## Program Year 2010









Workforce Information Grant ANNUAL PERFORMANCE REPORT



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Workforce Information Grant Annual Performance Report Submitted by Indiana Department of Workforce Development Research and Analysis

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## Introduction

The 2010 program year was witness to many of the same national and global challenges as the previous two years which acted to slow Indiana's economic activity. Tightening labor markets and budgets, both in the public and private sectors, placed increased emphasis on the need for continued workforce education and adaptability. Maintaining its position as a leader in fiscal discipline, Indiana strove to increase the scope and the utility of workforce information and tools to better identify and help meet the needs of local businesses with their strategic planning, as well as to help ensure the provision of an appropriate, integrated model of service for employers, their employees and job seekers.

This year the Indiana Department of Workforce Development's Research and Analysis (R&A) Department continued to work closely with workforce investment boards, regional operators, economic developers, education and training institutions, business groups and administrative office staff to help them achieve and maintain a strong understanding of the current labor market and expected areas of growth. Short-term and long-term occupational projections, staffing pattern analyses, supply and demand analyses, wage and benefits data, local level impact analysis and local mass layoff statistics were all provided and made readily accessible, most via the internet

R&A further assisted these and other stakeholders with grant proposals and business attraction efforts by first determining regional workforce strengths, identifying weaknesses and opportunities and then by describing current workforce characteristics. This information, as well as identifying skill gaps and conducting transferability analyses, were all made possible through the fuller utilization of the Indiana Workforce Intelligence System (IWIS), the Indiana Career Connect database, Wanted Analytics and the Strategic Advantage and TORQ software.

Regional analysts provided training and presentations for workforce staff to enhance their usage of the tools available to them for career guidance and resource referral for both the employer and the job seeker. Periodic regional Labor Market reviews, Wage & Occupation reports, Job Postings and Starting Wages reports and an Up-One- Level report were regularly distributed and all were published on the state's *Hoosiers by the Numbers* website. In addition, analysts continued to be a resource for requesting customized reports based on employers' specific needs—including rapid response events in which workforce re-development and training plan assistance were provided.

#### Indiana's Policy Year 2010 Toolbox

• Indiana Career Connect (ICC)—Indiana's job-match system, with access permitting flexible and immediate analysis of the applicant pool available for business attraction/expansion efforts of every stripe. The cross referencing of the ICC database with unemployment insurance claimant records has permitted identification of claimants' detailed occupational information, which has closed a significant gap in the claimant data.

- Indiana County Estimates (ICE)—modeled on the Small Domain Estimator developed by the Illinois Department of Employment & Training in cooperation with the National Opinion Research Center, Indiana's version of this system will generate monthly estimates at the county level that are comparable in scope to the statewide and Metropolitan Statistical Area (MSA) estimates produced by the Current Employment Statistics program. Progress has been achieved on this project, but has been slowed significantly by hardware capacity, software acquisition issues and requirements for specialized training.
- Indiana Workforce Intelligence System (IWIS)—the IWIS system permits robust, flexible and speedy mining of the administrative data collected by the Department of Workforce Development, such as employer, claimant and wage records. This research database reflects a cooperative effort between Indiana's DWD and the Indiana Business Research Center of Indiana University. Through datasharing agreements with the Indiana Commission on Higher Education and the Indiana Department of Education, IWIS serves as a continued bridge in connecting detailed training records for students at the state's public colleges and universities with subsequent employment, examining outcomes for unemployed workers who pursue additional training.

Adult education and student data from Indiana's public high schools provide additional breadth and depth to the training and employment connections. Explicit safeguards protect individual records and the focus is on aggregated data and trends of movement into, through and out of the workforce and education systems, while also providing many customizable reports through its user interface.

• Transferrable Occupational Readiness Quotient (TORQ) Software from Workforce Associates—this web-based software powerfully leverages the vast amount of detailed data on knowledge, skills and abilities (KSAs) required for successful performance at each of the occupations included in the O\*Net database. TORQ analyzes the overlaps and gaps between the KSAs of two occupations and develops an indexed Grand TORQ, as well as component measures, representing the alignment of skill sets between the occupations. TORQ analysis is used to suggest promotional opportunities or alternate career choices for current or dislocated workers, or to expand the labor pool for potential employers by identifying additional labor available with small to moderate training investments.

As staff members have gained experience with the software, the team has been able to customize outputs into more user-friendly formats for use at Rapid Response events as well as providing possible re-employment options for the unemployed.

• Strategic Advantage/Job Coach—another LMI software application that allows analysts to customize report templates to provide users with comprehensive reports that profile a given region's employment, unemployment, industry mix, projected growth and demographics. The Job Coach section of the software permits comparisons across occupations in a fashion similar to the Transferrable Occupational Readiness Quotient software discussed above. Research and Analysis staff utilizes both tools to evaluate the strengths and limitations of both products in single occupation development, re-development, business attraction and the identification of career shortages within given regions.

- Wanted Analytics—this tool allows greatly-enhanced data mining of the Conference Board's Help Wanted On-Line (HWOL) data series. This data source is utilized to help inform monthly briefings provided to the DWD Commissioner and Lead Team regarding current job-posting activity by occupation and industry—apart from postings created through the agency's job-matching system. In addition, as an indicator of current demand, job posting counts by occupation were included as a component in the identification of the Hoosier Hot 50 occupations.
- Hoosiers by the Numbers—the Department continues to maintain its labor market information website, *Hoosiers by the Numbers*, located at www.hoosierdata.in.gov. This site is re-designed around a topic menu to improve navigation and reduce redundancy. Datasets and publications are updated on a regular basis per a release schedule. Customer feedback indicated that clients preferred electronic or Internet availability of labor market information products, and all publications and data are made available in a wide variety of formats (i.e., Excel, PDF, Word, etc.). Users are able to download data into their format of choice.

