

# ing?



# A guide to careers and education in Washington



**Workforce Training and Education Coordinating Board**  
128 10th Avenue SW, PO Box 43105, Olympia, 98504-3105  
360-709-4600 | [www.wtb.wa.gov](http://www.wtb.wa.gov)



# Your Path to Career Planning

## Table of Contents

Welcome to the Career Guide.....	1
<b>Step 1</b> Exploring Your Interests.....	2
<b>Step 2</b> Career Clusters Quiz.....	5
<b>Step 3</b> Career Clusters Focus Your Search.....	9
<b>Step 4</b> Career Search.....	11
Career Cluster Tables.....	12
<b>Index of Careers</b> .....	44
<b>Step 5</b> Career Steps to Take in High School.....	47
<b>Step 6</b> Education and Training Choices After High School.....	48
Military Careers.....	49
Apprenticeships: Earn While You Learn.....	50
<b>Step 7</b> Credit for Prior Learning.....	51
<b>Step 8</b> Paying for Your Education.....	52
<b>Step 9</b> Preparing for a Job.....	55
<b>Resource Section</b> .....	59
Assistance for those with a Disability.....	59
Veterans Services.....	60
WorkSource Centers.....	60

Funding for this publication was split between the federal Carl D. Perkins Career and Technical Education Act of 2006 (50%) and the Workforce Innovation and Opportunity Act (50%).

# Welcome to Career Bridge and the Where Are You Going? Career Guide

Choosing a career is one of life's big decisions. Will your career excite you and fulfill you? Will it pay enough to support you and your family? Will it give you opportunities to grow?

This guide starts you on an exciting personal journey of career exploration!

- Complete the suggested exercises.
- Circle your favorite jobs and schools.
- Make notes.

## Explore Career Bridge

Get details on over 6,500 education and training programs at Washington's schools, colleges and universities with **CareerBridge.wa.gov**. This free, state website also lets you search hundreds of apprenticeships that provide a paycheck while you learn a high-wage skill.

Together, this guide and the CareerBridge.wa.gov website will give you the tools you need to create a career plan and chart a course to achieving your goals.

## Follow these Steps

### Step 1

Explore yourself. Reflect on what you've done in your life, what you do well, what you like, and what you don't.

### Step 2

Discover your interests with the Career Clusters Quiz. This simple exercise will help you look at your interests in a way that connects you to career choices.

### Step 3

Narrow your focus on specific career fields. See how sorting careers by topic can help you design a career path that allows for increasing responsibilities and income.

### Step 4

Research occupations, learn what jobs pay, and find out if they're in demand in Washington. This guide and CareerBridge.wa.gov organize education and training by occupation, allowing you to search for careers that meet your personal and financial needs. When data is available, Career Bridge also provides "performance results" so you can see the percentage of students who completed an education program, if they got a job, and how much they were paid on average.

### Step 5

If you are in middle school or high school, review these suggestions to better position yourself when you graduate.

### Step 6

Look over these options for after high school graduation, including earning while you learn through apprenticeships, or service in the military.

### Step 7

Reduce the time you need to spend in the classroom. This step shows how you might receive college credit for previous learning.

### Step 8

This step and the Pay for School area of CareerBridge.wa.gov will walk you through your options for paying for your education.

### Step 9

Whether you're looking for part-time work while you're in school, or climbing the first rung of your career ladder, you'll need to be able to present yourself to an employer. This step covers the essentials of resume and cover letter preparation and job interviews that will help you land the job.

These nine steps will help you create a career plan that gets you where you want to go!

How do you pick a career that's right for you? How do you avoid a job you won't like? How do you prepare for one you will like? There are no easy answers to these questions, and it's natural to feel overwhelmed. It helps to take some time to think about what you like to do, and what you're good at.

## Know Yourself

Satisfaction and success depend on how well your skills and interests match the career you choose. When you're doing something that suits you, you're likely to excel. When there's a mismatch, it can lead to frustration and missed opportunities.

Get started by asking questions about yourself, using the six broad areas below. Take your time as you consider your answers. You may even want to take notes. Your responses will be helpful as you move through this guide and explore careers.

**1. Interests**—Do you like working with people...or numbers...or objects? Do you like to be in charge or would you rather report to someone else? Are you scientific or technical? Do you like detail work? Do you enjoy expressing yourself through art or music?

**2. Talents**—Do you have good writing and speaking skills? How about spatial perception and an understanding of how things fit together, or the ability to work with your hands? Are you good with numbers? What are your special talents?

**3. Personality**—Do you like to work under stress or under frequent deadlines? Do you like to do a variety of things or focus on one area? Are you generally upbeat and outgoing or more reflective and quiet?

**4. Education**—Are you interested in academics or are you more of a hands-on learner? Do you enjoy listening to lectures or would you rather read? Do you like to put things together and take them apart? How do you like to learn?

**5. Working Conditions**—Can you handle a noisy workplace or an intensely quiet one? Do you prefer to sit or stand? Do you like working indoors or outdoors? Could you work in a job where there is a risk of injury? Can you work in a healthcare setting where people are sick or hurt?

**6. Pay and Work Hours**—How much money would you like to earn? Are you willing to travel? Are you willing to work the night shift, weekends or overtime? Are you comfortable in a competitive, commission-only job? Or do you prefer a steady paycheck?

## Warmed up? Write it down.

Now take a quick inventory of who you are and what you like to do. Feel free to go beyond the numbered spaces and add as many things as you like. Some questions may not apply to you. Only answer questions that relate to your situation—whether you're in school, are looking to change jobs, or are currently unemployed and looking for work.



# WHO YOU ARE

## A. List three things (or more) you like to do.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## B. List careers that fit your hobbies.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## C. Changing jobs? Why?

1. \_\_\_\_\_
2. \_\_\_\_\_

## D. Got a job? What do you wish was different?

1. \_\_\_\_\_
2. \_\_\_\_\_

## E. List three jobs you see yourself doing.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## F. Are you limited in any way by your current status or condition, such as a disability or lack of transportation? (See the Resource Section to learn more about services for those with disabilities.) What are some ways to overcome these hurdles?

1. \_\_\_\_\_
2. \_\_\_\_\_

## EDUCATION—Which jobs are you prepared for?

Whether you're in school or out of school, your education has a direct connection to the types of jobs you're qualified to do. Think about which jobs your education has prepared you for. Don't be limited by the number of lines. Enter as many jobs that come to mind for each education level.

### A. High school diploma or GED

1. \_\_\_\_\_
2. \_\_\_\_\_

### B. Community or technical college

1. \_\_\_\_\_
2. \_\_\_\_\_

### C. University or four-year college

1. \_\_\_\_\_
2. \_\_\_\_\_

### D. Other training or special courses of interest

1. \_\_\_\_\_
2. \_\_\_\_\_

# WORK EXPERIENCE

Fill out a worksheet like the one below for each job you have held. Be sure to include part-time and volunteer work. This will help when creating a resume, and researching the next job you hope to land.

Employer's name: \_\_\_\_\_

Employer's address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Dates worked from: \_\_\_\_\_ to \_\_\_\_\_

Reason you left this job: \_\_\_\_\_

Equipment, machines, or software you've used: \_\_\_\_\_

Title of job: \_\_\_\_\_

Tasks you performed:

1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

Now, go back and prioritize each task in order of the ones you liked the most.

1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

Which task challenged you the most? How satisfying was the job? Would you like another one like this?

## Now what?

The next exercise will help you target specific career areas. But save these notes. They will serve as a good starting point for writing a resume, college admission essays, and letters of interest to employers.

# Career Clusters Quiz

Step 2

Directions: Check the items in each box that best describe you. You can check as many boxes as you'd like! Then add up the number in each box and write it in the far right column. Which boxes have the highest numbers? Those are your top clusters and most closely match up with your career interests. Find the corresponding Career Clusters in Step 3 to see which group of careers to explore.

1.	<b>What I like to do:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Learn how things grow and stay alive.</li> <li><input type="checkbox"/> Make the best use of the earth's natural resources.</li> <li><input type="checkbox"/> Hunt and/or fish.</li> <li><input type="checkbox"/> Protect the environment.</li> <li><input type="checkbox"/> Be outdoors in all kinds of weather.</li> <li><input type="checkbox"/> Plan, budget, and keep records.</li> <li><input type="checkbox"/> Operate machines and keep them in good repair.</li> </ul>	<b>My personal qualities:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Self-reliant</li> <li><input type="checkbox"/> Nature lover</li> <li><input type="checkbox"/> Physically active</li> <li><input type="checkbox"/> Planner</li> <li><input type="checkbox"/> Creative problem solver</li> </ul>	<b>School subjects I like:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Math</li> <li><input type="checkbox"/> Life Sciences</li> <li><input type="checkbox"/> Earth Sciences</li> <li><input type="checkbox"/> Chemistry</li> <li><input type="checkbox"/> Agriculture</li> </ul>	<b>Total number checked in Box 1</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
2.	<b>What I like to do:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Read and follow blueprints and/or instructions.</li> <li><input type="checkbox"/> Picture in my mind what a finished product looks like.</li> <li><input type="checkbox"/> Work with my hands.</li> <li><input type="checkbox"/> Perform work that requires precise results.</li> <li><input type="checkbox"/> Solve technical problems.</li> <li><input type="checkbox"/> Visit and learn from beautiful, historic, or interesting buildings.</li> <li><input type="checkbox"/> Follow logical, step-by-step procedures.</li> </ul>	<b>My personal qualities:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Curious</li> <li><input type="checkbox"/> Good at following directions</li> <li><input type="checkbox"/> Pay attention to detail</li> <li><input type="checkbox"/> Good at visualizing possibilities</li> <li><input type="checkbox"/> Patient and persistent</li> </ul>	<b>School subjects I like:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Math</li> <li><input type="checkbox"/> Drafting</li> <li><input type="checkbox"/> Chemistry, Physics</li> <li><input type="checkbox"/> Construction Trades</li> <li><input type="checkbox"/> Electrical Trades/Heat, Air Conditioning and Refrigeration</li> <li><input type="checkbox"/> Technology</li> </ul>	<b>Total number checked in Box 2</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
3.	<b>What I like to do:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Use my imagination to communicate new information to others.</li> <li><input type="checkbox"/> Perform in front of others.</li> <li><input type="checkbox"/> Read and write.</li> <li><input type="checkbox"/> Play a musical instrument.</li> <li><input type="checkbox"/> Perform creative, artistic activities.</li> <li><input type="checkbox"/> Use video and recording technology.</li> <li><input type="checkbox"/> Design brochures and posters.</li> </ul>	<b>My personal qualities:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Creative and imaginative</li> <li><input type="checkbox"/> Good communicator, good vocabulary</li> <li><input type="checkbox"/> Curious about new technology</li> <li><input type="checkbox"/> Relate well to feelings and thoughts of others</li> <li><input type="checkbox"/> Determined/tenacious</li> </ul>	<b>School subjects I like:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Music</li> <li><input type="checkbox"/> Speech and Drama</li> <li><input type="checkbox"/> Journalism/Literature</li> <li><input type="checkbox"/> Audiovisual</li> <li><input type="checkbox"/> Technology</li> </ul>	<b>Total number checked in Box 3</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
4.	<b>What I like to do:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Perform routine, organized activities but can be flexible.</li> <li><input type="checkbox"/> Work with numbers and detailed information.</li> <li><input type="checkbox"/> Be the leader in a group.</li> <li><input type="checkbox"/> Make business contact with people.</li> <li><input type="checkbox"/> Work with computer programs.</li> <li><input type="checkbox"/> Create report and communicate ideas.</li> <li><input type="checkbox"/> Plan my work and follow instructions without close supervision.</li> </ul>	<b>My personal qualities:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Organized</li> <li><input type="checkbox"/> Practical and logical</li> <li><input type="checkbox"/> Patient</li> <li><input type="checkbox"/> Tactful</li> <li><input type="checkbox"/> Responsible</li> </ul>	<b>School subjects I like:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Computer applications</li> <li><input type="checkbox"/> Business</li> <li><input type="checkbox"/> Information and Technology</li> <li><input type="checkbox"/> Accounting</li> <li><input type="checkbox"/> Math</li> <li><input type="checkbox"/> English</li> <li><input type="checkbox"/> Economics</li> </ul>	<b>Total number checked in Box 4</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>

5.	<b>What I like to do:</b> <input type="checkbox"/> Communicate with different types of people. <input type="checkbox"/> Help others with their homework or to learn new things. Go to school. <input type="checkbox"/> Direct and plan activities for others. <input type="checkbox"/> Handle several responsibilities at once. <input type="checkbox"/> Acquire new information. <input type="checkbox"/> Help people overcome their challenges.	<b>My personal qualities:</b> <input type="checkbox"/> Friendly <input type="checkbox"/> Decision maker <input type="checkbox"/> Helpful <input type="checkbox"/> Innovative/Inquisitive <input type="checkbox"/> Good listener	<b>School subjects I like:</b> <input type="checkbox"/> Language Arts <input type="checkbox"/> Social Studies <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/> Psychology	<b>Total number checked in Box 5</b> <div style="border: 2px solid black; width: 50px; height: 50px; margin: 10px auto;"></div>
6.	<b>What I like to do:</b> <input type="checkbox"/> Work with numbers. <input type="checkbox"/> Work to meet a deadline. <input type="checkbox"/> Make predictions based on existing facts. <input type="checkbox"/> Have a framework of rules by which to operate. <input type="checkbox"/> Analyze financial information and interpret it to others. <input type="checkbox"/> Handle money with accuracy and reliability.	<b>My personal qualities:</b> <input type="checkbox"/> Trustworthy <input type="checkbox"/> Orderly <input type="checkbox"/> Self-confident <input type="checkbox"/> Logical <input type="checkbox"/> Methodical or efficient	<b>School subjects I like:</b> <input type="checkbox"/> Accounting <input type="checkbox"/> Math <input type="checkbox"/> Economics <input type="checkbox"/> Banking/Financial Services <input type="checkbox"/> Business Law	<b>Total number checked in Box 6</b> <div style="border: 2px solid black; width: 50px; height: 50px; margin: 10px auto;"></div>
7.	<b>What I like to do:</b> <input type="checkbox"/> Be involved in politics. <input type="checkbox"/> Negotiate, defend, and debate ideas and topics. <input type="checkbox"/> Plan activities and work cooperatively with others. <input type="checkbox"/> Work with details. <input type="checkbox"/> Perform a variety of duties that may change often. <input type="checkbox"/> Analyze information and interpret it to others. <input type="checkbox"/> Travel and see things that are new to me.	<b>My personal qualities:</b> <input type="checkbox"/> Good communicator <input type="checkbox"/> Competitive <input type="checkbox"/> Service-minded <input type="checkbox"/> Well organized <input type="checkbox"/> Problem solver	<b>School subjects I like:</b> <input type="checkbox"/> Government <input type="checkbox"/> Language Arts <input type="checkbox"/> History <input type="checkbox"/> Math <input type="checkbox"/> Foreign Language	<b>Total number checked in Box 7</b> <div style="border: 2px solid black; width: 50px; height: 50px; margin: 10px auto;"></div>
8.	<b>What I like to do:</b> <input type="checkbox"/> Work under pressure. <input type="checkbox"/> Help sick people and animals. <input type="checkbox"/> Make decisions based on logic and information. <input type="checkbox"/> Participate in health and science classes. <input type="checkbox"/> Respond quickly and calmly in emergencies. <input type="checkbox"/> Work as a member of a team. <input type="checkbox"/> Follow guidelines precisely and meet strict standards of accuracy.	<b>My personal qualities:</b> <input type="checkbox"/> Compassionate and caring <input type="checkbox"/> Good at following directions <input type="checkbox"/> Conscientious and careful <input type="checkbox"/> Patient <input type="checkbox"/> Good listener	<b>School subjects I like:</b> <input type="checkbox"/> Biology <input type="checkbox"/> Chemistry <input type="checkbox"/> Math <input type="checkbox"/> Health <input type="checkbox"/> Language Arts	<b>Total number checked in Box 8</b> <div style="border: 2px solid black; width: 50px; height: 50px; margin: 10px auto;"></div>
9.	<b>What I like to do:</b> <input type="checkbox"/> Investigate new places and activities. <input type="checkbox"/> Work with all ages and types of people. <input type="checkbox"/> Organize activities in which other people enjoy themselves. <input type="checkbox"/> Have a flexible schedule. <input type="checkbox"/> Help people make up their minds. <input type="checkbox"/> Communicate easily, tactfully, and courteously. <input type="checkbox"/> Learn about other cultures.	<b>My personal qualities:</b> <input type="checkbox"/> Tactful <input type="checkbox"/> Self-motivated <input type="checkbox"/> Works well with others <input type="checkbox"/> Outgoing <input type="checkbox"/> Slow to anger	<b>School subjects I like:</b> <input type="checkbox"/> Language Arts, Speech <input type="checkbox"/> Foreign Languages <input type="checkbox"/> Social Sciences <input type="checkbox"/> Marketing <input type="checkbox"/> Food Services	<b>Total number checked in Box 9</b> <div style="border: 2px solid black; width: 50px; height: 50px; margin: 10px auto;"></div>



