and interests.
- Establish clear objectives for all lessons, units and projects and communicate those objectives to students.
- Establish and enforce rules for behavior and procedures for maintaining order among the students for whom they are responsible.
- Meet with parents and guardians to discuss their children's progress and determine priorities for their children and their resource needs.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median	2014	Projected 2024				
	Hourly Wage	Employment	Employment				
Lower Rio	\$23.68	4,599	5,948				
Texas	\$24.60	70,768	93,035				
United States	\$27.31	619,000	703,216				

#### WHERE COULD I WORK?

- ➤ Elementary and Middle School Secondary Schools
- Colleges, Universities and Professional Schools

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a bachelor's degree.

# LICENSES/CERTIFICATIONS FOR MIDDLE SCHOOL TEACHERS AND RELATED OCCUPATIONS INCLUDE:

> Teaching Certificate

## SECONDARY SCHOOL TEACHERS, **EXCEPT SPECIAL & CAREER/ TECHNICAL EDUCATION**

SOC: 25-2031

#### WHAT WILL I BE DOING?

- Instruct students individually and in groups, using various teaching methods such as lectures, demonstrations, and discussions.
- Establish clear objectives for all lessons, units, and projects and communicate those objectives to students.
- Establish and enforce rules for behavior and procedures for maintaining order among the students for whom they are responsible.
- Meet with parents and guardians to discuss their children's progress and determine priorities for their children and their resource needs.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median	2014	Projected 2024				
	Hourly Wage	Employment	Employment				
Lower Rio	\$24.19	6,358	7,902				
Texas	\$24.96	101,541	127,587				
United States	\$28.12	949,793	1,023,657				

#### WHERE COULD I WORK?

- ➤ Elementary and Middle School Secondary Schools
- Colleges, Universities and Professional Schools

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND / OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a bachelor's degree.

LICENSES/CERTIFICATIONS FOR SECONDARY SCHOOL TEACHERS AND RELATEDOCCUPATIONS INCLUDE:

> Teaching Certificate

- Provide extra assistance to students.
- Supervise students in classrooms, halls, cafeterias, school yards, gyms, and field trips.
- Enforce Administration policies and rules governing students.
- > Discuss assigned duties with classroom teachers to coordinate instructional efforts.
- Apply multiple teaching methods.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median Hourly Wage	2014 Employment	Projected 2024 Employment				
Lower Rio	\$10.40	5,662	7,231				
Texas	\$9.84	82,265	108,328				
United States	\$12.07	1,258,128	1,379,420				

#### WHERE COULD I WORK?

- Elementary Schools
- Middle Schools
- High Schools

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a postsecondary non-degree award such as a certificate.

# LICENSES/CERTIFICATIONS FOR TEACHER ASSISTANTS AND RELATED OCCUPATIONS INCLUDE:

- Elementary Schools
- Middle Schools
- High Schools
- Daycares

- > Asses, treat, and care for patients with breathing disorders.
- Provide emergency care, such as artificial respiration, external cardiac massage, or assistance with cardio pulmonary resuscitation.
- > Set up and operate devices such as mechanical ventilators, therapeutic gas administration apparatus, environmental control systems or aerosol generators, following specified parameters of treatment.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median Hourly Wage	2014 Employment	Projected 2024 Employment				
Lower Rio	\$28.08	682	817				
Texas	\$26.55	10,601	13,296				
United States	\$28.11	119,709	140,512				

#### WHERE COULD I WORK?

- Medical and Surgical Hospitals
- Specialty Hospitals
- Offices of Physicians
- > Colleges, Universities and Professional Schools

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND /OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing an associate's degree.

# LICENSES/CERTIFICATIONS FOR RESPIRATORY THERAPISTS AND RELATED OCCUPATIONS INCLUDE:

- > AED—Adult and Child
- Basic Life Support (BLS) for Healthcare Providers
- ➤ Advanced Cardiac Life Support (ACLS) for Healthcare Providers
- Certified Respiratory Therapist (CRT)
- Neonatal/Pediatric Respiratory Care Specialist
- Pediatric Advanced Life Support (PALS)
- Registered Respiratory Therapist (RRT)

### REGISTERED NURSE

**SOC**: 29-114

#### WHAT WILL I BE DOING?

- > Asses patient problems and needs, develop and implement nursing care plans, and maintain
- medical records.
- Record patients' medical information and vital signs.
- > Administer medications to patients and monitor patient's reactions or side effects.
- Monitor, record, and report symptoms or changes in patients' conditions.
- > Educate patients and their families about health and recovery.
- > Specialize in an area of medicine if you work in a large hospital or doctor's office.

NATIONAL, STATE AND LOCAL WAGE INFORMATION							
	Median Hourly Wage	2014 Employment	Projected 2024 Employment				
Lower Rio	\$30.76	7,985	11,204				
Texas	\$32.73	195,420	253,760				
United States	\$33.28	2,713,883	3,196,964				

#### WHERE COULD I WORK?

- Medical and Surgical Hospitals
- Specialty Hospitals

Offices of Physicians

- Government
- > Home Health Care Services
- > Elementary and Secondary Schools
- Colleges, Universities, Professional Schools

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing an associate's or bachelor's degree.