The website is hosted, maintained and enhanced by the Indiana Business Research Center of Indiana University, which assists in populating some of the non-core datasets and provides links to other data series of interest maintained on their STATS Indiana website. Several tools have been added which allow users to aggregate counties' employment, unemployment, etc. into a custom region that meets their specifications. A committee has been created at the behest of DWD Commissioner to re-examine the interface and make modifications to ensure that the information is properly displayed in such a way to ease use and disseminate information.

# Workforce Information Core Product Deliverables: Accomplishments



#### 1. Populate the Workforce Information Database with state and local data

The Indiana Department of Workforce Development continued to populate the Workforce Information Database with state and local data that covers at least the most recent five year period. The Workforce Information Database is used as the source for Indiana's website, *Hoosiers by the Numbers*. The data covers counties, metropolitan statistical areas, economic growth regions and balance of state areas in addition to statewide estimates and aggregates. At the urging of the DWD Commissioner, a select committee was formed to completely update the website format to ensure ease of use while adding features and deliverables such as Mass Layoff Statistics (MLS).

#### **Maintenance of Databases and Outputs**

- 14 million workforce specific items were added to the database relating to occupation, industry and unemployment. The sources for these additions were the IDWD, BLS and Census.
- Additional American Community Survey data began in December 2010 and continue, with data to be
  updated annually. These data represent a significant restructuring of what "the census" previously
  provided (via short and long form collection). Now, detailed characteristics of the population, including
  occupations, earnings, industry of employment and education are available through five-year estimates
  released on an annual basis.
- Began to capture Mass Layoff Statistics. Received approval June 20 to create an output for these data for Hoosiers by the Numbers.
- A dedicated team is contracted to spend time on *Hoosiers by the Numbers*, updating, correcting, and maintaining quality control. When source data changes, programs are modified to handle those issues. Examples are changes in the NAICS coding or SOC codes, geographic changes, and other issues that affect the maintenance and output of workforce data. The team also creates help pages, communicates with sources over discrepancies in the data, and transforms all data for database inclusion.
- Two separate systems are actually maintained—test and public. All data are verified and tested prior to
  public display; CES and LAUS data are kept under embargo until public release is granted by the DWD
  Public Information Office.

## 2. Produce and disseminate industry and occupational employment projections

During the 2010 program year, the Indiana Department of Workforce Development generated and delivered to ETA statewide long-term industry and occupational employment projections for the 2008–2018 reference period, as well as statewide short-term industry (1st Quarter) 2010–2012 projections. All projections were posted to the *Hoosiers by the Numbers* website.

During the 2010 program year, DWD also released the Hoosier Hot 50 (HH50) occupational listing, including profiles this year of incumbents in each occupational category. The HH50 list is generated from an index which incorporates occupational growth rate and volume from both short and long-term projections, wage information from the Occupational Employment Statistics program and information on current job postings generated through Wanted Technology's Wanted Analytics software (www.HoosierHot50.com).



#### Publish an annual economic analysis for the Governor and the State Workforce Information Board

Indiana's Annual Economic Analysis Report for PY 2010 is being written to serve as an important source of economic information for the Governor, the SWIB, local WIBs, colleges, economic development organizations

and other workforce development interest groups. The report includes the following topics: employment and income; education; workforce transition; occupations; workforce and industry composition; and housing. A copy of the report will be submitted and posted on the *Hoosiers by the Numbers* website.

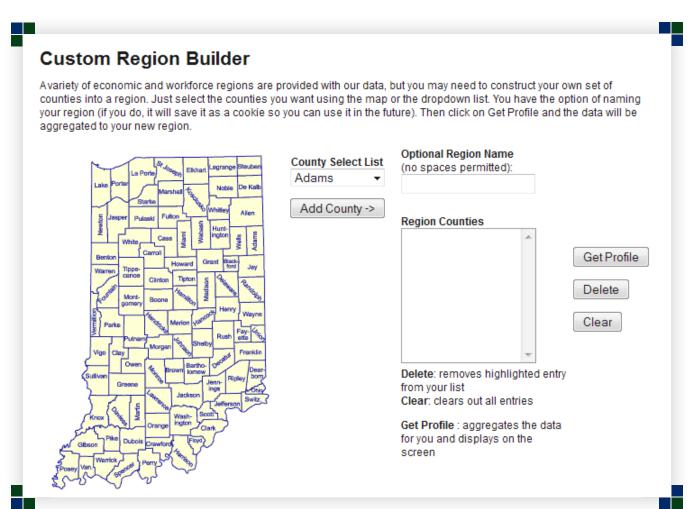
#### 4. Post products, information and reports on the Internet

The Indiana Department of Workforce Development continues to maintain and enhance its labor market information website, *Hoosiers by the Numbers* (www.hoosierdata.in.gov). During the 2010 program year, an initiative was started to update the look and navigation to ensure ease of use and proper dissemination of information.

