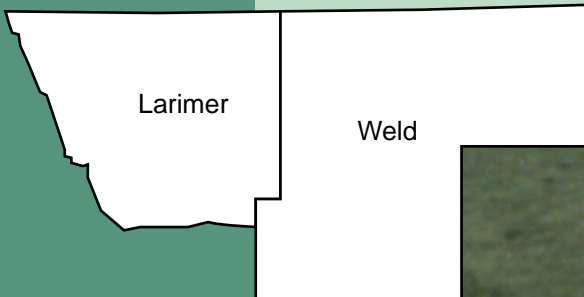


# Larimer Weld

## Job Vacancy Survey

Fall 2003



*See Colorado First*

Lory State Park  
Larimer County  
Photo Courtesy  
Colorado State Parks

# Larimer/Weld Region Job Vacancy Survey



*Conducted*  
*September 8–23, 2003*

**State of Colorado**  
Bill Owens, *Governor*

**Colorado Department of  
Labor & Employment**

Jeffrey M. Wells  
*Executive Director*

Funding Provided in Part by  
The Colorado Workforce  
Development Council

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*Winter 2004*

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This publication is a product of the Colorado Department of Labor and Employment's Labor Market Information Section and was prepared by members of the Workforce Research and Analysis unit.

**Analyst for this region:**

**O. Michael Patton**

The staff of Workforce Research and Analysis would like to extend sincerest gratitude to all area employers who participated. The analysis provided in this document would not be possible without their help.

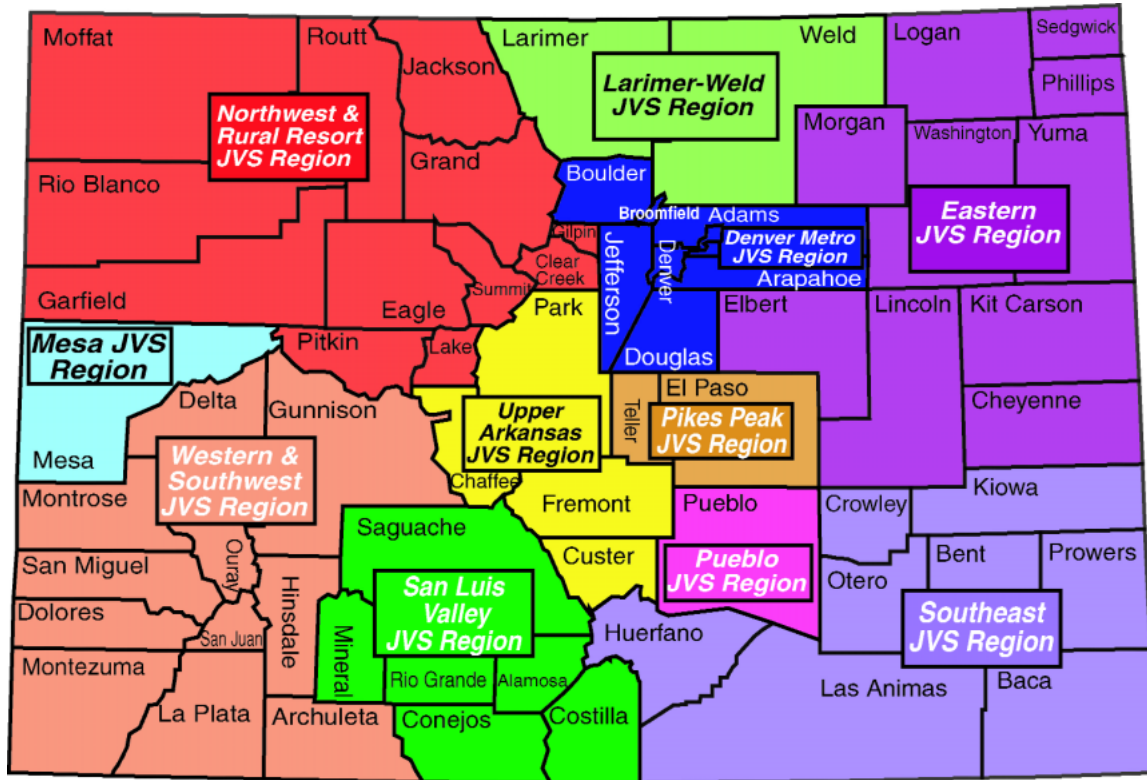
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**Figure 1: Colorado Job Vacancy Survey Regions**



## Introduction to the Colorado Job Vacancy Survey

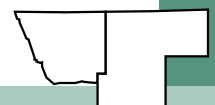
The unemployment rate, along with the level and growth rate of employment, has been used as an indicator of labor market conditions for decades. While this indicator provides information about changes in the supply and demand for labor, it reveals nothing about the skills most sought after by employers. As such, individuals preparing themselves for the job market have done so with limited knowledge of what skills are necessary to successfully compete in the contemporary labor market. Employers have had an equally difficult time determining appropriate compensation levels due to a limited knowledge of what similar firms in their region are currently offering.

Job seekers and employers, as well as Workforce Centers and economic developers need more than a measure of demand for workers at a specific point in time. They also need a measure of where in the economy that demand is located and what education and experience levels are most preferred. The Colorado Department of Labor

and Employment (CDLE) developed the Job Vacancy Survey (JVS) to meet this need. The JVS is designed to provide a snapshot estimate of job vacancies along with detailed information and analysis on accompanying wages, skill requirements and work experience.

The CDLE's survey unit collects original data by conducting phone interviews with a representative sample of employers in a given region. The department's economists analyze the raw data, estimate the number of vacancies in the area and publish the report within weeks of the original data collection, providing a timely portrait of the employment situation.

The survey is funded by a grant from the U.S. Department of Labor's Employment and Training Administration. The survey is produced for each region in Colorado by Labor Market Information's office of Workforce Research and Analysis.



## Executive Summary

The Fall 2003 Larimer/Weld Job Vacancy Survey was conducted from September 8th through September 23rd, 2003. The goal of the survey is to provide current information on the demand for workers so that employers, job seekers, economic developers, educators and workforce centers can make more informed decisions in the Larimer/Weld Region.

A random sample of small to mid-size private employers with at least five employees was contacted over the survey period. Additionally, the Colorado Department of Labor and Employment (CDLE) survey unit attempted to interview all large employers and Government entities with at least five employees in the region. Employers were

asked if they were actively hiring at the time of the survey and a variety of questions about the positions they were seeking to fill.

A total of 1,903 employers, representing approximately 52% of the region's employment in firms with five or more employees, responded to the survey. Of these, 125 are Government agencies, 46 are large employers and 1,732 are small to mid-size employers. The survey has a response rate of 81% and a cooperation rate of 99%. The margin of sampling error for the overall vacancy rate is plus or minus 2.5% or about 45 vacancies. The major findings of the survey follow:

- ◆ An estimated 1,810 jobs were available for hire during the survey period, coinciding with a 1.1% vacancy rate. At this time last year, 2,020 vacancies were estimated. ....Page 7
- ◆ Health Care & Social Assistance has an estimated 465 vacancies followed by Leisure & Hospitality with 229 and Trade, Transportation & Utilities with 204 vacancies. ....Page 8
- ◆ Just over 5% of employers surveyed reported at least one job vacancy. ....Page 8
- ◆ The average reported wage for vacancies in this survey is \$14.90 per hour. ....Page 8
- ◆ Sixty-five percent of the reported openings are permanent, full-time positions while a third are permanent, part-time. ....Page 10
- ◆ Forty-four percent of the reported job vacancies require educational attainment beyond the high school/GED level. Demand for workers with Vocational Training/Certification is highest of that group, with 17%. ....Page 11
- ◆ Eighty-three percent of the job vacancies require related or occupation specific experience. ....Page 12
- ◆ Nineteen percent of the vacant positions have been open for less than 30 days while over a third have been open for 60 or more days. ....Page 13
- ◆ Office & Administrative Support are the most frequently reported of the 22 major occupational groups. Healthcare Practitioners & Technical occupations, the most frequently reported group last spring, is second. ....Page 16



# Larimer/Weld Region

The Larimer/Weld Region, located in north central Colorado encompasses a total of 6,644 square miles. The region, made up of Larimer and Weld counties, has a population of more than 454,000 residents<sup>1</sup>. Larimer County, with 2,640 square miles, includes some of the finest irrigated farmland in the state as well as vast stretches of scenic ranch lands, forests and high mountain peaks. Weld County, on the other hand, covers an area of 4,004 square miles making it the third largest county in the state. The land surface is fairly level in the east, with rolling prairies and low hills near the western border.

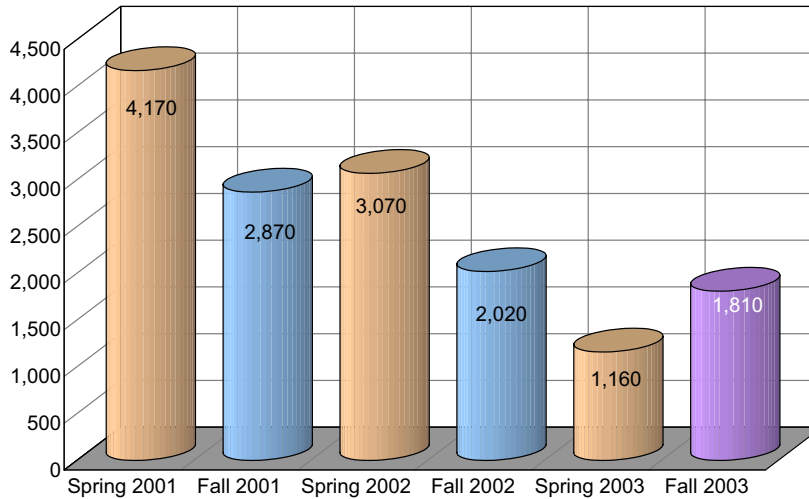
The regional economy is a diverse mix of agriculture, advanced technology, manufacturing and service firms. Weld County is the leading producer of cattle, grains and sugar beets in the state. In fact, it is the leading agricultural products seller in the state and fifth nationally (Colorado State University). It is also the second leading producer of oil and gas in the state of Colorado.

The region's population is such that Larimer County accounts for 57% of the total (about 259,500 residents).

The county grew 35% over the 1990 to 2000 census period, almost 5% higher than the state's growth of 31% over the same period. Larimer County accounts for 62% of the employment in the region. Weld County, which accounts for 43% of the regional population, employs 38% of the region's total workers. Within the two counties, almost half of the population in Weld is concentrated in the city of Greeley. In Larimer County 47% of the population is centered in the city of Fort Collins.

The 1,810 estimated vacancies in the Larimer/Weld region are approximately 10% less than those found this time last year. Nationally, corporate financial woes, the shakeout in the technology sector in addition to war anxieties directly impacted corporate investments including hiring. The effect of the national economy on the region includes losses in personal investment value, and declines in personal spending that hurt industries like tourism and construction. Businesses in Colorado or other states that provide services to companies in tourism and construction also felt the pinch as these industries try to cut expenses.