# LICENSES/CERTIFICATIONS FOR REGISTERED NURSES AND RELATED OCCUPATIONS INCLUDE:

- Electronic Fetal Monitoring
- Inpatient Obstetric Nurse
- Emergency Nursing
- Neonatal Intensive Care Nurse
- Lactation Consultant

- Addictions Nursing
- Lactation Consultant
- > Advanced Holistic Nursing
- Nurse Practitioner Certification

Certified Wound Care Nurse

- Occupational Health Nursing
- Certified Home Care Aide
- Certified Rehabilitation Registered Nurse
- > Certified Registered Nurse Anesthetist
- Certification for Adult, Pediatric and Neonatal Critical Care Nurses (CCRN)

CCUPATIONAL PROF

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Primary Data Sources: Texas Workforce Commission at socrates.cdr.state.tx.us, ONET OnLine, and EMSI June 2016

# DIAGNOSTIC MEDICAL SONOGRAPHERS

**SOC:** 29-2032

#### WHAT WILL I BE DOING?

- Provide sonogram and oral or written summary of technical findings to physician for use in medical diagnosis.
- Operate ultrasound equipment to produce and record images of the motion, shape, and composition of blood, organs, tissues, or body masses.
- > Observe and care for patients throughout examinations to ensure their safety and comfort.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$31.92	175	268	
Texas	\$31.84	4,377	6,633	
United States	\$33.07	59,883	83,079	

#### WHERE COULD I WORK?

- Offices of Physicians
- Outpatient Care Centers
- Offices of Dentists
- Medical and Surgical Hospitals

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing a certificate or associate's degree program in Diagnostic Medical Sonography.

# LICENSES/CERTIFICATIONS FOR DIAGNOSTIC MEDICAL SONOGRAPHERS AND RELATED OCCUPATIONS INCLUDE:

- Registered Diagnostic Medical Sonographer (RDMS)
- Basic Life Support (BLS)
- Vascular Physical Principles and Instrumentation (VPPI)

# RADIOLOGIC TECHNOLOGIST

SOC: 29-2034

#### WHAT WILL I BE DOING?

- Review and evaluate developed x-rays, video tape, or computer-generated information to determine if images are satisfactory for diagnostic purposes.
- Operate or oversee operation of radiologic or magnetic imaging equipment to produce images of the body for diagnostic purposes.
- ➤ Use radiation safety measures and protection devices to comply with government regulations and to ensure safety of patients and staff.
- ➤ Position imaging equipment and adjust controls to set exposure time and distance, according to specification of examination.
- > Explain procedures and observe patients to ensure safety and comfort during scan.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$17.54	548	720	
Texas	\$26.18	13,855	17,988	
United States	\$27.53	194,424	230,303	

#### WHERE COULD I WORK?

- General Medical & Surgical Hospitals
- Offices of Physicians
- Medical & Diagnostic Laboratories
- Federal Government, Except Education
- Outpatient Care Centers

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a postsecondary non-degree award such as a certificate.

# LICENSES/CERTIFICATIONS FOR RADIOLOGIC TECHNOLOGISTS AND RELATED OCCUPATIONS INCLUDE:

- Cardiac-Interventional Technology
- Fetal Echocardiography
- > Magnetic Resonance Imaging Technologist
- > Radiologist Assistant
- > Ultrasound Physics and Instrumentation

# EMERGENCY MEDICAL TECHNICIANS & PARAMEDICS

**SOC**: 20-2041

#### WHAT WILL I BE DOING?

- Administer first aid treatment or life support care to sick or injured persons in pre-hospital settings.
- > Operate equipment, such as external defibrillators, in advanced life support environments.
- Perform emergency diagnostic and treatment procedures, such as stomach suction, airway management or heart monitoring, during ambulance rides.
- Assess nature and extent of illness or injury to establish and prioritize medical procedures.

NATIONAL, STATE AND LOCAL WAGE INFORMATION					
	Median 2014 Projected 2024 Hourly Wage Employment Employment				
Lower Rio	\$14.17	930	1,129		
Texas	\$16.12	16,419	20,730		
United States	\$15.94	236,001	285,248		

#### WHERE COULD I WORK?

- Other Ambulatory Health Care Services
- General Medical and Surgical Hospitals
- Offices of Physicians
- Outpatient Care Centers

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing a certificate or associate's degree in Emergency Medical Technician program.

# LICENSES/CERTIFICATIONS FOR EMT AND PARAMEDICS AND RELATED OCCUPATIONS INCLUDE:

- > CPR for the Professional Rescuer
- Emergency Response
- CPR/BLS Core Knowledge
- Medical Terminology
- Emergency Medical Technician—Basic (EMT)
- > Oxygen Administration

> Vital Signs Techniques

- > Receive written prescription or refill requests and verify that information is accurate.
- Prepack medicines, fill bottles with prescribed medications, and type and affix labels.
- Maintain proper storage and security conditions for drugs.
- Assist customers by answering simple questions, locating items, or referring them to the pharmacist for medication information.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$14.19	1,206	1,518	
Texas	\$15.18	30,007	36,901	
Unite <mark>d States</mark>	\$14.61	371,747	436,799	

#### WHERE COULD I WORK?

- Medical and Surgical Hospitals
- Grocery Stores
- Department Stores
- Health and Personal Care Stores
- > Other General Merchandise Stores

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance by completing a certificate program in pharmacy technology or by interning at pharmacies. Workers can also take a licensing exam to improve their job prospects.