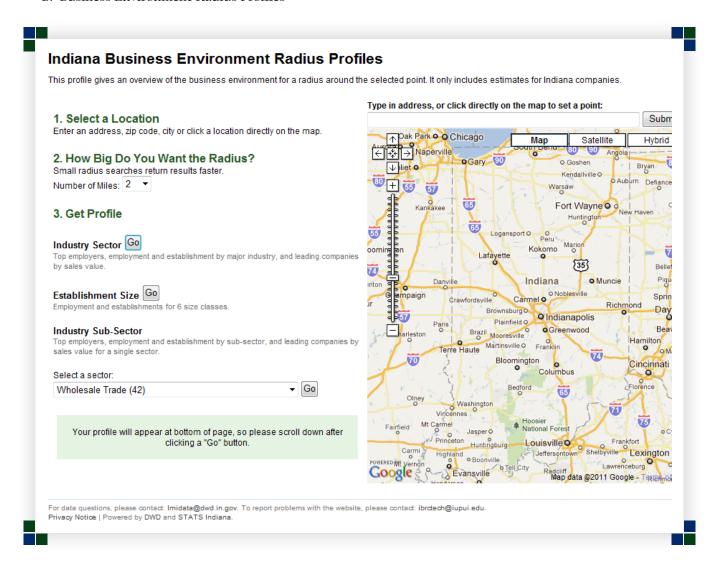
#### **Functionality and Data Improvements**

Multiple tools were added to the site or enhanced during the 2010/2011 fiscal year. The custom region capability was spread throughout the site with the ability to save profiles. New to the site are also tools to provide business intelligence by radius and compare cost of living among Indiana metros to any other metro nationwide. Screenshots that follow show the new functionality.

#### A. Enhanced custom region builder



#### B. Business Environment Radius Profiles



#### Top Employers in This Area

	Industry	Employment
Gm Fort Wayne Assembly Plant	Automobile-manufacturers (336111)	2,900
United Technologies Corp	Electronic Instruments (whls) (423610)	850
Wabash Technologies Inc	Electronic Equipment & Supplies-mfrs (334419)	500
Bendix Commercial Vehicle Sys	Truck Equipment & Parts- manufacturers (336399)	335
Our Sunday Visitor Publishing	Printers (mfrs) (323110)	300
Dexter Axle	Manufacturers (339999)	220
Huntington North High School	Schools (611110)	189
Schenkel's All-star Dairy Llc	Fluid Milk (mfrs) (311511)	186
Square D	Electric Equipment & Supplies-wholesale (423610)	180
Commercial Carriers Inc	Trucking (484230)	180

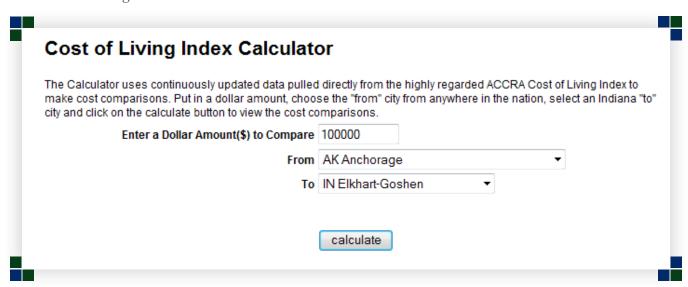
#### **Top Companies by Sales Values**

	Industry	Sales
Gm Fort Wayne Assembly Plant	Automobile-manufacturers (336111)	\$4,660,300,000
United Technologies Corp	Electronic Instruments (whls) (423610)	\$648,550,000
Square D	Electric Equipment & Supplies-wholesale (423610)	\$137,340,000
Bendix Commercial Vehicle Sys	Truck Equipment & Parts-manufacturers (336399)	\$125,290,000
Good Humor-Breyers Ice Cream	Ice Cream & Frozen Desserts (mfrs) (311520)	\$92,550,000
Johnson Petroleum Inc	Gasoline & Oil-wholesale (424720)	\$53,559,000
Hi-grade Egg Producers	Chicken Eggs (112310)	\$50,750,000
Dexter Axle	Manufacturers (339999)	\$42,680,000
Gladieux Processing LLc	Oil Refiners (mfrs) (324110)	\$37,644,000
United Remc	Electric Companies (221122)	\$34,390,000



This database contains listings of nearly 12 million U.S. employers. Employer information is provided by Infogroup®, Omaha, NE, 800/555-5211. Copyright © 2010. All Rights Reserved.

#### C. Cost of Living Calculator



COLI Calculator Result—Based on the income that you entered, if you are earning \$100,000.00 after tax in Anchorage, Alaska, the comparable after-tax income in Elkhart-Goshen, Indiana is \$72,787.14. Below are the index values and average prices of two areas as well as the national average:

If you move from AK Anchorage to IN Elkhart-Goshen:							
Groceries will cost:	32.837%	less					
Housing will cost:	34.146%	less					
Utilities will cost:	10.579%	less					
Transportation will cost:	16.939%	less					
Health will cost:	30.980%	less					

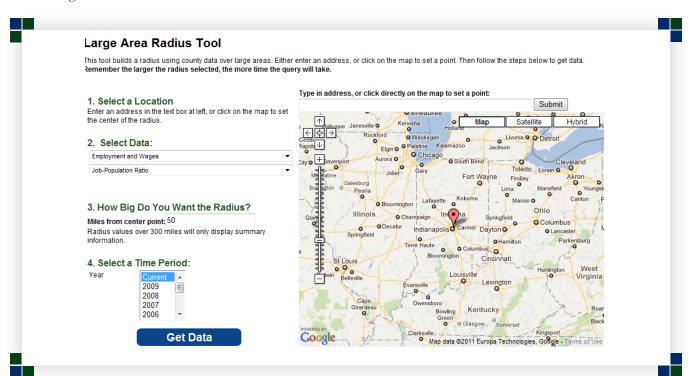
Section 1: Index Values			
Category (Percent Weight)	AK Anchorage	IN Elkhart-Goshen	National Average
Composite (100%)	129.1	94.0	100.0
Grocery (13.31%)	136.4	91.6	100.0
Housing (29.27%)	142.7	94.0	100.0
Utilities (10.22%)	95.5	85.4	100.0
Transportation (9.86%)	119.8	99.5	100.0
Health (4.23%)	136.6	94.3	100.0
Miscellaneous (33.11%)	126.3	95.9	100.0

