



# Learn More Earn More

Illinois' high-demand, high-wage occupations



# Plan Your Future

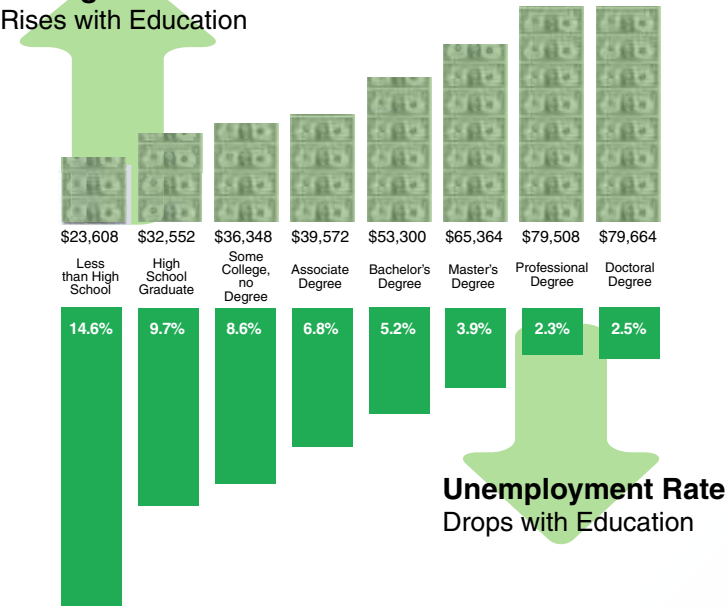
Workforce and career information help jobseekers, students, parents, counselors, educators, and business leaders to make informed career and education decisions. Most jobs in Illinois require at least a high school diploma or equivalent. Employers also stress that “soft skills,” such as positive attitude and reliability, are as important as technical and computer skills when they look for job candidates.

The economic impacts of high school dropouts are astounding. Research shows that:

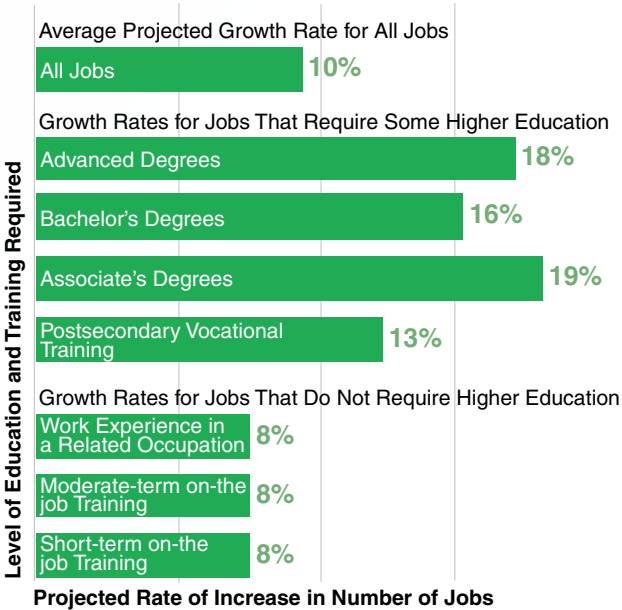
- High school dropouts account for half of the households on welfare and over 60% of the population incarcerated in state and federal prisons.
- Persons without a high school education or equivalent are twice as likely to be unemployed and earn over \$8,700 less per year than high school graduates.

Use the information in this brochure to explore the facts on employment opportunities that you can use to plan for your future. Visit the Illinois Career Information System (CIS) at <http://ilcis.intocareers.org> for even more information. Workforce and career information will enable you to make informed career, education and training decisions.

Average Annual Income  
Rises with Education



## Jobs That Require Higher Education Are Growing Faster Than Those That Require Less Education



## Where can I find more information?

The Illinois Department of Employment Security offers a wealth of information concerning the Illinois labor market. Visit <http://www.ides.illinois.gov/careers> to find out more about:

**Career Planning:**  
[des.icrn@illinois.gov](mailto:des.icrn@illinois.gov)

**Labor Market Information:**  
[des.lmi@illinois.gov](mailto:des.lmi@illinois.gov)

**Workforce Information:**  
[des.workinfo@illinois.gov](mailto:des.workinfo@illinois.gov)

For assistance with employment and training issues, contact your local Illinois Employment and Training Center. Call 1-888-367-4382 to find the location nearest you.