10.	<b>What I like to do:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Care about people, their needs, and their problems.</li> <li><input type="checkbox"/> Participate in community services and/or volunteering.</li> <li><input type="checkbox"/> Listen to other people's viewpoints.</li> <li><input type="checkbox"/> Help people be at their best.</li> <li><input type="checkbox"/> Work with people from preschool age to old age.</li> <li><input type="checkbox"/> Think of new ways to do things.</li> <li><input type="checkbox"/> Make friends with different kinds of people.</li> </ul>	<b>My personal qualities:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Good communicator, good listener</li> <li><input type="checkbox"/> Caring</li> <li><input type="checkbox"/> Non-materialistic</li> <li><input type="checkbox"/> Uses intuition and logic</li> <li><input type="checkbox"/> Non-judgmental</li> </ul>	<b>School subjects I like:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Language Arts</li> <li><input type="checkbox"/> Psychology, Sociology</li> <li><input type="checkbox"/> Family and Consumer Sciences</li> <li><input type="checkbox"/> Finance</li> <li><input type="checkbox"/> Foreign Language</li> </ul>	<b>Total number checked in Box 10</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
11.	<b>What I like to do:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Work with computers.</li> <li><input type="checkbox"/> Reason clearly and logically to solve complex problems.</li> <li><input type="checkbox"/> Use machines, techniques, and processes.</li> <li><input type="checkbox"/> Read technical materials and diagrams and solve technical problems.</li> <li><input type="checkbox"/> Adapt to change.</li> <li><input type="checkbox"/> Play video games and figure out how they work.</li> <li><input type="checkbox"/> Concentrate for long periods without being distracted.</li> </ul>	<b>My personal qualities:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Logical/analytical thinker</li> <li><input type="checkbox"/> See details in the big picture</li> <li><input type="checkbox"/> Persistent</li> <li><input type="checkbox"/> Good concentration skills</li> <li><input type="checkbox"/> Precise and accurate</li> </ul>	<b>School subjects I like:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Math</li> <li><input type="checkbox"/> Science</li> <li><input type="checkbox"/> Computer Technology, Computer Applications</li> <li><input type="checkbox"/> Communications</li> <li><input type="checkbox"/> Graphic Design</li> </ul>	<b>Total number checked in Box 11</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
12.	<b>What I like to do:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Work under pressure or in the face of danger.</li> <li><input type="checkbox"/> Make decisions based on my own observations.</li> <li><input type="checkbox"/> Interact with other people.</li> <li><input type="checkbox"/> Be in positions of authority.</li> <li><input type="checkbox"/> Respect rules and regulations.</li> <li><input type="checkbox"/> Debate and win arguments.</li> <li><input type="checkbox"/> Observe and analyze people's behavior.</li> </ul>	<b>My personal qualities:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Adventurous</li> <li><input type="checkbox"/> Dependable</li> <li><input type="checkbox"/> Community-minded</li> <li><input type="checkbox"/> Decisive</li> <li><input type="checkbox"/> Optimistic</li> </ul>	<b>School subjects I like:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Language Arts</li> <li><input type="checkbox"/> Psychology, Sociology</li> <li><input type="checkbox"/> Government, History</li> <li><input type="checkbox"/> Law Enforcement</li> <li><input type="checkbox"/> First Aid, First Responder</li> </ul>	<b>Total number checked in Box 12</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
13.	<b>What I like to do:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Work with my hands and learn that way.</li> <li><input type="checkbox"/> Put things together.</li> <li><input type="checkbox"/> Do routine, organized, and accurate work.</li> <li><input type="checkbox"/> Perform activities that produce tangible results.</li> <li><input type="checkbox"/> Apply math to work out solutions.</li> <li><input type="checkbox"/> Use hand and power tools and operate equipment/machinery.</li> <li><input type="checkbox"/> Visualize objects in three dimensions from flat drawings.</li> </ul>	<b>My personal qualities:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Practical</li> <li><input type="checkbox"/> Observant</li> <li><input type="checkbox"/> Physically active</li> <li><input type="checkbox"/> Step-by-step thinker</li> <li><input type="checkbox"/> Coordinated</li> </ul>	<b>School subjects I like:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Math, Geometry</li> <li><input type="checkbox"/> Chemistry</li> <li><input type="checkbox"/> Trade and Industry</li> <li><input type="checkbox"/> Physics</li> <li><input type="checkbox"/> Language Arts</li> </ul>	<b>Total number checked in Box 13</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>

<b>14.</b>	<b>What I like to do:</b> <input type="checkbox"/> Shop and go to the mall. <input type="checkbox"/> Be in charge. <input type="checkbox"/> Make displays and promote ideas. <input type="checkbox"/> Give presentations and enjoy public speaking. <input type="checkbox"/> Persuade people to buy products or to participate in activities. <input type="checkbox"/> Communicate my ideas to other people. <input type="checkbox"/> Take advantage of opportunities to make extra money.	<b>My personal qualities:</b> <input type="checkbox"/> Enthusiastic <input type="checkbox"/> Competitive <input type="checkbox"/> Creative <input type="checkbox"/> Self-motivated <input type="checkbox"/> Persuasive	<b>School subjects I like:</b> <input type="checkbox"/> Language Arts <input type="checkbox"/> Math <input type="checkbox"/> Business Education, Marketing <input type="checkbox"/> Economics <input type="checkbox"/> Computer Skills	<b>Total number checked in Box 14</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
<b>15.</b>	<b>What I like to do:</b> <input type="checkbox"/> Interpret formulas. <input type="checkbox"/> Find the answers to questions. <input type="checkbox"/> Work in a laboratory. <input type="checkbox"/> Figure out how things work and investigate new things. <input type="checkbox"/> Explore new technology. <input type="checkbox"/> Experiment to find the best way to do something. <input type="checkbox"/> Pay attention to details and help things be precise.	<b>My personal qualities:</b> <input type="checkbox"/> Detail-oriented <input type="checkbox"/> Inquisitive <input type="checkbox"/> Objective <input type="checkbox"/> Methodical <input type="checkbox"/> Mechanically-inclined	<b>School subjects I like:</b> <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/> Drafting, Computer-Aided Drafting <input type="checkbox"/> Electronics, Computer Networking <input type="checkbox"/> Technology	<b>Total number checked in Box 15</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>
<b>16.</b>	<b>What I like to do:</b> <input type="checkbox"/> Travel. <input type="checkbox"/> See well and have quick reflexes. <input type="checkbox"/> Solve mechanical problems. <input type="checkbox"/> Design efficient processes. <input type="checkbox"/> Anticipate needs and prepare to meet them. <input type="checkbox"/> Drive or ride. <input type="checkbox"/> Move things from one place to another.	<b>My personal qualities:</b> <input type="checkbox"/> Realistic <input type="checkbox"/> Mechanical <input type="checkbox"/> Coordinated <input type="checkbox"/> Observant <input type="checkbox"/> Planner	<b>School subjects I like:</b> <input type="checkbox"/> Math <input type="checkbox"/> Trade and Industry <input type="checkbox"/> Chemistry, Physics <input type="checkbox"/> Economics <input type="checkbox"/> Foreign Language	<b>Total number checked in Box 16</b>  <div style="border: 2px solid black; width: 60px; height: 60px; margin: 0 auto;"></div>

Now add up the number of items you checked in each section. Tally up your score. The boxes with the highest numbers are your top career clusters. For example, if you have the highest score in Box 1, go to Cluster 1. Career Clusters are listed in Step 3 (next page) and help you view related careers that call for similar skills and interests.

## My top three Career Clusters are:

Cluster 1:

Cluster 2:

Cluster 3:

# Career Clusters Focus Your Search

## Step 3

Career Clusters help you use what interests you to narrow your career search—without necessarily narrowing your options. With each step in your education, you focus more on the specific skills needed for a particular job. With clusters, you're able to view related careers within a larger field. So, for example, you might be interested in business, but you aren't sure about an exact job. You can look in the Business, Management and Administration Career Cluster to find out what potential jobs you might like.

### 1. Agriculture, Food, and Natural Resources Career Cluster

Focuses on the production, processing, marketing, distribution, financing, and development of agricultural commodities and resources including food, fiber, wood products, natural resources, horticulture, and other plant and animal products/resources.



Agriculture, Food & Natural Resources

### 2. Architecture and Construction Career Cluster

Careers in designing, planning, managing, building, and maintaining the built environment.



Architecture & Construction

### 3. Arts, Audio/Video Technology, and Communications Career Cluster

Designing, producing, exhibiting, performing, writing, and publishing multimedia content including visual and performing arts and design, journalism, and entertainment services.



Arts, A/V Technology & Communications

### 4. Business, Management and Administration Career Cluster

Careers in planning, organizing, directing, and evaluating business functions essential to efficient and productive business operations.



Business, Management & Communications

### 5. Education and Training Career Cluster

Planning, managing, and providing education and training services and related learning support services.



Education & Training

### 6. Finance Career Cluster

Planning, services for financial and investment planning, banking, insurance, and business financial management.



Finance

### 7. Government and Public Administration Career Cluster

Planning and performing government functions at the local, state, and federal levels, including governance, national security, foreign service, planning, revenue and taxation, and regulations.



Government & Public Administration

### 8. Health Science Career Cluster

Planning, managing, and providing therapeutic services, diagnostic services, health informatics, support services, and biotechnology research and development.



Health Science

## 9. Hospitality and Tourism Career Cluster

The management, marketing, and operations of restaurants and other food services, lodging, attractions, recreation events, and travel related services.



Hospitality & Tourism

## 10. Human Services Career Cluster

Preparing individuals for employment in career pathways that relate to families and human needs such as counseling and mental health services, family and community services, personal care, and consumer services.



Human Services

## 11. Information Technology (IT) Career Cluster

Building linkages in IT occupations for entry level, technical, and professional careers related to the design, development, support, and management of hardware, software, multimedia, and systems integration services.



Information Technology

## 12. Law, Public Safety, Corrections, and Security Career Cluster

Planning, managing, and providing legal, public safety, protective services, and homeland security, including professional and technical support services.



Law, Public Safety,  
Corrections & Security

## 13. Manufacturing Career Cluster

Planning, managing, and performing the processing of materials into intermediate or final products and related professional and technical support activities such as production planning and control, maintenance and manufacturing/process engineering.



Manufacturing

## 14. Marketing Career Cluster

Planning, managing, and performing marketing activities to reach organizational objectives.



Marketing

## 15. Science, Technology, Engineering, and Mathematics (STEM) Career Cluster

Planning, managing, and providing scientific research and professional and technical services (such as physical science, social science, engineering) including laboratory and testing services, and research and development services.



Science, Technology,  
Engineering & Math

## 16. Transportation, Distribution and Logistics Career Cluster

Planning, management, and movement of people, materials, and goods by road, pipeline, air, rail, and water and related professional support services such as transportation infrastructure planning and management, logistics services, mobile equipment, and facility maintenance.



Transportation,  
Distribution & Logistics



After you take the Career Clusters Quiz, review your top Career Clusters. Then turn to the pages of this booklet that feature those same Career Clusters. As you learn more about the type of work you would like to do, go online and use **CareerBridge.wa.gov** to explore the full range of occupations, including many more that are not included in this booklet.

The guide below will help you understand the career search tables that follow.

**Occupational Description:** Basic job information.

**Annual Wages:** What you can expect to earn each year, working full time. Wages vary depending on where you live, and typically rise with experience. Source: Washington's Employment Security Department.

**Hourly Wages:** What you can expect to earn per hour, working full time. In some cases, hourly wages are not available. This is true for occupations where people work less than the full year, or earn a particularly high wage. Source: Washington's Employment Security Department.

† When state wages are unavailable, national wages are used.

**Outlook:** Some jobs are in demand; others are not. The outlook shows projected employment, growth rates, and openings for a particular occupation in Washington in 2020. The growth rate is the estimated rate at which new jobs will be created by 2020, where the number of yearly job openings also includes openings due to people leaving the occupation. Source: Washington's Employment Security Department.

**Education:** This column lists the most common training required or recommended to prepare for an occupation. Source: O\*Net Online job zones. Get more details for over 6,500 education programs at **CareerBridge.wa.gov**.

Career Description	Wages	Employment Outlook	Education
<b>Dental Assistants</b> help with patient care, office tasks, and lab duties.	Annual: \$11,111 Hourly: \$0.25	12,122 Employed 1.5% Growth 1,538 Openings/year	Associate's Degree or Technical Certificate



# Career Cluster 1

## Agriculture, Food & Natural Resources

Career Description	Wages	Employment Outlook	Education
<b>Agricultural Equipment Operators</b> drive and control farm equipment to till soil, plant, and harvest crops.	Annual: \$35,843 Hourly: \$17.04	5,308 Employed 1.2% Growth 860 Openings/year	High School Diploma
<b>Agricultural Inspectors</b> inspect agricultural commodities, processing equipment, and facilities.	Annual: \$50,528 Hourly: \$24.79	360 Employed 1.0% Growth 35 Openings/year	High School Diploma
<b>Animal Control Workers</b> handle mistreated, abandoned, or dangerous animals.	Annual: \$51,265 Hourly: \$25.11	207 Employed 1.4% Growth 21 Openings/year	High School Diploma
<b>Animal Trainers</b> train animals for riding, security, or assisting persons with disabilities.	Annual: \$38,498 Hourly: \$17.71	1,214 Employed 3.0% Growth 173 Openings/year	High School Diploma
<b>Computer User Support Specialists</b> provide technical assistance to computer users.	Annual: \$57,174 Hourly: \$25.37	18,362 Employed 3.4% Growth 1,721 Openings/year	Associate's Degree or Technical Certificate
<b>Environmental Science and Protection Technicians</b> perform tests to monitor and investigate pollution.	Annual: \$64,677 Hourly: \$29.40	1,357 Employed 2.0% Growth 172 Openings/year	Bachelor's Degree
<b>Environmental Scientists and Specialists</b> research, identify, and eliminate pollutants and environmental and health hazards.	Annual: \$77,436 Hourly: \$33.55	4,097 Employed 3.2% Growth 475 Openings/year	Bachelor's Degree
<b>Farmers, Ranchers, and Other Agricultural Managers</b> plan and direct the management of farms, ranches, nurseries, and timber tracts.	Annual: \$81,420 Hourly: \$36.53	4,006 Employed 1.2% Growth 358 Openings/year	High School Diploma
<b>Food Scientists and Technologists</b> determine the best ways to process, package, preserve, store, and distribute food.	Annual: \$72,637 Hourly: \$34.35	161 Employed 1.3% Growth 17 Openings/year	Bachelor's Degree
<b>Landscape Architects</b> design land areas for projects such as parks and other recreational facilities.	Annual: \$77,578 Hourly: \$36.33	1,401 Employed 0.8% Growth 106 Openings/year	Bachelor's Degree

## Career Cluster 1, Agriculture, Food & Natural Resources

Career Description	Wages	Employment Outlook	Education
<b>Landscaping and Groundskeeping Workers</b> maintain property using hand or power tools or equipment.	Annual: \$35,006 Hourly: \$15.09	35,514 Employed 2.4% Growth 4,756 Openings/year	High School Diploma
<b>Pest Control Workers</b> remove pests and vermin from buildings and homes.	Annual: \$46,047 Hourly: \$20.00	1,215 Employed 2.1% Growth 162 Openings/year	High School Diploma
<b>Power Plant Operators</b> control, operate, or maintain machinery to generate electric power.	Annual: \$88,673 Hourly: \$44.25	439 Employed 1.4% Growth 44 Openings/year	High School Diploma
<b>Refuse and Recyclable Material Collectors</b> collect and dump refuse or recyclable materials from containers into truck.	Annual: \$47,587 Hourly: \$22.83	2,022 Employed 1.5% Growth 262 Openings/year	High School Diploma
<b>Tree Trimmers and Pruners</b> cut away dead or excess branches to maintain right-of-way for roads and utilities.	Annual: \$43,038 Hourly: \$19.71	920 Employed 2.5% Growth 124 Openings/year	High School Diploma
<b>Veterinarians</b> diagnose and treat animal diseases and injuries.	Annual: \$90,955 Hourly: \$41.30	2,598 Employed 2.6% Growth 156 Openings/year	Master's, PhD or Professional Degree
<b>Veterinary Assistants and Laboratory Animal Caretakers</b> feed, water, and examine animals for signs of illness, disease, or injury.	Annual: \$30,116 Hourly: \$14.12	3,824 Employed 2.6% Growth 702 Openings/year	Associate's Degree or Technical Certificate
<b>Veterinary Technologists and Technicians</b> perform medical tests, prepare vaccines, and maintain equipment and machines.	Annual: \$37,235 Hourly: \$17.47	2,228 Employed 3.2% Growth 204 Openings/year	Associate's Degree or Technical Certificate
<b>Zoologists and Wildlife Biologists</b> study the origins, behavior, diseases, and genetics of animals and wildlife.	Annual: \$70,469 Hourly: \$30.33	2,310 Employed 1.6% Growth 236 Openings/year	Master's, PhD or Professional Degree



