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MEMORANDUM

TO: Katy Gaul, Assistant Commissioner of Workforce1 Training Programs, New York City Department of Small Business Services,
FROM: Lesley Hirsch
DATE: December 9, 2009
RE: Final Methodology for In-Demand Occupations Analysis
C: Philip Weinberg, President, New York City Workforce Investment Board

Section 134(d) of the *Workforce Investment Act of 1998* (WIA) requires administering agencies to provide information about in-demand occupations to jobseekers at one-stop centers to guide their career decision-making and use occupational information to select occupations eligible for Individual Training Accounts (known as ITGs in New York City).¹

At the request of the New York City Department of Small Business Services, Office of Workforce1 Training, the New York City Labor Market Information Service (NYCLMIS) analyzed the most current available occupational data and developed a revised list of in-demand occupations. This list is intended to inform SBS determination of eligibility for individual training grants (ITG).

The following is a brief explanation of data sources and methods used to develop the revised list, followed by the list of in-demand occupations along with data showing performance on all of the eligibility criteria.

Method

Data. The NYCLMIS chiefly relied on the New York State Department of Labor's Long-Term (2006-16) Occupational Projections for New York City as a source of occupational data. Due to employer non-response in the New York City sample, 93 occupations did not appear on local 2006-16 projections. For these occupations, NYCLMIS applied the same criteria using statewide wages and employment projections. Additional sources consulted include New York State

¹ The Workforce Investment Act of 1998, 7 August 1998. Pub L. 105-220, 112 Stat. 936. §134, ¶(d)(2). "Funds described in paragraph (1)(A) shall be used to provide core services, which shall be available to individuals who are adults or dislocated workers through the one-stop delivery system and shall, at a minimum, include....(E) provision of employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, including—(i) job vacancy listings in such labor market areas; (ii) information on job skills necessary to obtain the jobs described in clause (i); and (iii) information relating to local occupations in demand and the earnings and skill requirements for such occupations."

Department of Labor, Jobs in Demand Lists, May through July 2009; New York State Department of Labor, Industry Staffing Patterns, 2009; New York State Department of Labor, Quarterly Census of Employment and Wages, 2001-03; NYC Department of Small Business Services, Workforce Training, Growth Occupation List, 2008; United States Department of Labor O*NET Production Database, Version 13.0.

Criteria. According to the revised methodology, in-demand occupations in New York City must meet the following (these criteria also correspond with the columns in the following table):

- 1) **BASIC CRITERIA.** *Must meet all of the following criteria:*
 - a. **EDUCATION.** Require a four-year college degree or fewer years of education/experience and the majority of individuals who are employed in the occupation in New York City have attained than a four-year college degree.
 - b. **2006 EMPLOYMENT.** Employed 5,000 or more people in New York City in 2006; and
 - c. **2016 PROJECTED EMPLOYMENT.** Must be the same as or greater than 2006 employment.
- 2) **WAGES.** *Must meet at least one wage criterion from among the following:*
 - a. **ENTRY-LEVEL.** The entry level wage is at least two-thirds of the median wage income in New York City (\$22,200 for occupations requiring a high school diploma, GED or less; \$28,400 for all other occupations)
 - b. **MEDIAN.** The median wage is at least the median wage income in New York City (\$33,300 for occupations requiring a high school diploma, GED or less; \$42,600 for all other occupations); or
 - c. **EXPERIENCE PREMIUM.** The difference between entry-level and experienced wages is at least 75 percent of the entry-level wage.
- 3) **GROWTH/STABILITY.** And met *at least one* of the following growth/stability criteria:
 - a. **OPENINGS.** At least 237 (citywide average) average annual openings;
 - b. **EMPLOYMENT CHANGE.** At/above citywide average employment growth (7.4%);
 - c. **GROWTH AS SHARE OF OPENINGS.** Share of openings due to growth (versus replacement) is at/above average (21.4%);
 - d. **RECESSION RESISTANCE.** The primary industry employing each occupation retained jobs as well as or better than the local labor market on average during the previous recession; or
 - e. **SHORT-TERM DEMAND.** The occupation appeared on NYSDOL's "jobs-in-demand" list at least once between May-July 2009.