IDES is an equal opportunity employer and complies with all state and federal nondiscrimination on laws in the administration of its programs. Auxiliary aids and services are available upon request to individuals with disabilities. The IDES Equal Employment Opportunity (EEO) Officer is responsible for compliance and can be reached at (312) 793-9290 or TTY (888) 340-1007.

Note: The information contained in this brochure is subject to change at any time. For the latest information, visit the IDES Web site at [www.ides.illinois.gov](http://www.ides.illinois.gov).

# Education and Training Level Definitions

The categories of education, training and experience used here were developed by the Occupational Outlook Handbook staff of the U.S. Dept. of Labor, Bureau of Labor Statistics, with minor adjustments by the workforce development agencies in Illinois to better suit the economic and regulatory nature of the state's economy.

## **Work Experience + 4 Years of College (Bachelor's Degree) or More:**

Describes managerial occupations that usually are filled through promotion after experience is gained in a non-managerial occupation that requires a bachelor's degree or higher. This category includes Master's, Doctoral and First professional degrees, which generally take at least one to three years of full-time academic study beyond a bachelor's degree.

## **4 Years of College (Bachelor's Degree):**

Considered the minimum hiring requirement for many professional occupations and usually requires four to five years of academic study after high school graduation. Associate's degree: usually requires at least two years of full-time academic work after high school and is the minimum training level for a number of occupations including many in Illinois that require licensure or certification through the Illinois Department of Professional Regulation. Postsecondary vocational training: describes the necessary hiring or licensure requirement for a variety of occupations. Training programs range from one to three years in length and can include combinations such as course work that does not result in a degree or formal vocational training programs that result in a certificate or diploma.

## **2 Years of College (Associate's Degree):**

Usually requires at least two years of full-time academic and is the minimum training level for a number of work after high school occupations including many in Illinois that require licensure or certification through the Illinois Department of Professional Regulation.

## **Long-Term On-the-Job Training:**

Describes occupations that usually require more than one year of on-the-job training or a combination of classroom instruction and work experience such as formal or informal apprenticeships, many of which last up to four years. Also included in this category are occupations where employer-sponsored training programs are the chief hiring requirement. Occupations in the arts, entertainment and sports areas, which require natural abilities and skills developed over many years, are also classified here.

## **Moderate-Term On-the-Job Training:**

Describes training for occupations where in one to twelve months of combined on-the-job experience and informal classroom activities the average worker can achieve necessary skill levels. This training generally includes observing experienced workers and assuming greater job responsibilities as lower level job skills are mastered. Many of the persons in occupations classified in this training level are already considered employed in this field.

## **Short-Term On-the-Job Training:**

The training category assigned to a large number of occupations where in just a few days, weeks or months through observing experienced workers and asking questions the average worker can achieve the necessary skill levels.

## **Contact Information**

Illinois Department of Employment Security  
Economic Information and Analysis Division  
33 S. State Street, 10th Floor  
Chicago, Illinois 60603  
[www.ides.illinois.gov](http://www.ides.illinois.gov)

## Career Web Resources

**Illinois Career Resource Network**  
<http://www.ides.illinois.gov/careers>

**Occupational Outlook Handbook**  
[www.bls.gov/oco/](http://www.bls.gov/oco/)

**Career Guide to Industries**  
[www.bls.gov/oco/cg/](http://www.bls.gov/oco/cg/)

**Career Voyages**  
[www.careervoyages.gov](http://www.careervoyages.gov)

**O\*NET Resource Center**  
[www.onetcenter.org](http://www.onetcenter.org)

**Illinois Student Assistance Commission**  
[www.collegezone.com](http://www.collegezone.com)

**The New Freedom Initiative's Online Resource for Americans with Disabilities**  
[www.disabilityinfo.gov](http://www.disabilityinfo.gov)

## Job Search Web Resources

**IllinoisJobLink**  
<http://illinoisjoblink.illinois.gov>

**Career OneStop**  
<http://www.jobbankinfo.org>

**Illinois Employment & Training Center**  
<http://www.ides.illinois.gov>  
1-888-For-IETC (1-888-367-4382)

You can also find out how to contact your Illinois Department of Employment Security local labor market economist by selecting the Contact Info link at the Web site.

For more information about occupations and wages, and to access our career exploration tools, visit <http://www.ides.illinois.gov/careers>.

# Illinois Occupations with the Most Openings Each Year

These tables list occupations expected to have the most job openings each year. “Best Bet” occupations (indicated below by a ♦) combine a high growth rate with a large number of annual openings and pay well for the level of training or education. For a complete listing of occupations, wages and skills information, visit the IDES website at <http://www.ides.illinois.gov/careers>.