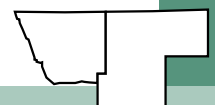
**Figure 2: Historical Vacancies Larimer/Weld Region**



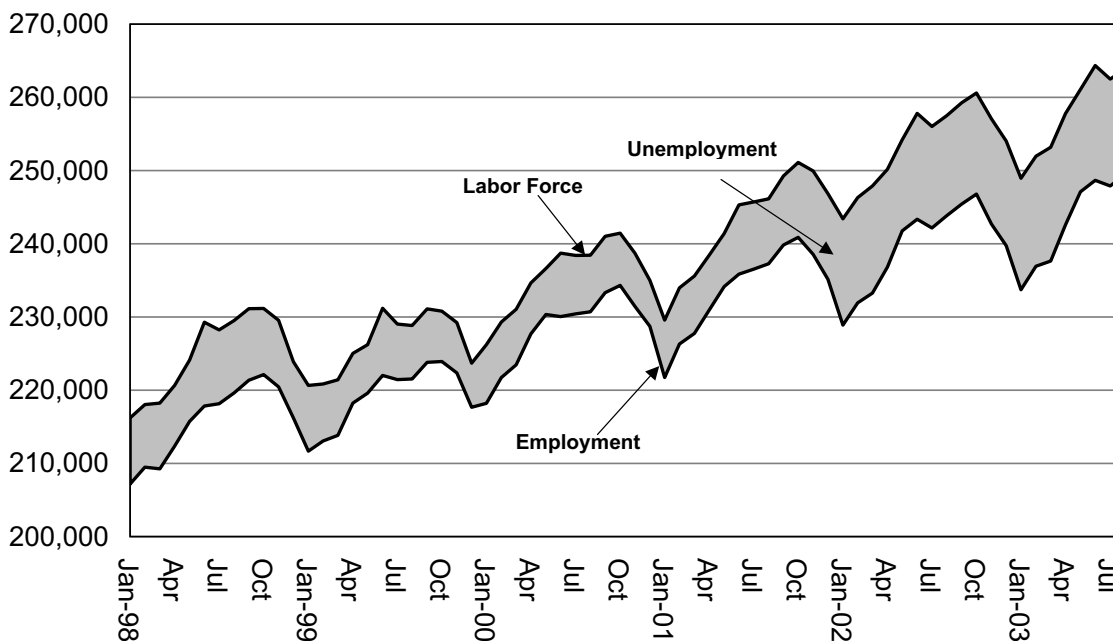
	Spring 2001	Fall 2001	Spring 2002	Fall 2002	Spring 2003	Fall 2003
Vacancies	4,170	2,870	3,070	2,020	1,160	1,810
Labor Force	229,587	249,954	247,897	254,047	257,886	263,808
Employment	221,739	238,541	233,265	239,733	242,703	249,426
Unemployment	7,848	11,413	14,632	14,314	15,183	14,382
Unemployment Rate	3.4%	4.6%	5.9%	5.6%	5.9%	5.5%

Source: CDLE, Local Area Unemployment Statistics Released August 2003

<sup>1</sup>U.S. Census Bureau, July 2001 Estimates.



**Figure 3: Employment and Labor Force Trends for the Larimer/Weld Region**  
(Rates Not Seasonally Adjusted)



Source: CDLE, Local Area Unemployment Statistics Released October 2003

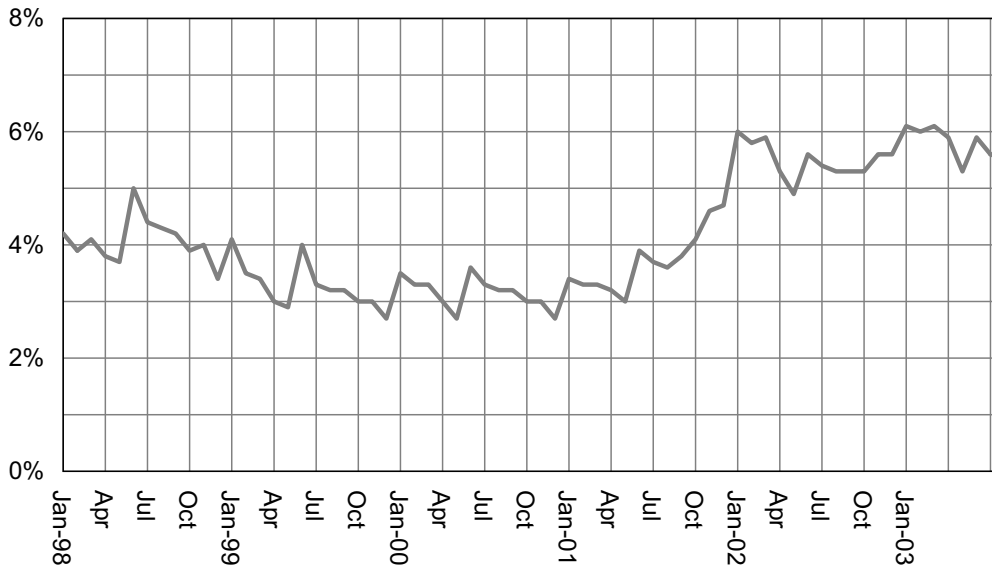
Figure 3 illustrates the historical progression of both the region’s labor force and employment levels. The upward trend illustrates the growth in both the labor force and employment over the years. The region’s employment has grown at an average annual growth rate of 2.3% per year from February of 1998 to February of 2003. This growth rate was as high as 4.7% between 1997 and 1998 and as low as 0.9% between 1999 and 2000. The labor force has grown at a much faster rate in recent years than employment, leading to a larger gap of unemployed people.

This graph, along with Figure 4, also provides a visual representation of unemployment. In Figure 3, unemployment

is represented by the gap between the labor force and the employment lines; the larger the distance between the two lines, the higher the number of unemployed.

Analysis of historical employment trends for the Larimer/Weld Region indicates that employment levels are at their lowest in January and peak in or around the month of October. The Larimer/Weld Job Vacancy Survey is conducted two times a year in the spring and the fall. Both surveys are timed to measure the demand for labor when employment is strong.

**Figure 4: Larimer/Weld Region Unemployment Rate Trend**  
(Not Seasonally Adjusted)



Source: CDLE, Local Area Unemployment Statistics, Released October 2003

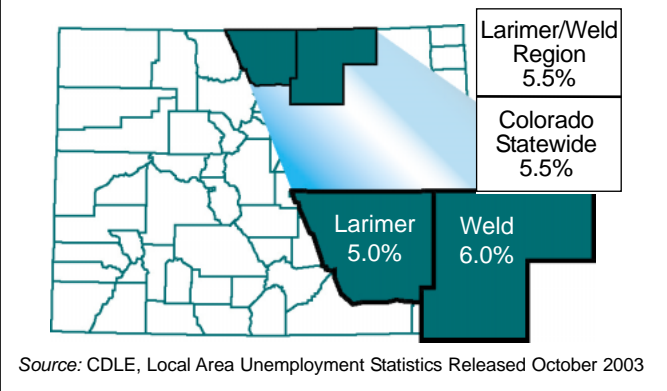
The region employed over 250,000 individuals from a labor force pool of about 264,000 people in September 2003. Of these, 62% were employed in Larimer County. The region's September unemployment rate of 5.5% matches the state rate, but is lower than the national rate of 6.1%. County unemployment rates were 5.0% for Larimer County and 6.0% for Weld County in September of 2003.

Firms in the Larimer/Weld Region are now grouped into 12 categories under the North American Industry Classification System (NAICS). NAICS has replaced the Standard Industrial Classification System (SIC) and better reflects today's economic activity. Advantages to the new system include a greater breakdown of the old SIC Services industry and also direct comparability with industries in Mexico and Canada.

Data for *Figure 6* are gathered under the Covered Employment and Wages Program which includes employers who pay Unemployment Insurance Tax. Although 97% of the nation's employment is covered under the Unemployment Insurance program, there is employment that is not covered. Positions typically excluded are agriculture, railroad, some state and local government, certain non-profits, the self-employed, domestic workers and unpaid family workers.

The Trade, Transportation & Utilities JVS sector is the strongest in terms of employment in the area, and accounts for 18% of the region's employment. It also accounts for 22% of all employers. Employment concentration of this

**Figure 5: Unemployment Rates for September 2003**  
(Rates Not Seasonally Adjusted)



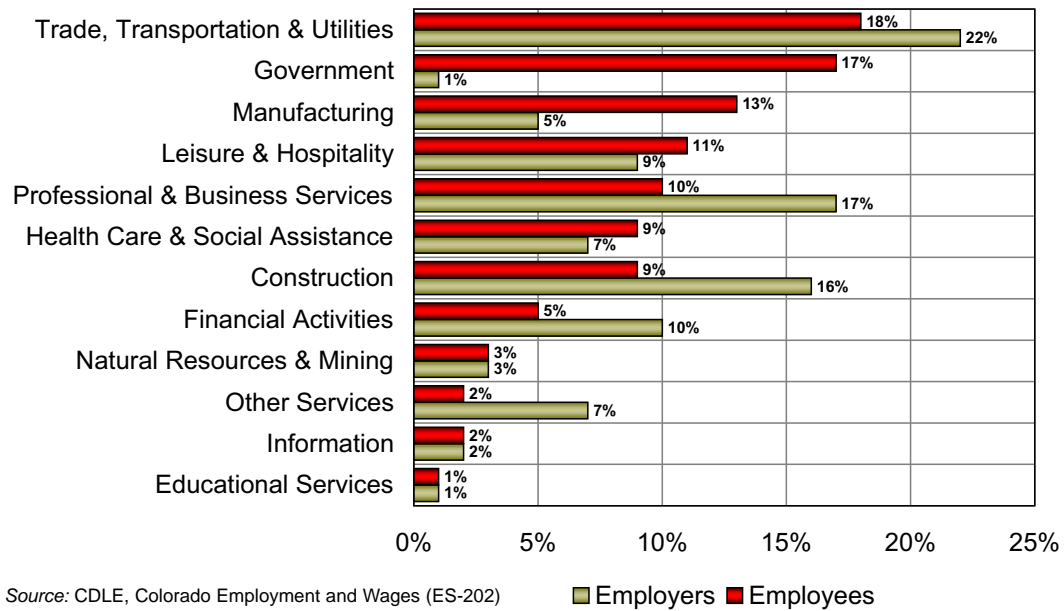
Source: CDLE, Local Area Unemployment Statistics Released October 2003

sector in the Larimer/Weld Region mirrors the size of this sector statewide at 20% of the state's employment (ES202 data third quarter 2002).

Government is the second largest sector in the Larimer/Weld Region. The 1% of the region's employers classified under Government employ 17% of the region's workers. Government entities perform functions in the construction, mining, transportation, information, education and health services and other areas in addition to public administration. Fifty-eight percent of the region's Government employment is in Educational Services due to large educational entities such as Colorado State University and the Poudre Valley School District (ES202 data third quarter 2002).



**Figure 6: Larimer/Weld Region Employers and Employees, 3rd Quarter, 2002**



Manufacturing has a higher concentration of employment in the Larimer/Weld region than in the state as a whole. Thirteen percent of the region’s workers are employed in this sector compared to only 8% statewide. However, manufacturing remains a struggling sector in the region due to slow regional and national economic conditions. Employment within the sector declined by 9.1% from 2001 to 2002.

The region also has sizable Construction, Health Care & Social Assistance, and Professional & Business Services JVS sectors that, individually, employ between 8% and 10% of the region’s employment. Health Care & Social Assistance is the most robust, having expanded in employment by 8.1% from 2001 to 2002. Historically, the Health Care & Social Assistance sector has performed better during slow economic conditions. Literature often cited factors such as long working hours, inflexible scheduling, and stress as major inhibitors for the sector’s recruitment.

Other JVS sectors have mixed results. Leisure & Hospitality expanded 3.8% while Construction experienced a slight decline. Both JVS sectors were hurt by the recession and economic uncertainties since the recovery started, but construction was hurt more. The construction decline

would most probably have been worse if not for exceedingly low interest rates during the same period. Growth in Leisure & Hospitality could simply be a population growth effect. According to the Department of Local Affairs the population growth of Larimer and Weld counties combined from 2001 to 2002 was 2.7%. However, during economically more difficult times, people tend to recreate closer to home.

The Professional & Business Services JVS sector contracted by 2.4% from 2001 to 2002. The recession and economic uncertainty led to the decline in this sector, as well. Many companies found themselves in adverse financial and economic conditions that required them to downsize their workforce or even cease operation in more extreme cases.

Financial Activities, Information, and Natural Resources & Mining are relatively small JVS sectors in the region. Financial Activities with fewer than 10,000 employees in the Larimer/Weld Region grew by 4.1% from 2001 to 2002. Information, on the other hand, declined 7.1%. Natural Resources and Mining barely changed at all (staying around 6,500 employees) in the same time period.



# *Estimated Vacancies*

## *JVS Sectors and Employer Size*

**D**uring the survey period, an estimated 1,810 vacancies were open for immediate hire in firms with at least five employees in the Larimer/Weld Region. Private firms from the America's Labor Market Information System (ALMIS) employer database and Government institutions with five or more employees constitute the sample frame. All survey data refer to this subset of the population.

In terms of vacancy rate, both Health Care & Social Assistance and Professional & Business Services lead the way with 2.3%. The next highest is the Information JVS sector at 1.6%. The overall vacancy rate for this survey is 1.1%.

Hiring activity in this survey shows little similarity between the number of people currently employed in a JVS sector and the number of estimated vacancies. The exception is Leisure & Hospitality. This JVS sector accounts for approximately 14% of the region's employment and 12.6% of the estimated vacancies.