Results

On the next page are the results of the analyses described above: eligible in-demand occupations (SOC codes and titles) and data showing their performance on each criterion. There are 60 eligible occupations using the NYCLMIS criteria (seven of these – shaded in orange – were from New York State occupational estimates), and six (6) additional occupations added to the list by SBS to meet pre-existing strategic priorities (violet). SBS has the ability to add or

subtract a number of occupations that does not exceed 10% of the overall list, based on independent data such as demonstration of need from employers. The six additional occupations will appear on the in-demand list for a maximum of two years when the most recent available data will be used to re-evaluate their eligibility.

SOC CODE	TITLE	BASIC CRITERIA (all)				REVISED WAGE CRITERIA (at least one)				GROWTH/STABILITY (at least two)					REVISED IN DEMAND
		NYCLMIS Ed Training (1 or 2)	Emp 2006 (>=5,000)	% Emp Change (>=0%)	REVISED Basic Eligibility	Median (42600 or 33000)	Entry (28400 or 22200)	Experience Premium	REVISED Wage Eligibility	Annual Average Openings (>=237)	% Openings from Growth (>=21.4%)	Recession Resistance	NYSDOL S/T Demand	Growth/ Stability Eligibility	
11-9021	Construction Managers	2	11,460	9.1	Y	\$117,330	\$66,950	135%	Y	280	35.7%	Y	N	Y	Y
11-9141	Property, Real Estate, and Community Association Managers	2	6,040	8.6	Y	\$73,860	\$55,960	87%	Y	130	38.5%	Y	N	Y	Y
13-1071	Employment, Recruitment, and Placement Specialists	2	10,460	16.4	Y	\$52,600	\$38,110	139%	Y	400	42.5%	N	Y	Y	Y
13-1072	Compensation, Benefits, and Job Analysis Specialists	2	8,230	9.2	Y	\$62,760	\$48,320	47%	Y	260	30.8%	Y	N	Y	Y
13-1073	Training and Development Specialists	2	6,350	15.7	Y	\$60,530	\$40,620	85%	Y	240	41.7%	N	N	Y	Y
13-1079	Human Resources, Training, and Labor Relations Specialists, All Other	2	8,970	6.6	Y	\$52,790	\$25,440	181%	Y	250	24.0%	Y	N	Y	Y
13-1199	Business Operations Specialists, All Other	2	23,780	12.9	Y	\$67,540	\$44,590	92%	Y	570	54.4%	na	N	Y	Y
15-1041	Computer Support Specialists	1	17,640	12.2	Y	\$54,570	\$38,780	78%	Y	770	28.6%	Y	N	Y	Y
15-1051	Computer Systems Analysts	2	17,130	27.0	Y	\$89,600	\$61,330	79%	Y	910	50.5%	Y	N	Y	Y
15-1071	Network and Computer Systems Administrators	2	9,860	26.0	Y	\$85,950	\$61,260	67%	Y	490	53.1%	N	N	Y	Y
15-1081	Network Systems and Data Communications Analysts	2	9,680	47.5	Y	\$81,510	\$57,810	72%	Y	660	69.7%	Y	N	Y	Y
21-1099	Community and Social Service Specialists, All Other	2	12,450	12.2	Y	\$40,920	\$33,420	47%	Y	290	51.7%	na	N	Y	Y
23-2011	Paralegals and Legal Assistants	1	15,630	20.5	Y	\$59,650	\$42,190	67%	Y	530	60.4%	Y	N	Y	Y