## Career Cluster 2

### Architecture & Construction

Career Description	Wages	Employment Outlook	Education
<b>Architects</b> plan and design all types of buildings and structures.	Annual: \$78,054 Hourly: \$35.75	6,347 Employed 0.8% Growth 478 Openings/year	Bachelor's Degree
<b>Architectural and Civil Drafters</b> prepare detailed drawings of architectural and structural features.	Annual: \$57,234 Hourly: \$26.25	2,204 Employed 1.3% Growth 182 Openings/year	Bachelor's Degree
<b>Carpenters</b> cut, fit, and assemble wood and other materials to construct buildings.	Annual: \$57,142 Hourly: \$25.61	51,315 Employed 3.2% Growth 5,767 Openings/year	High School Diploma
<b>Civil Engineering Technicians</b> assist engineers in planning, designing, and overseeing construction and maintenance of buildings.	Annual: \$63,928 Hourly: \$29.73	1,738 Employed 1.0% Growth 130 Openings/year	Associate's Degree or Technical Certificate
<b>Civil Engineers</b> plan, design, and oversee construction and maintenance of buildings and facilities.	Annual: \$90,975 Hourly: \$42.03	12,937 Employed 1.0% Growth 1,056 Openings/year	Bachelor's Degree
<b>Construction and Building Inspectors</b> inspect new or remodeled structures.	Annual: \$74,743 Hourly: \$35.79	3,282 Employed 1.4% Growth 340 Openings/year	Associate's Degree or Technical Certificate
<b>Construction Laborers</b> perform physical tasks at construction sites.	Annual: \$46,635 Hourly: \$19.93	40,436 Employed 3.3% Growth 5,010 Openings/year	High School Diploma
<b>Construction Managers</b> plan, direct, or coordinate construction and maintenance activities.	Annual: \$96,655 Hourly: \$45.62	15,003 Employed 2.7% Growth 1,313 Openings/year	Bachelor's Degree
<b>Cost Estimators</b> prepare cost estimates for product, manufacturing, construction projects, and other services.	Annual: \$75,950 Hourly: \$34.82	7,458 Employed 3.1% Growth 833 Openings/year	Bachelor's Degree
<b>Electrical Power-Line Installers and Repairers</b> install and fix electrical power or distribution systems.	Annual: \$86,547 Hourly: \$44.35	1,978 Employed 1.4% Growth 181 Openings/year	Associate's Degree or Technical Certificate



## Career Cluster 2, Architecture & Construction

Career Description	Wages	Employment Outlook	Education
<b>Electricians</b> install, test, and maintain electrical systems.	Annual: \$66,508 Hourly: \$31.03	21,724 Employed 3.0% Growth 2,570 Openings/year	Associate's Degree or Technical Certificate
<b>Glaziers</b> install glass in windows, skylights, store fronts, or buildings.	Annual: \$58,457 Hourly: \$24.28	3,044 Employed 5.2% Growth 397 Openings/year	High School Diploma
<b>Heating, Air Conditioning, and Refrigeration Mechanics and Installers</b> fix or install heating and air conditioning systems.	Annual: \$57,792 Hourly: \$27.02	5,607 Employed 3.0% Growth 649 Openings/year	Associate's Degree or Technical Certificate
<b>Interior Designers</b> plan, design, and furnish buildings and homes.	Annual: \$59,057 Hourly: \$27.20	2,736 Employed 2.0% Growth 297 Openings/year	Bachelor's Degree
<b>Operating Engineers and Other Construction Equipment Operators</b> use construction equipment to excavate earth, erect structures, or pour concrete.	Annual: \$61,341 Hourly: \$28.92	9,028 Employed 1.8% Growth 1,029 Openings/year	High School Diploma
<b>Plumbers, Pipefitters, and Steamfitters</b> install and repair pipe systems that carry water, steam, air, and other fluids or gases.	Annual: \$67,660 Hourly: \$29.05	13,520 Employed 2.8% Growth 1,596 Openings/year	Associate's Degree or Technical Certificate
<b>Roofers</b> apply shingles and other materials to the roofs of buildings.	Annual: \$49,020 Hourly: \$23.19	6,804 Employed 5.5% Growth 910 Openings/year	High School Diploma
<b>Security and Fire Alarm Systems Installers</b> install, program, and maintain security or fire alarms.	Annual: \$48,275 Hourly: \$23.31	1,160 Employed 3.4% Growth 146 Openings/year	Associate's Degree or Technical Certificate
<b>Structural Iron and Steel Workers</b> raise, place, and erect metal frameworks for buildings.	Annual: \$75,374 Hourly: \$39.92	1,443 Employed 3.1% Growth 185 Openings/year	High School Diploma
<b>Tile and Marble Setters</b> apply hard tile, marble, and wood tile to walls, floors, ceilings, and roof decks.	Annual: \$52,852 Hourly: \$24.97	2,908 Employed 3.4% Growth 310 Openings/year	High School Diploma



## Career Cluster 3

### Arts, Audio/Video Technology & Communications

Career Description	Wages	Employment Outlook	Education
<b>Audio and Video Equipment Technicians</b> set up and operate equipment like microphones, speakers, projectors, and sound boards for meetings and events.	Annual: \$46,176 Hourly: \$19.58	1,773 Employed 2.7% Growth 200 Openings/year	Associate's Degree or Technical Certificate
<b>Broadcast Technicians</b> record or broadcast radio and television programs.	Annual: \$40,181 Hourly: \$16.39	610 Employed 0.9% Growth 61 Openings/year	Associate's Degree or Technical Certificate
<b>Camera Operators</b> use motion picture, TV, or video cameras to film a wide range of subjects.	Annual: \$65,821 Hourly: \$31.63	460 Employed 1.5% Growth 46 Openings/year	Associate's Degree or Technical Certificate
<b>Commercial and Industrial Designers</b> develop and design products such as cars, appliances, and children's toys.	Annual: \$76,869 Hourly: \$36.07	564 Employed 1.7% Growth 60 Openings/year	Bachelor's Degree
<b>Editors</b> plan, coordinate, or edit content of material for publication.	Annual: \$61,892 Hourly: \$28.21	2,777 Employed 3.8% Growth 363 Openings/year	Bachelor's Degree
<b>Fashion Designers</b> design clothing and accessories.	Annual: \$68,059 Hourly: \$30.09	560 Employed 1.3% Growth 58 Openings/year	Associate's Degree or Technical Certificate
<b>Film and Video Editors</b> edit film, video, and other media.	Annual: \$53,882 Hourly: \$24.34	405 Employed 2.4% Growth 43 Openings/year	Associate's Degree or Technical Certificate
<b>Fine Artists</b> create art to communicate ideas, thoughts, or feelings.	Annual: \$60,363 Hourly: \$28.67	1,381 Employed 2.2% Growth 147 Openings/year	Associate's Degree or Technical Certificate
<b>Graphic Designers</b> create designs using print, electronic, and film media.	Annual: \$56,485 Hourly: \$26.22	9,224 Employed 3.3% Growth 1,076 Openings/year	Bachelor's Degree

## Career Cluster 3, Arts, Audio/Video Technology & Communications

Career Description	Wages	Employment Outlook	Education
<b>Multimedia Artists and Animators</b> create images and special effects for movies, TV shows, and video games.	Annual: \$77,092 Hourly: \$37.12	4,472 Employed 4.4% Growth 538 Openings/year	Bachelor's Degree
<b>Museum Technicians and Conservators</b> restore, maintain, or prepare objects in museum collections for storage, research, or exhibit.	Annual: \$42,956 Hourly: \$20.08	348 Employed 2.8% Growth 42 Openings/year	Bachelor's Degree
<b>Photographers</b> produce images that tell a story or record an event.	Annual: \$44,779 Hourly: \$19.28	3,962 Employed 2.7% Growth 415 Openings/year	Associate's Degree or Technical Certificate
<b>Producers</b> select plays or scripts, arrange financing, and make other production decisions.	Annual: \$70,419 Hourly: \$30.89	3,732 Employed 3.2% Growth 413 Openings/year	Bachelor's Degree
<b>Public Relations Specialists</b> promote a positive public image for organizations they represent.	Annual: \$72,312 Hourly: \$31.12	6,817 Employed 1.8% Growth 764 Openings/year	Bachelor's Degree
<b>Sound Engineering Technicians</b> operate machines and equipment to record or mix music, voices, or sound effects in productions and studios.	Annual: \$78,864 Hourly: \$35.90	410 Employed 4.9% Growth 52 Openings/year	Associate's Degree or Technical Certificate
<b>Technical Writers</b> write technical materials like equipment manuals or instructions.	Annual: \$81,426 Hourly: \$37.84	1,445 Employed 2.7% Growth 157 Openings/year	Bachelor's Degree



## Career Cluster 4

### Business Management & Administration

Career Description	Wages	Employment Outlook	Education
<b>Accountants and Auditors</b> assemble, analyze, and check the accuracy of financial information.	Annual: \$73,491 Hourly: \$32.03	37,855 Employed 2.4% Growth 3,889 Openings/year	Bachelor's Degree
<b>Compensation, Benefits, and Job Analysis Specialists</b> conduct programs of compensation and benefits and job analysis for employers.	Annual: \$75,685 Hourly: \$33.57	1,913 Employed 1.9% Growth 180 Openings/year	Bachelor's Degree
<b>Customer Service Representatives</b> handle and resolve customer complaints.	Annual: \$38,802 Hourly: \$17.82	56,241 Employed 2.4% Growth 7,780 Openings/year	High School Diploma
<b>First-Line Supervisors of Office and Administrative Support Workers</b> supervise and coordinate clerical and administrative support workers.	Annual: \$61,694 Hourly: \$27.92	30,451 Employed 1.8% Growth 3,183 Openings/year	Associate's Degree or Technical Certificate
<b>Human Resources Managers</b> plan and direct policies about employees.	Annual: \$122,359 Hourly: \$54.97	3,827 Employed 2.4% Growth 365 Openings/year	Bachelor's Degree
<b>Management Analysts</b> conduct studies, and design systems and procedures to help organizations operate more efficiently.	Annual: \$103,736 Hourly: \$47.09	28,195 Employed 3.3% Growth 3,024 Openings/year	Master's, PhD or Professional Degree
<b>Market Research Analysts and Marketing Specialists</b> study market conditions to determine potential sales of products and services.	Annual: \$80,807 Hourly: \$34.10	21,707 Employed 4.2% Growth 2,644 Openings/year	Bachelor's Degree
<b>Meeting, Convention, and Event Planners</b> organize events for groups of people.	Annual: \$52,020† Hourly: \$22.76†	4,338 Employed 2.9% Growth 541 Openings/year	Bachelor's Degree
<b>Office Clerks</b> answer telephones, operate office machines, type, and file paperwork.	Annual: \$37,147 Hourly: \$17.07	75,909 Employed 1.8% Growth 9,446 Openings/year	High School Diploma
<b>Operations Research Analysts</b> formulate and apply mathematical modeling to develop and interpret information.	Annual: \$90,307 Hourly: \$42.03	3,144 Employed 1.3% Growth 211 Openings/year	Master's, PhD or Professional Degree



## Career Cluster 4, Business Management & Administration

Career Description	Wages	Employment Outlook	Education
<b>Order Clerks</b> receive and process incoming orders for businesses.	Annual: \$38,301 Hourly: \$17.86	5,196 Employed 2.3% Growth 685 Openings/year	High School Diploma
<b>Property, Real Estate, and Community Association Managers</b> direct the selling, buying, leasing, or governance of commercial, industrial, or residential real estate.	Annual: \$84,797 Hourly: \$34.33	5,590 Employed 1.7% Growth 493 Openings/year	Bachelor's Degree
<b>Public Relations Specialists</b> promote a positive public image for organizations they represent.	Annual: \$72,312 Hourly: \$31.12	6,817 Employed 1.8% Growth 764 Openings/year	Bachelor's Degree
<b>Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products</b> use technical or scientific knowledge to sell goods for wholesalers or manufacturers.	Annual: \$91,580 Hourly: \$42.21	5,252 Employed 3.6% Growth 647 Openings/year	Bachelor's Degree
<b>Secretaries and Administrative Assistants</b> draft correspondence, schedule appointments, maintain files, and answer phone calls.	Annual: \$41,487 Hourly: \$19.36	48,287 Employed 1.7% Growth 5,479 Openings/year	Associate's Degree or Technical Certificate
<b>Statisticians</b> collect and analyze data to help solve real-world problems.	Annual: \$89,102 Hourly: \$42.20	1,271 Employed 3.5% Growth 110 Openings/year	Master's, PhD or Professional Degree
<b>Training and Development Specialists</b> design and conduct programs to improve performance of individuals and companies.	Annual: \$70,675 Hourly: \$32.95	6,683 Employed 1.5% Growth 648 Openings/year	Bachelor's Degree



## Career Cluster 5

### Education & Training

Career Description	Wages	Employment Outlook	Education
<b>Adult Basic Education and Literacy Teachers</b> teach basic education, English as a Second Language, and job training skills.	Annual: \$51,250 Hourly: \$24.26	3,455 Employed 1.7% Growth 410 Openings/year	Bachelor's Degree
<b>Clinical, Counseling, and School Psychologists</b> diagnose and treat mental, behavioral, and emotional problems in students.	Annual: \$70,307 Hourly: \$32.32	4,583 Employed 2.1% Growth 409 Openings/year	Master's, PhD or Professional Degree
<b>Coaches</b> teach and motivate players. Scouts seek out top athletes for a team or sport.	Annual: \$45,407 Hourly: N/A	7,745 Employed 2.0% Growth 1,136 Openings/year	Bachelor's Degree
<b>College Administrators</b> direct research, instruction, and student administration at colleges.	Annual: \$102,042 Hourly: \$43.47	2,329 Employed 2.0% Growth 192 Openings/year	Master's, PhD or Professional Degree
<b>CTE Teachers, High School</b> teach career and technical subjects in public or private high schools.	Annual: \$63,837 Hourly: N/A	3,850 Employed 2.0% Growth 338 Openings/year	Bachelor's Degree
<b>Elementary School Teachers</b> teach students academic, social, and other skills.	Annual: \$61,720 Hourly: N/A	33,883 Employed 2.0% Growth 3,102 Openings/year	Bachelor's Degree
<b>Instructional Coordinators</b> develop materials and education content to help shape curriculum.	Annual: \$64,910 Hourly: \$30.29	2,146 Employed 2.0% Growth 218 Openings/year	Master's, PhD or Professional Degree
<b>Interpreters and Translators</b> convert information from one language to another.	Annual: \$42,814 Hourly: \$20.97	1,871 Employed 3.0% Growth 201 Openings/year	Bachelor's Degree
<b>Kindergarten Teachers</b> promote physical, mental, and social development to young children.	Annual: \$59,280 Hourly: N/A	10,886 Employed 2.1% Growth 1,179 Openings/year	Bachelor's Degree

## Career Cluster 5, Education & Training

Career Description	Wages	Employment Outlook	Education
<b>Middle and High School Teachers</b> teach students in one or more subjects at public or private middle and high schools.	Annual: \$63,158 Hourly: N/A	18,583 Employed 2.1% Growth 1,657 Openings/year	Bachelor's Degree
<b>Preschool Teachers</b> help young children explore their interests, develop their talents, and learn how to behave with others.	Annual: \$30,825 Hourly: \$14.04	11,706 Employed 2.3% Growth 1,282 Openings/year	Associate's Degree or Technical Certificate
<b>Self-Enrichment Education Teachers</b> teach self-improvement courses such as piano or ballet.	Annual: \$48,789 Hourly: \$21.51	12,673 Employed 2.2% Growth 1,542 Openings/year	Associate's Degree or Technical Certificate
<b>Teacher Assistants</b> provide teaching and clerical support for classroom teachers.	Annual: \$32,415 Hourly: N/A	49,400 Employed 2.0% Growth 5,444 Openings/year	Associate's Degree or Technical Certificate
<b>Training and Development Managers</b> plan and direct training and development activities for an organization and their staff.	Annual: \$123,757 Hourly: \$54.47	871 Employed 2.6% Growth 91 Openings/year	Bachelor's Degree