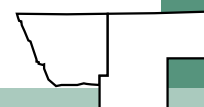
Trade, Transportation, & Utilities—the largest employment JVS sector in the region—has a large discrepancy

between the percentage of employment and the percentage of vacancies. This JVS sector has 11.3% of estimated vacancies compared to 20.2% of employment. Government, on the other hand, accounts for 17.2% of the estimated vacancies and 20.2% of the regional employment.

Health Care & Social Assistance is another JVS sector with a large discrepancy between employment and vacancies. It for 12.3% of the regional employment and 25.7% of the total vacancies.

Manufacturing and Professional & Business Services JVS sectors are either at or slightly below the average employment for all JVS sectors (14,227). The Manufacturing sector accounts for a smaller proportion of the estimated vacancies (5.9%) than the proportion of total employment in the region (9.1%).

Professional & Business Services has only 7.5% of employment in the region. Vacancies are a different matter. This JVS sector accounts for 15.6% of estimated vacancies.



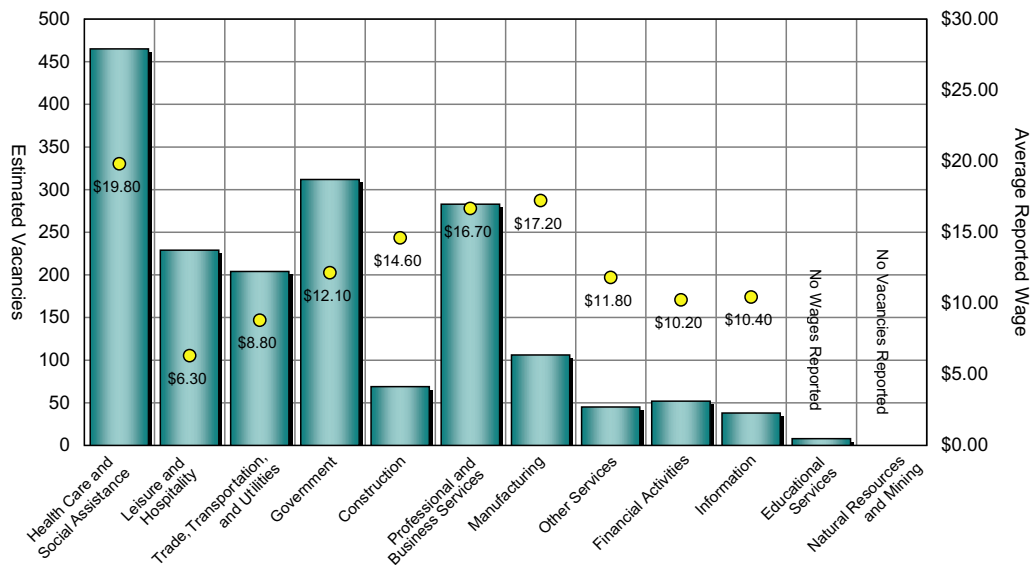
There are only three JVS sectors that have average wages that are significantly higher than the overall average of \$14.90. Health Care & Social Assistance is one of only two JVS sectors with both high vacancies and high average wages. With the most vacancies and an average wage of \$19.80 it ranks at the top of the JVS sectors in the wage category as well. Manufacturing and Professional & Business Services complete the trio of sectors with average wages significantly over the overall average. Though Manufacturing has relatively low employment and number of vacancies, the average wage is the second highest of all JVS sectors at \$17.20. Professional & Business Services offers the third highest average wage at \$16.70.

command low average wages. Leisure & Hospitality has the lowest average wage of any JVS sector in this survey with \$6.30. Trade, Transportation, and Utilities has the second lowest average wage at \$8.80, but still significantly higher than Leisure & Hospitality.

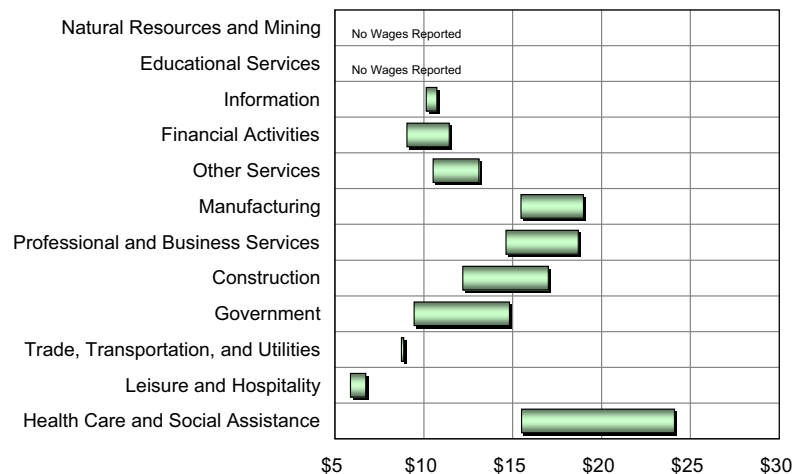
The government sector, with its second highest number of vacancies, has an average wage of \$12.10 slightly below the overall average. This is the highest wage in a grouping of JVS sectors that have average wages within two dollars of each other. The others, in decreasing order, are Other Services (\$11.80), Information (\$10.40), and Financial Activities (\$10.20).

Other JVS sectors with high vacancies such as Trade, Transportation, & Utilities; and Leisure & Hospitality

**Figure 7: Estimated Vacancies and Average Wages by JVS Sectors**



**Figure 8: Reported Average Wage Range by JVS Sectors**



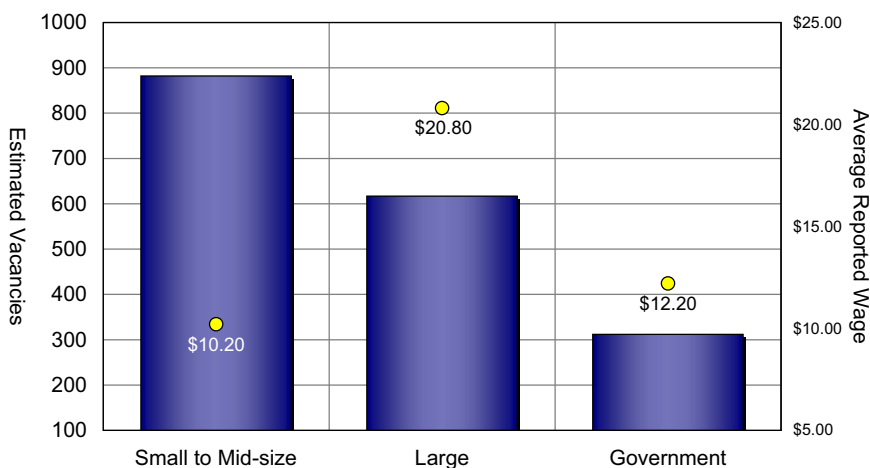
Government accounts for about 2% of the regional employers listed for contact. Twenty percent of current employment and approximately 17% of reported job vacancies are found in such entities. Employment within this sector is mainly concentrated in educational entities such as Colorado State University or other federal government research extensions.

Large employers represent just under 17% of current employment, but offer about 34% of the job openings. Trade, Transportation, & Utilities along with Manufacturing and Health Care & Social Assistance dominate the large employers category. They account for 16, 15, and

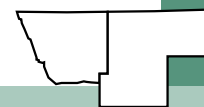
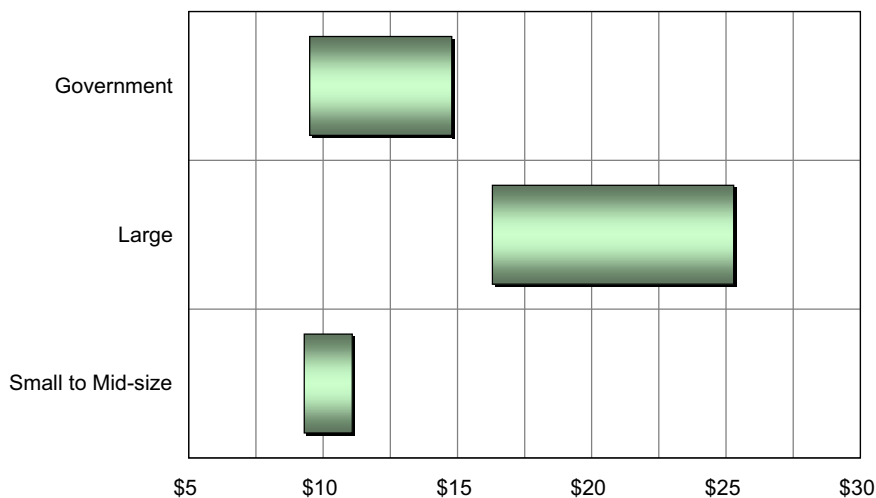
11 employers, respectively, which combined, is over 76% of the 55 large employers in the region. These businesses also account for 98% of the 617 estimated job vacancies in the large employer category.

Ninety-seven percent of area firms are classified as small to mid-size based on their employment numbers. They account for just under 63% of the employment and almost 49% of the total estimated vacancies. Approximately 48% of estimated job vacancies in small-to-mid-size firms are in Leisure & Hospitality and the Trade, Transportation, & Utilities JVS sectors.

**Figure 9: Estimated Vacancies and Average Wages by Employer Size**



**Figure 10: Reported Average Wage Ranges by Employer Size**



# Vacancies

## Employment Status, Education, and Experience Requirements

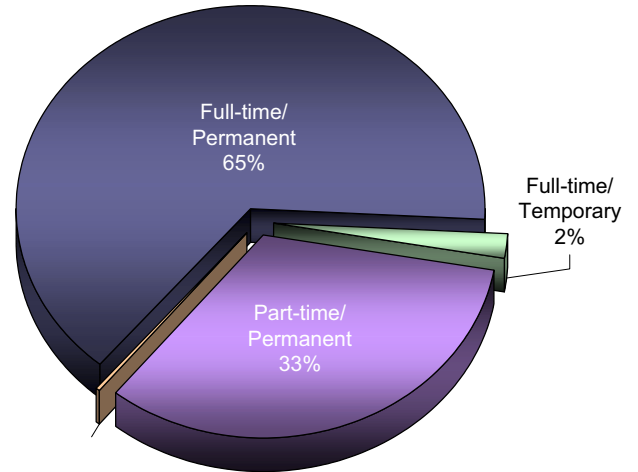
The remainder of this report provides descriptive statistics of the vacancies reported in this survey. The survey design does not allow for application of this detail to the region as a whole, but it can be used to understand characteristics of those job vacancies and occupations reported.

Approximately 98% of the job vacancies for which employment status is reported are permanent positions. Full-time permanent positions (65% of total) are offered with average wages that range between \$14.90 and \$22.00 while full-time temporary positions (2% of total) offer lower wages that range between \$10.80 and \$16.90. Approximately 30% of the vacancies in the full-time category are reported in the Health Care & Social Assistance sector with 79% of these positions open within large firms.

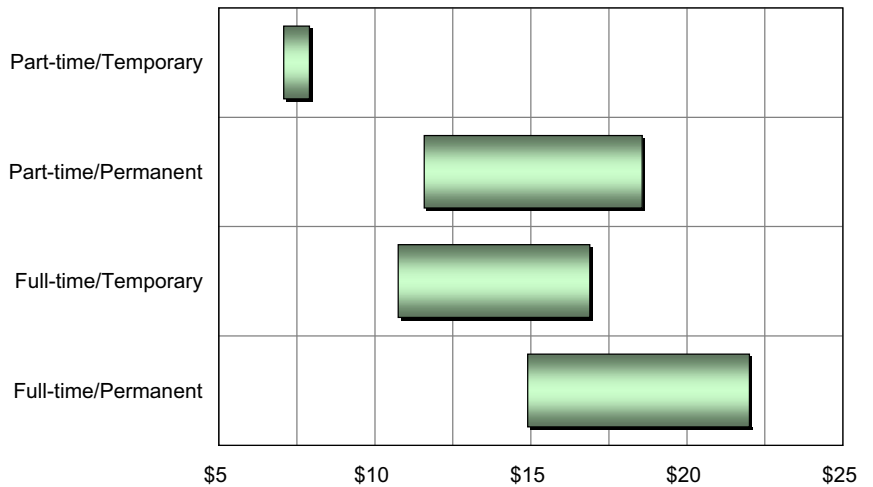
A third of reported vacancies are part-time permanent. Of these, over 78% are available with the Health Care & Social Assistance and the Government sector. Just under 14% of part-time permanent positions are in small firms while over 38% are reported to be within large ones. Of small firms, over 50% of part-time permanent vacancies are in the Leisure & Hospitality JVS sector.