Section 2 - Average Prices Item	AK Anchorage	IN Elkhart- Goshen	National Average
T-Bone Steak	\$10.06	\$9.79	\$9.01
Ground Beef	\$3.45	\$2.18	\$2.72
Sausage	\$4.72	\$3.27	\$3.43
Frying Chicken	\$1.40	\$1.08	\$1.16
Chunk Light Tuna	\$1.30	\$0.82	\$0.91
Whole Milk	\$2.31	\$1.65	\$2.05
Eggs	\$2.43	\$1.27	\$1.52
Margarine	\$1.29	\$0.73	\$0.92
Parmesan Cheese	\$5.25	\$3.32	\$3.81
Potatoes	\$3.48	\$2.36	\$2.84
Bananas	\$0.81	\$0.53	\$0.56
Lettuce	\$1.36	\$1.08	\$1.37
White bread	\$2.06	\$1.19	\$1.37
Fresh Orange Juice	\$4.57	\$2.95	\$3.09
Coffee	\$4.65	\$3.43	\$3.73
Sugar	\$2.78	\$2.24	\$2.26
Corn Flakes	\$4.48	\$3.22	\$3.40
Sweet Peas	\$1.57	\$1.03	\$1.06
Peaches	\$2.56	\$2.19	\$2.21
Facial Tissues	\$2.57	\$1.68	\$1.94
Detergent	\$5.89	\$4.49	\$4.91
Shortening	\$4.09	\$2.82	\$3.04
Frozen Meal	\$3.57	\$2.13	\$2.46
Frozen Corn	\$2.42	\$1.19	\$1.39
Potato Chips	\$5.25	\$3.70	\$3.36
Soft Drink	\$2.35	\$1.48	\$1.50
Apartment Rent	\$1,147	\$674	\$807
Home Price	\$415,773	\$280,331	\$287,807

Section 2 - Average Prices Item (Cont.)	AK Anchorage	IN Elkhart- Goshen	National Average
Total Energy	\$176.21	\$130.20	\$171.21
Phone	\$22.72	\$27.48	\$26.97
Tire Balance	\$12.63	\$10.05	\$10.29
Gasoline	\$3.34	\$2.83	\$2.81
Optometrist Visit	\$166.88	\$81.37	\$87.90
Doctor Visit	\$139.28	\$85.81	\$90.08
Dentist Visit	\$121.26	\$69.83	\$78.83
Ibuprofen	\$11.42	\$8.74	\$9.36
Lipitor	\$158.78	\$152.68	\$151.75
Hamburger	\$3.93	\$3.34	\$3.24
Pizza	\$15.35	\$9.00	\$9.95
Fried Chicken	\$5.60	\$3.10	\$3.43
Haircut	\$18.50	\$11.08	\$13.14
Beauty Salon	\$41.30	\$27.80	\$31.81
Toothpaste	\$3.46	\$2.32	\$2.47
Shampoo	\$1.09	\$1.02	\$1.04
Dry Cleaning	\$12.55	\$10.41	\$10.61
Man Dress Shirt	\$26.12	\$37.00	\$24.51
Boy Jeans	\$25.58	\$18.37	\$20.16
Women Slacks	\$26.66	\$25.75	\$26.32
Washer Repair	\$70.81	\$71.36	\$61.84
Newspaper	\$16.93	\$12.53	\$15.98
Movie	\$10.15	\$8.00	\$8.81
Bowling	\$4.46	\$3.00	\$3.97
Tennis Balls	\$2.54	\$2.08	\$2.32
Veterinary Services	\$54.23	\$39.52	\$43.54
Beer	\$10.82	\$8.38	\$8.46
Wine	\$9.83	\$5.32	\$7.35

Index and average prices are based on data gathered between First Quarter 2010 and First Quarter 2011. For more information on the methodology, please visit ACCRA Cost of Living Index website.