## Career Cluster 6

### Finance

Career Description	Wages	Employment Outlook	Education
<b>Appraisers and Assessors of Real Estate</b> estimate the value of items such as buildings, art, or antiques.	Annual: \$69,358 Hourly: \$32.97	1,385 Employed 1.2% Growth 99 Openings/year	Bachelor's Degree
<b>Bill and Account Collectors</b> locate and notify customers of delinquent accounts by mail, phone, or personal visit to solicit payment.	Annual: \$39,578 Hourly: \$18.12	4,308 Employed 1.3% Growth 518 Openings/year	High School Diploma
<b>Brokerage Clerks</b> perform duties related to the purchase, sale, or holding of securities.	Annual: \$55,793 Hourly: \$27.33	727 Employed 0.2% Growth 73 Openings/year	Associate's Degree or Technical Certificate
<b>Budget Analysts</b> prepare budget reports, and monitor and organize institutional finances.	Annual: \$76,705 Hourly: \$35.19	1,387 Employed 1.1% Growth 111 Openings/year	Bachelor's Degree
<b>Credit Authorizers, Checkers, and Clerks</b> authorize credit card charges and investigate credit history.	Annual: \$53,505 Hourly: \$21.08	393 Employed 2.8% Growth 47 Openings/year	Associate's Degree or Technical Certificate
<b>Financial Analysts</b> collect, analyze, and interpret financial information.	Annual: \$83,001 Hourly: \$36.98	6,755 Employed 2.1% Growth 647 Openings/year	Bachelor's Degree
<b>Financial Managers</b> take care of the budgets and investments for companies.	Annual: \$129,890 Hourly: \$56.29	15,177 Employed 2.1% Growth 1,368 Openings/year	Master's, PhD or Professional Degree
<b>Insurance Sales Agents</b> sell policies that provide financial protection in case of death, accidents, or acts of nature.	Annual: \$61,020 Hourly: \$22.87	11,564 Employed 1.1% Growth 1,159 Openings/year	Bachelor's Degree
<b>Insurance Underwriters</b> review and evaluate applications for insurance.	Annual: \$80,665 Hourly: \$36.36	2,204 Employed 0.5% Growth 179 Openings/year	Bachelor's Degree
<b>Loan Officers</b> evaluate applicants' financial backgrounds and decide whether applicants receive loans.	Annual: \$76,032 Hourly: \$31.06	6,590 Employed 1.0% Growth 565 Openings/year	Associate's Degree or Technical Certificate

## Career Cluster 6, Finance

Career Description	Annual Wages	Employment Outlook	Education
<b>Personal Financial Advisors</b> help clients with financial plans and investment strategies.	Annual: \$115,165 Hourly: \$39.26	5,806 Employed 2.4% Growth 542 Openings/year	Bachelor's Degree
<b>Securities, Commodities, and Financial Services Sales Agents</b> buy and sell securities or offer financial services.	Annual: \$85,340 Hourly: \$26.04	7,024 Employed 0.7% Growth 672 Openings/year	Bachelor's Degree
<b>Survey Researchers</b> plan, develop, or conduct surveys.	Annual: \$62,925 Hourly: \$28.82	175 Employed 2.1% Growth 19 Openings/year	Master's, PhD or Professional Degree
<b>Telemarketers</b> solicit orders for goods and services by phone.	Annual: \$30,170 Hourly: \$13.65	2,829 Employed 1.6% Growth 459 Openings/year	High School Diploma
<b>Tellers</b> help customers with their banking activities.	Annual: \$31,215 Hourly: \$14.48	10,578 Employed 0.3% Growth 1,300 Openings/year	High School Diploma
<b>Title Examiners, Abstractors, and Searchers</b> provide legal and insurance documents and details to financial institutions.	Annual: \$48,627 Hourly: \$22.11	2,173 Employed 0.4% Growth 146 Openings/year	High School Diploma



## Career Cluster 7

### Government & Public Administration

Career Description	Wages	Employment Outlook	Education
<b>Accountants and Auditors</b> assemble, analyze, and check the accuracy of financial information.	Annual: \$73,491 Hourly: \$32.03	37,855 Employed 2.4% Growth 3,889 Openings/year	Bachelor's Degree
<b>Animal Control Workers</b> enforce animal control laws.	Annual: \$51,265 Hourly: \$25.11	207 Employed 1.4% Growth 21 Openings/year	High School Diploma
<b>Architectural and Engineering Managers</b> coordinate architecture and engineering activities.	Annual: \$153,574 Hourly: \$71.47	4,462 Employed -0.1% Growth 286 Openings/year	Master's, PhD or Professional Degree
<b>Chief Executives</b> plan, direct, or coordinate operational activities at the highest level of management.	Annual: \$197,432 Hourly: \$86.84	9,813 Employed 2.2% Growth 844 Openings/year	Master's, PhD or Professional Degree
<b>Economists</b> study laws and market forces to understand and predict changes in business cycles.	Annual: \$91,492 Hourly: \$42.43	396 Employed 1.2% Growth 34 Openings/year	Master's, PhD or Professional Degree
<b>Emergency Management Directors</b> plan and direct disaster responses and crisis management activities.	Annual: \$92,001 Hourly: \$40.69	153 Employed 1.1% Growth 12 Openings/year	Bachelor's Degree
<b>Legislators</b> are elected to develop, introduce, or enact laws and statutes.	Annual: \$82,858 Hourly: N/A	995 Employed 1.1% Growth 75 Openings/year	Bachelor's Degree
<b>Occupational Health and Safety Specialists</b> investigate workplaces and recommend ways to remove health hazards.	Annual: \$80,150 Hourly: \$37.22	2,532 Employed 1.4% Growth 146 Openings/year	Bachelor's Degree
<b>Office and Administrative and Support Workers</b> perform routine clerical and administrative functions like answering phones, drafting documents, and filing.	Annual: \$41,487 Hourly: \$19.36	48,287 Employed 1.7% Growth 5,479 Openings/year	Associate's Degree or Technical Certificate

## Career Cluster 7, Government & Public Administration

Career Description	Annual Wages	Employment Outlook	Education
<b>Public Relations Specialists</b> promote a positive public image for organizations they represent.	Annual: \$72,312 Hourly: \$31.12	6,817 Employed 1.8% Growth 764 Openings/year	Bachelor's Degree
<b>Social and Community Service Managers</b> plan, direct, or coordinate activities of social service programs or community outreach organizations.	Annual: \$65,328 Hourly: \$29.86	5,918 Employed 1.5% Growth 552 Openings/year	Bachelor's Degree
<b>Social Science Research Assistants</b> assist social scientists in laboratory, survey, and other research.	Annual: \$45,690 Hourly: \$20.74	424 Employed 1.7% Growth 53 Openings/year	Bachelor's Degree
<b>Urban and Regional Planners</b> conduct studies and develop proposals. They plan for growth and improvement of urban, suburban, and rural areas.	Annual: \$79,776 Hourly: \$37.57	2,251 Employed 1.3% Growth 193 Openings/year	Master's, PhD or Professional Degree
<b>Water and Wastewater Treatment Plant and System Operators</b> treat water so it is safe to drink. They also remove pollutants from wastewater so it is safe to return to the environment.	Annual: \$63,087 Hourly: \$29.95	2,511 Employed 1.2% Growth 235 Openings/year	Associate's Degree or Technical Certificate





## Career Cluster 8

### Health Science

Career Description	Wages	Employment Outlook	Education
<b>Cardiovascular Technologists and Technicians</b> help identify and treat heart and blood vessel problems.	Annual: \$67,158 Hourly: \$32.10	1,138 Employed 3.4% Growth 88 Openings/year	Associate's Degree or Technical Certificate
<b>Dental Assistants</b> help with patient care, office tasks, and lab duties.	Annual: \$41,631 Hourly: \$19.54	12,222 Employed 2.2% Growth 1,538 Openings/year	Associate's Degree or Technical Certificate
<b>Dental Hygienists</b> clean teeth and teach clients how to prevent tooth decay and gum disease.	Annual: \$91,289 Hourly: \$44.96	6,767 Employed 2.3% Growth 507 Openings/year	Associate's Degree or Technical Certificate
<b>Dentists</b> examine patients' teeth and mouth and correct dental problems.	Annual: \$186,518 Hourly: \$80.54	3,315 Employed 2.3% Growth 167 Openings/year	Master's, PhD or Professional Degree
<b>Diagnostic Medical Sonographers</b> produce ultrasonic recordings of internal organs for use by physicians.	Annual: \$88,069 Hourly: \$42.65	1,590 Employed 3.2% Growth 121 Openings/year	Associate's Degree or Technical Certificate
<b>Dietitians and Nutritionists</b> plan diets for patients and educate people about eating healthy foods.	Annual: \$65,447 Hourly: \$32.14	1,421 Employed 2.1% Growth 104 Openings/year	Master's, PhD or Professional Degree
<b>Family and General Practitioners</b> are doctors who diagnose, treat, and help prevent diseases and injuries.	Annual: \$222,173 Hourly: N/A	2,078 Employed 1.4% Growth 91 Openings/year	Master's, PhD or Professional Degree
<b>Home Health Aides</b> care for elderly, recovering, or patients with disabilities in their own homes.	Annual: \$26,336 Hourly: \$12.07	9,153 Employed 2.2% Growth 1,197 Openings/year	High School Diploma
<b>Licensed Practical Nurses (LPNs)</b> care for people who are sick, injured, or have disabilities.	Annual: \$51,381 Hourly: \$24.40	7,811 Employed 1.1% Growth 525 Openings/year	Associate's Degree or Technical Certificate
<b>Massage Therapists</b> use their hands to provide treatment to the body.	Annual: \$57,439 Hourly: \$27.95	11,307 Employed 3.3% Growth 1,364 Openings/year	Associate's Degree or Technical Certificate
<b>Medical and Clinical Laboratory Technicians</b> conduct tests to help detect, diagnose, and treat diseases.	Annual: \$45,852 Hourly: \$21.33	3,640 Employed 2.1% Growth 254 Openings/year	Associate's Degree or Technical Certificate
<b>Medical Assistants</b> perform administrative and clinical duties like recording vital signs.	Annual: \$39,052 Hourly: \$18.49	14,752 Employed 2.4% Growth 1,868 Openings/year	Associate's Degree or Technical Certificate

## Career Cluster 8, Health Science

Career Description	Wages	Employment Outlook	Education
<b>Medical Equipment Preparers</b> clean and sterilize surgical instruments and medical equipment.	Annual: \$40,665 Hourly: \$19.16	1,996 Employed 2.2% Growth 267 Openings/year	High School Diploma
<b>Medical Records and Health Information Technicians</b> compile and maintain medical records.	Annual: \$44,789 Hourly: \$20.12	5,056 Employed 2.1% Growth 363 Openings/year	Associate's Degree or Technical Certificate
<b>Optometrists</b> examine patients' eyes to diagnose vision problems.	Annual: \$111,694 Hourly: \$54.61	1,165 Employed 3.0% Growth 64 Openings/year	Master's, PhD or Professional Degree
<b>Pharmacists</b> dispense drugs and provide information about their use.	Annual: \$125,182 Hourly: \$60.54	6,492 Employed 1.5% Growth 395 Openings/year	Master's, PhD or Professional Degree
<b>Pharmacy Technicians</b> help pharmacists provide medicines and other health care products.	Annual: \$42,703 Hourly: \$20.55	8,612 Employed 1.6% Growth 691 Openings/year	Associate's Degree or Technical Certificate
<b>Phlebotomists</b> draw blood for tests, transfusions, donations, or research.	Annual: \$37,892 Hourly: \$17.94	2,593 Employed 2.4% Growth 302 Openings/year	Associate's Degree or Technical Certificate
<b>Physical Therapists</b> treat patients to relieve their pain and increase strength and mobility.	Annual: \$89,264 Hourly: \$41.46	5,537 Employed 2.8% Growth 364 Openings/year	Master's, PhD or Professional Degree
<b>Physician Assistants</b> provide health care services under the supervision of doctors.	Annual: \$115,339 Hourly: \$55.09	2,836 Employed 3.0% Growth 206 Openings/year	Master's, PhD or Professional Degree
<b>Psychiatrists</b> diagnose, treat, and help prevent mental disorders.	Annual: \$216,107 Hourly: \$98.21	370 Employed 2.0% Growth 18 Openings/year	Master's, PhD or Professional Degree
<b>Radiologic Technologists</b> take x-rays and CAT scans to create images of internal organs, tissues, and bones.	Annual: \$69,700 Hourly: \$32.70	4,605 Employed 2.2% Growth 316 Openings/year	Associate's Degree or Technical Certificate
<b>Registered Nurses</b> care for ill or injured patients, maintain medical records, and develop care plans.	Annual: \$81,133 Hourly: \$38.19	63,154 Employed 2.4% Growth 4,489 Openings/year	Associate's or Bachelor's Degree
<b>Respiratory Therapists</b> evaluate and treat patients with breathing disorders.	Annual: \$69,588 Hourly: \$33.42	2,410 Employed 2.7% Growth 166 Openings/year	Associate's Degree or Technical Certificate



## Career Cluster 9

### Hospitality & Tourism

Career Description	Wages	Employment Outlook	Education
<b>Bakers</b> mix and bake ingredients to produce breads, pastries, and other baked goods.	Annual: \$30,466 Hourly: \$13.83	6,399 Employed 1.5% Growth 961 Openings/year	High School Diploma
<b>Baristas</b> prepare or serve specialty coffee or other beverages, and serve food to customers.	Annual: \$25,453 Hourly: \$11.41	16,236 Employed 1.8% Growth 3,946 Openings/year	High School Diploma
<b>Chefs and Head Cooks</b> measure, mix, and cook food according to recipes.	Annual: \$53,279 Hourly: \$23.19	2,469 Employed 2.0% Growth 313 Openings/year	Associate's Degree or Technical Certificate
<b>Fast Food Cooks</b> prepare food for customers at fast food restaurants.	Annual: \$26,747 Hourly: \$12.36	6,019 Employed 1.9% Growth 923 Openings/year	High School Diploma
<b>Food Preparation and Serving Workers</b> prepare and serve food and beverages.	Annual: \$24,878 Hourly: \$11.50	91,968 Employed 1.9% Growth 17,777 Openings/year	High School Diploma
<b>Food Service Managers</b> plan and direct activities for organizations that serve food and beverages.	Annual: \$59,185 Hourly: \$26.76	3,876 Employed 2.1% Growth 454 Openings/year	High School Diploma
<b>Hosts and Hostesses</b> welcome and seat patrons in dining areas.	Annual: \$24,806 Hourly: \$11.45	8,789 Employed 2.0% Growth 2,153 Openings/year	High School Diploma
<b>Hotel, Motel, and Resort Desk Clerks</b> provide services for hotel guests.	Annual: \$26,079 Hourly: \$11.97	5,787 Employed 2.1% Growth 1,028 Openings/year	High School Diploma
<b>Interpreters and Translators</b> convert information from one language to another.	Annual: \$42,814 Hourly: \$20.97	1,871 Employed 3.0% Growth 201 Openings/year	Bachelor's Degree
<b>Janitors and Cleaners</b> keep buildings clean and in good condition.	Annual: \$32,273 Hourly: \$14.95	52,714 Employed 2.0% Growth 7,493 Openings/year	High School Diploma
<b>Lodging Managers</b> plan and direct activities for organizations that provide lodging.	Annual: \$52,123 Hourly: \$22.89	1,622 Employed 2.0% Growth 179 Openings/year	Bachelor's Degree

## Career Cluster 9, Hospitality & Tourism

Career Description	Wages	Employment Outlook	Education
<b>Maids and Housekeeping Cleaners</b> clean rooms at hotels, motels, and hospitals.	Annual: \$26,264 Hourly: \$11.92	27,198 Employed 1.8% Growth 3,988 Openings/year	High School Diploma
<b>Meeting, Convention, and Event Planners</b> organize events for groups of people.	Annual: \$52,020† Hourly: \$22.76†	4,338 Employed 2.9% Growth 541 Openings/year	Bachelor's Degree
<b>Recreation Workers</b> organize, promote, and conduct activities with groups of people.	Annual: \$31,780 Hourly: \$13.29	8,428 Employed 1.8% Growth 1,425 Openings/year	Bachelor's Degree
<b>Self-Enrichment Education Teachers</b> teach self-improvement courses that do not lead to an occupation or degree.	Annual: \$48,789 Hourly: \$21.51	12,673 Employed 2.2% Growth 1,542 Openings/year	Associate's Degree or Technical Certificate
<b>Umpires and Referees</b> regulate play at sports events.	Annual: \$31,766 Hourly: N/A	365 Employed 2.5% Growth 54 Openings/year	Associate's Degree or Technical Certificate
<b>Ushers, Lobby Attendants, and Ticket Takers</b> assist patrons at entertainment events.	Annual: \$28,771 Hourly: \$13.13	3,974 Employed 1.8% Growth 1,015 Openings/year	High School Diploma
<b>Waiters and Waitresses</b> serve food in restaurants and diners.	Annual: \$31,986 Hourly: \$12.14	50,613 Employed 2.0% Growth 9,976 Openings/year	High School Diploma