Temporary positions constitute 2% of the reported vacancies. Of these 85% are full-time temporary positions. Full-time temporary positions are offered with average wages that range between \$10.80 and \$16.90 per hour while the average wage for the limited part-time temporary vacancies range from \$7.10 and \$7.90.

**Figure 11: Vacancies by Employment Status**



**Figure 12: Reported Average Wage Ranges by Employment Status**



A region's overall labor force is made up of multiple smaller labor groups defined by skills, experience, and education. Approximately 85% of reported job vacancies have information on the education requirements and 99% on the experience requirements of surveyed employers.

Forty-four percent of all reported vacancies require education beyond the high school level. Almost 36% require a high school degree or GED, making this the single category most in demand during this survey period. Another 20% require less than a high school degree or GED.

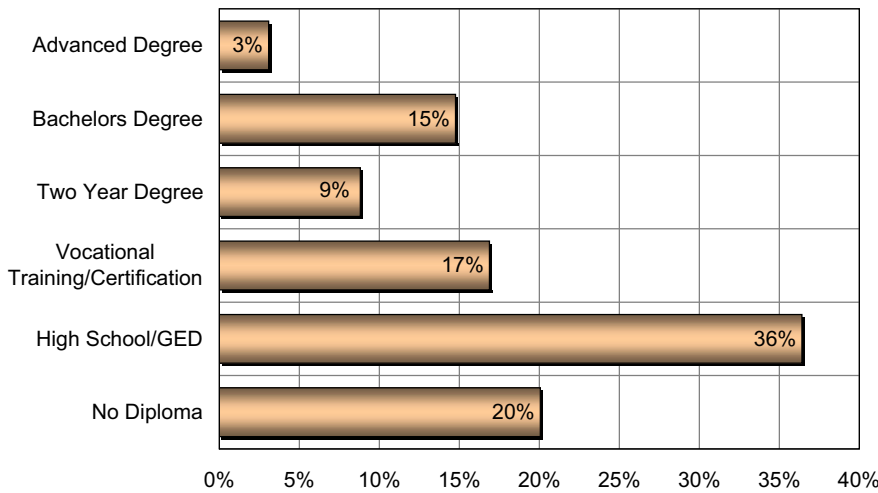
Sixty percent of the vacancies requiring a high school degree or GED are within the Professional & Business Services JVS sector. Large employers account for 73% of the vacancies requiring this qualification.

Forty percent of all vacancies requiring no high-school diploma are within the Government sector, while 27% are in Leisure & Hospitality. Approximately 64% of these vacancies are reported in Entertainment, Sports, & Media occupations, Food Preparation & Serving Related, and Personal Care & Service occupations. Entertainment, Sports, & Media occupations (23%) consists of youth sports related positions, including coaching and officiating. Food Preparation & Serving Related occupations (also 23%) consist mostly of counter help, dishwashers, and fast food workers. Personal Care & Service occupations are primarily made up of fitness instructors.

Fifteen percent of the vacancies reported require a minimum of a bachelor's degree. Candidates with these qualifications will find the most opportunities in Healthcare Practitioners & Technical occupations with large employers. Just over half of the vacancies are reported in these occupations.

Wages offered in this survey do not follow the pattern that would be expected. Rather than a clear-cut positive correlation between education level and pay, it is not predictable above the high school/GED level. From Vocational Training through Advanced Degree, there is substantial overlap in the offered pay range. The top pay is approximately equal between Vocational Training, Two-year Degree, and Advanced Degree, with Vocational Training having a slight advantage. Positions requiring an advanced degree have a higher low end of the pay range than did those requiring either vocational training or a two-year degree. Openings requiring a bachelor's degree have both the highest low end of the pay range and the highest top pay.

**Figure 13: Vacancies by Education**



**Figure 14: Reported Average Wage Ranges by Education**

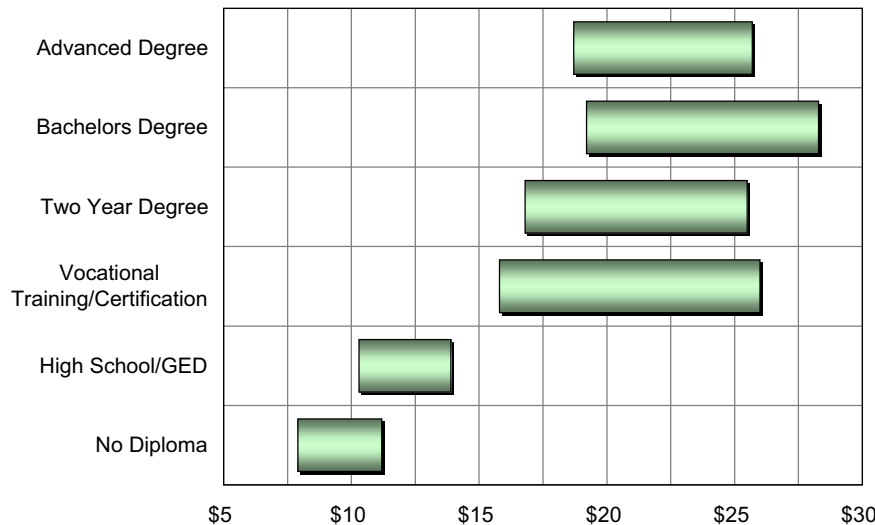




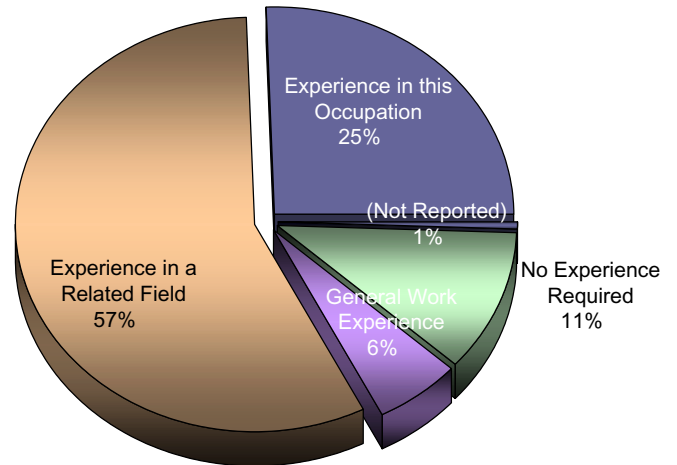
Figure 15 shows the percent breakdown of vacancies by experience requirement. Eighty-three percent of all estimated vacancies require at least experience in a related field. Job vacancies for which prior experience is required in the same occupation pay the highest wages, commanding an approximate 10% premium over positions requiring at least experience in a related field. There is a substantial drop between Experience in a Related Field and General Work Experience, with the latter having a top reported wage around \$8.00 lower per hour than the lowest reported wage in the former category.

The Health Care & Social Assistance sector has 57% of the vacancies reported that require experience in that occupation. Healthcare Practitioners & Technical occupations specifically, constitute 36% of those vacancies—the most of any occupational group. Government positions are second with 27% of vacancies requiring specific experience.

Wages offered for job openings in Healthcare Practitioners & Technical occupations represent the higher end of the wage scale for this experience category. Top wages for vacancies requiring experience in the occupation are offered for management occupations such as administrative services managers, financial managers, and employment, recruitment, and placement specialists.

The occupations for which job openings require experience in a related field are focused in three JVS sectors. The one with the highest percentage of these vacancies is Professional & Business Services (almost 33%). Of these, almost all of the vacancies are in the Office &

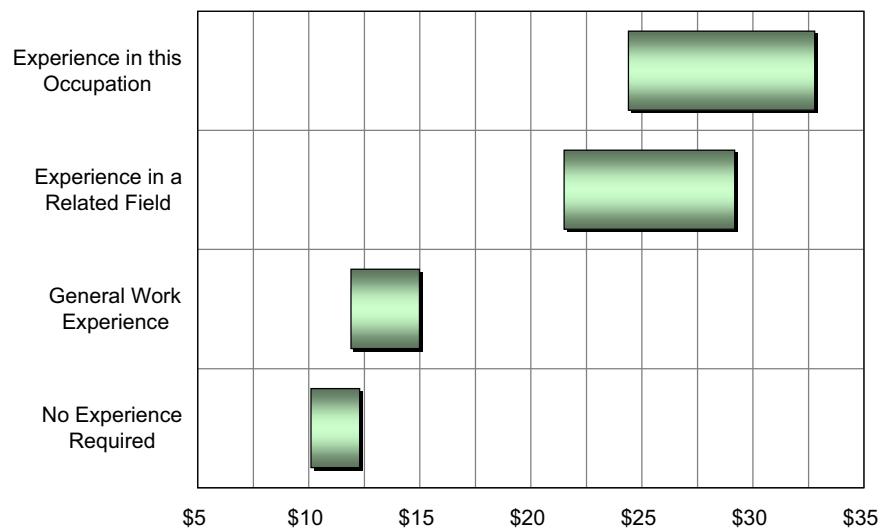
**Figure 15: Vacancies by Experience**



Administrative Support occupations. The Government sector has 28% and Health Care & Social Assistance has 27% of vacancies requiring experience in a related field. Education (specifically athletics) dominates government vacancies, while Healthcare Practitioners & Technical occupations dominate the health care industry.

General work experience requirements are most often associated with vacancies in Building & Grounds Cleaning and Maintenance as well as Food Preparation & Serving Related occupations. Food Preparation & Serving Related occupations are the most frequently reported for vacancies available to job seekers with no experience, followed closely by Arts, Design, Entertainment, Sports, & Media occupations.

**Figure 16: Reported Average Wage Ranges by Experience**



# Vacancies

## Difficulty to Fill and Time Open for Hire

An employer's ability to find and hire qualified candidates is an important indicator of the supply side of the labor force. Slightly more employers claim that they were not having difficulty in filling their vacant positions during this survey (58%) than in the fall survey of 2002 (54%). Since this is a small change from the previous year, it is hard to extract any significant information about the nature of the labor market. It did, however, occur during the early stages of a general employment market improvement.

Percentage of vacancies reported as somewhat difficult to fill remain the same as fall of last year (37%). Over half of these vacancies are in large firms. The JVS sector that dominates this category of vacancies is Health Care & Social Assistance. Healthcare Practitioners & Technical occupations easily account for the highest percentage of vacancies (almost 36%), but most of these are not full-time/permanent positions. Employers report that approximately 55% of the somewhat difficult to fill vacancies reported are open for periods that extend from 30 to 59 days.

Five percent of the vacancies are considered very difficult to fill compared to 9% in the Fall 2002 survey. Sixty-five percent of these vacancies require experience in the occupation while the rest require experience in a related occupation. Almost half of the vacancies are from the Manufacturing sector. Very difficult to fill positions pay the highest average wage.

Nineteen percent of the vacancies are open for less than 30 days compared to 54% a year earlier. Of the vacancies open for less than 30 days, approximately 45% are considered not difficult to fill. These vacancies are distributed fairly evenly across JVS sectors and occupation groups.