# LICENSES/CERTIFICATIONS FOR PHARMACY TECHNICIANS AND RELATED OCCUPATIONS INCLUDE:

- > Certified Pharmacy Technician
- Pharmaceutical Manufacturing
- > Pharmacy Technician Certificate

# CUPATIONAL PROFILE

#### WHAT WILL I BE DOING?

- Assist in operations, under the supervision of surgeons, registered nurses, or other surgical personnel.
- > Provide technical assistance to surgeons, surgical nurses, or anesthesiologists.
- Sterilize all instruments and equipment needed for an operation.
- ➤ Maintain a proper sterile field during surgical procedures.
- Prepare patients for surgery, including positioning patients on the operating table and covering them with sterile surgical drapes to prevent exposure.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
Median 2014 Projected 2024 Hourly Wage Employment Employment				
Lower Rio	\$21.58	314	423	
Texas	\$20.76	9,298	12,279	
United States	\$21.40	99,471	125,397	

#### WHERE COULD I WORK?

- Medical and Surgical Hospitals
- Offices of Physicians
- Outpatient Care Centers
- > Offices of Dentists

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND / OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing a certificate or associate's degree program in surgical technology.

# LICENSES/CERTIFICATIONS FOR SURGICAL TECHNICIANS AND RELATED OCCUPATIONS INCLUDE:

- Certified Surgical Technologist (CST)
- Certification in Anesthesiology—Hospice and Palliative Medicine
- Certification in Anesthesiology
- Certified First Assistant (CFA)

## LICENSED VOCATIONAL NURSE

**SOC**: 29-2061

#### WHAT WILL I BE DOING?

- Care for ill, injured, or convalescing patients or persons with disabilities in hospitals, nursing
- homes, group homes, and similar institutions.
- Provide basic patient care, such as taking vital signs, dressing wounds, and etc.
- Administer prescribed medications or start intravenous fluids.
- Observe patients, charting and reporting changes in patients' conditions.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median	2014	Projected 2024	
	Hourly Wage	Employment	Employment	
Lower Rio	\$21.73	3,756	5,016	
Texas	\$21.32	74,456	93,204	
United States	\$20.82	714,677	862,649	

#### WHERE COULD I WORK?

- Medical and Surgical Hospitals
- Nursing Care Facilities
- Home Health Care Services
- > Offices of Physicians
- Community Care Facilities for the Elderly

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing a training program, which lasts approximately a year, and passing a licensing exam.

# LICENSES/CERTIFICATIONS FOR LICENSED VOCATIONAL NURSES AND RELATED OCCUPATIONS INCLUDE:

- Acute Care Nurse Practitioner Certification (ACNPC)
- Adult Nurse Practitioner
- Adult, Neonatal and Pediatric Acute/Critical Care Nurse Specialist Certification (CCNS)
- Advanced Diabetes Management
- Cardiac Vascular Nurse
- ➤ Home Health Nurse
- > IV Therapy (IVC)
- > Perinatal Nurse
- Psychiatric and Mental Health Nurse

- 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.
- > Protect the security of medical records to ensure that confidentiality is maintained.
- Retrieve patient medical records for physicians and other medical personnel and review for completeness and accuracy.
- Process patient admission and discharge documents.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
Median 2014 Projected 2024 Hourly Wage Employment Employment				
Lower Rio	\$10.91	530	731	
Texas	\$16.32	16,472	21,000	
United States	\$17.53	189,798	226,417	

#### WHERE COULD I WORK?

- General Medical and Surgical Hospitals
- Offices of Physicians
- ➤ Home Health Care Services
- Colleges, Universities and Professional Schools
- > Specialty Hospitals
- Nursing Care Facilities

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a postsecondary non-degree award such as a certificate.

# LICENSES/CERTIFICATIONS FOR MEDICAL RECORDS/HEALTH INFORMATION TECHNICIANS AND RELATED OCCUPATIONS INCLUDE:

- Certified Medical Billing and Coding Specialist (CMIS)
- Certified Medical Coder (CMC)
- Certified Medical Insurance Specialist (CMIS)
- Certified Medical Investigator (CMI)
- Certified Medical Office Manager (CMOM)
- Certified Medical Transcriptionist (CMT)

# PHYSICAL THERAPIST ASSISTANT

SOC: 31-2021

#### WHAT WILL I BE DOING?

- Instruct, motivate, safeguard, and assist patients as they practice exercises or functional activities.
- ➤ Observe patients during treatments to compile and evaluate data on their responses and progress and provide results to physical therapist in person or through progress notes.
- Confer with physical therapy staff or others to discuss and evaluate patient information for planning, modifying, or coordinating treatment, aquatic physical therapy, or heat, light, sound, or electrical modality treatments, such as ultrasound.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$34.77	218	373	
Texas	\$32.74	5,949	8,618	
United States	\$26.24	77,286	103,198	

#### WHERE COULD I WORK?

- > Offices of Other Health Practitioners
- > General Medical and Surgical Hospitals
- ➤ Home Health Care Services
- Nursing Care Facilities (Skilled Nursing Facilities)
- Specialty (except Psychiatric and Substance Abuse) Hospitals

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND / OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a certificate or other postsecondary non-degree award.

LICENSES/CERTIFICATIONS FOR PHYSICAL THERAPIST ASSISTANTS AND RELATED OCCUPATIONS INCLUDE:

- Certified Kinesiotherapist
- > Physical Therapist Assistant

- Record patients' medical history, vital statistics or information such as test results in medical records.
- Interview patients to obtain medical information and measure their vital signs, weight and height.
- > Prepare treatment rooms for patient examinations, keeping the rooms neat and clean.
- Show patients to examination rooms and prepare them for the physician.
- Collect blood, tissue or other laboratory specimens, log the specimens and prepare them for testing.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median 2014 Projected 2024 Hourly Wage Employment Employment			
Lower Rio	\$12.00	3,215	4,098	
Texas	\$13.45	56,175	72,330	
United States	\$14.69	579,423	738,117	

#### WHERE COULD I WORK?

- Offices of Physicians
- ➤ General Medical and Surgical Hospitals
- > Offices of Other Health Practitioners
- Outpatient Care Centers

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a postsecondary non-degree award such as a certificate.