## Career Cluster 10

### Human Services

Career Description	Wages	Employment Outlook	Education
<b>Barbers</b> cut, trim, shampoo, style, and shave hair.	Annual: \$40,367 Hourly: \$18.08	3,319 Employed 2.7% Growth 378 Openings/year	Associate's Degree or Technical Certificate
<b>Child, Family, and School Social Workers</b> provide social services and assistance to families and children.	Annual: \$49,842 Hourly: \$24.25	9,051 Employed 1.3% Growth 961 Openings/year	Bachelor's Degree
<b>Childcare Workers</b> supervise, care for, and teach children in daycare.	Annual: \$26,305 Hourly: \$11.90	19,897 Employed 2.0% Growth 3,045 Openings/year	High School Diploma
<b>Clergy</b> provide spiritual leadership.	Annual: \$61,801 Hourly: \$28.77	4,312 Employed 0.2% Growth 458 Openings/year	Master's, PhD or Professional Degree
<b>Clinical, Counseling, and School Psychologists</b> diagnose and treat mental disorders, learning disabilities, behavioral, and emotional problems.	Annual: \$70,307 Hourly: \$32.32	4,583 Employed 2.1% Growth 409 Openings/year	Master's, PhD or Professional Degree
<b>Fitness Trainers and Aerobics Instructors</b> instruct or coach groups or individuals in exercise activities.	Annual: \$48,893 Hourly: \$21.11	10,540 Employed 2.6% Growth 1,826 Openings/year	Associate's Degree or Technical Certificate
<b>Hairdressers, Hairstylists, and Cosmetologists</b> cut, color, perm, and style hair and apply makeup.	Annual: \$39,196 Hourly: \$15.04	21,934 Employed 2.6% Growth 3,121 Openings/year	Associate's Degree or Technical Certificate
<b>Home Health Aides</b> help the elderly, sick, or people with disabilities with daily living activities.	Annual: \$26,614 Hourly: \$12.36	46,268 Employed 1.6% Growth 6,982 Openings/year	High School Diploma
<b>Manicurists and Pedicurists</b> clean, shape, and polish clients' nails.	Annual: \$31,482 Hourly: \$14.14	7,936 Employed 2.7% Growth 1,038 Openings/year	High School Diploma
<b>Marriage and Family Therapists</b> help individuals, couples, and families overcome emotional problems.	Annual: \$56,576 Hourly: \$23.20	703 Employed 1.3% Growth 77 Openings/year	Master's, PhD or Professional Degree

## Career Cluster 10, Human Services

Career Description	Wages	Employment Outlook	Education
<b>Massage Therapists</b> perform therapeutic massages of soft tissues and joints.	Annual: \$57,439 Hourly: \$27.95	11,307 Employed 3.3% Growth 1,364 Openings/year	Associate's Degree or Technical Certificate
<b>Mental Health Counselors</b> help people manage a range of mental illnesses and emotional problems.	Annual: \$46,784 Hourly: \$21.61	5,246 Employed 1.7% Growth 595 Openings/year	Master's, PhD or Professional Degree
<b>Recreation Workers</b> organize, promote, and conduct activities with groups of people.	Annual: \$31,780 Hourly: \$13.29	8,428 Employed 1.8% Growth 1,425 Openings/year	Bachelor's Degree
<b>Rehabilitation Counselors</b> help people manage mental and physical disabilities and live independently.	Annual: \$46,278 Hourly: \$18.64	6,664 Employed 1.6% Growth 747 Openings/year	Master's, PhD or Professional Degree
<b>School Guidance and Career Counselors</b> counsel individuals and groups.	Annual: \$60,414 Hourly: \$29.34	5,841 Employed 1.9% Growth 667 Openings/year	Master's, PhD or Professional Degree
<b>Skincare Specialists</b> provide skincare treatments to face and body.	Annual: \$42,309 Hourly: \$17.91	1,653 Employed 2.7% Growth 216 Openings/year	Associate's Degree or Technical Certificate
<b>Social and Community Service Managers</b> plan and direct social service programs.	Annual: \$65,328 Hourly: \$29.86	5,918 Employed 1.5% Growth 552 Openings/year	Bachelor's Degree
<b>Substance Abuse and Behavioral Disorder Counselors</b> advise those with alcohol, tobacco, drug, gambling, or other problems.	Annual: \$39,523 Hourly: \$18.12	4,223 Employed 1.9% Growth 482 Openings/year	Master's, PhD or Professional Degree



## Career Cluster 11

### Information Technology

Career Description	Wages	Employment Outlook	Education
<b>Computer and Information Systems Managers</b> plan and direct in fields such as electronic data processing and computer programming.	Annual: \$152,635 Hourly: \$68.98	14,788 Employed 4.4% Growth 1,531 Openings/year	Bachelor's Degree
<b>Computer Hardware Engineers</b> research, design, develop, or test computers and related equipment.	Annual: \$109,912 Hourly: \$51.91	2,440 Employed 3.7% Growth 217 Openings/year	Bachelor's Degree
<b>Computer Programmers</b> write and test the instructions that computers follow to perform tasks.	Annual: \$117,638 Hourly: \$58.14	16,449 Employed 3.6% Growth 1,441 Openings/year	Bachelor's Degree
<b>Computer Systems Analysts</b> improve existing computer systems and plan and develop new systems.	Annual: \$94,975 Hourly: \$44.04	23,719 Employed 3.3% Growth 2,071 Openings/year	Bachelor's Degree
<b>Computer User Support Specialists</b> provide technical assistance, answer questions, and resolve problems.	Annual: \$57,174 Hourly: \$25.37	18,362 Employed 3.4% Growth 1,721 Openings/year	Associate's Degree or Technical Certificate
<b>Computer, Automated Teller, and Office Machine Repairers</b> fix, maintain, or install computers, word processing systems, and ATMs.	Annual: \$47,434 Hourly: \$19.01	2,832 Employed 2.0% Growth 303 Openings/year	Associate's Degree or Technical Certificate
<b>Database Administrators</b> administer, test, and implement computer databases.	Annual: \$94,418 Hourly: \$46.65	2,939 Employed 4.0% Growth 268 Openings/year	Bachelor's Degree
<b>Information Security Analysts</b> plan, implement, upgrade, or monitor security measures for the protection of computer networks and information.	Annual: \$100,687 Hourly: \$49.11	2,316 Employed 2.7% Growth 191 Openings/year	Bachelor's Degree

## Career Cluster 11, Information Technology

Career Description	Wages	Employment Outlook	Education
<b>Multimedia Artists and Animators</b> create special effects, animation, or other images using film, video, computers, or other electronic tools.	Annual: \$77,092 Hourly: \$37.12	4,472 Employed 4.4% Growth 538 Openings/year	Bachelor's Degree
<b>Network and Computer Systems Administrators</b> install, configure, and support an organization's network and internet systems.	Annual: \$89,892 Hourly: \$41.94	10,272 Employed 2.6% Growth 824 Openings/year	Bachelor's Degree
<b>Software Developers, Applications</b> create computer applications software or utility programs.	Annual: \$131,076 Hourly: \$61.41	78,829 Employed 5.4% Growth 7,927 Openings/year	Bachelor's Degree
<b>Software Developers, Systems Software</b> research, design, develop, and test operating systems-level software.	Annual: \$115,765 Hourly: \$55.55	16,730 Employed 3.1% Growth 1,422 Openings/year	Bachelor's Degree
<b>Software Quality Assurance Engineers and Testers</b> develop and execute software test plans in order to identify software problems and their causes.	Annual: \$87,856 Hourly: \$39.43	9,959 Employed 3.1% Growth 855 Openings/year	Bachelor's Degree
<b>Video Game Designers</b> design core features of video games.	Annual: \$87,856 Hourly: \$39.43	9,959 Employed 3.1% Growth 855 Openings/year	Bachelor's Degree
<b>Web Developers</b> design websites and oversee technical aspects such as website speed and capacity.	Annual: \$91,401 Hourly: \$40.81	7,929 Employed 5.7% Growth 886 Openings/year	Associate's Degree or Technical Certificate





## Career Cluster 12

### Law, Public Safety, Corrections & Security

Career Description	Wages	Employment Outlook	Education
<b>Correctional Officers and Jailers</b> keep order and enforce rules in jails and prisons.	Annual: \$54,367 Hourly: \$24.31	6,640 Employed 1.1% Growth 558 Openings/year	High School Diploma
<b>Court Reporters</b> capture, store, retrieve, and transcribe information at trials and pretrial proceedings.	Annual: \$53,650 Hourly: \$25.00	366 Employed 1.2% Growth 27 Openings/year	Associate's Degree or Technical Certificate
<b>Detectives and Criminal Investigators</b> gather facts and evidence for criminal cases.	Annual: \$85,305 Hourly: \$40.35	2,439 Employed 0.9% Growth 189 Openings/year	Associate's Degree or Technical Certificate
<b>Firefighters</b> put out fires and rescue people who are in danger.	Annual: \$70,802 Hourly: \$35.81	8,779 Employed 1.1% Growth 667 Openings/year	Associate's Degree or Technical Certificate
<b>First-Line Supervisors of Police and Detectives</b> supervise and coordinate activities of the police force.	Annual: \$102,592 Hourly: \$48.51	2,532 Employed 1.2% Growth 186 Openings/year	Associate's Degree or Technical Certificate
<b>Forensic Science Technicians</b> collect, identify, classify, and analyze physical evidence related to criminal investigations.	Annual: \$60,910 Hourly: \$28.94	530 Employed 2.9% Growth 70 Openings/year	Bachelor's Degree
<b>Lawyers</b> advise clients of their legal rights and suggest a course of action.	Annual: \$128,504 Hourly: \$54.13	17,649 Employed 1.2% Growth 989 Openings/year	Master's, PhD or Professional Degree
<b>Legal Secretaries</b> prepare legal documents and assist with legal research.	Annual: \$49,462 Hourly: \$22.28	3,976 Employed -0.1% Growth 400 Openings/year	Associate's Degree or Technical Certificate

## Career Cluster 12, Law, Public Safety, Corrections & Security

Career Description	Wages	Employment Outlook	Education
<b>Lifeguards and Ski Patrollers</b> monitor recreational areas, such as lakes and ski runs. They rescue people and provide first aid when needed.	Annual: \$27,322 Hourly: \$11.81	2,891 Employed 2.1% Growth 691 Openings/year	High School Diploma
<b>Paralegals and Legal Assistants</b> research and investigate facts for lawyers.	Annual: \$60,343 Hourly: \$28.26	6,316 Employed 1.3% Growth 535 Openings/year	Associate's Degree or Technical Certificate
<b>Police and Sheriff's Patrol Officers</b> maintain order and protect life and property by enforcing laws.	Annual: \$78,413 Hourly: \$38.05	9,817 Employed 1.2% Growth 745 Openings/year	Associate's Degree or Technical Certificate
<b>Private Detectives and Investigators</b> assist lawyers, businesses, and the public with a variety of cases.	Annual: \$67,084 Hourly: \$27.39	502 Employed 0.6% Growth 48 Openings/year	Associate's Degree or Technical Certificate
<b>Probation Officers and Correctional Treatment Specialists</b> help ex-offenders adjust to community life.	Annual: \$56,272 Hourly: \$26.49	2,351 Employed 1.1% Growth 189 Openings/year	Bachelor's Degree
<b>Security Guards</b> protect property from vandalism, theft, and fire.	Annual: \$36,156 Hourly: \$15.53	21,483 Employed 2.8% Growth 3,142 Openings/year	High School Diploma
<b>Security Management Specialists</b> conduct assessments for companies and design security systems.	Annual: \$78,420 Hourly: \$35.29	38,100 Employed 1.8% Growth 3,655 Openings/year	Bachelor's Degree



## Career Cluster 13

### Manufacturing

Career Description	Wages	Employment Outlook	Education
<b>Aircraft Structure, Surfaces, Rigging, and Systems Assemblers</b> assemble, fit, fasten, and install parts of airplanes, space vehicles, or missiles.	Annual: \$52,530† Hourly: \$24.06†	11,336 Employed -3.9% Growth 923 Openings/year	High School Diploma
<b>Boilermakers</b> build, install, and repair boilers, and also work on other large containers of liquids and gases.	Annual: \$58,722 Hourly: \$28.69	331 Employed 1.2% Growth 33 Openings/year	Associate's Degree or Technical Certificate
<b>Computer Numerically Controlled Machine Tool Programmers</b> develop programs to control machining or processing.	Annual: \$92,103 Hourly: \$45.74	355 Employed -2.1% Growth 29 Openings/year	Associate's Degree or Technical Certificate
<b>Computer-Controlled Machine Tool Programmers</b> operate computer-controlled machines or robots.	Annual: \$62,055 Hourly: \$27.69	1,688 Employed -0.8% Growth 158 Openings/year	Associate's Degree or Technical Certificate
<b>Dental Laboratory Technicians</b> make and repair dentures, crowns, and bridges.	Annual: \$44,147 Hourly: \$20.52	1,377 Employed 2.2% Growth 177 Openings/year	High School Diploma
<b>Electrical and Electronic Engineering Technicians</b> design, build, repair, calibrate, and modify electrical components, circuitry, and controls.	Annual: \$69,973 Hourly: \$32.86	2,094 Employed 1.0% Growth 155 Openings/year	Associate's Degree or Technical Certificate
<b>Electromechanical Equipment Assemblers</b> assemble or modify electromechanical equipment or devices like brakes and appliances.	Annual: \$41,013 Hourly: \$18.91	421 Employed 0.4% Growth 46 Openings/year	High School Diploma
<b>Extruding and Drawing Machine Setters, Operators, and Tenders</b> operate machines to extrude or draw thermoplastic or metal materials.	Annual: \$44,893 Hourly: \$20.03	572 Employed -1.6% Growth 51 Openings/year	High School Diploma
<b>Industrial Engineers</b> develop systems or manage production processes, including human word factors, quality control, and inventory control.	Annual: \$105,294 Hourly: \$49.54	7,406 Employed -1.4% Growth 380 Openings/year	Bachelor's Degree

## Career Cluster 13, Manufacturing

Career Description	Annual Wages	Employment Outlook	Education
<b>Industrial Production Managers</b> plan and direct the work and resources necessary to manufacture products.	Annual: \$120,155 Hourly: \$54.09	2,590 Employed -0.4% Growth 164 Openings/year	Bachelor's Degree
<b>Industrial Truck and Tractor Operators</b> use trucks or tractors equipped to move materials around.	Annual: \$42,730 Hourly: \$18.95	11,011 Employed 0.8% Growth 1,221 Openings/year	High School Diploma
<b>Locksmiths and Safe Repairers</b> install and repair locks and safes.	Annual: \$41,748 Hourly: \$21.03	389 Employed 1.1% Growth 39 Openings/year	High School Diploma
<b>Machinists</b> use machine tools to produce precision metal parts.	Annual: \$51,611 Hourly: \$23.80	10,220 Employed 0.6% Growth 1,096 Openings/year	Associate's Degree or Technical Certificate
<b>Maintenance and Repair Workers</b> keep machines, mechanical equipment, or the structure of an establishment in repair.	Annual: \$44,586 Hourly: \$20.30	36,643 Employed 1.3% Growth 3,651 Openings/year	Associate's Degree or Technical Certificate
<b>Millwrights</b> install, dismantle, or move machinery and heavy equipment.	Annual: \$66,337 Hourly: \$30.38	1,491 Employed -0.2% Growth 136 Openings/year	Associate's Degree or Technical Certificate
<b>Molding, Coremaking, and Casting Machine Setters, Operators, and Tenders</b> set up, operate, or tend metal or plastic molding, casting, or core-making machines.	Annual: \$38,083 Hourly: \$17.48	2,118 Employed -0.2% Growth 217 Openings/year	High School Diploma
<b>Telecommunications Equipment Installers and Repairers</b> fix telephone, cable, internet, and other communications equipment.	Annual: \$58,289 Hourly: \$28.75	5,859 Employed 1.9% Growth 634 Openings/year	Associate's Degree or Technical Certificate
<b>Welders, Cutters, Solderers, and Brazers</b> use heat to permanently join pieces of metal.	Annual: \$49,171 Hourly: \$22.49	9,431 Employed 0.7% Growth 1,072 Openings/year	Associate's Degree or Technical Certificate



## Career Cluster 14

### Marketing

Career Description	Wages	Employment Outlook	Education
<b>Advertising and Promotions Managers</b> plan and direct ads for businesses.	Annual: \$129,522 Hourly: \$59.40	951 Employed 3.5% Growth 120 Openings/year	Bachelor's Degree
<b>Advertising Sales Agents</b> sell air time on radio and TV stations. They also sell page space in newspapers and magazines.	Annual: \$53,010 Hourly: \$20.43	2,923 Employed 2.0% Growth 397 Openings/year	Associate's Degree or Technical Certificate
<b>Cashiers</b> ring up sales and receive payments for merchandise.	Annual: \$27,220 Hourly: \$11.71	69,219 Employed 0.5% Growth 13,010 Openings/year	High School Diploma
<b>Driver/Sales Workers</b> drive routes in an established territory and sell or deliver goods.	Annual: \$31,301 Hourly: \$11.92	10,256 Employed 1.4% Growth 1,180 Openings/year	High School Diploma
<b>Fashion Designers</b> design clothes and accessories for manufacture and sale.	Annual: \$68,059 Hourly: \$30.09	560 Employed 1.3% Growth 58 Openings/year	Associate's Degree or Technical Certificate
<b>Interior Designers</b> plan and design spaces and furnish interiors.	Annual: \$59,057 Hourly: \$27.20	2,736 Employed 2.0% Growth 297 Openings/year	Bachelor's Degree
<b>Market Research Analysts and Marketing Specialists</b> research market conditions to determine potential sales or products or services.	Annual: \$80,807 Hourly: \$34.10	21,707 Employed 4.2% Growth 2,644 Openings/year	Bachelor's Degree
<b>Marketing Managers</b> plan, direct, or coordinate marketing policies and programs.	Annual: \$145,492 Hourly: \$66.19	7,238 Employed 3.8% Growth 796 Openings/year	Bachelor's Degree
<b>Online Merchants</b> conduct retail activities of businesses operating exclusively online.	Annual: \$78,420 Hourly: \$35.29	38,100 Employed 1.8% Growth 3,655 Openings/year	Bachelor's Degree