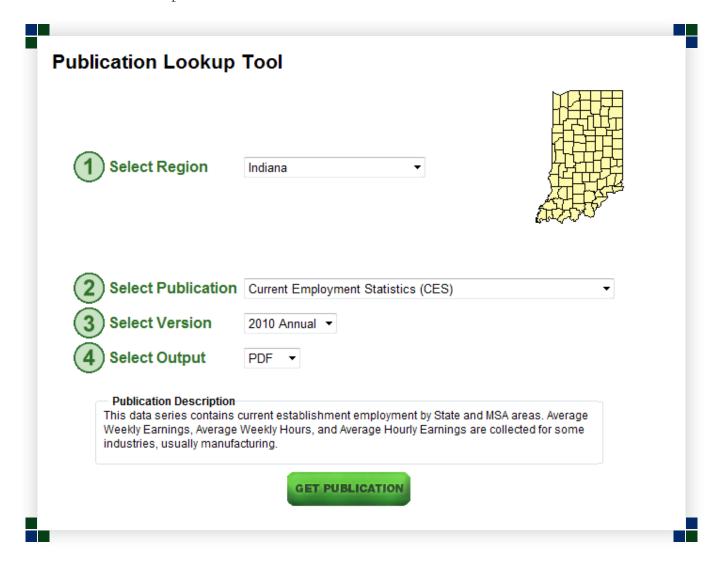
#### D. Large Area Radius Tool



Geography Name	Year	Description	Annual QCEW - Avg Wage
Radius Region	2010	- Nonmetallic Mineral Product Mfg	\$49,126
Geography Name	Year	Description	Annual QCEW - Avg Wage
Brown County, IN	2010	- Nonmetallic Mineral Product Mfg	\$32,064
Boone County, IN	2010	- Nonmetallic Mineral Product Mfg	\$40,962
Morgan County, IN	2010	- Nonmetallic Mineral Product Mfg	\$52,969
Johnson County, IN	2010	- Nonmetallic Mineral Product Mfg	\$39,992
Henry County, IN	2010	- Nonmetallic Mineral Product Mfg	\$37,795
Tipton County, IN	2010	- Nonmetallic Mineral Product Mfg	\$0
Decatur County, IN	2010	- Nonmetallic Mineral Product Mfg	\$37,360
Hamilton County, IN	2010	- Nonmetallic Mineral Product Mfg	\$42,299
Hancock County, IN	2010	- Nonmetallic Mineral Product Mfg	\$47,877
Clinton County, IN	2010	- Nonmetallic Mineral Product Mfg	\$O
Bartholomew County, IN	2010	- Nonmetallic Mineral Product Mfg	\$42,570
Howard County, IN	2010	- Nonmetallic Mineral Product Mfg	\$40,292
Marion County, IN	2010	- Nonmetallic Mineral Product Mfg	\$46,456
Putnam County, IN	2010	- Nonmetallic Mineral Product Mfg	\$0
Rush County, IN	2010	- Nonmetallic Mineral Product Mfg	\$25,497
Monroe County, IN	2010	- Nonmetallic Mineral Product Mfg	\$52,634
Madison County, IN	2010	- Nonmetallic Mineral Product Mfg	\$58,777
Owen County, IN	2010	- Nonmetallic Mineral Product Mfg	\$50,577
Shelby County, IN	2010	- Nonmetallic Mineral Product Mfg	\$55,369
Montgomery County, IN	2010	- Nonmetallic Mineral Product Mfg	\$45,521
Hendricks County, IN	2010	- Nonmetallic Mineral Product Mfg	\$0

Source: U.S. Bureau of Labor Statistics, Quarterly Census of Employment & Wages

#### E. Publication Lookup Tool



F. Up-One-Level Report—Published quarterly by the Regional Labor Analysts funded under the Workforce Information Grant was revamped in PY 2010. Two of the quarterly reports were redesigned to provide information on job opportunities in the spring/summer or fall/winter months. Using employment history over a four year period, regional industry employment was reviewed to determine which industries seem to reflect additional employment during either the spring/summer or fall/winter months. Using this information, the reworked report suggests job opportunities by industry with wage data, as well as common educational and experience requirements. The report transitions workers from a previous occupation into the new occupation based on Economic Modeling Specialists Inc. Career Pathways compatibility index. Samples of this report are provided in Appendix A.

## 5. Partner and consult with workforce investment boards and key economic development partners and stakeholders on a continuing basis

Regional analysts routinely attend Regional Workforce Investment Board (RWB) meetings and RWB committee meetings, providing current labor market information and LMI presentations. In addition, the regional analysts

work closely with the regional operators, economic developers and other key workforce organizations in each region to provide customized, local data. These data assist in analyzing the local workforce, attracting new businesses, formulating strategic plans for addressing identified training needs, providing labor market data in conjunction with local/regional grant proposals and responding to significant layoff events. Administrative office staff may be called on to assist regional analysts in researching and preparing these materials.

Central office team members also work closely with the Indiana Economic Development Corporation, providing customized materials for business attraction efforts, analyses of the economic impact of specific industries, identification of expending industry subsectors to serve as a focus for future attraction efforts, etc. Economic and Market Analysis team members also work closely with other DWD staff in the preparation of statewide and multi-regional grant proposals, for example the Indiana OJT National Emergency Grant request.

#### 6. Conduct special studies and economic analyses

- A. Smoking Ban Study—Supplied employment by quarter for restaurants of bars of selected cities (2004–2010) in connection with a smoking ban study (city level data not available online).
- B. Business openings and closings by quarter.
- C. Business openings and closings by class size.
- D. Yearly Unemployment Insurance—Update analysis of every year claimants (2008–2010) by industry.
- E. Out of State Student Analysis—Enumerate out-of-state students at Indiana public colleges and universities by field of study. This study was later amended to include financial aid. It also included counts of those completing degrees by degree level and the percent of graduates who had post-completion wages and number of who receive institution-based financial aid. It was further amended to include all types of financial aid to all out-of-state students.
- F. Exhausted Claimants 2010—Analysis of unemployment insurance claims by number of weeks paid by 2010 exhausted and unexhausted regular claimants.
- G. Tipping Point Study—Match wage records for students for the purpose of determining the value of education.
- H. Analysis of 99 Week Exhausted Claimants—Analysis of number of claimants who exhausted all benefits in 2009 and 2010, including demographic and wage records for this pool of claimants to indentify time lag between claim exhaustion of benefits and subsequent employment.
- I. Grant Application—Vincennes requested "scrubbed" demographic records for TAA participants (EGRs 8 and 11) in conjunction with a grant application.
- J. Claimants Benefits—Examine and compare benefit payments to claimants by industry for the first quarters of 2010 and 2011, including the percent receiving the maximum benefit amount.
- K. Auto Re-Employment Analysis—Examining transportation equipment manufacturing workers' migration and re-entry to the workforce with previous employers or with employers of other industries.
- L. Educational Attainment—Analysis of claimants by educational attainment for cities in excess of 50,000 for previous six and 13 month periods, including breakout by two-digit SOC code for Gary-area claimants.
- M. Indiana Economic Development Commission (IEDC) request for firm employment levels by recent IEDC projects.