Figure 17: Vacancies by Difficulty to Fill

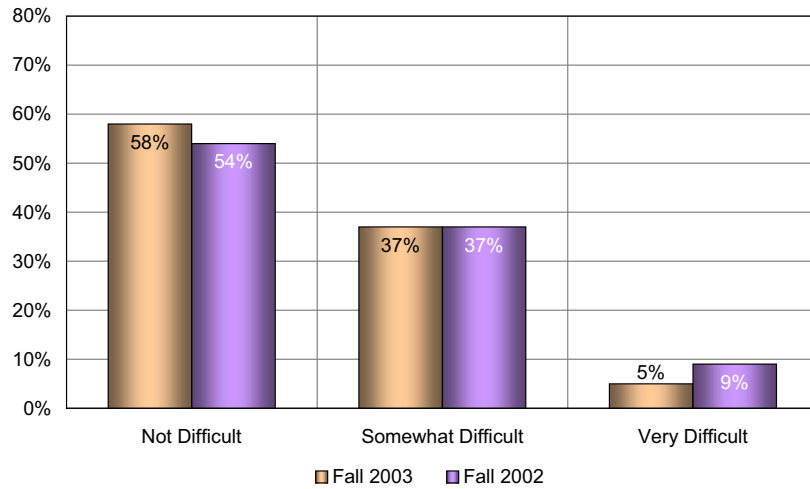
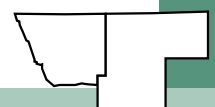
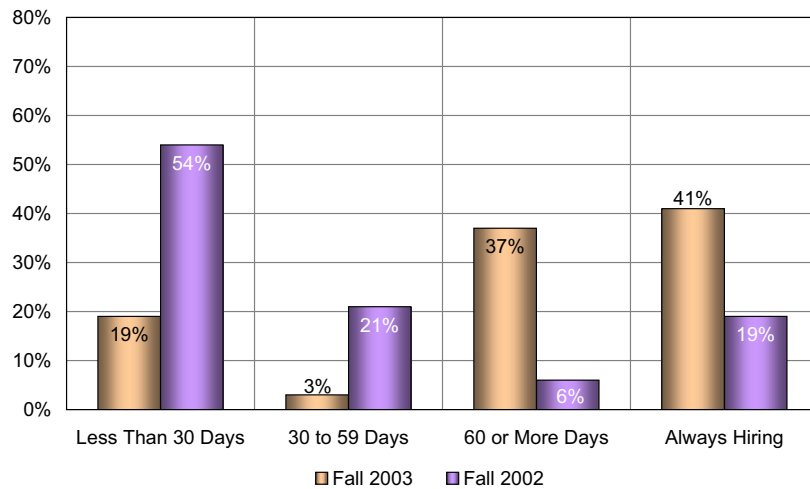
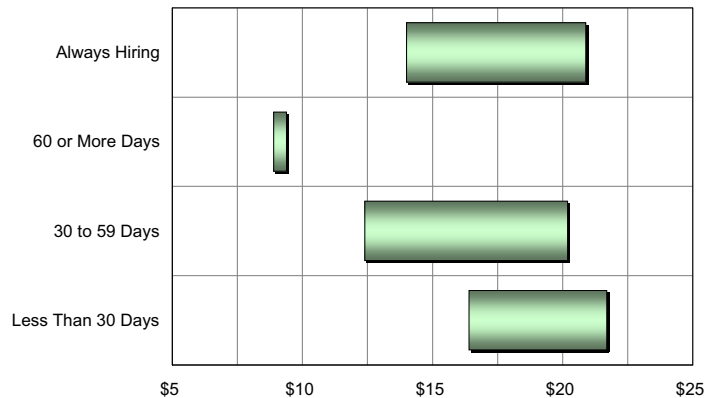


Figure 18: Vacancies by Time Open for Hire



Ninety-six percent of vacancies always open for hire require a High School diploma/GED, or less. Seventy-nine percent of vacancies also have a requirement of experience in a related field. Full-time/Permanent Office & Administrative Support occupations account for almost 76% of the vacancies.

**Figure 19: Reported Average Wage Ranges by Time Open for Hire**



## Vacancies Additional Compensation

### Medical Insurance

Employers frequently offer compensation related benefits to recruit qualified candidates. Some of these perks are paid time off, transportation or parking vouchers, and subsidized child-care. One of the most common benefits offered to employees is a group medical insurance plan. The employer may pay all or part of the monthly insurance premium for employees or none at all, even if they offer it.

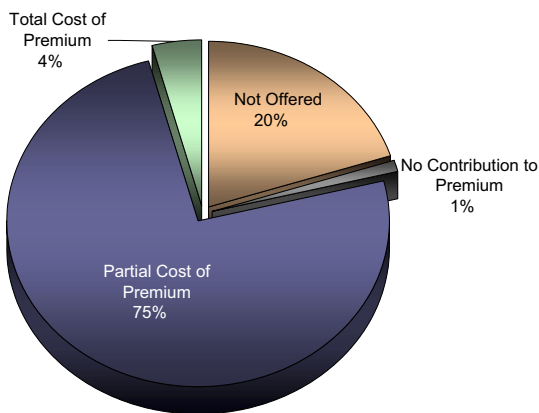
Sixty-five percent of all reported vacancies provide information on medical insurance. Of these, 93% include partial medical insurance premiums. Most of those vacancies (55%) require experience in a related occupation. In

addition, almost 27% are full-time/permanent Office & Administrative Support occupations. Over 13% are Healthcare Practitioners & Technical, and almost 10% are Arts, Design, Entertainment, Sports, & Media (primarily youth athletics) occupations. Approximately 56% of those offering partial payments toward medical benefits are associated with large employers, while another 23% are government related.

Employers offering full payment of medical benefits amount to 5% (39) of the 731 total. The hiring requirements for these positions include above-high school diploma/GED (56%), experience in a related occupation (almost 44%), and experience in that occupation (51%). Almost 72% of these vacancies are at small firms, while large firms have approximately 13% of the vacancies.

The occupational distribution is diverse, with no dominant category. However, Construction accounts for over 25% of the vacancies with a total payment of medical insurance benefits.

**Figure 20: Employers' Contribution to Medical Insurance**



### Sign-On Bonus

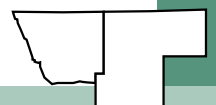
There are no vacant positions for which a sign-on bonus is offered during this survey.

# Occupations

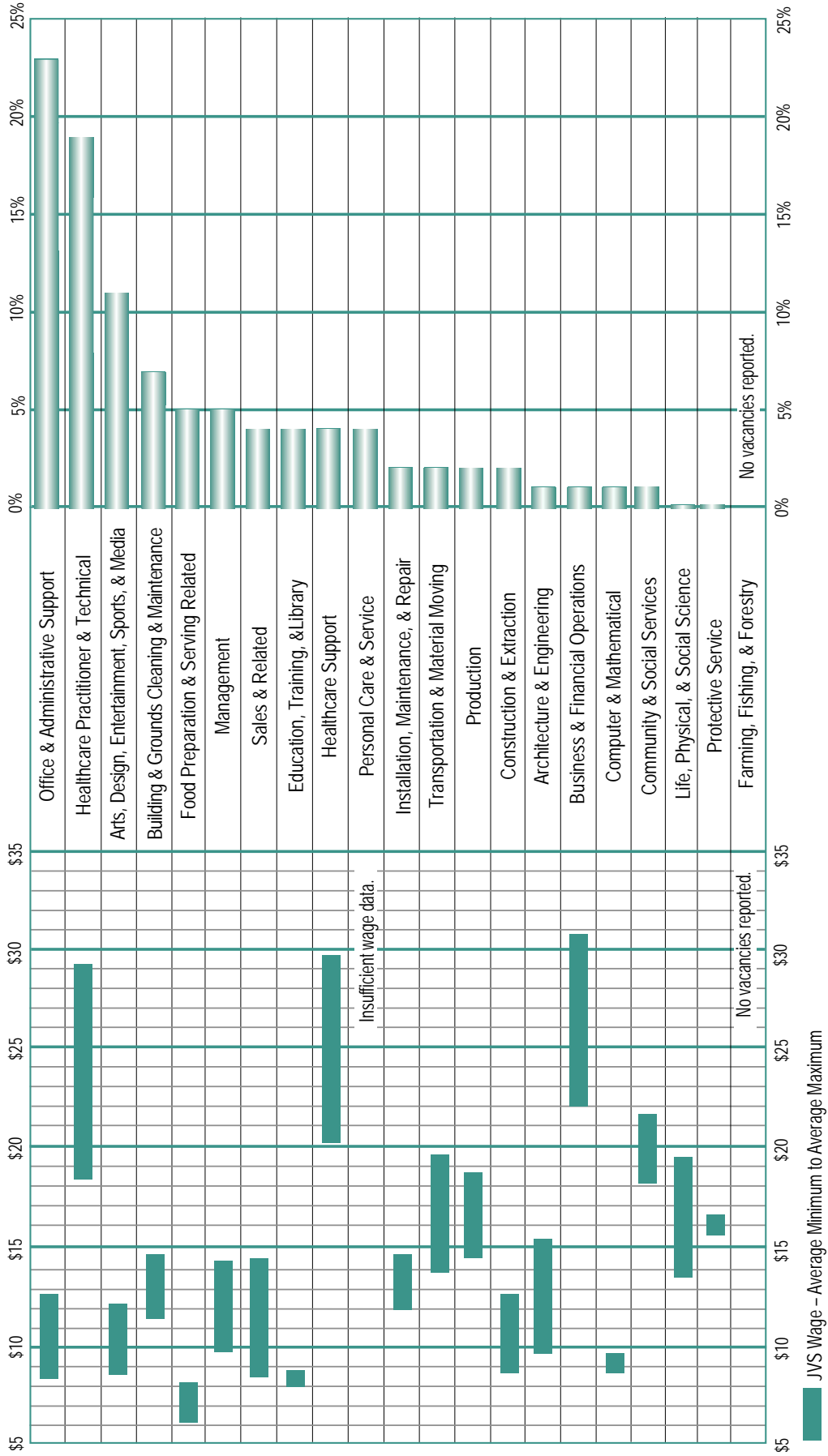
In order to help make comparisons between this survey and other sources of employment statistics, all jobs reported are assigned a Standard Occupational Classification (SOC) code from the *2000 Standard Occupational Classification Manual*. *Figure 21* is a ranking of most-to-least vacancies by major occupational group. Of those major occupation groups, Office & Administrative Support occupations accounts for the highest number of vacancies. Healthcare Practitioners & Technical occupations and then Arts, Design,

Entertainment, Sports, & Media occupations has the second and third most vacancies, respectively.

The wages associated with these occupations reflect the degree of skill and experience required to do the job, and perhaps they reflect supply and demand in the labor market. It will require a study of the wage/supply relationship over the long run to make such assumptions about the labor economy.



**Figure 21: Vacancies and Reported Average Wage Ranges by Major Occupational Groups**





## Occupational Estimates

Following is a list of all of the detailed SOC job titles assigned to vacancies reported in this survey. Because the CDLE conducts a census of large employers and Government agencies, the list contains titles for nearly all of the vacancies available at the time of the survey. Thirty-five percent of all small to mid-size employers were contacted for the random sample, so the occupations associated with those vacancies are listed. Though the sample of small to mid-size employers is representative and significant, it is not exhaustive. Most likely, if a different random sample had been drawn there would be some differences in the job titles reported, but there would also be many of the same.

Vacancies estimated and found are displayed for those occupations where at least five vacancies are estimated.

### Estimated Vacancies

Because nearly all large employers and government agencies are contacted, the number of vacancies by occupation for those groups is not estimated; it is an actual count of the vacancies. However, in addition to the number reported, vacancies are estimated for occupations reported by small to mid-size, private firms. The additional estimated occupational vacancies are calculated per the current mix of occupations found in the region, but restricted to the occupations reported in the survey.

### Vacancies Found

The “vacancies found” heading refers to the actual number of vacancies by occupation found in the survey.

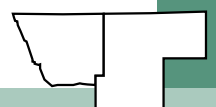
### Average JVS Wage

The average of any and all wages reported in the survey is given for each occupation. The average wage is based solely on information provided by employers responding to this survey and does not reflect information from other sources or wages paid for currently filled positions.

### Occupational Employment Statistics (OES) Wage Data

Occupational Employment Statistics (OES) wage data are provided for each occupation. OES data are based on a national survey of employers and refer to filled positions, not vacancies. The data provided here are reported for the Larimer/Weld Region when available and statewide otherwise. Data were collected over three years, from 1999 through 2001 and are aged to September 2002. A complete description of the OES survey is available on the Internet at: <http://www.bls.gov/>.

While the Job Vacancy Survey average wages reflect what is being offered to fill vacancies at the time of the survey, OES wage data reflect what is being paid to filled positions. Together, these data provide employers and job seekers with a good indication of the compensation offered in the current job market.