## Career Cluster 14, Marketing

Career Description	Wages	Employment Outlook	Education
<b>Real Estate Brokers</b> oversee real estate transactions, rent properties, and arrange loans.	Annual: \$102,490 Hourly: \$30.05	2,109 Employed 1.0% Growth 204 Openings/year	Bachelor's Degree
<b>Real Estate Sales Agents</b> help clients buy, sell, or lease land or property.	Annual: \$58,100 Hourly: \$22.34	24,850 Employed 1.2% Growth 2,423 Openings/year	Associate's Degree or Technical Certificate
<b>Sales Engineers</b> sell complex scientific and technical products or services to businesses.	Annual: \$125,600 Hourly: \$60.41	1,719 Employed 2.5% Growth 191 Openings/year	Bachelor's Degree
<b>Sales Managers</b> direct and coordinate the sales of goods and services for businesses.	Annual: \$130,951 Hourly: \$55.11	8,909 Employed 2.6% Growth 911 Openings/year	Bachelor's Degree
<b>Search Marketing Strategists</b> increase visibility and engagement with web content and products.	Annual: \$87,856 Hourly: \$39.43	9,959 Employed 3.1% Growth 855 Openings/year	Bachelor's Degree
<b>Telemarketers</b> solicit orders for goods and services by phone.	Annual: \$30,170 Hourly: \$13.65	2,829 Employed 1.6% Growth 459 Openings/year	High School Diploma
<b>Wholesale and Retail Buyers</b> purchase merchandise or commodities for resale to consumers at the wholesale or retail level.	Annual: \$63,715 Hourly: \$27.40	4,530 Employed 3.2% Growth 558 Openings/year	Associate's Degree or Technical Certificate



## Career Cluster 15

### Science, Technology, Engineering & Mathematics

Career Description	Wages	Employment Outlook	Education
<b>Aerospace Engineers</b> design, construct, and test parts for aircraft, spacecraft, and weapons.	Annual: \$112,010† Hourly: \$52.72†	7,407 Employed -3.4% Growth 200 Openings/year	Bachelor's Degree
<b>Archeologists</b> conduct research to reconstruct records of past human life and culture.	Annual: \$71,715 Hourly: \$33.20	277 Employed 3.0% Growth 32 Openings/year	Master's, PhD or Professional Degree
<b>Biological Technicians</b> assist biological and medical scientists in laboratories.	Annual: \$43,685 Hourly: \$19.67	3,075 Employed 1.4% Growth 384 Openings/year	Bachelor's Degree
<b>Biomedical Engineers</b> design new tools and devices to improve healthcare. They develop new ways to treat illness and disease.	Annual: \$89,970† Hourly: \$41.16†	473 Employed 1.9% Growth 36 Openings/year	Bachelor's Degree
<b>Chemical Engineers</b> solve problems that involve using or making chemicals.	Annual: \$102,226 Hourly: \$49.36	426 Employed 1.9% Growth 34 Openings/year	Bachelor's Degree
<b>Chemical Technicians</b> conduct chemical and physical laboratory tests to assist scientists.	Annual: \$53,903 Hourly: \$23.39	922 Employed 1.5% Growth 94 Openings/year	Associate's Degree or Technical Certificate
<b>Chemists</b> search for new knowledge about chemicals.	Annual: \$81,943 Hourly: \$36.97	1,957 Employed 1.7% Growth 203 Openings/year	Bachelor's Degree
<b>Civil Engineers</b> plan and design roads, buildings, airports, tunnels, dams, bridges, and water systems.	Annual: \$90,975 Hourly: \$42.03	12,937 Employed 1.0% Growth 1,056 Openings/year	Bachelor's Degree
<b>Electrical and Electronic Engineering Technicians</b> build, test, troubleshoot, and repair electronic components.	Annual: \$69,973 Hourly: \$32.86	2,094 Employed 1.0% Growth 155 Openings/year	Associate's Degree or Technical Certificate

## Career Cluster 15, Science, Technology, Engineering & Mathematics

Career Description	Wages	Employment Outlook	Education
<b>Environmental Scientists and Specialists</b> study problems that affect the health of living things.	Annual: \$77,436 Hourly: \$33.55	4,097 Employed 3.2% Growth 475 Openings/year	Bachelor's Degree
<b>Epidemiologists</b> investigate and describe the cause and distribution of disease, disability, or health outcomes.	Annual: \$93,730 Hourly: \$39.80	314 Employed 1.3% Growth 28 Openings/year	Master's, PhD or Professional Degree
<b>Geoscientists</b> study the composition, structure, and other physical aspects of the earth.	Annual: \$87,411 Hourly: \$38.52	1,269 Employed 2.3% Growth 140 Openings/year	Bachelor's Degree
<b>Hydrologists</b> research the distribution, circulation, and physical properties of underground and surface waters.	Annual: \$88,788 Hourly: \$40.01	420 Employed 2.6% Growth 47 Openings/year	Bachelor's Degree
<b>Mechanical Engineers</b> oversee the design, construction, and testing of mechanical products and systems.	Annual: \$94,246 Hourly: \$43.12	8,167 Employed 0.5% Growth 549 Openings/year	Bachelor's Degree
<b>Medical Scientists</b> conduct research to find causes of, and treatments for, disease.	Annual: \$85,821 Hourly: \$34.25	5,071 Employed 1.7% Growth 460 Openings/year	Master's, PhD or Professional Degree
<b>Physicists</b> conduct research, develop theories, and devise methods to apply physical laws and theories.	Annual: \$111,816 Hourly: \$48.35	571 Employed 1.6% Growth 55 Openings/year	Master's, PhD or Professional Degree
<b>Statisticians</b> collect, organize, and interpret numerical data.	Annual: \$89,102 Hourly: \$42.20	1,271 Employed 3.5% Growth 110 Openings/year	Master's, PhD or Professional Degree
<b>Surveying and Mapping Technicians</b> obtain data through surveying and mapping used for construction, mapmaking, boundary location, mining, or other purposes.	Annual: \$53,396 Hourly: \$25.82	1,386 Employed -0.4% Growth 99 Openings/year	Associate's Degree or Technical Certificate





## Career Cluster 16

### Transportation, Distribution & Logistics

Career Description	Wages	Employment Outlook	Education
<b>Ambulance Drivers and Attendants</b> drive ambulances or assist in transporting sick and injured people.	Annual: \$31,249 Hourly: \$12.54	314 Employed 1.2% Growth 42 Openings/year	High School Diploma
<b>Automotive Master Mechanics</b> repair automobiles, trucks, buses, and other vehicles.	Annual: \$47,211 Hourly: \$21.42	17,869 Employed 1.4% Growth 1,788 Openings/year	Associate's Degree or Technical Certificate
<b>Automotive Service Technicians and Mechanics</b> diagnose, adjust, and repair cars and trucks.	Annual: \$47,211 Hourly: \$21.42	17,869 Employed 1.4% Growth 1,788 Openings/year	Associate's Degree or Technical Certificate
<b>Billing and Posting Clerks</b> compile, compute, and record billing, accounting, statistical, and other numerical data for billing purposes.	Annual: \$40,711 Hourly: \$18.87	13,896 Employed 2.3% Growth 1,625 Openings/year	High School Diploma
<b>Bus and Truck Mechanics and Diesel Engine Specialists</b> diagnose and repair buses and trucks, or maintain and repair any type or diesel engines.	Annual: \$53,921 Hourly: \$25.87	6,202 Employed 1.6% Growth 604 Openings/year	Associate's Degree or Technical Certificate
<b>Bus Drivers, Transit and Intercity</b> transport people and assist passengers.	Annual: \$57,508 Hourly: \$27.99	6,439 Employed 1.2% Growth 853 Openings/year	High School Diploma
<b>Commercial Pilots</b> fly planes, helicopters, and air ambulances.	Annual: \$98,410 Hourly: N/A	1,292 Employed 1.8% Growth 135 Openings/year	Associate's Degree or Technical Certificate
<b>Customs Brokers</b> ensure shipments meet all laws to facilitate the import and export of goods.	Annual: \$78,420 Hourly: \$35.29	38,100 Employed 1.8% Growth 3,655 Openings/year	Associate's Degree or Technical Certificate
<b>Dispatchers</b> schedule and dispatch workers, work crews, equipment, or service vehicles.	Annual: \$49,952 Hourly: \$22.32	4,814 Employed 1.8% Growth 494 Openings/year	High School Diploma

## Career Cluster 16, Transportation, Distribution & Logistics

Career Description	Wages	Employment Outlook	Education
<b>Heavy and Tractor-Trailer Truck Drivers</b> drive large trucks or tractor-trailers to transport materials.	Annual: \$47,444 Hourly: \$21.97	38,898 Employed 1.4% Growth 4,476 Openings/year	High School Diploma
<b>Laborers and Freight, Stock, and Material Movers</b> move freight, stock, or other materials.	Annual: \$33,221 Hourly: \$14.51	62,346 Employed 1.6% Growth 8,998 Openings/year	High School Diploma
<b>Motorcycle Mechanics</b> diagnose, adjust, and repair motorcycles and other motorized vehicles.	Annual: \$44,393 Hourly: \$20.98	424 Employed 1.8% Growth 46 Openings/year	Associate's Degree or Technical Certificate
<b>Occupational Health and Safety Specialists</b> analyze work environments and design programs and procedures to control, eliminate, and prevent disease or injury.	Annual: \$80,150 Hourly: \$37.22	2,532 Employed 1.4% Growth 146 Openings/year	Bachelor's Degree
<b>Recreational Vehicle Service Technicians</b> diagnose and repair recreational vehicles, including travel trailers.	Annual: \$44,971 Hourly: \$21.33	704 Employed 1.8% Growth 92 Openings/year	High School Diploma
<b>Supply Chain Managers</b> direct the coordination of all processes involving the movement, storage, or processing of inventory.	Annual: \$123,594 Hourly: \$54.27	34,350 Employed 2.0% Growth 2,842 Openings/year	Bachelor's Degree
<b>Taxi Drivers and Chauffeurs</b> transport passengers to and from their homes, workplaces, and other locations.	Annual: \$28,025 Hourly: \$12.41	5,556 Employed 1.3% Growth 617 Openings/year	High School Diploma
<b>Transportation, Storage, and Distribution Managers</b> direct transportation, storage, or distribution activities.	Annual: \$110,400 Hourly: \$50.46	2,289 Employed 0.9% Growth 178 Openings/year	Bachelor's Degree

# Index of Careers

Use this list of selected careers to explore different occupations and discover what they pay, whether they're in demand, and what education they require. Pick a career, circle the page number, and flip to that page to get the details. Need help? The chart on page 11 explains how to use the guide. For a complete, searchable list of careers go to **CareerBridge.wa.gov**.

## A

Accountants and Auditors .....	18, 24
Adult Basic Education and Literacy Teachers.....	20
Advertising and Promotions Managers.....	38
Advertising Sales Agents .....	38
Aerospace Engineers.....	40
Agricultural Equipment Operators .....	12
Agricultural Inspectors .....	12
Aircraft Structure, Surfaces, Rigging, and Systems Assemblers.....	36
Ambulance Drivers and Attendants.....	42
Animal Control Workers.....	12, 24
Animal Trainers.....	12
Appraisers and Assessors of Real Estate.....	22
Archeologists.....	40
Architects.....	14
Architectural and Civil Drafters .....	14
Architectural and Engineering Managers.....	24
Audio and Video Equipment Technicians.....	16
Automotive Master Mechanics .....	42
Automotive Service Technicians and Mechanics .....	42

## B

Bakers .....	28
Barbers .....	30
Baristas.....	28
Bill and Account Collectors .....	22
Billing and Posting Clerks .....	42
Biological Technicians .....	40
Biomedical Engineers.....	40
Boilermakers.....	36
Broadcast Technicians .....	16
Brokerage Clerks .....	22
Budget Analysts .....	22
Bus and Truck Mechanics and Diesel Engine Specialists .....	42
Bus Drivers, Transit and Intercity .....	42

## C

Camera Operators, Television, Video, and Motion Picture .....	16
Cardiovascular Technologists .....	26
Carpenters.....	14
Cashiers.....	38
Chefs and Head Cooks .....	28
Chemical Engineers.....	40
Chemical Technicians.....	40
Chemists .....	40
Chief Executives.....	24
Child, Family, and School Social Workers .....	30
Childcare Workers.....	30
Civil Engineering Technicians .....	14
Civil Engineers.....	14, 40
Clergy.....	30
Clinical, Counseling, and School Psychologists .....	20, 30
Coaches.....	20
College Administrators .....	20
Commercial and Industrial Designers.....	16
Commercial Pilots.....	42
Compensation, Benefits, and Job Analysis Specialists .....	18
Computer and Information Systems Managers .....	32
Computer Hardware Engineers.....	32
Computer Numerically Controlled Machine Tool Programmers.....	36
Computer Programmers .....	32
Computer Systems Analysts .....	32
Computer User Support Specialists.....	12, 32
Computer, Automated Teller, and Office Machine Repairers.....	32
Computer-Controlled Machine Tool Programmers .....	36
Construction and Building Inspectors.....	14
Construction Laborers.....	14
Construction Managers .....	14
Correctional Officers and Jailers.....	34
Cost Estimators .....	14
Court Reporters.....	34
Credit Authorizers, Checkers, and Clerks.....	22
CTE Teachers, High School .....	20
Customer Service Representatives....	18
Customs Brokers.....	42

## D

Database Administrators.....	32
Dental Assistants.....	26
Dental Hygienists.....	26
Dental Laboratory Technicians .....	36
Dentists.....	26
Detectives and Criminal Investigators .....	34
Diagnostic Medical Sonographers....	26
Dietitians and Nutritionists.....	26
Dispatchers .....	42
Driver/Sales Workers .....	38

## E

Economists.....	24
Editors .....	16
Electrical and Electronic Engineering Technicians.....	36, 40
Electrical Power-Line Installers and Repairers.....	14
Electricians .....	15
Electromechanical Equipment Assemblers.....	36
Elementary School Teachers .....	20
Emergency Management Directors .....	24
Environmental Science and Protection Technicians.....	12
Environmental Scientists and Specialists .....	12, 41
Epidemiologists.....	41
Extruding and Drawing Machine Setters, Operators, and Tenders .....	36

## F

Family and General Practitioners .....	26
Farmers, Ranchers, and Other Agricultural Managers .....	12
Fashion Designers.....	16, 38
Fast Food Cooks.....	28
Film and Video Editors.....	16
Financial Analysts .....	22
Financial Managers .....	22
Fine Artists.....	16
Firefighters .....	34
First-Line Supervisors of Office and Administrative Support Workers.....	18

First-Line Supervisors of Police and Detectives .....	34
Fitness Trainers and Aerobics Instructors.....	30
Food Preparation and Serving Workers.....	28
Food Scientists and Technologists ...	12
Food Service Managers.....	28
Forensic Science Technicians.....	34

<b>G</b>	
Geoscientists .....	41
Glaziers.....	15
Graphic Designers .....	16

<b>H</b>	
Hairdressers, Hairstylists, and Cosmetologists .....	30
Heating, Air Conditioning, and Refrigeration Mechanics and Installers.....	15
Heavy and Tractor-Trailer Truck Drivers.....	43
Home Health Aides .....	26, 30
Hosts and Hostesses.....	28
Hotel, Motel, and Resort Desk Clerks .....	28
Human Resources Managers.....	18
Hydrologists.....	41

<b>I</b>	
Industrial Engineers.....	36
Industrial Production Managers .....	37
Industrial Truck and Tractor Operators.....	37
Information Security Analysts.....	32
Instructional Coordinators .....	20
Insurance Sales Agents.....	22
Insurance Underwriters.....	22
Interior Designers .....	15, 38
Interpreters and Translators.....	20, 28

<b>J</b>	
Janitors and Cleaners .....	28

<b>K</b>	
Kindergarten Teachers .....	20

<b>L</b>	
Laborers and Freight, Stock, and Material Movers .....	43
Landscape Architects.....	12
Landscaping and Groundskeeping Workers .....	13
Lawyers .....	34
Legal Secretaries.....	34
Legislators.....	24
Licensed Practical Nurses (LPNs).....	26
Lifeguards and Ski Patrolters.....	35
Loan Officers .....	22
Locksmiths and Safe Repairers .....	37
Lodging Managers.....	28