- N. LMI Information Request—Created a report of selected labor market information (LMI) at the economic growth region (EGR) level for use in grant applications
- O. Healthcare Education—Summarized counts of enrollment and completions in healthcare related programs at public colleges and universities for a 10-year period.
- P. Driving Change—A tri-state (Indiana, Michigan, Ohio) study on auto worker labor market transition was completed under a federal grant. The details and results have been added to the website for dissemination.

#### 7. Customer consultations

A SharePoint was developed in an effort to coordinate information dissemination and increase collaboration while reducing effort redundancy. The site was developed to facilitate distribution of frequently requested data, such as a applicant counts by occupation from the Indiana Career Connect (the agency's job-matching system) applicant pool, wage demand by occupation and county, and occupational employment estimates (incumbent employment) by county. Economic & Market Analysis team members have worked closely with regional analysts, economic developers and other interested parties in developing and refining products such as the detailed Indiana Career Connect occupational listing by county and wage report and detailed breakouts of the unemployment insurance claimant population by age and educational attainment.

May 2010 Claimant Pool Comparison													
r 1 C	Percent of Age												
Level of	16-	24	25	-34	35	-44	45	-54	55	5+	To	tal	C4-4
Completed Education	Reg UI	Ext.	Reg UI	Ext.	Reg UI	Ext.	Reg UI	Ext.	Reg UI	Ext.	Reg UI	Ext.	Statewide Total
Less than H.S.	15%	17%	13%	15%	12%	13%	12%	14%	12%	13%	12%	14%	9%
H.S. Grad or Equivalent	56%	58%	47%	51%	50%	52%	54%	56%	50%	53%	51%	53%	34%
Post H.S.	29%	25%	40%	34%	39%	34%	34%	31%	38%	34%	37%	33%	57%

Note: Ext. = Extended. In each age group, the extended claimant population runs 2-4% higher "for less than H.S." and "H.S. only" than reg UI clmnts and 3-6% lower on post H.S. education

Research and Analysis has continued its web-based customer satisfaction survey through our www.hoosierdata.in.gov/tellus website, encouraging users to provide us with feedback on the quality of our online publications and the service provided for custom data requests. For PY 2010, the most frequent user descriptions included:

Was the publication you received timely and accurate? 97% of responses were positive (73/75)

Did we offer information and services to meet your needs? 97% of responses were positive (92/95)

Was the information or service helpful or informative? 98% of responses were positive (94/96)

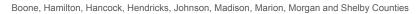
Did we fulfill your data or service request in a timely manner or as promised? 98% of responses were positive (86/88)

We also receive comments via the survey and kudos directly from customers who find email a preferable avenue to provide feedback. Responses this year included the following:

- "Bruce always does an excellent job."
- "The data is clear and as timely as possible and very much appreciated."
- "Excellent help and a quick response!"
- "I have used your report/s for years, we received detailed requests regularly from employers for LMI  $\dots$  we love your reports."
- "I find the information sent to me to be very helpful with inquires from employers. Thank you."
- "Great Job!! Thanks!!"

## APPENDIX: UP-ONE-LEVEL REPORTS

### Employment Opportunities—Spring/Summer Indiana Economic Growth Region 5





Possible Job Opportunities	In These Types of Business	Entry Level Wage*	Education Requirements	Experience Requirements
Amusement & Recreation Attendants	Other Amusement and Recreation Industries	\$15,366	Some May Require High School Diploma or Equivalent	No specific work experience required
Bartenders	Full-Service Restaurants	\$15,687	Some May Require High School Diploma or Equivalent	Some work experience usually needed
Billing & Posting Clerks & Machine Operators	Offices of Physicians	\$25,534	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Butchers & Meatcutters	Grocery Stores	\$24,842	Some May Require High School Diploma or Equivalent	Some work experience usually needed
Carpenters	Nonresidential Building Construction	\$30,131	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Cashiers	Limited-Service Eating Places	\$15,162	Some May Require High School Diploma or Equivalent	No specific work experience required
Cashiers	Building Material and Supplies Dealers	\$15,162	Some May Require High School Diploma or Equivalent	No specific work experience required
Combined Food Preparation & Serving Workers, Incl. Fast Food	Full-Service Restaurants	\$15,323	Some May Require High School Diploma or Equivalent	No specific work experience required
Combined Food Preparation & Serving Workers, Incl. Fast Food	Limited-Service Eating Places	\$15,323	Some May Require High School Diploma or Equivalent	No specific work experience required
Construction Laborers	Other Specialty Trade Contractors	\$22,744	Some May Require High School Diploma or Equivalent	No specific work experience required
Cooks, Fast Food	Limited-Service Eating Places	\$15,365	Some May Require High School Diploma or Equivalent	No specific work experience required
Cooks, Institution & Cafeteria	Nursing Care Facilities	\$17,563	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Cooks, Restaurant	Full-Service Restaurants	\$16,846	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Counter & Rental Clerks	Consumer Goods Rental	\$17,034	Some May Require High School Diploma or Equivalent	No specific work experience required