## Work Experience + 4 Years of College (Bachelor’s Degree) or More

Occupational Title	Annual Openings	Hourly Wages Entry	Hourly Wages Experienced	Skills*	Description
General & Operations Managers	1,452	\$26.28	\$66.81	Active Listening, Mgt of Personnel Resources, Time Management	Plan, direct, or coordinate the operations of companies or public and private sector organizations.
Management Analysts ♦	1,272	\$23.40	\$54.24	Writing, Reading Comprehension, Speaking	Conduct organizational studies and evaluations, design systems and procedures, conduct work simplifications and measurement studies, and prepare operations and procedures manuals.
Farmers, Ranchers & Other Ag Managers	1,258	\$16.35	\$36.19	Operation & Control, Equipment Selection, Science	Plan, direct, or coordinate the management or operation of farms, ranches, greenhouses, aquacultural operations, nurseries, timber tracts, or other agricultural establishments.
Lawyers	1,012	\$31.89	\$83.97	Reading Comprehension, Judgment/ Decision Making, Writing	Represent clients in criminal and civil litigation and other legal proceedings, draw up legal documents, and manage or advise clients on legal transactions.
Sales Managers	689	\$26.09	\$63.10	Active Listening, Speaking, Mathematics	Direct the actual distribution or movement of a product or service to the customer.
Chief Executives	620	\$33.87	\$94.74	Coordination, Judgment/Decision Making, Mgt of Financial Resources	Determine and formulate policies and provide the overall direction of companies or private and public sector organizations within the guidelines set up by a board of directors or similar governing body.
Ed.Administrators, Elem. & Secondary	608	N/A	N/A	Coordination, Speaking, Reading Comprehension	Plan, direct, or coordinate the academic, clerical, or auxiliary activities of public or private elementary or secondary level schools.
Financial Managers ♦	580	\$29.44	\$68.38	Mgt of Financial Resources, Judgment/ Decision Making, Critical Thinking	Plan, direct, and coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.
Administrative Services Managers	488	\$18.61	\$39.27	Social Perceptiveness, Time Management, Reading Comprehension	Plan, direct, or coordinate supportive services of an organization, such as recordkeeping, mail distribution, telephone operator/receptionist, and other office support services.
Clergy	429	\$10.96	\$26.05	Speaking, Active Listening, Service Orientation	Conduct religious worship and perform other spiritual functions associated with beliefs and practices of religious faith or denomination.
Physicians & Surgeons, All Other	407	\$26.70	\$106.88	Critical Thinking, Judgment/Decision Making, Science	All physicians and surgeons not listed separately.
Computer & Info. Systems Managers ♦	405	\$34.32	\$64.17	Reading Comprehension, Critical Thinking, Active Listening	Plan, direct, or coordinate activities in such fields as electronic data processing, information systems, systems analysis, and computer programming.
Educ. & Vocational School Counselors	390	\$15.98	\$34.39	Speaking, Active Listening, Service Orientation	Counsel individuals and provide group educational and vocational guidance services.

\* Top three required skills from O\*NET ([www.ONETcenter.org](http://www.ONETcenter.org))  
♦ “Best Bet” Occupation

Source: 2010-2020 Long-term Occupational Projections and 2012 Annual Wages, Illinois  
Department of Employment Security, Economic Information and Analysis Division



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## 4 Years of College (Bachelor’s degree)