# Occupational Details | Table 1: Occupations with 10 or More Estimated Vacancies

**Table 1: Occupations with 10 or More Estimated Vacancies**

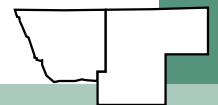
SOC Code	Occupational Title	Vacancies Estimated	Vacancies Found	Average JVS Wage	Occupational Employment Statistics Wage Data (2002)										
					Average Wages		Percentile Distribution					Experienced			
					Entry	Overall	10th	25th	50th	75th	90th	10th	25th	50th	75th
43-4051	Customer Service Representatives	206	197	\$5.15	\$6.01	\$11.07	\$13.60	\$5.78	\$6.46	\$10.13	\$13.83	\$18.60	\$18.60	\$18.60	\$18.60
29-1111	Registered Nurses	126	116	\$25.32	\$17.97	\$21.70	\$23.55	\$16.66	\$18.97	\$21.29	\$24.52	\$27.66	\$27.66	\$27.66	\$27.66
27-2022	Coaches and Scouts	67	67	\$11.16	\$18,545	\$57,935	\$77,631	\$16,019	\$19,219	\$47,331	\$83,499	\$136,098	\$136,098	\$136,098	\$136,098
37-3011	Landscaping and Groundskeeping Workers	58	58	\$9.55	\$7.33	\$9.89	\$11.18	\$6.88	\$7.88	\$9.27	\$11.06	\$14.13	\$14.13	\$14.13	\$14.13
* 27-2023	Umpires, Referees, and Other Sports Officials	56	56	\$11.87	\$18,296	\$24,492	\$27,590	\$16,648	\$19,648	\$22,204	\$27,069	\$38,831	\$38,831	\$38,831	\$38,831
41-2011	Cashiers	50	17	\$6.13	\$6.09	\$8.75	\$10.08	\$5.86	\$6.54	\$7.88	\$9.85	\$14.34	\$14.34	\$14.34	\$14.34
35-3021	Combined Food Preparation and Serving Workers, Including Fast Food	35	14	\$6.21	\$6.21	\$7.43	\$8.04	\$5.92	\$6.47	\$7.36	\$8.40	\$9.18	\$9.18	\$9.18	\$9.18
43-4171	Receptionists and Information Clerks	33	7	\$9.05	\$7.87	\$10.51	\$11.83	\$7.54	\$8.55	\$10.08	\$12.01	\$14.51	\$14.51	\$14.51	\$14.51
53-3031	Driver/Sales Workers	28	9	\$5.71	\$6.03	\$10.64	\$12.95	\$5.75	\$6.38	\$9.64	\$14.07	\$19.07	\$19.07	\$19.07	\$19.07
37-2012	Maids and Housekeeping Cleaners	27	4	\$7.41	\$6.35	\$7.90	\$8.68	\$5.99	\$6.85	\$7.82	\$8.71	\$10.25	\$10.25	\$10.25	\$10.25
41-2031	Retail Salespersons	26	11	\$9.16	\$6.91	\$10.75	\$12.67	\$6.37	\$7.38	\$8.60	\$11.38	\$17.22	\$17.22	\$17.22	\$17.22
31-1012	Nursing Aides, Orderlies, and Attendants	23	19	\$9.72	\$8.12	\$9.97	\$10.89	\$7.78	\$8.49	\$9.66	\$11.31	\$13.22	\$13.22	\$13.22	\$13.22
11-9111	Medical and Health Services Managers	23	23	\$26.92	\$21.11	\$31.95	\$37.37	\$17.95	\$23.95	\$28.00	\$38.31	\$52.28	\$52.28	\$52.28	\$52.28
43-3031	Bookkeeping, Accounting, and Auditing Clerks	22	5	\$10.58	\$9.53	\$13.30	\$15.17	\$9.05	\$10.41	\$12.71	\$15.76	\$18.87	\$18.87	\$18.87	\$18.87
25-9041	Teacher Assistants	22	11	\$8.74	\$14,725	\$18,156	\$19,872	\$13,618	\$15,667	\$17,909	\$20,873	\$23,373	\$23,373	\$23,373	\$23,373
35-3031	Waiters and Waitresses	22	8	\$2.56	\$6.14	\$8.23	\$9.28	\$5.74	\$6.15	\$6.85	\$8.66	\$10.63	\$10.63	\$10.63	\$10.63
43-3071	Tellers	21	4	\$5.15	\$8.50	\$10.02	\$10.78	\$7.94	\$8.90	\$9.95	\$10.99	\$12.65	\$12.65	\$12.65	\$12.65
39-9031	Fitness Trainers and Aerobics Instructors	21	21	\$13.75	\$7.56	\$14.33	\$17.71	\$6.67	\$8.55	\$14.68	\$17.85	\$23.92	\$23.92	\$23.92	\$23.92
47-2081	Drywall and Ceiling Tile Installers	20	6	\$11.70	\$12.70	\$16.43	\$18.29	\$11.69	\$14.20	\$16.58	\$19.28	\$21.44	\$21.44	\$21.44	\$21.44
25-2011	Preschool Teachers, Except Special Education	18	7	\$8.08	\$7.88	\$9.59	\$10.45	\$7.50	\$8.05	\$8.98	\$10.48	\$11.98	\$11.98	\$11.98	\$11.98
13-2072	Loan Officers	17	3	†	\$16.05	\$26.94	\$32.38	\$14.33	\$18.21	\$23.93	\$32.66	\$40.39	\$40.39	\$40.39	\$40.39
35-2014	Cooks, Restaurant	16	6	\$6.82	\$6.50	\$8.52	\$9.52	\$6.15	\$7.05	\$8.32	\$9.88	\$11.16	\$11.16	\$11.16	\$11.16
35-9031	Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop	16	6	\$6.76	\$6.05	\$6.77	\$7.11	\$5.61	\$5.99	\$6.59	\$7.56	\$8.54	\$8.54	\$8.54	\$8.54
43-6014	Secretaries, Except Legal, Medical, and Executive	16	12	\$5.15	\$8.22	\$11.74	\$13.49	\$7.58	\$9.18	\$11.12	\$13.77	\$17.75	\$17.75	\$17.75	\$17.75
* 51-9011	Chemical Equipment Operators and Tenders	16	5	\$12.88	\$10.75	\$16.25	\$18.99	\$9.62	\$12.04	\$15.23	\$19.36	\$24.96	\$24.96	\$24.96	\$24.96
29-2061	Licensed Practical and Licensed Vocational Nurses	16	10	\$16.21	\$12.47	\$15.40	\$16.88	\$11.93	\$13.56	\$15.52	\$17.29	\$19.01	\$19.01	\$19.01	\$19.01
49-3023	Automotive Service Technicians and Mechanics	16	8	\$14.08	\$9.59	\$16.32	\$19.67	\$8.57	\$10.86	\$15.26	\$20.19	\$26.29	\$26.29	\$26.29	\$26.29
53-7051	Industrial Truck and Tractor Operators	16	5	\$12.50	\$9.13	\$12.37	\$13.97	\$8.43	\$10.03	\$11.93	\$14.26	\$17.18	\$17.18	\$17.18	\$17.18
11-9031	Education Administrators, Preschool and Child Care Center/Program	14	2	\$12.00	\$10.34	\$15.50	\$18.08	\$9.26	\$11.83	\$15.16	\$18.41	\$22.52	\$22.52	\$22.52	\$22.52

**Table 1: Occupations with 10 or More Estimated Vacancies — Page 2**

SOC Code	Occupational Title	Vacancies Estimated	Vacancies Found	Average JVS Wage	Occupational Employment Statistics Wage Data (2002)							
					Average Wages		Percentile Distribution					
					Entry	Overall	Experienced	10th	25th	50th	75th	90th
15-1041	Computer Support Specialists	14	3	\$14.96	\$9.41	\$16.79	\$20.49	\$8.34	\$10.78	\$15.72	\$21.23	\$26.86
43-6013	Medical Secretaries	14	14	\$12.23	\$9.55	\$12.59	\$14.11	\$8.83	\$10.56	\$12.66	\$14.81	\$16.62
29-2011	Medical and Clinical Laboratory Technologists	13	13	\$20.86	\$17.49	\$21.76	\$23.89	\$15.36	\$19.06	\$21.92	\$25.33	\$27.77
37-1012	First-Line Supervisors/Managers of Landscaping, Lawn Service, and Groundskeeping Workers	13	13	\$14.40	\$12.57	\$18.23	\$21.06	\$11.47	\$13.71	\$17.47	\$21.59	\$26.51
35-9021	Dishwashers	13	6	\$8.78	\$6.15	\$7.13	\$7.62	\$5.81	\$6.36	\$7.19	\$8.08	\$8.62
39-5012	Hairdressers, Hairstylists, and Cosmetologists	13	5	\$7.26	\$6.99	\$11.78	\$14.17	\$6.44	\$7.75	\$10.35	\$15.48	\$17.84
41-3011	Advertising Sales Agents	12	4	†	\$10.61	\$19.20	\$23.49	\$9.36	\$11.92	\$15.47	\$24.01	\$35.29
43-3021	Billing and Posting Clerks and Machine Operators	12	3	\$9.83	\$9.65	\$12.40	\$13.78	\$9.19	\$10.25	\$11.98	\$14.15	\$16.93
47-2061	Construction Laborers	11	2	\$9.00	\$8.59	\$11.47	\$12.93	\$7.78	\$9.41	\$10.95	\$13.33	\$16.29
47-2141	Painters, Construction and Maintenance	11	2	\$15.00	\$9.64	\$13.47	\$15.39	\$9.08	\$10.53	\$12.91	\$16.07	\$18.84
47-5021	Earth Drillers, Except Oil and Gas	11	2	\$12.00	\$10.21	\$11.86	\$12.67	\$9.54	\$10.17	\$11.19	\$13.31	\$14.91
25-2031	Secondary School Teachers, Except Special and Vocational Education	11	11	\$14.14	\$28,080	\$41,421	\$48,091	\$26,077	\$30,866	\$38,266	\$50,621	\$59,660
* 29-1126	Respiratory Therapists	11	11	\$19.99	\$14.88	\$18.36	\$20.10	\$14.15	\$15.89	\$18.52	\$20.99	\$22.61
33-3012	Correctional Officers and Jailers	11	2	\$9.93	\$14.21	\$18.82	\$21.13	\$14.19	\$16.36	\$19.33	\$21.71	\$24.71
43-4081	Hotel, Motel, and Resort Desk Clerks	11	2	\$7.00	\$6.00	\$7.62	\$8.43	\$5.66	\$6.22	\$7.40	\$8.79	\$10.43
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	11	5	\$15.10	\$11.04	\$15.43	\$17.62	\$10.12	\$11.94	\$14.59	\$18.33	\$21.87
51-4011	Computer-Controlled Machine Tool Operators, Metal and Plastic	10	3	†	\$9.91	\$14.34	\$16.57	\$9.47	\$10.54	\$13.01	\$16.66	\$24.05
25-1194	Vocational Education Teachers, Postsecondary	10	3	†	\$12.90	\$19.21	\$22.37	\$11.95	\$14.13	\$17.55	\$24.62	\$27.30