# LICENSES/CERTIFICATIONS FOR MEDICAL ASSISTANTS AND RELATED OCCUPATIONS INCLUDE:

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- ➤ Biomedical and Health Informatics Certification
- Certified Medical Technologist
- Certified Phlebotomist
- Certified Clinical Lab Consultant
- Certified Coding Associate
- Certified Lab Assistant

# CORRECTIONAL OFFICERS & JAILERS

**SOC:** 33-3012

#### WHAT WILL I BE DOING?

- Monitor conduct of prisoners in housing unit, or during work or recreational activities, according to established policies, regulations, and procedures, to prevent escape or violence.
- Conduct head counts to ensure that each prisoner is present.
- Search prisoners and vehicles and conduct shakedowns of cells for valuables and contraband and inspect conditions of locks, window bars, grills, doors, and gates at correctional facilities to ensure security and help prevent escapes.
- Record information, such as prisoner identification, charges, and incidences of inmate disturbance, and keep daily logs of prisoner activities.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$16.46	1,489	1,736	
Texas	\$18.17	50,017	56,351	
United States	\$22.02	444,420	472,400	

#### WHERE COULD I WORK?

- Jails
- Prisons
- Courtrooms
- Detention Centers

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

LICENSES/CERTIFICATIONS FOR CORRECTIONAL OFFICERS & JAILERS AND RELATED OCCUPATIONS INCLUDE:

- Jail Officer Certificate
- Peace Officer License

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#### POLICE & SHERIFF'S OFFICERS

**SOC:** 33-3051

#### WHAT WILL I BE DOING?

- Maintain order and protect life and property by enforcing local, tribal, State, or Federal laws and ordinances.
- Perform a combination of the following duties: patrol a specific area; direct traffic; issue traffic summonses; investigate accidents; apprehend and arrest suspects, or serve legal processes
  - of courts.
- Enforce law and order in rural or unincorporated districts or serve legal processes of courts and may patrol courthouse, guard court or grand jury, or escort defendants.
- > Record facts to prepare reports that document incidents and activities.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
Median 2014 Projected 2024 Hourly Wage Employment Employment				
Lower Rio	\$21.06	2,222	2,614	
Texas	\$ <mark>2</mark> 6.16	56,866	66,820	
United States	\$29.07	668,396	716,008	

#### WHERE COULD I WORK?

- > Jails
- Prisons
- Courtrooms
- Detentions Centers

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

LICENSES/CERTIFICATIONS FOR POLICE & SHERIFF'S OFFICERS AND RELATED OCCUPATIONS INCLUDE:

- Jail Officer Certificate
- Peace Officer License

#### **BILLING & POSTING CLERKS**

**SOC:** 43-3021

#### WHAT WILL I BE DOING?

- 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.
- Perform bookkeeping work, including posting data or keeping other records concerning costs of goods or services or the shipment of goods.
- Prepare itemized statements, bills, or invoices and record amounts due for items purchased or services rendered.
- Verify accuracy of billing data and revise any errors.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$12.94	1,701	2,163	
Texas	\$16.11	45,562	56,318	
United States	\$16.64	505,819	595,098	

#### WHERE COULD I WORK?

- Medical Offices
- Banks
- Businesses

- Insurance Companies
- Administrative Services
- Government

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND / OR TRAINING WILL! NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining high school diplomas or equivalent and on-the-job training.

# LICENSES/CERTIFICATIONS FOR BILLING AND POSTING CLERKS AND RELATED OCCUPATIONS INCLUDE:

- Microsoft Office Specialist
- Office Proficiency Assessment & Certification—10-Key
- ➤ Office Proficiency Assessment & Certification—Bank Deposit Office
- Proficiency Assessment & Certification—Bank Reconciliation Office
- Proficiency Assessment & Certification—Basic Math QuickBooks

CCUPATIONAL PROFILE

### BOOKKEEPING, ACCOUNTING & **AUDITING CLERK**

**SOC**: 43-3031

#### WHAT WILL I BE DOING?

- Compute, classify, and record numerical data to keep financial records complete.
- Operate computers programmed with accounting software to record, store, and analyze
- > Check figures, postings, and documents for correct entry, mathematical accuracy, and proper codes.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
Median 2014 Projected 2024 Hourly Wage Employment Employment				
Lower Rio	\$19.44	8,510	10,360	
Texas	\$17.09	133,896	160,302	
United States	\$17.73	1,703,720	1,925,711	

#### WHERE COULD I WORK?

- Banks
- Mortgage Companies
- Businesses

- > Insurance Companies
- Office Administrative Services
- Government

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining high school diplomas or equivalent and on-the-job training. Brokerage clerks can benefit from an associate's degree in business or economics.