Possible Job Opportunities	In These Types of Business	Entry Level Wage*	Education Requirements	Experience Requirements
Counter Attendants, Cafeteria, Food Concession, & Coffee Shop	Limited-Service Eating Places	\$15,254	Some May Require High School Diploma or Equivalent	No specific work experience required
Court, Municipal & License Clerks	Justice, Public Order and Safety	\$20,325	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Customer Service Representatives	Employment Services (Incl. Temporary Help Services)	\$22,505	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Dining Room & Cafeteria Attendants & Bartender Helpers	Full-Service Restaurants	\$15,416	Some May Require High School Diploma or Equivalent	No specific work experience required
Dining Room & Cafeteria Attendants & Bartender Helpers	Full-Service Restaurants	\$15,416	Some May Require High School Diploma or Equivalent	No specific work experience required
Driver/Sales Workers	Limited-Service Eating Places	\$15,515	Some May Require High School Diploma or Equivalent	No specific work experience required
HelpersProduction Workers	Employment Services (Incl. Temporary Help Services)	\$17,161	Some May Require High School Diploma or Equivalent	No specific work experience required
Home Health Aides	Individual and Family Services	\$17,517	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Hosts & Hostesses, Restaurant, Lounge, & Coffee Shop	Full-Service Restaurants	\$15,411	Some May Require High School Diploma or Equivalent	No specific work experience required
Hotel, Motel, & Resort Desk Clerks	Traveler Accommodation	\$15,368	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Industrial Truck & Tractor Operators	Employment Services (Incl. Temporary Help Services)	\$22,846	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Inspectors, Testers, Sorters, Samplers, and Weighers	Employment Services (Incl. Temporary Help Services)	\$22,832	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Janitors & Cleaners, Except Maids & Housekeeping Cleaners	Services to Buildings and Dwellings	\$16,002	Some May Require High School Diploma or Equivalent	No specific work experience required
Laborers & Freight, Stock, & Material Movers, Hand	Building Material and Supplies Dealers	\$18,130	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Landscaping & Groundskeeping Workers	Services to Buildings and Dwellings	\$17,893	Some May Require High School Diploma or Equivalent	No specific work experience required
Laundry & Drycleaning Workers	Drycleaning and Laundry Services	\$16,722	Some May Require High School Diploma or Equivalent	Some work experience usually needed
Maids & Housekeeping Cleaners	Traveler Accommodation	\$15,833	Some May Require High School Diploma or Equivalent	No specific work experience required
Medical Secretaries	Offices of Physicians	\$25,895	Usually Requires High School Diploma or Equivalent	Some work experience usually needed

Possible Job Opportunities	In These Types of Business	Entry Level Wage*	Education Requirements	Experience Requirements
Nursing Aides, Orderlies, & Attendants	Nursing Care Facilities	\$21,133	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Office Clerks, General	Employment Services (Incl. Temporary Help Services)	\$18,084	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Office Clerks, General	Offices of Physicians	\$18,084	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Packers and Packagers, Hand	Employment Services (Incl. Temporary Help Services)	\$16,447	Some May Require High School Diploma or Equivalent	No specific work experience required
Personal & Home Care Aides	Individual and Family Services	\$17,537	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Receptionists & Information Clerks	Offices of Physicians	\$19,012	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Retail Salespersons	Building Material and Supplies Dealers	\$15,936	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Retail Salespersons	Other General Merchandise stores	\$15,936	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Stock Clerks & Order Fillers	Employment Services (Incl. Temporary Help Services)	\$16,656	Some May Require High School Diploma or Equivalent	Some work experience usually needed
Team Assemblers	Employment Services (Incl. Temporary Help Services)	\$20,523	Usually Requires High School Diploma or Equivalent	Some work experience usually needed
Truck Drivers, Light or Delivery Services	General Freight Trucking	\$18,792	Some May Require High School Diploma or Equivalent	No specific work experience required
Waiters & Waitresses	Full-Service Restaurants	\$15,401	Some May Require High School Diploma or Equivalent	No specific work experience required
Waiters and Waitresses	Other Amusement and Recreation Industries	\$15,401	Some May Require High School Diploma or Equivalent	No specific work experience required

<sup>\*2009</sup> OES Wages for Region 5

This report provides Job Opportunity information with associated Industries for employment in industries during the spring/summer months.

Research has highlighted the increasing importance of skills, basic and otherwise. Employees develop skills through a variety of ways including past work experiences, job training, and higher education. Learning new skills will help you to further your career or find a new job in a different field. The information presented here will assist individuals investing in career preparation, planning for a career change, or offering guidance in career development.

Source: O\*Net On-line created by National Center for O\*Net Development for the U.S. Department of Labor Prepared by: Indiana Department of Workforce Development, Research & Analysis, May 2011







## **UP ONE LEVEL REPORT 1st and 2nd Quarters 2011 Indiana Economic Growth Region 11**

Frequent Job Openings for the following counties: Dubois, Gibson, Knox, Perry, Pike, Posey, Spencer, Vanderburgh, and Warrick Counties in Indiana