\* OES Wages reported for Colorado Statewide

† Insufficient wage data available



**Table 2: Occupations with Fewer than 10 Estimated Vacancies**

SOC Code	SOC Occupational Title	Occupational Employment Statistics Wage Data (2002)									
		Average Wages			Percentile Distribution						
		Entry	Overall	Experienced	10th	25th	50th	75th	90th		
39-3091	Amusement and Recreation Attendants	\$6.20	\$7.27	\$7.80	\$5.79	\$6.15	\$6.74	\$7.46	\$8.97		
* 33-9011	Animal Control Workers	\$6.87	\$12.25	\$14.95	\$6.18	\$7.42	\$12.31	\$15.94	\$19.39		
17-3011	Architectural and Civil Drafters	\$12.77	\$18.01	\$20.63	\$12.23	\$13.70	\$18.08	\$21.88	\$25.56		
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists	\$11.94	\$16.13	\$18.23	\$11.60	\$12.82	\$15.31	\$18.95	\$22.75		
53-3022	Bus Drivers, School	\$9.14	\$10.84	\$11.70	\$8.43	\$9.67	\$10.69	\$11.96	\$13.96		
* 53-3021	Bus Drivers, Transit and Intercity	\$9.62	\$13.42	\$15.32	\$9.15	\$11.03	\$12.89	\$15.95	\$19.70		
13-1199	Business Operations Specialists, All Other	\$15.45	\$21.87	\$25.08	\$13.70	\$17.67	\$21.65	\$25.49	\$29.18		
25-1011	Business Teachers, Postsecondary	\$32,298	\$57,916	\$70,725	\$29,721	\$37,697	\$52,186	\$74,153	\$99,692		
51-7011	Cabinetmakers and Bench Carpenters	\$7.31	\$12.23	\$14.69	\$6.29	\$8.81	\$12.01	\$15.73	\$19.30		
* 29-2031	Cardiovascular Technologists and Technicians	\$11.60	\$17.53	\$20.50	\$10.43	\$13.16	\$16.90	\$21.62	\$26.25		
19-4031	Chemical Technicians	\$11.01	\$16.18	\$18.75	\$10.11	\$11.83	\$15.31	\$19.73	\$23.11		
39-9011	Child Care Workers	\$6.41	\$8.01	\$8.82	\$6.02	\$6.91	\$7.94	\$8.93	\$10.38		
* 21-1021	Child, Family, and School Social Workers	\$13.12	\$18.82	\$21.68	\$11.90	\$14.71	\$18.07	\$22.30	\$27.37		
53-7061	Cleaners of Vehicles and Equipment	\$6.82	\$8.92	\$9.96	\$6.30	\$7.31	\$8.57	\$10.20	\$11.97		
* 51-9192	Cleaning, Washing, and Metal Pickling Equipment Operators and Tenders	\$7.72	\$11.12	\$12.81	\$7.47	\$8.47	\$10.35	\$13.22	\$17.27		
21-2011	Clergy	\$5.93	\$11.73	\$14.63	\$5.67	\$6.33	\$8.76	\$18.49	\$23.91		
19-3031	Clinical, Counseling, and School Psychologists	\$13.56	\$20.88	\$24.55	\$10.68	\$15.98	\$20.12	\$26.32	\$31.05		
17-2061	Computer Hardware Engineers	\$28.22	\$40.20	\$46.19	\$26.20	\$31.70	\$39.20	\$46.06	\$58.98		
15-1021	Computer Programmers	\$16.45	\$26.91	\$32.14	\$14.03	\$19.33	\$26.72	\$34.33	\$41.05		
15-1032	Computer Software Engineers, Systems Software	\$29.86	\$37.11	\$40.73	\$29.16	\$32.05	\$35.88	\$44.45	\$51.29		
15-1099	Computer Specialists, All Other	\$9.65	\$18.26	\$22.55	\$9.30	\$10.52	\$15.74	\$25.31	\$31.22		
49-2011	Computer, Automated Teller, and Office Machine Repairers	\$12.87	\$17.82	\$20.30	\$11.40	\$14.41	\$17.29	\$21.11	\$25.49		
41-2021	Counter and Rental Clerks	\$6.13	\$8.78	\$10.11	\$5.88	\$6.60	\$7.92	\$10.01	\$13.40		
13-2041	Credit Analysts	\$14.09	\$19.16	\$21.70	\$13.08	\$14.76	\$17.36	\$23.01	\$26.80		
33-9091	Crossing Guards	\$7.97	\$9.14	\$9.72	\$7.41	\$7.87	\$8.65	\$10.07	\$11.63		
31-9091	Dental Assistants	\$11.87	\$14.96	\$16.50	\$11.40	\$12.33	\$13.97	\$17.98	\$20.42		
29-2021	Dental Hygienists	\$27.57	\$31.42	\$33.34	\$25.71	\$28.62	\$31.47	\$34.33	\$40.04		
29-2032	Diagnostic Medical Sonographers	\$20.90	\$24.89	\$26.89	\$19.69	\$22.11	\$24.93	\$27.36	\$29.11		

Table 2: Occupations with Fewer than 10 Estimated Vacancies — Page 2

SOC Code	SOC Occupational Title	Occupational Employment Statistics Wage Data (2002)									
		Average Wages			Percentile Distribution						
		Entry	Overall	Experienced	10th	25th	50th	75th	90th		
* 29-2051	Dietetic Technicians	\$6.89	\$10.50	\$12.30	\$6.37	\$7.53	\$9.96	\$13.01	\$15.64		
29-1031	Dietitians and Nutritionists	\$15.87	\$20.64	\$23.02	\$15.07	\$17.46	\$20.81	\$24.14	\$26.99		
27-3041	Editors	\$13.28	\$19.83	\$23.10	\$12.21	\$15.14	\$18.83	\$23.83	\$30.81		
11-9032	Education Administrators, Elementary and Secondary School	\$52,561	\$66,977	\$74,184	\$50,258	\$57,250	\$67,224	\$76,653	\$89,327		
11-9033	Education Administrators, Postsecondary	\$20.50	\$34.43	\$41.41	\$18.52	\$23.43	\$32.11	\$42.50	\$58.19		
17-3023	Electrical and Electronic Engineering Technicians	\$14.57	\$20.09	\$22.86	\$13.61	\$16.45	\$19.71	\$22.95	\$27.63		
51-2022	Electrical and Electronic Equipment Assemblers	\$9.66	\$12.53	\$13.97	\$9.26	\$10.32	\$12.14	\$14.09	\$16.84		
17-2071	Electrical Engineers	\$25.10	\$34.69	\$39.48	\$22.23	\$28.50	\$34.06	\$41.28	\$49.58		
17-2072	Electronics Engineers, Except Computer	\$23.55	\$31.96	\$36.17	\$21.82	\$26.57	\$32.27	\$36.58	\$42.93		
25-2021	Elementary School Teachers, Except Special Education	\$28,377	\$40,226	\$46,151	\$26,248	\$30,897	\$37,849	\$47,279	\$57,342		
29-2041	Emergency Medical Technicians and Paramedics	\$10.76	\$15.27	\$17.52	\$9.86	\$11.81	\$14.42	\$18.00	\$21.92		
11-9041	Engineering Managers	\$32.20	\$45.31	\$51.88	\$28.38	\$37.77	\$44.76	\$55.66	\$66.22		
17-2199	Engineers, All Other	\$22.02	\$29.99	\$33.97	\$20.56	\$23.66	\$30.88	\$35.07	\$37.79		
19-4091	Environmental Science and Protection Technicians, Including Health	\$16.64	\$23.22	\$26.51	\$13.46	\$19.71	\$23.83	\$27.39	\$32.27		
43-6011	Executive Secretaries and Administrative Assistants	\$11.55	\$15.62	\$17.65	\$10.74	\$12.35	\$14.63	\$17.56	\$21.86		
29-1062	Family and General Practitioners	\$44.68	\$59.06	\$66.25	\$37.86	\$58.49	\$65.95	†	†		
49-3041	Farm Equipment Mechanics	\$12.14	\$15.86	\$17.71	\$11.55	\$13.26	\$15.77	\$17.92	\$21.24		
43-4071	File Clerks	\$7.42	\$9.78	\$10.96	\$6.87	\$7.98	\$9.26	\$11.39	\$13.38		
13-2051	Financial Analysts	\$22.98	\$33.62	\$38.94	\$21.31	\$24.55	\$30.67	\$39.16	\$56.05		
33-2021	Fire Inspectors and Investigators	\$17.83	\$28.23	\$33.43	\$13.21	\$21.55	\$31.93	\$34.98	\$36.81		
37-1011	First-Line Supervisors/Managers of Housekeeping and Janitorial Workers	\$9.44	\$13.37	\$15.33	\$8.82	\$9.98	\$11.80	\$15.86	\$20.40		
43-1011	First-Line Supervisors/Managers of Office and Administrative Support Workers	\$12.07	\$19.13	\$22.67	\$10.93	\$13.72	\$17.78	\$23.35	\$28.52		
51-1011	First-Line Supervisors/Managers of Production and Operating Workers	\$15.69	\$22.59	\$26.03	\$14.16	\$17.77	\$21.24	\$26.41	\$33.20		
41-1011	First-Line Supervisors/Managers of Retail Sales Workers	\$10.92	\$17.74	\$21.14	\$10.04	\$11.92	\$15.11	\$19.57	\$29.34		
35-9099	Food Preparation and Serving Related Workers, All Other	\$6.34	\$8.06	\$8.92	\$6.05	\$6.61	\$7.50	\$8.97	\$11.12		
35-2021	Food Preparation Workers	\$6.53	\$8.70	\$9.78	\$6.22	\$7.10	\$8.20	\$9.69	\$12.81		

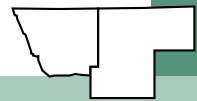
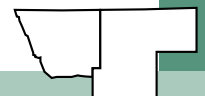






Table 2: Occupations with Fewer than 10 Estimated Vacancies — Page 4

SOC Code	SOC Occupational Title	Occupational Employment Statistics Wage Data (2002)										
		Average Wages			Percentile Distribution							
		Entry	Overall	Experienced	10th	25th	50th	75th	90th			
29-2071	Medical Records and Health Information Technicians	\$9.57	\$13.35	\$15.25	\$9.20	\$10.27	\$11.93	\$17.11	\$20.19			
31-9094	Medical Transcriptionists	\$12.50	\$14.99	\$16.22	\$12.01	\$13.17	\$14.94	\$16.89	\$18.14			
25-2022	Middle School Teachers, Except Special and Vocational Education	\$28,850	\$38,192	\$42,863	\$26,492	\$30,548	\$36,091	\$44,965	\$54,394			
15-1071	Network and Computer Systems Administrators	\$18.20	\$26.27	\$30.31	\$16.69	\$20.14	\$25.66	\$31.91	\$36.13			
* 29-2033	Nuclear Medicine Technologists	\$19.26	\$22.78	\$24.55	\$18.46	\$20.30	\$23.07	\$25.90	\$27.71			
25-1072	Nursing Instructors and Teachers, Postsecondary	\$33,372	\$47,901	\$55,167	\$32,060	\$36,481	\$47,307	\$56,087	\$68,634			
31-2011	Occupational Therapist Assistants	\$13.24	\$15.97	\$17.33	\$12.56	\$13.96	\$15.92	\$17.85	\$20.23			
29-2081	Opticians, Dispensing	\$10.55	\$12.88	\$14.04	\$9.89	\$11.24	\$12.62	\$14.04	\$16.53			
47-2071	Paving, Surfacing, and Tamping Equipment Operators	\$12.32	\$15.49	\$17.07	\$11.84	\$13.18	\$15.43	\$17.45	\$19.86			
43-3051	Payroll and Timekeeping Clerks	\$10.80	\$13.99	\$15.59	\$10.02	\$11.72	\$13.85	\$16.29	\$17.85			
39-9021	Personal and Home Care Aides	\$7.54	\$9.31	\$10.20	\$7.22	\$8.02	\$9.18	\$10.48	\$11.81			
31-9095	Pharmacy Aides	\$9.81	\$11.10	\$11.74	\$9.27	\$9.93	\$10.94	\$12.05	\$13.74			
29-2052	Pharmacy Technicians	\$10.44	\$12.83	\$14.02	\$9.46	\$11.52	\$12.97	\$14.31	\$16.26			
31-2022	Physical Therapist Aides	\$8.67	\$11.03	\$12.20	\$8.12	\$9.04	\$10.19	\$12.19	\$14.36			
31-2021	Physical Therapist Assistants	\$13.30	\$15.37	\$16.41	\$12.65	\$14.64	\$15.87	\$17.07	\$17.96			
29-1071	Physician Assistants	\$16.33	\$24.34	\$28.35	\$14.84	\$16.81	\$24.70	\$27.67	\$33.97			
33-3051	Police and Sheriff's Patrol Officers	\$15.10	\$21.13	\$24.16	\$14.51	\$16.48	\$20.64	\$26.02	\$30.02			
* 21-1092	Probation Officers and Correctional Treatment Specialists	\$16.77	\$23.41	\$26.74	\$15.25	\$18.50	\$23.62	\$28.97	\$32.61			
33-9099	Protective Service Workers, All Other	\$6.08	\$9.48	\$11.18	\$5.85	\$6.58	\$8.18	\$10.72	\$15.39			
* 31-1013	Psychiatric Aides	\$8.93	\$10.90	\$11.90	\$8.14	\$9.38	\$10.55	\$12.45	\$14.25			
* 29-1066	Psychiatrists	\$43.27	\$60.05	\$68.45	\$39.32	\$49.82	\$67.94	†	†			
* 29-1124	Radiation Therapists	\$23.15	\$26.98	\$28.90	\$21.92	\$24.05	\$26.78	\$30.42	\$34.35			
39-9032	Recreation Workers	\$6.95	\$8.78	\$9.69	\$6.37	\$7.43	\$8.29	\$9.37	\$12.09			
41-9099	Sales and Related Workers, All Other	\$8.77	\$16.92	\$21.00	\$8.00	\$9.84	\$12.88	\$19.45	\$32.85			
41-9031	Sales Engineers	\$26.90	\$32.47	\$35.27	\$24.06	\$29.99	\$32.94	\$35.89	\$37.73			
11-2022	Sales Managers	\$20.21	\$38.42	\$47.52	\$17.54	\$23.73	\$36.30	\$48.81	†			
41-4012	Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Product	\$12.19	\$22.24	\$27.27	\$10.93	\$14.13	\$18.87	\$27.35	\$38.06			
51-7041	Sawing Machine Setters, Operators, and Tenders, Wood	\$8.77	\$10.27	\$11.02	\$7.95	\$9.23	\$10.21	\$11.27	\$12.91			