#### LICENSES/CERTIFICATIONS FOR BOOKKEEPING, ACCOUNTING & AUDITING **CLERKS AND RELATED OCCUPATIONS INCLUDE:**

- Certified Bookkeeper (CB)
- Certified Payroll Professional (CPP)
- International Accredited Business Accountant (IABA)
- ➤ Microsoft Office Specialist
- > Office Proficiency Assessment & Certification—10-Key/Bank Deposit and Reconciliation/ Basic Math QuickBooks

# CUSTOMER SERVICE REPRESENTATIVE

SOC: 43-4051

#### WHAT WILL I BE DOING?

- Confer with customers by telephone or in person to provide information about products or services, take or enter orders, cancel accounts or obtain details of complaints.
- Check to ensure that appropriate changes were made to resolve customers' problems.
- Keep records of customer interactions or transactions, recording details of inquiries, complaints or comments, as well as actions taken.
- Determine charges for services requested, collect deposits or payments or arrange for billing.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$10.74	8,686	10,560	
Texas	\$14.00	243,374	286,849	
United States	\$15.27	2,548,762	2,935,590	

#### WHERE COULD I WORK?

- Business Support Services
- Grocery Stores

- Agencies, Brokerages, and other Insurance Related Activities
- Depository Credit Intermediation > Employment Services

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing a high school diploma or equivalent and receiving on-the - job training.

# LICENSES/CERTIFICATIONS FOR CUSTOMER SERVICE REPRESENTATIVES AND RELATED OCCUPATIONS INCLUDE:

- Automobile Technician: Service Consultant
- Call Center Manager Certification
- Certified Customer Service Representative (CCSR)
- Certified Help Desk Professional (CHDP)
- Customer Care Supervisor Certification

# UPATIONAL PROFILE

#### WHAT WILL I BE DOING?

- Expedite and route movement of incoming cargo and freight shipments in airline, train, and trucking terminals, and shipping docks.
- Advise clients on transportation and payment methods.
- > Track delivery progress of shipments.
- Determine method of shipment and prepare bills of lading, invoices, and other shipping documents.
- Notify consignees, passengers, or customers of freight or baggage arrival and arrange for delivery.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$14.16	375	448	
Texas	\$19.43	9,680	11,883	
United States	\$19.83	77,990	90,897	

#### WHERE COULD I WORK?

- > Airports
- Ports of Entry
- Warehouses

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

# LICENSES/CERTIFICATIONS FOR CARGO AND FREIGHT AGENTS AND RELATED OCCUPATIONS INCLUDE:

- Professional Designation in Logistics and Supply Chain Management (PLS)
- > Freight Property Broker Certificate
- Cargo Network Services Agent

# **EXECUTIVE SECRETARIES & EXECUTIVE ADMINISTRATIVE**

**ASSISTANTS** 

SOC: 43-6011

#### WHAT WILL I BE DOING?

- > Prepare invoices, reports, memos, letters, financial statements and other documents using word processing, spreadsheet, database or presentation software.
- Answer phone calls and direct calls to appropriate parties or take messages.
- Attend meetings to record minutes.
- > Greet visitors and determine whether they should be given access to specific individuals.
- Make travel arrangements.
- Prepare responses to correspondence containing routine inquiries.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median	2014	Projected 2024	
	Hourly Wage	Employment	Employment	
Lower Rio	\$21.00	1,276	1,506	
Texas	\$24.64	57,779	62,589	
United States	\$25.00	744,913	758,320	

#### WHERE COULD I WORK?

- Elementary and Secondary Schools
- Religious Organizations
- Local Government, Education Colleges, Universities and Professional Schools

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

#### LICENSES/CERTIFICATIONS FOR EXECUTIVE SECRETARIES & EXECUTIVE ADMINISTRATIVE ASSISTANTS AND RELATED OCCUPATIONS INCLUDE:

- Certified Professional Secretary (CPS)
- Certified Administrative Professional (CAP)
- Office Proficiency Assessment & Certificate on—Spreadsheet (OPAC)

# CCUPATIONAL PROFILE

#### WHAT WILL I BE DOING?

- Greet visitors, ascertain purpose of visit, and direct them to appropriate staff.
- Answer telephones and direct calls to appropriate staff.
- Operate office equipment.
- Schedule and confirm patient diagnostic appointments, surgeries, or medical consultations.
- Maintain medical records, technical library, or correspondence files.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$10.42	3,028	4,103	
Texas	\$14.26	78,230	102,069	
United States	\$15.73	528,169	686,408	

#### WHERE COULD I WORK?

- Hospitals
- Physicians' Offices
- Medical Laboratory Offices
- Dentist Offices
- Outpatient Care Centers

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

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# LICENSES/CERTIFICATIONS FOR MEDICAL SECRETARIES AND RELATED OCCUPATIONS INCLUDE:

- Medical Office Specialist (Certificate)
- Medical Assistant (Certificate)
- Certified Professional Secretary (CPS)
- Certified Administrative Professional (CAP)
- Office Proficiency Assessment & Certification—Spreadsheet (OPAC)

### SECRETARY & ADMINISTRATIVE ASSISTANT

**SOC:** 43-6014

#### WHAT WILL I BE DOING?

- > Prepare invoices, reports, memos, letters, financial statements and other documents using word processing, spreadsheet, database or presentation software.
- > Answer phone calls and direct calls to appropriate parties or take messages.
- > Attend meetings to record minutes.
- > Greet visitors and determine whether they should be given access to specific individuals.
- > Prepare responses to correspondence containing routine inquiries.
- Make travel arrangements.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median	2014	Projected 2024	
	Hourly Wage	Employment	Employment	
Lower Rio	\$11.38	8,654	10,133	
Texas	\$14.84	199,390	241,329	
United States	\$16.22	2,610,650	2,956,992	

#### WHERE COULD I WORK?

- Elementary and Secondary Schools
- Religious Organizations
- Local Government, Except Education
- Colleges, Universities and Professional Schools
- > State Government, Except Education

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

# LICENSES/CERTIFICATIONS FOR SECRETARIES & ADMINISTRATIVE ASSISTANTS AND RELATED OCCUPATIONS INCLUDE:

- Certified Professional Secretary (CPS)
- Certified Administrative Professional (CAP)
- Office Proficiency Assessment & Certification—Spreadsheet (OPAC)