<b>M</b>	
Machinists .....	37
Maids and Housekeeping Cleaners.....	29
Maintenance and Repair Workers.....	37
Management Analysts .....	18
Manicurists and Pedicurists.....	30
Market Research Analysts and Marketing Specialists.....	18, 38
Marketing Managers.....	38
Marriage and Family Therapists.....	30
Massage Therapists .....	26, 31
Mechanical Engineers .....	41
Medical and Clinical Laboratory Technicians.....	26
Medical Assistants.....	26
Medical Equipment Preparers.....	27
Medical Records and Health Information Technicians.....	27
Medical Scientists.....	41
Meeting, Convention, and Event Planners.....	18, 29
Mental Health Counselors .....	31
Middle and High School Teachers.....	21
Millwrights .....	37
Molding, Coremaking, and Casting Machine Setters, Operators, and Tenders.....	37
Motorcycle Mechanics .....	43
Multimedia Artists and Animators .....	17, 33
Museum Technicians and Conservators .....	17

<b>N</b>	
Network and Computer Systems Administrators.....	33

<b>O</b>	
Occupational Health and Safety Specialists .....	24, 43
Office and Administrative and Support Workers.....	24
Office Clerks .....	18
Online Merchants .....	38
Operating Engineers and Other Construction Equipment Operators .....	15
Operations Research Analysts .....	18
Optometrists.....	27
Order Clerks .....	19

<b>P</b>	
Paralegals and Legal Assistants .....	35
Personal Financial Advisors .....	23
Pest Control Workers.....	13
Pharmacists.....	27
Pharmacy Technicians.....	27
Phlebotomists.....	27
Photographers.....	17
Physical Therapists.....	27
Physician Assistants.....	27
Physicists.....	41
Plumbers, Pipefitters, and Steamfitters.....	15
Police and Sheriff's Patrol Officers.....	35
Power Plant Operators.....	13
Preschool Teachers .....	21
Private Detectives and Investigators .....	35
Probation Officers and Correctional Treatment Specialists .....	35
Producers.....	17
Property, Real Estate, and Community Association Managers.....	19
Psychiatrists .....	27
Public Relations Specialists....	17, 19, 25

<b>R</b>	
Radiologic Technologists .....	27
Real Estate Brokers.....	39
Real Estate Sales Agents.....	39
Recreation Workers.....	29, 31
Recreational Vehicle Service Technicians.....	43
Refuse and Recyclable Material Collectors .....	13
Registered Nurses.....	27
Rehabilitation Counselors .....	31
Respiratory Therapists .....	27
Roofers.....	15

## S

Sales Engineers.....	39
Sales Managers.....	39
Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products.....	19
School Guidance and Career Counselors.....	31
Search Marketing Strategists.....	39
Secretaries and Administrative Assistants.....	19
Securities, Commodities, and Financial Services Sales Agents.....	23
Security and Fire Alarm Systems Installers.....	15
Security Guards.....	35
Security Management Specialists.....	35
Self-Enrichment Education Teachers.....	21, 29
Skincare Specialists.....	31
Social and Community Service Managers.....	25, 31
Social Science Research Assistants.....	25
Software Developers, Applications.....	33
Software Quality Assurance Engineers and Testers.....	33
Sound Engineering Technicians.....	17
Statisticians.....	19, 41
Structural Iron and Steel Workers.....	15
Substance Abuse and Behavioral Disorder Counselors.....	31
Supply Chain Managers.....	43
Survey Researchers.....	23
Surveying and Mapping Technicians.....	41

## T

Taxi Drivers and Chauffeurs.....	43
Teacher Assistants.....	21
Technical Writers.....	17
Telecommunications Equipment Installers and Repairers.....	37
Telemarketers.....	23, 39
Tellers.....	23
Tile and Marble Setters.....	15
Title Examiners, Abstractors, and Searchers.....	23
Training and Development Managers.....	21
Training and Development Specialists.....	19
Transportation, Storage, and Distribution Managers.....	43
Tree Trimmers and Pruners.....	13

## U

Umpires and Referees.....	29
Urban and Regional Planners.....	25
Ushers, Lobby Attendants, and Ticket Takers.....	29

## V

Veterinarians.....	13
Veterinary Assistants and Laboratory Animal Caretakers.....	13
Veterinary Technologists and Technicians.....	13
Video Game Designers.....	33

## W

Waiters and Waitresses.....	29
Water and Wastewater Treatment Plant and System Operators.....	25
Web Developers.....	33
Welders, Cutters, Solderers, and Brazers.....	37
Wholesale and Retail Buyers.....	39

## Z

Zoologists and Wildlife Biologists.....	13
--	----

**Explore even more careers  
at [careerbridge.wa.gov](http://careerbridge.wa.gov)!**



**This free online tool features over 6,500  
Washington education programs!**

**Choose one that's right for you!**

# Career Steps to Take in High School

Step 5

If you're in middle school or high school, it's time to start preparing for your career. Now is a great time to learn about jobs and career fields, and about what you like and don't like to do. The more you learn about the working world, the easier it is to know where you want to go.

## Try on a career with Career and Technical Education

Do you like welding or carpentry? Ever thought about becoming a nurse or pharmacist? Or maybe you like working with technology or enjoy sales and marketing. There are many jobs that you can explore while you're in high school through a Career and Technical Education (CTE) class.

CTE blends academic subjects like math and writing with jobs you'd actually like to do! So while you're learning about right angles or how to write a report, you're also able to create a business plan or use a miter saw to build something. And if you like what you're learning, you can dig deeper into the subject and, in some cases, earn both high school and college credits. So ask which CTE classes are available at your middle school or high school. Find out more about CTE Career Clusters at: [www.k12.wa.us/CareerTechEd/Clusters/default.aspx](http://www.k12.wa.us/CareerTechEd/Clusters/default.aspx).

## Skills Centers: Dig deeper into careers

Whether your passion is for cooking, learning to build robots, or helping people get healthy, Skills Centers offer you a place to explore those interests in-depth. With Skills Centers, you get hands-on, specialized training in areas that range from culinary arts to robotics technology to nursing. Often, you're able to earn industry certification and college credits while you're still in high school. Plus you add value to your resume, for when you start looking for a job. There are 14 Skills Centers in Washington, serving more than 100 school districts. Many students go to a Skills Center as part of their school day, immersing themselves in career-focused classes, while attending high school the rest of the time. See which Skills Center serves your school district at: [www.washingtonskillscenters.org](http://www.washingtonskillscenters.org).

## If you need career help or have a learning disability

If you are a student with a disability who has an Individualized Education Plan or 504 Plan, or if you just need a little extra help with career development and job skills, check out the Division of Vocational Rehabilitation (DVR). DVR helps people figure out how to get into careers even if they have struggled in school. For more information, call (360) 725-3636 or 1-800-637-5627, or visit <https://www.dshs.wa.gov/office-of-the-secretary/division-vocational-rehabilitation>.

## Create your High School and Beyond Plan

The High School and Beyond Plan is a Washington graduation requirement. It's also a tool to chart your future, and the education steps to get you where you want to go. Remember, you can always change your plan as your interests change. Work with your teachers, counselors, and family to create a plan that's right for you. More information is available in your school's counseling office. Get more details at: [www.sbe.wa.gov/our-work/high-school-and-beyond-plan](http://www.sbe.wa.gov/our-work/high-school-and-beyond-plan).

## Skills Centers

- ▶ **Cascadia Tech Academy**—Vancouver
- ▶ **Columbia Basin Technical Skills Center**—Moses Lake
- ▶ **New Market Skills Center**—Tumwater
- ▶ **NEW TECH Skills Center**—Spokane
- ▶ **North Olympic Peninsula Skills Center**—Port Angeles
- ▶ **Northwest Career and Technical Academy**—Mount Vernon
- ▶ **Northwest Career and Technical Academy Branch Campus**—Anacortes
- ▶ **Pierce County Skills Center**—Puyallup
- ▶ **Puget Sound Skills Center**—Burien
- ▶ **SEA-Tech Skills Center**—Walla Walla
- ▶ **Seattle Skills Center**—Seattle
- ▶ **Sno-Isle Technical Skills Center**—Everett
- ▶ **Spokane Valley Tech**—Spokane Valley
- ▶ **Tri-Tech Skills Center**—Kennewick
- ▶ **Washington Network for Innovative Careers**—Kirkland
- ▶ **Wenatchee Valley Technical Skills Center**—Wenatchee
- ▶ **Twin Harbors Branch Skills Center**—Aberdeen
- ▶ **West Sound Technical Skills Center**—Bremerton
- ▶ **Yakima Valley Technical Skills Center**—Sunnyside
- ▶ **Yakima Valley Technical Skills Center**—Yakima

Whether it's a certificate or specific training that builds on your high school experience, the education you receive after high school will make a big difference in securing a career that grows with you and offers opportunities for higher pay.

To earn a living wage, you first need to make it through high school. But high school is not enough. To put yourself on a path to earning a living wage, you need to invest in at least one year of learning or training after you receive your diploma.

This can be a short-term, career-focused certificate at a community or technical college, or private career school. A two-year associate's degree can also pave the way to a rewarding career. Or you may consider joining the military, where you learn valuable skills and see the world, or become an apprentice to prepare for a high-paying, hands-on trade. Or you may want to earn a four-year degree that expands your knowledge of the arts and world, or perhaps a doctoral degree in medicine, dentistry, veterinary medicine, or law.

The biggest question before you invest in education and training: Do you know what you want to do? Be sure to use this guide to figure that out first, by assessing your interests and abilities, then investigating careers within your top scoring Career Clusters. This will help you figure out which career fields you're interested in before you spend time and money on further education. (Turn to the beginning of the book to complete steps 1 through 4.)

---

*Learn how to fully explore your options using the guide's Career Search Tables on pages 12-43 or click on the searchable database at **CareerBridge.wa.gov***

---

## Washington's Community and Technical Colleges

The state has 34 public community and technical colleges. They offer academic associate's degrees that transfer to a college or university, and certificates and degrees in career-specific areas such as health care, accounting, automotive technology, and culinary arts. A growing number also offer applied bachelor's degree programs in a variety of subject areas. Chances are, there's a college near you, or an online program that's a click away. Go to: <https://www.sbctc.edu/becoming-a-student/default.aspx>.

## Four-Year Colleges and Universities

Washington is home to six public four-year colleges and universities, as well as Western Governors University, which is entirely online. Many of the four-year universities also have branch campuses in select cities. See: [www.wsac.wa.gov/colleges-and-institutions-washington](http://www.wsac.wa.gov/colleges-and-institutions-washington).

## Private Career Schools

Private career schools offer career-centered training in a variety of areas—from commercial truck driving to dental assisting. Students can earn certificates or degrees. Find out more at [www.nwcareercolleges.org](http://www.nwcareercolleges.org). Licensed schools: [www.wtb.wa.gov/currentlicensedschools.asp](http://www.wtb.wa.gov/currentlicensedschools.asp).

## Independent Colleges and Universities

Washington's independent colleges and universities provide another option for students pursuing a four-year degree. Go to: [www.icwashington.org](http://www.icwashington.org).

## Graduate and Professional Degrees

All of Washington's public four-year institutions, and some independent institutions, offer graduate-level courses leading to a master's degree. Typically, students must first earn a bachelor's degree before continuing with their education to earn an advanced degree in a specialized area. For example, some graduate students may earn a master's in business administration, or MBA. Others might continue their studies to earn a master's degree in English or history, or perhaps a master's in public administration or fine arts. The University of Washington and Washington State University also offer doctoral degrees (known as PhDs) in addition to professional degrees—including medicine, dentistry, veterinary medicine, and law.

## Military Careers

The Armed Services offer men and women the opportunity to learn self-discipline, leadership, and a wide range of technical skills and specialties that also translate to civilian jobs. All of the Armed Services provide their personnel with incentives for continuing their education both while in the military, as well as after their service time.

For those choosing to attend college first, the Reserve Officer Training Corps (ROTC) scholarship provides financial assistance for tuition and fees, books, and living expenses.

Military personnel are encouraged to continue their education. Members are eligible for programs such as the Montgomery GI Bill and tuition assistance. Individual services also offer other educational incentives, such as a loan repayment program and college assistance funds.

## Washington National Guard Training and Benefits

The Washington National Guard is made up of citizen soldiers who serve both the state and the nation. Most National Guard members have civilian jobs, as well as Guard careers. While serving, they are paid and receive many benefits, such as insurance, post exchange privileges, and additional training. More info at: <https://www.mil.wa.gov/national-guard>.

## Job Corps Program

Job Corps helps young people through academic programs, technical training, employment skills, health care, and counseling. The U.S. Department of Labor administers this national training and employment program. Youth entering the program must be at least 16 and not yet 25 years of age, a U.S. citizen or legal resident, meet income guidelines, and be in need of additional education and training. More info at: [www.jobcorps.gov](http://www.jobcorps.gov).

---

### ***More information on Armed Services careers:***

#### **U.S. Army**

[www.goarmy.com](http://www.goarmy.com)

#### **U.S. Navy**

[www.navy.mil](http://www.navy.mil)

#### **U.S. Air Force**

[www.airforce.com](http://www.airforce.com)

#### **U.S. Marine Corps**

[www.marines.com](http://www.marines.com)

#### **U.S. Coast Guard**

[www.gocoastguard.com](http://www.gocoastguard.com)

#### **Air National Guard**

[www.ang.af.mil](http://www.ang.af.mil)

#### **Army National Guard**

[www.nationalguard.com](http://www.nationalguard.com)

---



# Apprenticeships: Earn while you learn

Earn a paycheck while you learn a skilled profession in fields like construction, manufacturing, healthcare, culinary arts, and many others.

As an apprentice, your classroom studies are combined with paid on-the-job training supervised by a trade professional. Much like a college education, it takes several years to become fully trained in an occupation. However, unlike college students, apprentices earn while they learn.

Apprentices receive wages that are tied to a progressively increasing scale—so with each step you take, you're able to earn more money. Once apprentices master an occupation, they receive the same wages as a journey-level professional.

Depending on the occupation, your paycheck can be considerable. For example, journey-level plumbers, sheet metal workers, and electricians earned average annual wages of nearly \$70,000 in Washington.

Apprentices are taught by experienced journey-level workers, so there is a direct connection between what you learn in the classroom, and what you do on the job. At least 144 hours of related supplemental classroom instruction is required each year during the course of a program. Programs normally provide a minimum of 1,500 to 2,000 hours paid on-the-job training, where apprentices have a chance to practice new skills while learning the occupation.

## Who can be an apprentice?

Entrance requirements vary by trade. In general, apprentices must:

- Be 16 years or older, though hazardous occupations require you be at least 18. Over 80 percent of apprentices are over 21.
- Have access to reliable transportation.
- Be drug free.
- Commit to one to five years of paid on-the-job training and related supplemental classroom instruction (often done on the apprentice's own time).
- Be interested in a career, not just a job.

## What kind of work do apprentices do?

While construction and building trades are perhaps the most well-known apprenticeships, there are apprenticeships in health care, manufacturing, food preparation, and public safety. Explore your options and learn more about apprenticeship at: [www.exploreapprenticeship.wa.gov](http://www.exploreapprenticeship.wa.gov).

## What's available in your area?

Learn all about registered apprenticeship programs through the state Department of Labor & Industries website: [www.lni.wa.gov/tradeslicensing/apprenticeship/](http://www.lni.wa.gov/tradeslicensing/apprenticeship/).

College credit doesn't always have to be earned in the classroom. You may possess knowledge, life skills, work experience, or military training that can be translated into valuable college credit.

## Non-Traditional Learning/Prior Learning Assessments

Many colleges and universities allow students to gain credit in some of their courses, without enrolling in the classes, by taking an exam that allows them to demonstrate what they know. All community and technical colleges and all four-year colleges and universities (public and private) have a process for assessing a student's prior learning for possible college credit. Assessments can be done through standardized tests such as the College-Level Examination Program (CLEP) and the Defense Activity for Non-Traditional Education Support (DANTES).

You also might be able to gain course credit for certifications you have earned in the past, college-level courses you've taken, or military or work experience. Some colleges and universities have created "crosswalks" between this prior learning experience and some of their courses.

## What will it Cost?

Each college and university sets their own rate for granting Prior Learning credits based on their costs associated with the assessment. Generally, it should be less than the tuition and books associated with taking the course for credit.

## Learn More

If you think you might be eligible for prior learning credit, contact the college or university of your choice and ask for the Prior Learning Assessment (PLA) point of contact.

## Get College Credits in High School

If you complete Advanced Placement, International Baccalaureate or Cambridge exams, or participate in Running Start or Tech Prep, you may be able to get college credit for this work. Credit policies vary by institution so be sure to verify your credit before counting on it. More about Running Start at: [www.sbctc.edu/becoming-a-student/high-school/dual-credit-student.aspx](http://www.sbctc.edu/becoming-a-student/high-school/dual-credit-student.aspx).

Just as there are many career paths, there are many ways to pay for your education and training. In some cases, it may even be free. For example, if you pursue an apprenticeship or military career, your education expenses will either be covered or built into your salary, as these choices involve working and learning.