Occupational Title	Annual Openings	Hourly Wages Entry	Hourly Wages Experienced	Skills*	Description
Registered Nurses ♦	4,263	\$23.39	\$36.76	Active Listening, Reading Comprehension, Critical Thinking	Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records.
Elem. School Teachers, Ex. Special Ed.	3,618	N/A	N/A	Instructing, Speaking, Learning Strategies	Teach pupils in public or private schools at the elementary level basic academic, social, and other formative skills.
Business Operations Specialists, All Other	2,238	\$15.46	\$39.44	Writing, Speaking, Active Listening	All business operations specialists not listed separately.
Secondary Teachers, Ex. Spec/Voc. Ed.	2,047	N/A	N/A	Instructing, Speaking, Learning Strategies	Instruct students in secondary public or private schools in one or more subjects at the secondary level, such as English, mathematics, or social studies.
Teachers & Instructors, All Other	1,660	N/A	N/A	Instructing, Speaking, Reading Comprehension	Instruct students in one or more subjects, such as English, mathematics, or social studies.
Accountants & Auditors ♦	1,553	\$21.00	\$40.94	Mathematics, Active Learning, Critical Thinking	Examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements.
Middle School Teachers, Ex. Special/ Voc Ed	1,205	N/A	N/A	Instructing, Speaking, Learning Strategies	Teach students in public or private schools in subjects at the middle, or junior high level, as defined by applicable State laws and regulations.
Sec./Commod./Fin. Services Sales Agents	949	\$20.66	\$65.86	Systems Analysis, Judgment/Decision Making, Mgt of Financial Resources	Buy and sell securities in investment and trading firms, or call upon businesses and individuals to sell financial services.
Computer Programmers ♦	797	\$21.70	\$43.69	Programming, Critical Thinking, Complex Problem Solving	Create, modify, and test the code, forms, and script that allow computer applications to run.
Market Research Analysts & Specialists	763	\$16.34	\$35.47	Mathematics, Critical Thinking, Writing	Research market conditions in local, regional, or national areas to determine potential sales of a product or service.
Software Developers, Applications ♦	738	\$29.86	\$51.88	Programming, Critical Thinking, Complex Problem Solving	Develop, create, and modify general computer applications software.
Loan Officers	689	\$17.38	\$43.52	Active Listening, Time Management, Reading Comprehension	Evaluate, authorize, or recommend approval of commercial, real estate, or credit loans.

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## 2 Years of College (Associate degree)

Occupational Title	Annual Openings	Hourly Wages Entry	Hourly Wages Experienced	Skills*	Description
Registered Nurses ♦	4,263	\$23.39	\$36.76	Active Listening, Reading Comprehension, Critical Thinking	Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records.
Computer Support Specialists	915	\$15.76	\$30.73	Troubleshooting, Reading Comprehension, Critical Thinking	Answer questions concerning hardware and software, printing, installation, e-mail, or resolve computer problems for clients.
Paralegals & Legal Assistants	371	\$17.04	\$30.16	Reading Comprehension, Time Management, Active Listening	Assist lawyers by researching legal precedent, investigating facts, or preparing legal documents.
Dental Hygienists	354	\$19.16	\$34.41	Active Listening, Speaking, Reading Comprehension	Clean teeth and examine oral areas, head, and neck for signs of oral disease.
Computer Occupations, All Other ♦	267	\$19.98	\$43.50	Troubleshooting, Reading Comprehension, Critical Thinking	Answer questions concerning hardware and software, printing, installation, e-mail, or resolve computer problems for clients.
Radiologic Technologists & Technicians ♦	236	\$19.57	\$32.25	Active Listening, Reading Comprehension, Speaking	Take X-rays, CAT scans, magnetic resonance images, and administer nonradioactive materials into patient's blood stream for diagnostic purposes.
Medical Records/Health Information Techs	213	\$11.91	\$19.58	Active Listening, Reading Comprehension, Time Management	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.
Physical Therapist Assistants	149	\$14.60	\$26.90	Active Listening, Reading Comprehension, Time Management	Assist physical therapists in providing physical therapy treatments and procedures.
Respiratory Therapists ♦	136	\$20.40	\$27.79	Active Listening, Instructing, Reading Comprehension	Assess, treat, and care for patients with breathing disorders.
Medical & Clinical Lab Technicians	114	\$13.17	\$22.09	Reading Comprehension, Active Listening, Speaking	Perform routine medical laboratory tests for the diagnosis, treatment, and prevention of disease.
Veterinary Technologists & Technicians	110	\$11.20	\$15.55	Active Listening, Reading Comprehension, Speaking	Perform medical tests in a laboratory environment for use in the treatment and diagnosis of diseases in animals.
Interior Designers	100	\$15.08	\$31.93	Active Listening, Reading Comprehension, Mgt of Financial Resources	Plan, design, and furnish interiors of residential, commercial, or industrial buildings.