# OPERATING ENGINEERS & OTHER CONSTRUCTION EQUIPMENT OPERATORS

**SOC:** 47-2073

#### WHAT WILL I BE DOING?

- Operate one or several types of power construction equipment, such as motor graders, bulldozers, scrapers, compressors, pumps, derricks, shovels, tractors, or front-end loaders to excavate, move, and grade earth, erect structures, or pour concrete or other hard surface pavement.
- Monitor operations to ensure that health and safety standards are met.
- Review blueprints or specifications to determine work requirements.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$13.10	1,130	1,295	
Texas	\$17.38	38,104	44,861	
United States	\$22.40	354,845	404,737	

#### WHERE COULD I WORK?

- Specialty Trade Contractors
- Utility System Construction
- ➤ Highway, Street, and Bridge Construction
- Local Government
- Heavy Construction

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

LICENSES/CERTIFICATIONS FOR OPERATING ENGINEERS AND OTHER CONSTRUCTION EQUIPMENT OPERATORS AND RELATED OCCUPATIONS INCLUDE:

- Operator Certification
- Certification in Construction Materials
- Slab Sawing and Drilling 201

- ➤ Plan layout and installation of electrical wiring, equipment, or fixtures, based on job specifications and local codes.
- Connect wires to circuit breakers, transformers, or other components.
- Test electrical systems or continuity of circuits in electrical wiring, equipment, or fixtures, using testing devices, such as ohmmeters, voltmeters, or oscilloscopes, ammeters, or test lamps.
- Inspect electrical systems, equipment, or components to identify hazards, defects, or the need for adjustment or repair, and to ensure compliance with codes.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$12.45	1,402	1,667	
Texas	\$21.02	53,121	64,504	
United States	\$25.76	589,928	689,006	

#### WHERE COULD I WORK?

- Specialty Trade Contractors
- Utility System Construction
- Local Government
- Heavy Construction

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

# LICENSES/CERTIFICATIONS FOR ELECTRICIANS AND RELATED OCCUPATIONS INCLUDE:

- General Electrician Certificate (GEC)
- ALA Certified Lighting Consultant (CLC)
- Comp TIA PDI Certification (CALT)

# PLUMBERS, PIPEFITTERS, & STEAMFITTERS

**SOC:** 47-2152

#### WHAT WILL I BE DOING?

- Assemble, install, alter, and repair pipelines or pipe systems that carry water, steam, air, or other liquids or gases.
- Layout, assemble, install, or maintain pipe systems, pipe supports, or related hydraulic or pneumatic equipment for steam, hot water, or heating, cooling, lubricating, sprinkling, or industrial production or processing systems.
- Assemble or secure pipes, tubes, fittings, or related equipment, according to specifications, by welding, brazing, cementing, soldering, or threading joints.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	2014 Median Hourly Wage	2012 Employment	Projected 2022 Employment	
	Tiourly wage	Lilipioyillelit	Liliployillelit	
Lower Rio	\$16.17	14,310	17,360	
Texas	\$15.30	190,470	230,220	
United States	\$16.59	2,324,400	2,632,300	

#### WHERE COULD I WORK?

- Specialty Trade Contractors
- Utility System Construction
- Local Government
- Heavy Construction

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

# LICENSES/CERTIFICATIONS FOR PLUMBERS, PIPEFITTERS, & STEAMFITTERS AND RELATED OCCUPATIONS INCLUDE:

- ➤ IAPMO Voluntary Plumbing or Mechanical Inspector Certification
- > Journeyman Plumber
- Journeyman Pipefitter-Steamfitter
- Fluid Power Connector and Conductor (CFPC&C)

# AIRCRAFT MECHANICS & SERVICE TECHNICIANS

**SOC**: 49-3011

#### WHAT WILL I BE DOING?

- Examine and inspect aircraft components, including landing gear, hydraulic systems, and deicers to locate cracks, breaks, leaks, or other problems.
- Diagnose, adjust, repair, or overhaul aircraft engines and assemblies, such as hydraulic and pneumatic systems.
- Conduct routine and special inspections as required by regulations.
- Inspect completed work to certify that maintenance meets standards and that aircraft are ready for operation.
- Maintain repair logs, documenting all preventative and corrective aircraft maintenance.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$23.01	294	351	
Texas	\$26.75	13,670	15,568	
United States	\$28.11	120,066	130,421	

#### WHERE COULD I WORK?

- > Airports
- > Government
- > Transportation

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

LICENSES/CERTIFICATIONS FOR AIRCRAFT MECHANICS AND SERVICE TECHNICIANS AND RELATED OCCUPATIONS INCLUDE:

Aircraft Electronics Technician (AET)

**SOC:** 49-3023

#### WHAT WILL I BE DOING?

- Diagnose, adjust, repair, or overhaul automotive vehicles.
- Recreate problems by test driving cars
- Look at a car's computer for a trouble code and look the code up on your computer
- Make sure cars meet emissions standards
- Keep up with new technology, such as in-car Internet access

Na <mark>tiona</mark> l, State and Local Wage Information				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$11.00	3,321	3,904	
Texas	\$17.43	48,617	57,914	
United States	\$18.08	639,851	720,126	

#### WHERE COULD I WORK?

- Automotive Repair and Maintenance
- Automobile Dealers
- Automotive Parts, Accessories and Tire Stores
- Local Government, Except Education and Hospitals
- Support Activities for Air Transportation

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing formal training in a trade or technical school or in a community college that last between six months and two years. After receiving training, workers must become certified.