25-2011	Preschool Teachers, Except Special Education	1	12,500	7.4	Y	\$33,480	\$23,840	69%	Y	300	30.0%	Y	N	Y	Y
25-2012	Kindergarten Teachers, Except Special Education	2	15,050	12.5	Y	\$62,430	\$40,250	90%	Y	440	43.2%	Y	N	Y	Y
25-3021	Self-Enrichment Education Teachers	1	11,750	14.1	Y	\$37,030	\$21,390	176%	Y	300	56.7%	N	N	Y	Y
25-3099	Teachers and Instructors, All Other	2	14,890	7.1	Y	\$45,150	\$27,580	92%	Y	270	40.7%	Y	N	Y	Y
27-1022	Fashion Designers	1	7,590	4.9	Y	\$76,770	\$46,130	120%	Y	240	16.7%	Y	N	Y	Y
27-1024	Graphic Designers	2	14,490	10.1	Y	\$57,290	\$39,780	83%	Y	540	27.8%	Y	N	Y	Y
29-1111	Registered Nurses	1	69,620	13.4	Y	\$80,350	\$62,070	51%	Y	2,080	44.7%	Y	Y	Y	Y
29-2041	Emergency Medical Technicians and Paramedics	1	6,040	10.1	Y	\$42,640	\$32,790	54%	Y	130	46.2%	Y	N	Y	Y
29-2061	Licensed Practical and Licensed Vocational Nurses	1	14,800	8.9	Y	\$47,040	\$38,200	35%	Y	530	24.5%	N	Y	Y	Y
31-1012	Nursing Aides, Orderlies, and Attendants	1	44,090	9.9	Y	\$34,430	\$28,390	31%	Y	840	52.4%	N	N	Y	Y
31-9091	Dental Assistants	1	5,520	28.3	Y	\$33,740	\$26,330	44%	Y	260	61.5%	N	Y	Y	Y
31-9092	Medical Assistants	1	7,060	33.7	Y	\$31,030	\$25,120	42%	Y	330	72.7%	N	N	Y	Y
33-9032	Security Guards	1	64,090	9.7	Y	\$25,620	\$18,530	78%	Y	1,920	32.3%	N	Y	Y	Y
35-1012	First-Line Supervisors/Managers of Food Preparation and Serving Workers	1	16,320	9.4	Y	\$32,060	\$22,500	82%	Y	270	55.6%	Y	N	Y	Y
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	1	88,450	7.5	Y	\$27,600	\$18,320	83%	Y	2,350	28.1%	Y	Y	Y	Y
37-2012	Maids and Housekeeping Cleaners	1	41,220	6.8	Y	\$34,470	\$24,010	61%	Y	1,060	26.4%	N	N	Y	Y
37-3011	Landscaping and Groundskeeping Workers	1	11,700	6.3	Y	\$30,730	\$19,590	97%	Y	220	31.8%	N	Y	Y	Y
39-1021	First-Line Supervisors/Managers of Personal Service Workers	1	6,390	7.7	Y	\$39,730	\$32,440	57%	Y	190	26.3%	N	N	Y	Y
39-9031	Fitness Trainers and Aerobics Instructors	1	7,140	24.4	Y	\$43,850	\$22,970	173%	Y	300	56.7%	Y	N	Y	Y
39-9032	Recreation Workers	1	9,480	7.3	Y	\$25,950	\$18,580	75%	Y	250	28.0%	Y	N	Y	Y
41-1011	First-Line Supervisors/Managers of Retail Sales Workers	1	26,500	3.7	Y	\$42,560	\$28,760	104%	Y	660	15.2%	N	Y	Y	Y
41-1012	First-Line Supervisors/Managers of Non-Retail Sales Workers	1	17,890	1.4	Y	\$98,930	\$60,660	123%	Y	290	10.3%	Y	N	Y	Y
41-2031	Retail Salespersons	1	107,150	12.4	Y	\$21,950	\$16,860	91%	Y	4,630	28.7%	Y	Y	Y	Y
41-3011	Advertising Sales Agents	1	21,040	20.0	Y	\$57,190	\$35,920	120%	Y	790	53.2%	Y	N	Y	Y
41-3099	Sales Representatives, Services, All Other	1	16,110	18.1	Y	\$60,110	\$38,190	119%	Y	670	43.3%	Y	N	Y	Y
41-9021	Real Estate Brokers	1	9,070	7.1	Y	\$93,270	\$47,010	234%	Y	210	28.6%	Y	N	Y	Y
41-9022	Real Estate Sales Agents	1	17,460	6.5	Y	\$67,150	\$41,340	172%	Y	390	28.2%	N	N	Y	Y