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## Vocational Training After High School

Occupational Title	Annual Openings	Hourly Wages Entry	Hourly Wages Experienced	Skills*	Description
Nursing Aides, Orderlies & Attendants ♦	1,242	\$9.71	\$13.01	Service Orientation, Social Perceptiveness, Active Listening	Provide basic patient care under direction of nursing staff.
Hairdressers/Hairstylists/Cosmetologists	1,040	\$9.08	\$15.58	Active Listening, Speaking, Time Management	Provide beauty services, such as shampooing, cutting, coloring, and styling hair, and massaging and treating scalp.
Automotive Service Techs/Mechanics ♦	1,021	\$10.61	\$21.83	Troubleshooting, Repairing, Equipment Selection	Diagnose, adjust, repair, or overhaul automotive vehicles.
Licensed Practical & Vocational Nurses ♦	835	\$15.04	\$22.55	Active Listening, Reading Comprehension, Time Management	Care for ill, injured, convalescent, or disabled persons in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions.
Emergency Medical Techs & Paramedics	549	\$10.31	\$26.54	Active Listening, Critical Thinking, Speaking	Assess injuries, administer emergency medical care, and extricate trapped individuals.
Preschool Teachers, exc Special Ed	520	\$9.76	\$15.91	Instructing, Learning Strategies, Speaking	Instruct children (normally up to 5 years of age) in activities designed to promote social, physical, and intellectual growth needed for primary school in preschool, day care center, or other child development facility.
Medical Secretaries	408	\$11.30	\$17.92	Active Listening, Reading Comprehension, Speaking	Perform secretarial duties utilizing specific knowledge of medical terminology and hospital, clinic, or laboratory procedures.
Fitness Trainers & Aerobics Instructors	333	\$8.71	\$19.42	Instructing, Speaking, Coordination	Instruct or coach groups or individuals in exercise activities and the fundamentals of sports.
Library Technicians	316	\$9.51	\$17.07	Reading Comprehension, Service Orientation, Active Listening	Assist librarians by helping readers in the use of library catalogs, databases, and indexes to locate books and other materials; and by answering questions that require only brief consultation.
Real Estate Sales Agents	310	\$14.46	\$49.73	Active Listening, Time Management, Negotiation	Rent, buy, or sell property for clients.

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## Long-Term On-the-Job Training

Occupational Title	Annual Openings	Hourly Wages Entry	Hourly Wages Experienced	Skills*	Description
Cooks, Restaurant	1,406	\$8.76	\$11.36	Active Listening, Reading Comprehension, Speaking	Prepare, season, and cook soups, meats, vegetables, desserts, or other foodstuffs in restaurants.
Police & Sheriff's Patrol Officers	1,151	\$20.14	\$37.35	Judgment/Decision Making, Active Listening, Speaking	Maintain order, enforce laws and ordinances, and protect life and property in an assigned patrol district.
Carpenters	1,009	\$13.49	\$30.42	Active Listening, Mathematics, Equipment Selection	Construct, install, or repair structures and fixtures made of wood, such as concrete forms; building frameworks, wood stairways, window and door frames, and hardwood floors.
Electricians ♦	781	\$22.59	\$39.49	Installation, Active Listening, Repairing	Install, maintain, and repair electrical wiring, equipment, and fixtures.
Plumbers, Pipefitters & Steamfitters ♦	663	\$19.10	\$37.24	Installation, Active Listening, Repairing	Assemble, install, alter, and repair pipelines or pipe systems that carry water, steam, air, or other liquids or gases.
Fire Fighters	613	\$10.64	\$28.79	Active Listening, Equipment Maintenance, Equipment Selection	Control and extinguish fires or respond to emergency situations where life, property, or the environment is at risk.
Machinists	472	\$12.74	\$22.53	Operation & Control, Operation Monitoring, Mathematics	Set up and operate a variety of machine tools to produce precision parts and instruments.
Welders, Cutters, Solderers & Brazers	465	\$12.70	\$20.79	Operation & Control, Equipment Selection, Equipment Maintenance	Use hand-welding, flame-cutting, hand soldering, or brazing equipment to weld or join metal components or to fill holes, indentations, or seams of fabricated metal products.
Industrial Machinery Mechanics	395	\$17.11	\$27.64	Equipment Maintenance, Repairing, Troubleshooting	Repair, install, adjust, or maintain industrial production and processing machinery or refinery and pipeline distribution systems.
Claims Adjusters/Examiners/ Investigators ♦	381	\$18.26	\$33.97	Reading Comprehension, Active Listening, Judgment/Decision Making	Review settled claims to determine that payments and settlements have been made in accordance with company practices and procedures, ensuring that proper methods have been followed.