# LICENSES/CERTIFICATIONS FOR AUTOMOTIVE SERVICE TECHNICIANS & MECHANICS AND RELATED OCCUPATIONS INCLUDE:

- Communications Technologies/Technicians and Support Services
- Automobile/Automotive Mechanics Technology/Technician Medium/
- ➤ Heavy Vehicle and Truck Technology/Technician

CCUPATIONALPROFILE

# BUS & TRUCK MECHANICS AND DIESEL ENGINE SPECIALISTS

**SOC:** 49-3031

#### WHAT WILL I BE DOING?

- Diagnose, adjust, repair, or overhaul buses and trucks and repair any type of diesel engines.
- Perform routine maintenance such as changing oil, checking batteries, and lubricating equipment and machinery.
- Repair defective engines or engine components.
- Test mechanical equipment to ensure proper functioning.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median	2014	Projected 2024	
	Hourly Wage	Employment	Employment	
Lower Rio	\$12.43	667	805	
Texas	\$20.31	23,260	27,000	
United States	\$21.27	246,415	273,870	

#### WHERE COULD I WORK?

- Automotive Repair and Maintenance Shops
- > Automotive Dealerships
- > Local Government
- Public Schools

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

LICENSES/CERTIFICATIONS FOR BUS AND TRUCK MECHANICS AND DIESEL ENGINE SPECIALISTS AND RELATED OCCUPATIONS INCLUDE:

- Master Medium/Heavy Truck Technician
- School Bus Technician
- > Automobile/Automotive Mechanics Technician
- Diesel Mechanics Technician

# HVAC INSTALLER & REPAIRER

**SOC**: 49-9021

#### WHAT WILL I BE DOING?

- > Install, service, or repair heating and air conditioning systems in residences or commercial
- > establishments.
- Repair or replace defective equipment, components, or wiring.
- > Test electrical circuits or components for continuity, using electrical test equipment.
- Use a pressure gauge to check refrigerant pressure.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$13.63	1,012	1,083	
Texas	\$19.64	21,691	26,216	
United States	\$22.00	271,717	330,178	

#### WHERE COULD I WORK?

- Government agencies
- Apartment complexes
- Commercial property management companies

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance by completing a vocational technical school program or an apprenticeship program.

# LICENSES/CERTIFICATIONS FOR HVAC INSTALLERS & REPAIRERS AND RELATED OCCUPATIONS INCLUDE:

- > Carbon Monoxide Certification
- > Commercial Refrigeration Specialist
- Dynamic Compression Specialist
- Heating Specialist
- Hydraulics Gas Installation
- Light Commercial Refrigeration Certification
- > Light Commercial Air Conditioning Certification

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# INDUSTRIAL MACHINERY MECHANIC

SOC: 49-9041

#### WHAT WILL I BE DOING?

- > Repair or replace broken or malfunctioning components of machinery or equipment.
- Repair or maintain the operating condition of industrial production or processing machinery or equipment.
- Disassemble machinery or equipment to remove parts and make repairs.
- ➤ Observe and test the operation of machinery or equipment to diagnose malfunctions, using voltmeters or other testing devices .
- Reassemble equipment after completion of inspections, testing or repairs.
- Clean, lubricate or adjust parts, equipment or machinery.

NATIONAL, STATE AND LOCAL WAGE INFORMATION			
	Median Hourly Wage	2014 Employment	Projected 2024 Employment
Lower Rio	\$13.94	558	779
Texas	\$23.25	32,150	41,450
United States	\$23.76	319,843	383,607

#### WHERE COULD I WORK?

- > Commercial and Industrial Machinery and Equipment (except Auto and Electronic)
- > Repair and Maintenance
- > Support Activities for Mining
- Agriculture, Construction and Mining Machinery Manufacturing
- ➤ Machinery, Equipment and Supplies Merchant Wholesalers

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND /OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

# LICENSES/CERTIFICATIONS FOR INDUSTRIAL MACHINERY MECHANICS AND RELATED OCCUPATIONS INCLUDE:

- Certified Control Systems Technician (CCST)
- > Fluid Power Master Mechanic
- Oil Monitoring Analyst (OMA)
- Fluid Power Pneumatic Mechanic (CFPPM)

# MAINTENANCE & REPAIR WORKER

**SOC:** 49-9071

#### WHAT WILL I BE DOING?

- Inspect, operate or test machinery or equipment to diagnose machine malfunctions.
- Dismantle machines, equipment or devices to access and remove defective parts, using hoists, cranes, hand tools or power tools.
- ➤ Perform routine maintenance, such as inspecting drives, motors or belts, checking fluid levels, replacing filters or doing other preventive maintenance actions.
- Maintain or repair specialist equipment or machinery located in cafeterias, laundries, hospitals, stores, offices or factories.
- Order parts, supplies or equipment from catalogs or suppliers.

NATIONAL, STATE AND LOCAL WAGE INFORMATION			
	Median Hourly Wage	2014 Employment	Projected 2024 Employment
Lower Rio	\$10.52	4,438	5,093
Texas	\$15.54	120,079	138,747
United States	\$17.66	1,409,865	1,560,154

#### WHERE COULD I WORK?

- > Local Government
- > Activities Related to Real Estate
- Elementary and Secondary Schools
- Traveler Accommodation

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training.