2010 OES Regional Median Wage	Frequently Listed Jobs <sup>1</sup>	Skill Pathway	Up 1 Level <sup>2</sup>	2010 OES Regional Median Wage	Education/ Training
\$28,077	Customer Service Representatives	People	Cardiovascular Technologists and Technicians	\$46,639	Associate degree
\$22,623	Electronic Home Entertainment Equipment Installers and Repairers	Things	Heating, Air Conditioning, and Refrigeration Mechanics and Installers <sup>G</sup>	\$39,599	Long-term on-the- job training
\$20,052	Food Servers, Nonrestaurant	People	Medical Transcriptionists	\$29,280	Postsecondary vocational training
\$23,314	Helpers, Installations, Maintenance, and Repair Workers	Things	Industrial Machinery Mechanics <sup>G</sup>	\$43,054	Long-term on-the- job training
\$42,001	Helpers—Brickmasons, Blockmasons, Stonemasons, and Tile and Marble Setters	Things	Cement Masons and Concrete Finishers	\$40,221	Long-term on-the- job training
\$35,640	Helpers—Extraction Workers	Things	Automotive Body and Related Repairers	\$43,853	Long-term on-the- job training
\$23,318	Helpers—Production Workers	Things	Extruding, Forming, Pressing, and Compacting Machine Setters, Operators, and Tenders	\$29,507	Moderate-term on- the-job training
\$18,893	Home Health Aides	People	Massage Therapists	\$34,753	Postsecondary vocational training
\$34,570	Inspectors, Testers, Sorters, Samplers, and Weighers	Things	Agricultural and Food Science Technicians	\$31,500*	Associate degree
\$22,236	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	Things	Brickmasons and Blockmasons	\$34,860	Long-term on-the- job training
\$26,104	Laborers and Freight, Stock, and Material Movers, Hand	People	Truck Drivers, Heavy and Tractor-Trailer <sup>G</sup>	\$35,045	Moderate-term on- the-job training
\$20,624	Landscaping and Groundskeeping Workers	Things	Construction Laborers <sup>G</sup>	\$33,879	Moderate-term on- the-job training
\$18,545	Lifeguards, Ski Patrol, and Other Recreational Protective Service Workers	People	Surgical Technologists	\$40,650	Postsecondary vocational training
\$38,180	Machinists	Things	Electrical and Electronic Engineering Technicians <sup>G</sup>	\$52,888	Associate degree
\$18,107	Maids and Housekeeping Cleaners	Things	Painters, Construction and Maintenance	\$30,834	Moderate-term on- the-job training
\$25,904	Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic	Things	Automotive Service Technicians and Mechanics	\$32,197	Postsecondary vocational training

2010 OES Regional Median Wage	Frequently Listed Jobs <sup>1</sup>	Skill Pathway	Up 1 Level <sup>2</sup>	2010 OES Regional Median Wage	Education/ Training
\$23,814	Nursing Aides, Orderlies, and Attendants	People	Licensed Practical and Licensed Vocational Nurses	\$38,502	Postsecondary vocational training
\$22,953	Office Clerks, General	People	Executive Secretaries and Administrative Assistants	\$37,433	Moderate-term on- the-job training
\$18,806	Personal and Home Care Aides	People	Dental Assistants	\$31,819	Moderate-term on- the-job training
\$31,896	Refuse and Recyclable Material Collectors	People	Paving, Surfacing, and Tamping Equipment Operators	\$41,241	Moderate-term on- the-job training
\$19,863	Retail Salespersons	Systems	Radiologic Technologists and Technicians	\$44,317	Associate degree
\$20,570	Stock Clerks and Order Fillers	People	Physical Therapist Assistants	\$46,268	Associate degree
\$30,404	Team Assemblers	Things	Bus and Truck Mechanics and Diesel Engine Specialists <sup>G</sup>	\$36,226	Postsecondary vocational training
\$24,482	Truck Drivers, Light or Delivery Services	People	Coin, Vending, and Amusement Machine Servicers and Repairers	\$26,910	Moderate-term on- the-job training
\$32,339	Welders, Cutters, Solderers, and Brazers	Things	Millwrights <sup>G</sup>	\$48,114	Long-term on-the- job training

- 1. Occupations are from 1st and 2nd Quarter 2011 Indiana Career Connect job listings.
- 2. One-level (step) up occupations are only intended as examples, based on overlapping skill sets. Resource: Economic Modeling Specialists Inc (EMSI) G: The 'Up 1 Level' jobs printed in green have been designated 'Green Jobs' by O\*Net OnLine, created for the U.S. Dept. of Labor, ETA, by the National Center for O\*NET Development

Wages shown are taken from the EGR 11 2010 Occupational Employment Statistics survey.

Source: Indiana Workforce Development

Research has highlighted the increasing importance of skills, basic and otherwise. Employees develop skills through a variety of ways including past work experiences, job training, and higher education. Learning new skills will help you to further your career or find a new job in a different field. The information presented here will assist individuals investing career preparation, planning for a career change, or offering guidance in career development.

Please see your WorkOne or the Hoosiers by the Numbers website for additional information on skills-based career pathways in the Indiana Career Guide.

Other LMI Publications on our Web Site

- Career Guides
- High Wage/High Demand Occupations
- Hoosier Hot Jobs Job Postings and Starting Wages Report

If you have questions or would like additional information, please contact Regional Analyst Cathy Boatman at (812) 424-4473 extension 237.





#### Skill Pathways—with associated skills

#### People Skills

Coordination, Instructing, Negotiation, Persuasion, Service Orientation, Social Perceptiveness, and Time Management

#### Things Skills

Equipment Maintenance, Equipment Selection, Installation, Operation and Control, Operation Monitoring, Repairing and Troubleshooting

#### Systems Skills

Judgment and Decision Making, Mgmt. of Financial Resources, Mgmt. of Material Resources, Mgmt. of Personnel Resources, Systems Analysis, and Systems Evaluation

#### Information Skills

Complex Problem Solving, Operations Analysis, Programming, and Technology Design







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