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## Moderate-Term On-the-Job Training

Occupational Title	Annual Openings	Hourly Wages		Skills*	Description
Entry	Experienced				
Customer Service Representatives	3,714	\$10.91	\$19.71	Active Listening, Speaking, Writing	Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints.
Sales Reps, Wholesale/Manufacturing ♦	2,162	\$15.69	\$39.44	Speaking, Social Perceptiveness, Persuasion	Sell goods for wholesalers or manufacturers to businesses or groups of individuals.
Truck Drivers, Heavy & Tractor-Trailer ♦	1,946	\$13.86	\$24.79	Operation & Control, Equipment Maintenance, Reading Comprehension	Drive a tractor-trailer combination or a truck with a capacity of at least 26,000 GVW, to transport and deliver goods, livestock, or materials in liquid, loose, or packaged form.
Team Assemblers	1,383	\$9.20	\$16.87	Active Listening, Reading Comprehension, Speaking	Work as part of a team having responsibility for assembling an entire product or component of a product.
General Maintenance & Repair Workers	1,232	\$11.68	\$23.57	Equipment Maintenance, Repairing, Troubleshooting	Perform work involving the skills of two or more maintenance or craft occupations to keep machines, mechanical equipment, of an establishment in repair.
Bookkeeping/Accounting/Auditing Clerks	1,127	\$11.63	\$20.39	Mathematics, Reading Comprehension, Writing	Compute, classify, and record numerical data to keep financial records complete.
Sales Reps, Services, All Other ♦	1,038	\$14.16	\$39.41	Speaking, Social Perceptiveness, Persuasion	Sell goods for wholesalers or manufacturers to businesses or groups of individuals.
Secretaries, Ex. Legal/Medical/Executive	1,018	\$10.80	\$18.36	Active Listening, Reading Comprehension, Time Management	Perform routine clerical and administrative functions such as drafting correspondence, scheduling appointments, organizing and maintaining paper and electronic files, or providing information to callers.
Executive Secretaries & Adm.Assistants ♦	991	\$14.95	\$26.19	Reading Comprehension, Writing, Coordination	Provide high-level administrative support by conducting research, preparing reports, handling information requests, and performing clerical functions.
Construction Laborers	862	\$9.24	\$24.17	Equipment Selection, Operation & Control, Mathematics	Perform tasks involving physical labor at building, highway, and heavy construction projects, tunnel and shaft excavations, and demolition sites.

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## Short-Term On-the-Job Training

Occupational Title	Annual Openings	Hourly Wages Entry	Hourly Wages Experienced	Skills*	Description
Cashiers	6,948	\$8.79	\$10.37	Mathematics, Service Orientation, Speaking	Receive and disburse money in establishments other than financial institutions.
Retail Salespersons	6,231	\$8.80	\$13.92	Active Listening, Mathematics, Speaking	Sell merchandise, such as furniture, motor vehicles, appliances, or apparel in a retail establishment.
Combined Food Prep. & Serving Workers	5,610	\$8.76	\$9.49	Active Listening, Speaking, Instructing	Perform duties which combine both food preparation and food service.
Waiters & Waitresses	4,968	\$8.73	\$10.93	Active Listening, Speaking, Service Orientation	Take orders and serve food and beverages to patrons at tables in dining establishment.
Laborers/Freight/Stock & Material Movers ♦	4,857	\$9.10	\$14.38	Active Listening, Equipment Selection, Operation & Control	Manually move freight, stock, or other materials or perform other unskilled general labor.
General Office Clerks ♦	3,465	\$9.62	\$16.65	Active Listening, Reading Comprehension, Speaking	Perform duties too varied and diverse to be classified in any specific office clerical occupation, requiring limited knowledge of office management systems and procedures.
Janitors/Cleaners, Ex.Maids/Housekeepers	3,182	\$8.99	\$14.20	Equipment Maintenance, Repairing, Troubleshooting	Keep buildings in clean and orderly condition.
Stock Clerks & Order Fillers	1,902	\$8.81	\$12.98	Active Listening, Reading Comprehension, Mathematics	Receive, store, and issue sales floor merchandise, materials, equipment, and other items from stockroom, warehouse, or storage yard to fill shelves, racks, tables, or customers' orders.
Home Health Aides	1,888	\$9.53	\$11.83	Service Orientation, Social Perceptiveness, Active Listening	Provide routine, personal healthcare, such as bathing, dressing, or grooming, to elderly, convalescent, or disabled persons in the home of patients or in a residential care facility.
Landscaping & Groundskeeping Workers ♦	1,862	\$9.18	\$14.30	Equipment Selection, Operation & Control, Equipment Maintenance	Landscape or maintain grounds of property using hand or power tools or equipment.

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