# LICENSES/CERTIFICATIONS FOR MAINTENANCE & REPAIR WORKERS AND RELATED OCCUPATIONS INCLUDE:

- Certified Welder
- Journeyman Plumber
- ➤ General Electrician Certification

# COMPUTER-CONTROLLED MACHINE TOOL OPERATORS, METAL & PLASTIC

SOC: 51-4011

#### WHAT WILL I BE DOING?

- Operate computer-controlled machines or robots to perform one or more machine functions on metal or plastic work pieces.
- Mount, install, align, and secure tools, attachments, fixtures, and work pieces on machines using hand tools and precision measuring instruments.
- > Transfer commands from servers to computer numerical control (CNC) modules, using computer network lines.
- Stop machines to remove finished work pieces or to change tooling, setup, or work piece placement, according to required machining sequences.

NATIONAL, STATE AND LOCAL WAGE INFORMATION			
	Median Hourly Wage	2014 Employment	Projected 2024 Employment
Lower Rio	\$25.80	50	80
Texas	\$26.25	1,740	2,700
United States	\$24.13	24,300	31,000

#### WHERE COULD I WORK?

- Agriculture, Construction and Mining Machinery Manufacturing
- Machine Shops; Turned Product; and Screw, Nut and Bolt Manufacturing
- > Other Fabricated Metal Product Manufacturing

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high schools degree or equivalent and on-the-job training. A recognized apprenticeship program may be associated with these occupations

# LICENSES/CERTIFICATIONS FOR COMPUTER-CONTROLLED MACHINE TOOL OPERATORS, METAL & PLASTIC AND RELATED OCCUPATIONS INCLUDE:

- Computer Fundamentals (WIN 2000)
- Slide Forming Level II—Slide Forming Operations
- > Slide Forming Level III—Slide Forming Set up and Operations

- > Set up, adjust or operate basic or specialized machine tools used to perform precision machining operations.
- Machine parts to specifications, using machine tools, such as lathes, milling machines, shapers, or grinders.
- > Calculate dimensions or tolerances, using instruments such as micrometers or vernier calipers.
- Measure, examine, or test completed units to check for defects and ensure conformance to specifications, using precision instruments.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$16.10	705	831	
Texas	\$19.04	34,964	40,066	
United States	<b>\$1</b> 9.38	395,976	439,256	

#### WHERE COULD I WORK?

- Machine Shops; Turned Product; and Screw, Nut, and Bolt Manufacturing
- Metalworking Machinery Manufacturing
- Motor Vehicle Parts Manufacturing
- Industrial Machinery Manufacturing
- Aerospace Product and Parts Manufacturing
- Engine, Turbine, and Power Transmission Equipment Manufacturing

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a high school diploma or equivalent and receiving on-the-job training. A recognized apprenticeship program may be associated with these occupations.

# LICENSES/CERTIFICATIONS FOR MACHINISTS AND RELATED OCCUPATIONS INCLUDE:

- > Journeyman Machinist Certificate
- > Tool Maker Certificate
- > CNC Setup Programmer Certificate



- ➤ Use hand-welding or flame-cutting equipment to weld or join metal components or to fill holes, indentions, or seams of fabricated metal products.
- Braze or solder together components to assemble fabricated metal parts, using soldering iron, or welding machine and flux.
- > Examine work pieces for defects and measure to ensure conformance with specifications.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median	2014	Projected 2024	
	Hourly Wage	Employment	Employment	
Lower Rio	\$13.50	2,230	2,453	
Texas	\$18.16	51,477	55,881	
United States	\$18.37	376,675	406,475	

#### WHERE COULD I WORK?

- > Architectural and Structural Metals Manufacturing
- > Agriculture, Construction and Mining Machinery Manufacturing
- > Nonresidential Building Construction

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND/OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after completing a high school welding program or completing a program at a technical school or community college.

# LICENSES/CERTIFICATIONS FOR WELDERS AND RELATED OCCUPATIONS INCLUDE:

- Certified Associate Welding Inspector (CAWI)
- Certified Radiographic Interpreter
- > Certified Welder | ( a | ) | ( c | ) | ( c | ) | ( c | ) |
- Certified Welding Supervisor
- Certified Welding Inspector

# HEAVY & TRACTOR TRAILER TRUCK DRIVER

**SOC:** 53-3032

#### WHAT WILL I BE DOING?

- Check vehicles to ensure that mechanical, safety and emergency equipment is in good working order.
- Follow appropriate safety procedures for transporting dangerous goods.
- Maintain logs of working hours or of vehicle service or repair status, following applicable state and federal regulations.
- Inspect loads to ensure that cargo is secure.
- Secure cargo for transport, using ropes, blocks, chain, binders or covers.
- Crank trailer landing gear up or down to safely secure vehicles.

NATIONAL, STATE AND LOCAL WAGE INFORMATION				
	Median Hourly Wage	2014 Employment	Projected 2024 Employment	
Lower Rio	\$14.13	11,958	14,357	
Texas	\$17.98	169,437	202,057	
United States	\$19.15	1,654,559	1,880,104	

#### WHERE COULD I WORK?

- General Freight Trucking
- Specialized Freight Trucking
- Support Activities for Mining
- Grocery and Related Product Merchant Wholesalers

#### KNOWLEDGE AND SKILLS NEEDED

#### WHAT TYPE OF EDUCATION AND / OR TRAINING WILL I NEED?

Workers in occupations at this level can develop the skills needed for average job performance after obtaining a commercial drivers' license.

# LICENSES/CERTIFICATIONS FOR HEAVY & TRACTOR TRAILER TRUCK DRIVERS AND RELATED OCCUPATIONS INCLUDE:

- > National Truck Drivers Commercial Vehicle Driving Certificate
- Professional Truck Driver Certification