43-1011	First-Line Supervisors/Managers of Office and Administrative Support Workers	1	48,900	1.1	Y	\$56,950	\$40,720	70%	Y	1,070	5.6%	Y	N	Y	Y
43-3011	Bill and Account Collectors	1	7,730	10.5	Y	\$37,840	\$28,880	65%	Y	200	40.0%	N	N	Y	Y
43-3031	Bookkeeping, Accounting, and Auditing Clerks	1	56,250	8.0	Y	\$38,390	\$26,860	69%	Y	1,330	33.8%	Y	N	Y	Y
43-3051	Payroll and Timekeeping Clerks	1	15,990	5.8	Y	\$36,270	\$28,170	48%	Y	500	18.0%	Y	N	Y	Y
43-4011	Brokerage Clerks	1	12,700	5.8	Y	\$46,420	\$30,960	87%	Y	480	14.6%	Y	N	Y	Y
43-4051	Customer Service Representatives	1	63,530	15.1	Y	\$34,100	\$23,340	88%	Y	2,730	35.2%	N	N	Y	Y
43-6011	Executive Secretaries and Administrative Assistants	1	83,310	10.9	Y	\$48,740	\$36,350	63%	Y	2,240	40.6%	Y	Y	Y	Y
43-6012	Legal Secretaries	1	15,990	9.6	Y	\$47,660	\$33,350	68%	Y	410	36.6%	N	N	Y	Y
43-9061	Office Clerks, General	1	100,410	5.8	Y	\$27,760	\$18,350	81%	Y	2,420	24.0%	Y	N	Y	Y
47-1011	First-Line Supervisors/Managers of Construction Trades and Extraction Workers	1	12,160	9.4	Y	\$83,750	\$57,310	79%	Y	280	39.3%	Y	N	Y	Y
47-2031	Carpenters	1	22,560	8.5	Y	\$56,930	\$35,530	113%	Y	500	38.0%	Y	Y	Y	Y
47-2061	Construction Laborers	1	16,930	9.0	Y	\$56,430	\$27,240	146%	Y	280	53.6%	N	N	Y	Y
47-2111	Electricians	1	19,520	10.8	Y	\$81,210	\$45,530	102%	Y	710	29.6%	Y	N	Y	Y
47-2152	Plumbers, Pipefitters, and Steamfitters	1	12,670	13.7	Y	\$61,210	\$37,270	108%	Y	430	39.5%	Y	N	Y	Y
47-4011	Construction and Building Inspectors	1	6,430	11.0	Y	\$51,500	\$36,750	68%	Y	190	36.8%	na	N	Y	Y
47-4041	Hazardous Materials Removal Workers	1	1,660	13.3	N	na	na	na	N	60	33.3%	N	N	Y	Y (strategic)
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists	1	5,240	2.9	Y	\$54,070	\$42,750	34%	Y	130	15.4%	N	N	N	Y (strategic)
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	1	6,280	6.2	Y	\$52,430	\$32,220	92%	Y	150	26.7%	Y	Y	Y	Y
49-9042	Maintenance and Repair Workers, General	1	45,310	6.2	Y	\$37,610	\$24,790	82%	Y	390	71.8%	Y	Y	Y	Y
51-7011	Cabinetmakers and Bench Carpenters	1	1,220	-10.7	N	\$31,300	\$21,400	92%	Y	40	0.0%	Y	N	N	Y (strategic)
53-1031	First-Line Supervisors/Managers of Transportation and Material-Moving Machine and Vehicle Operators	1	6,120	2.3	Y	\$63,860	\$42,630	72%	Y	140	7.1%	N	N	N	Y (strategic)
53-3021	Bus Drivers, Transit and Intercity	1	22,080	5.7	Y	\$46,780	\$32,180	59%	Y	420	31.0%	Y	Y	Y	Y
53-3022	Bus Drivers, School	1	11,930	11.7	Y	\$34,850	\$24,070	72%	Y	300	46.7%	N	Y	Y	Y
53-3032	Truck Drivers, Heavy and Tractor-Trailer	1	13,140	-1.4	N	\$46,100	\$31,700	73%	Y	230	0.0%	N	Y	N	Y (strategic)
53-3033	Truck Drivers, Light or Delivery Services	1	22,130	0.2	Y	\$34,490	\$19,850	122%	Y	400	2.5%	N	N	N	Y (strategic)
53-7061	Cleaners of Vehicles and Equipment	1	7,090	3.0	Y	\$39,340	\$18,980	115%	Y	290	6.9%	Y	N	Y	Y