College and other types of advanced education and training can be costly. Still, it may be more affordable than you think. You may be eligible for grants and scholarships that pay for tuition, books, and other supplies. Or you may qualify for low-interest loans that you pay back over time. Or you might land a work study job or receive a tax credit that puts you on the path to earning your degree. Anyone can apply for financial aid, and many people will qualify.

Not sure if you'll receive funding? Regardless of your income or your family's income, the FAFSA or WASFA is a good way to evaluate your ability to pay for college and receive financial aid. (See below).

### **Don't wait for a college acceptance letter—Start applying now!**

You don't need to be accepted to a college to apply for financial aid. In fact, waiting can hurt your chances of getting financial assistance. File the Free Application for Federal Student Aid (FAFSA) or the Washington Application for State Financial Aid (WASFA) as soon as possible after October 1 of your senior year in high school, and each subsequent year you're in college. If you procrastinate you could miss out on financial aid or get less than you're qualified to receive.

### **Start with the FAFSA or WASFA**

To qualify for financial aid, you need to apply. In Washington, there are two different applications for financial aid, but you only need to file one.

**FAFSA:** File the FAFSA if you are a U.S. citizen or eligible non-citizen. File online at [www.fafsa.gov](http://www.fafsa.gov).

**WASFA:** File the WASFA if you are not eligible to file the FAFSA due to immigration status. Get more information and file online at [readysetgrad.org/WASFA](http://readysetgrad.org/WASFA).

The U.S. Department of Education will process your FAFSA and send it to all of the schools you've applied to— even if you haven't been accepted yet. The Washington Student Achievement Council administers the WASFA and follows a similar process.

Pay close attention to the financial aid deadlines. Your state or school may have different deadlines and may require additional forms. View your college's website for financial aid deadlines.

Next, check with your high school guidance counselor, or financial aid administrator at your school, about state and school sources of student aid.

### **Apply Early!**

Don't wait until you have been accepted to a school to apply for financial aid – start as early as you can after October 1st! School deadlines vary and tend to be early, and financial aid awards are given out until funding runs out. Even if you're eligible for funding, you can miss out if there is no more money left to distribute.

Filling out the online FAFSA is free, so don't be fooled by other websites that want to charge you a fee.

## Grants and scholarships help you take the next step

Grants and scholarships help you pay for your education. They are financial awards given to you at no cost and do not have to be paid back in the future as long as you attend and finish your courses. They are different than loans. Loans are money you borrow and must pay back, usually with interest costs. Most grants are based on need. For example, perhaps you're a first-generation college student with a low-income. Grants are available to help you pay for school. Other grants are based on how well you did in school, your ethnic background, and other factors.

- View Washington scholarship programs at [www.thewashboard.org](http://www.thewashboard.org).
- Or click the "Pay for School" tab on **CareerBridge.wa.gov**.

## Federal Resources:

### Federal Grants

There are a few different federal grant programs. The largest is the Pell Grant. Pell Grants were designed to be the foundation of financial aid and are the main type of federal grant. You may receive more than \$6,000 in Pell money for a year of school depending on your income level and other factors. More information can be found at: [www.studentaid.ed.gov/sa/](http://www.studentaid.ed.gov/sa/). Click on "Types of Aid."

### Federal Direct (Student) Loans

The most common student loan is the federal Direct Loan. There are two kinds: subsidized and unsubsidized. If you can demonstrate you have a financial need, you may qualify for a subsidized loan. The federal government pays interest that builds while you are enrolled at least half time, or during deferment periods. Unsubsidized Stafford Loans are available to most students, regardless of financial need. But you are responsible for paying all the interest that accrues while in school. Although you may qualify for either kind of Direct Loan, it's important to know that, unlike grants, you will need to pay the money back. Get details at: [studentaid.ed.gov/sa/types/loans](http://studentaid.ed.gov/sa/types/loans).

### Federal Work-Study

Federal Work-Study provides part-time jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to the student's course of study. Check with your school to see if they participate in the program.

## Washington State Financial Aid:

### State Need Grant

Eligible Washington residents can use the grants at over 60 eligible institutions (public two- and four-year colleges and universities, and many accredited independent colleges, universities, and career schools) in Washington. The amount of the award will differ depending on the school a student attends and their family's income. Read more at [readyssetgrad.org/college/state-need-grant](http://readyssetgrad.org/college/state-need-grant).

## College Bound Scholarship

The College Bound Scholarship is an early commitment of state financial aid to eligible students who sign up in middle school and fulfill the College Bound pledge. For students who complete the pledge and are income eligible upon going to college, tuition (at public rates), some fees, and a small book allowance will be covered by state financial aid. The application deadline is June 30 at the end of the student's 8th grade year. Students only need to sign up once but will need to apply for financial aid with the FAFSA or WASFA starting in their senior year. Get details at: [www.collegebound.wa.gov](http://www.collegebound.wa.gov).

## Opportunity Grant

These grants are available at Washington's 34 community and technical colleges and will help pay for up to 45 credits for students who meet income guidelines and enroll in programs of study in high-wage and high-demand occupations like healthcare, automotive technology, accounting, aerospace manufacturing, and many others. Get details at: [www.sbctc.edu/paying-for-college/opportunity-grant-student.aspx](http://www.sbctc.edu/paying-for-college/opportunity-grant-student.aspx).

## Worker Retraining

Worker Retraining grants are available at Washington's 34 community and technical colleges to those who are collecting or have exhausted unemployment benefits, at risk of being laid off, veterans, displaced homemakers, or students in temporary survival jobs paying lower wages than their previous employment. Students may receive assistance with tuition, books, childcare, and transportation for programs of study in high demand occupations. Get details at: [www.sbctc.edu/paying-for-college/worker-retraining-student.aspx](http://www.sbctc.edu/paying-for-college/worker-retraining-student.aspx).

## Work Study

Similar to the federal program, State Work Study helps eligible students earn money for college while gaining experience whenever possible in jobs related to their career goals. Get details at: [readysetgrad.org/college/state-work-study](http://readysetgrad.org/college/state-work-study).

---

## ***Get financial details with Career Bridge***

Pay for School section of Career Bridge.wa.gov provides info on:

- Financial aid and the FAFSA.
- Grants and scholarships.
- Loans.
- Work study.
- Tax credits.
- Military veterans benefits.
- Worker retraining and unemployment programs.
- Programs for those with disabilities or blindness.

Your education and work history are important in landing a job. But your attitude, your ability to solve problems, your attention to details, and many other aspects of your personality and skills also make you a good worker. Yes, you need to have certain skills and experience, but employers also are looking for other qualities that contribute to business success, such as:

- Getting to work on time.
- Dressing appropriately for the job.
- Learning new skills quickly.
- Having a positive attitude about your work and coworkers.
- Enthusiasm for the job.

It's up to you to showcase these interpersonal and workplace skills when you're at an interview. In many cases, it's these "soft skills" that will make the difference when a hiring manager decides who to call to offer a job. Ultimately, these same skills will also help ensure you keep the job and thrive in it.

## Finding job opportunities

Your best resource for a new job is also your best reference—those who know you best. Talk to your friends, your family, and even your neighbor across the street. You never know where your networking will lead you—and who might know about a potential job opening. So spread the word about your job search. If you're using social media such as Facebook or LinkedIn, you can let those in your network know you're looking. An excellent source for job openings and career assistance is WorkSource, the state's one-stop network of career centers. Check out [WorkSourceWA.com](http://WorkSourceWA.com) for a searchable listing of jobs near you.

## Applying for the job

Before you apply for a job opening, do some research so you can craft a compelling resume and cover letter.

### Research the company

Learn as much as you can about the company or organization that's hiring. Go online to get details on what they do, who they are, and who they're hiring. Sometimes you'll find out what a company values. Perhaps it's creativity and a culture of innovation, or maybe hard work and long hours. You'll want to know a bit about the company and its culture before you complete your application, resume, and cover letter.

### Recipe for a winning resume

Your resume is all about you—and your education, work experience, and job skills. However, it's not a laundry list of everything you've done. Instead, it should highlight your strengths and your accomplishments, and inform potential employers of credentials, internships, degrees, and diplomas that set you apart from the competition.

A resume, in other words, needs to show employers what you can do for them. So, for example, if you've worked in a coffee shop you'll do well to focus on what you've learned besides making coffee, such as: customer service, prioritizing competing demands, thriving in a fast-paced work environment. By highlighting specific talents relevant to the job, your resume tells the employer how much you value these skills.

There are many attractive ways to format your resume. However, all winning resumes are concise, accurate, and tailored to the specific job. You should create a basic resume that lists all your experience and then refocus that resume to suit the job you're applying for based on research you've done on the company and position you seek.

Your resume should include the following sections:

- **Heading:** Your name and contact information, including phone number and email address. Do NOT include personal information such as your social security number, age, or whether you are married or single.
- **Education:** List your education, starting with highest level. Also include job-related training or professional certifications you have completed. High school information isn't needed unless that is your highest level of education. If so, consider highlighting relevant courses you've taken post-high school to reflect your additional education.
- **Employment Experience:** Beginning with your most current experience, accurately list your job history. Include the dates of employment, job title, employer's name and contact information, and the specific duties of the job. Again, be sure your resume identifies the skills and experience you have that are important to the position you hope to land.
- **Special Skills and Abilities:** What makes you a particular asset as an employee?
- **Optional:** Community and volunteer service, military service, and professional affiliations can be part of your resume.
- **References:** Unless specifically requested, references are not necessary for a resume. But be prepared to provide professional, academic, and personal references on a separate sheet of paper.

## General rules about resumes

- Be specific: Focus on what is important to the job you are seeking.
- Be honest: Do not overstate your achievements or accomplishments.
- Be concise: Keep the length to one or two pages.
- Proofread: Ask someone to check for spelling and grammatical errors.
- Bring a copy of your resume to the interview.
- Create a PDF if you are emailing your resume to an employer.

Get more information in the Career Resources area of **CareerBridge.wa.gov**.

## Cover letters create interest

Every resume you send needs an accompanying cover letter (or email) that speaks to the specific company and position you are applying for. The cover letter should make it easy for the reader to identify why your skills, abilities, and experiences make this the ideal job for you. The letter should convey a positive attitude that will make the employer want to interview you!

- **Opening:** State the position you're applying for and how you learned about it.
- **The body:** Highlight your main qualifications, skills, abilities, and how these relate to the position. You can refer to your resume, but do NOT repeat its contents.
- **The closing:** Demonstrate an intention to communicate in the near future, such as "I look forward to talking with you soon."

### General cover letter guidelines

- Address the letter to a specific person rather than Dear Sir or Dear Personnel Manager. Make a phone call or go online to learn who to contact.
- Use simple, direct language. Check spelling, punctuation, grammar, and sentence structure.
- Ask someone to proofread it before you send.
- Explain what makes you different from other applicants. Spell out how your skills, abilities, and experience make you a good fit for the job.
- Keep the letter upbeat and positive. Don't complain about previous employers.
- Personally sign your letter.

---

## ***Get resume and cover letter writing tips on Career Bridge***

Go to Explore Careers on **CareerBridge.wa.gov**. Then click on Career Resources. This will link you to a variety of online tools—from sample resumes and cover letters to salary information to job interview do's and don'ts.

---



## The job interview

Congratulations, you've scored an interview! It's normal to feel nervous before sitting down with an employer. Good preparation will make you feel more at ease.

Here are some preparation tips:

- 1) Step up your efforts to learn about your employer. While you might not be expected to know everything about your potential job, you will leave a positive impression if you're able to show you know about the organization and can ask good questions about the job.
- 2) Be ready to talk about yourself, your experiences, your strengths, and your goals. You will need to be able to explain how you will make a difference to their organization.
- 3) Think about potential questions and practice your answers.
- 4) Be prepared to look sharp – Ensure your hair is groomed and that you are wearing appropriate clothes and shoes that are clean and in good condition.

## Common interview questions

- Where did you hear about us?
- Tell us about your past job experience.
- Describe a situation you faced on the job and how you solved it.
- What is/or was your favorite subject in school? Your worst?
- Why do you want to work here?
- What kind of contribution can you make to our company?
- What do you see yourself doing in five years?
- What are your strengths...and weaknesses?
- When can you start?
- What questions do you have for us?

## Interview do's and don'ts

DO	DON'T
Dress appropriately - Be clean and well-groomed.	Take anyone with you - Go alone.
Be prompt - There is no excuse for being late!	Chew gum.
Learn the interviewer's name and use it.	Apologize for your lack of experience.
Shake hands firmly.	Interrupt your interviewer.
Be enthusiastic, positive, and upbeat.	Plead for a job or say, "I'll take anything."
Maintain good eye contact and speak clearly.	Discuss personal, home, or money problems.
Take time to think about your answers.	Criticize former employers or coworkers.
Ask questions when you need clarification.	Hang around after the interview.
Ask when you may call to learn about a hiring decision.	
Thank the interviewer for his or her time.	
Follow up the interview with a brief thank you note.	

## Resource Section

### Assistance Available for those with a Disability

If you have a disability that makes it difficult for you to find a job or keep one, the state's Division of Vocational Rehabilitation (DVR) can help. DVR provides services to individuals who want to work but need assistance due to a physical, sensory, cognitive, or mental disability.

A DVR counselor works with each customer one-on-one to design a customized, step-by-step plan to achieve a desired employment goal.

DVR services include:

- Vocational rehabilitation counseling and guidance
- Assessment services
- Independent living services
- Assistive technology services
- Training and education
- Job-related services
- Pre-employment transition services for students with disabilities
- Services and technical assistance for businesses

Additional services may include:

- Training for many occupations
- Tuition, books, and equipment assistance for training or starting a new job
- Benefits planning
- Employment supports
- Transportation assistance during a rehabilitation program
- Placement in a suitable job

For more information, contact DVR at (360) 725-3636 or 1-800-637-5627, or [www.dshs.wa.gov/dvr](http://www.dshs.wa.gov/dvr).

## Veterans Services

If you served on active duty and were discharged or released from duty with other than a dishonorable discharge you are eligible for priority services at your local WorkSource center. Some spouses, such as those whose military sponsor has a 100 percent service-connected disability rating from the Veterans Administration, or who died with a 100 percent rating, or whose sponsor is an MIA/POW are also eligible for priority service.

WorkSource has specialists who are veterans themselves, and they want to help other veterans find a career. These Local Veterans Employment Representatives work with other service providers to promote veterans as job seekers with highly marketable skills and experience. Staff members conduct a variety of job search assistance workshops and provide job development and referrals, helping veterans make the transition to a new career.

For more information go to: [esd.wa.gov/jobs-and-training/veteran-services](https://esd.wa.gov/jobs-and-training/veteran-services).

## Disabled veterans

If you are a disabled veteran you may qualify for the state's Disabled Veterans' Outreach Program, run by the state's Employment Security Department. Specialists assist veterans and eligible spouses who have significant barriers to employment, such as disabilities, homelessness, or a history of incarceration, become job ready.

## More information on veterans services

For general information on veterans programs contact the state's Department of Veterans Affairs at (360) 725-2200 or go to [www.dva.wa.gov/](http://www.dva.wa.gov/).

## WorkSource Centers

Whether you need help finding a job, advice on training for a new career, or assistance in writing a resume, your local WorkSource Center can help.

WorkSource is a free network of one-stop career centers that brings together business, labor, and a variety of state agencies to provide Washington residents with employment, education, and training.

You can also talk to WorkSource staff to help find nonprofit, community-based organizations that meet your specific needs. For example, Community Action Councils in many counties can help with everything from utility bills to rent assistance.

For the nearest WorkSource locations, call 1-877-872-5627, or visit [WorkSourceWA.com](http://WorkSourceWA.com).

## Self-Employment Training

Interested in being your own boss? You can create a job in an occupation that interests you while participating in the Self-Employment Assistance Program (SEAP). This program allows you to continue collecting unemployment benefits, if you qualify, and enroll in an approved training program. You do not have to look for other work while in this program. More at: [esd.wa.gov/jobs-and-training/self-employment-assistance-program](https://esd.wa.gov/jobs-and-training/self-employment-assistance-program).

## Here's what you'll find on CareerBridge.wa.gov

- ▶ View performance results for thousands of programs.
- ▶ Take a career quiz to explore your interests.
- ▶ See how much jobs pay in our state.
- ▶ Discover ways to fund your education.

### Explore Careers >



Which careers fit your interests?

[TAKE A QUIZ](#)

### View Job Trends >



Which jobs are in demand?

[FIND OUT MORE](#)

### Find Education >



How do programs perform?

[START YOUR SEARCH](#)

**Career Bridge is Washington's one-stop source for career and education planning.**

# Know Where You're Going!



**Use this guide to figure out:**

- ▶ Which career is right for you.
- ▶ What education is required.
- ▶ Where to get the training.
- ▶ How to pay for it.

**This book helps you find your way.**

**Workforce Training and Education Coordinating Board  
128 10th Avenue SW, PO Box 43105, Olympia, 98504-3105  
360-709-4600 | [www.wtb.wa.gov](http://www.wtb.wa.gov)**

**Order more copies by calling (360) 709-4600.**