**Table 2: Occupations with Fewer than 10 Estimated Vacancies — Page 5**

SOC Code	SOC Occupational Title	Occupational Employment Statistics Wage Data (2002)												
		Average Wages		Percentile Distribution					Experienced					
		Entry	Overall	10th	25th	50th	75th	90th	10th	25th	50th			
41-3031	Security, Commodities, and Financial Services Sales Agents	\$13.17	\$28.47	\$36.13	\$11.35	\$16.75	\$22.94	\$37.35	\$55.90					
* 49-2098	Security and Fire Alarm Systems Installers	\$11.18	\$16.99	\$19.90	\$10.14	\$12.93	\$17.51	\$20.93	\$23.09					
53-6031	Service Station Attendants	\$7.52	\$9.45	\$10.41	\$7.14	\$7.89	\$9.03	\$10.70	\$12.29					
39-5094	Skin Care Specialists	\$5.98	\$6.83	\$7.25	\$5.55	\$5.96	\$6.64	\$7.68	\$8.43					
11-9151	Social and Community Service Managers	\$12.53	\$21.34	\$25.74	\$10.54	\$15.29	\$19.72	\$23.94	\$36.04					
25-2041	Special Education Teachers, Preschool, Kindergarten, and Elementary School	\$30,251	\$41,723	\$47,459	\$27,778	\$32,093	\$38,315	\$50,737	\$58,237					
53-3041	Taxi Drivers and Chauffeurs	\$7.65	\$9.35	\$10.19	\$7.19	\$7.65	\$8.38	\$10.17	\$13.07					
13-1073	Training and Development Specialists	\$13.04	\$19.64	\$22.94	\$12.16	\$14.20	\$18.74	\$23.33	\$27.80					
11-3071	Transportation, Storage, and Distribution Managers	\$19.60	\$32.09	\$38.34	\$17.30	\$22.77	\$29.36	\$39.80	\$52.34					
41-3041	Travel Agents	\$7.88	\$11.91	\$13.93	\$6.79	\$9.14	\$10.89	\$14.40	\$17.64					
19-3051	Urban and Regional Planners	\$19.18	\$25.56	\$28.76	\$18.57	\$21.03	\$25.06	\$30.13	\$34.51					
31-9096	Veterinary Assistants and Laboratory Animal Caretakers	\$6.44	\$9.64	\$11.23	\$6.06	\$6.95	\$8.13	\$10.59	\$17.84					
13-1022	Wholesale and Retail Buyers, Except Farm Products	\$11.64	\$16.93	\$19.57	\$10.57	\$13.21	\$16.28	\$19.32	\$22.55					
* 51-7099	Woodworkers, All Other	\$7.12	\$10.16	\$11.68	\$6.37	\$7.87	\$9.43	\$11.98	\$14.98					

\* OES Wages reported for Colorado Statewide

† Insufficient wage data available

# Sector Briefs

## Health Care & Social Assistance

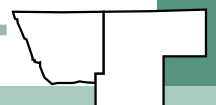
Although the Health Care & Social Assistance sector ranks sixth in the Larimer/Weld Region in terms of employment, it accounts for the highest number of vacancies estimated in this report. This sector makes up about 9% of total employment or about 18,400 people<sup>2</sup> as of the third quarter of 2002. The sector's demand for workers seems immune to seasonal fluctuations.

With a new system of sector classification under NAICS, data at the sector level only go back to first quarter 2001 and are available through second quarter 2002 at the writing of this report. The Health Care & Social Assistance sector remained a healthy sector in the Larimer/Weld

Region in spite of the adverse economic conditions experienced at the national, state, and local levels.

Included in Health Care & Social Assistance there are four sub-groupings: Ambulatory Health Care Services, Hospitals, Nursing & Residential Care Facilities, and Social Assistance. Ambulatory Health Care Services is the largest sub-sector with 44% of the sector followed by Hospitals at almost 32%. Nursing & Residential Care accounts for approximately 13% while Social Assistance ranks last at 11% of the total employment in the Health Care & Social Assistance sector.

<sup>2</sup>Based on ES-202 Covered Employment and Wages, a census of employers required by law to pay unemployment insurance tax.



# How to Use This Report

With the analysis of labor market conditions, many questions regarding labor demand and supply, as well as labor skills requirements, often arise...

- ◆How many job openings are there?
- ◆What industries are hiring?

## Employers

The Job Vacancy Survey measures the area's current vacancies along with education and experience requirements. This report can serve as a strategic planning tool in the following areas:

### Employee Recruitment—

If findings indicate that employers have had positions open for a significant period of time, and compensation is sufficient, one might deduce a shortage of applicants in the area. Therefore, recruitment efforts could

- ◆What skills are employers seeking?
- ◆Are employers having difficulty filling positions?

The answers to these and similar questions are important in the decision-making processes of employers, employees, job seekers, trainers, and planning officials.

While Labor Market Information (LMI) provides data on the local labor force supply, the Job Vacancy Survey complements this by providing information about the demand for labor and offers a more complete picture of local labor markets.

be focused outside of the region in areas where the necessary skills are more likely to be found.

### Compensation and Benefits Planning—

The Job Vacancy Survey provides wages offered for surveyed job openings. Tables in this report also detail current wages by occupation from Occupational Employment Statistics data. Together these pieces of information can be used to develop wage guidelines for compensation practices.

### New Site Selection—

Employers considering relocating or expanding to the area can study the survey and determine how easily the company's employment needs will be met by reviewing current vacancies. Companies need a sufficient, qualified labor pool to operate. High labor demand within a particular JVS sector segment along with indications of difficulty filling these positions should caution a firm requiring a similar labor profile.

## Job Seekers

The Job Vacancy Survey provides job seekers with a broad view of which industries are hiring, which occupations are in demand along with currently offered salaries and benefits, and what education and experience levels are required. This report is a roadmap that can be used to determine where the best paying jobs are

given an individual's skills and level of education.

Job seekers can also use Labor Market Information's occupational projections, which provide a long-term outlook of occupational demand, along with the survey, which illustrates the current level of

demand in the local job market to determine how current employment opportunities can contribute to their long-term career goals. Career minded individuals can tailor education, training, and work-experience to fit future high-demand positions.

## Workforce Centers

The Job Vacancy Survey is designed to aid Colorado's Workforce Centers and other job placement organizations. As Workforce Centers serve job seekers and employers, the report acts as a handy reference for information on current vacancies, position requirements, wages and benefits offered, seasonal employment trends, and dominant regional industries. Workforce Center representatives can increase placement success by directing job seekers toward high demand occupations and

industries. The Workforce Research and Analysis survey unit cooperates with regional Workforce Centers to list reported vacancies given the approval of the reporting businesses.

While this report is a picture of the area's current employment needs and historical seasonal patterns, other Labor Market Information products provide projections of occupational growth and anticipated openings. These can be accessed at

[www.coworkforce.com/lmi/oeo/oeo.htm](http://www.coworkforce.com/lmi/oeo/oeo.htm). Projections highlight growing as well as declining occupations. Public officials, educational institutions, and Government agencies can use this survey information to effectively apply resources to education, training, and job placement programs. Investments in the workforce can be directed toward occupations or industries that continuously contribute to the local economy or to those where there is a constant need for workers.

## Economic Developers

Economic development professionals can use the Job Vacancy Survey to track the labor situation in key industries and evaluate the area's labor needs. The survey results help determine where bottle-

necks may occur should current vacancies persist. Economic developers can also generate a comprehensive picture of the region by determining where labor demand stands today, as identified by the survey, and

where the local market is trending using Labor Market Information's employment projections.

## Caveats

The Job Vacancy Survey uses sampling methods to estimate over-all job vacancies for regions. As such, readers should be mindful of sampling issues.

Sampling error results from the Job Vacancy Survey producing estimates from one particular sample, rather than examining the entire population. Different samples will likely result in different estimates for the population, thus we report the overall estimate with a confidence interval; *i.e.*, the range of values within which the actual sample derived vacancy estimate is likely to fall 95% of the time.

Non-sampling error occurs primarily from reporting, translating data to standard terms, and incorrect information about firms in our sample frame. Some examples

include placing reported vacancies in the wrong occupational codes, inadequate data collection in a JVS sector due to non-response, and estimating errors. The majority of non-sampling errors are corrected in the Job Vacancy Survey's extensive review and validation process that takes place before estimates are published.

The study provides estimates of job openings for a point-in-time and does not attempt to project the level of vacancies into the future. Readers should be aware that events having occurred since the time period analyzed such as plant closings or the migration of people in and out of the area might significantly affect the vacancy status of some occupations. Job openings are very dynamic—current openings are

being filled, new positions are being created, and some roles are being phased-out.

Occupational demand is subject to seasonal changes and is affected by business cycles. For example, the reader would want to be aware that a decrease in vacancies for construction workers from April to November could represent seasonal variations, not necessarily a long-term decrease in the demand for such workers. When several years of survey data have been collected, patterns that more accurately reflect changing labor market conditions may be identified. Regional surveys are timed to make these comparisons possible.

Given the caveats, appropriate application by the user is a key element in this report being a useful tool for job vacancy analysis.

## Methodology

The Job Vacancy Survey (JVS) conducted by the Colorado Department of Labor and Employment involves the collection, processing, and dissemination of regional job vacancies and their characteristics. The survey design allows for estimation of a job vacancy rate and the total job vacancies within a region by

industry and size of firm. Additional data related to these vacancies is informative of the occupations for which they are reported, but is not indicative of overall vacancy characteristics in the regional *universe*.

The number of vacancies—used to calculate the job vacancy rate—is an important

measure of the unmet demand for labor. With this statistic, it is possible to paint a more complete picture of the regional labor market than by looking solely at the unemployment rate, a measure of the excess supply of labor.

### Survey Design

The Job Vacancy Survey was designed to accurately estimate the number of job vacancies for firms employing five or more people. The secondary purpose of the survey is to obtain and report significant vacancy characteristics.

The survey estimates vacancies based on the ratio of vacancies to employment size in each stratification. It attempts to determine how many positions in a region are filled and unfilled. A filled position is an employee and an unfilled position is a job vacancy. Because positions are not independent of one another or evenly dispersed, we collect this information in naturally occurring clusters, *i.e.* firms. Firms are

asked how many employees they have and how many positions they are actively recruiting. In each size and industry stratification a ratio of vacancies to employment is calculated based on the sampled firms. That ratio is then applied to the total number of employees in that stratification to obtain the estimated number of vacancies in that stratification. The total number of vacancies for a region is the sum of each stratification's estimated vacancies.

Stratifications containing small and medium sized private employers are randomly sampled. In order to report vacancy characteristics such as education and experience requirements demanded, the survey

must contact more employers than would be necessary if the survey only estimated the total number of vacancies. For this reason all of the large employers and government agencies are contacted in the region. These employers provide the most cost effective means of obtaining large amounts of vacancy information. Approximately 37% of the employment in the region is found in large and government employers that make up only 3% of the total number of firms. Conducting a census of these entities allows us to cover a large portion of the region's employment while contacting relatively few entities.



## Survey Sample

The survey in the Larimer/Weld Region was conducted from September 8 through September 23. For the purpose of this report, all large employers, government and small to mid-size private employers with five or more employees are referred to as the sample frame. Firms with fewer than five employees make up a very large portion of all employers in the region, but a small proportion of the total employment. Employment in the sample frame accounts for 86% of the region's total employment.

The Job Vacancy Survey separates employers into either government or private industry. Private firms are then split into large and small to mid-size categories. Firms with at least 200 employees are considered large employers. Attempts are made to contact all government agencies and large firms in the sample frame. The remaining

small to mid-size firms are split into JVS industry sectors.

The number of firms surveyed in each sector varies according to the number of employees and employers in the sector. In most JVS sectors half of all employers are contacted up to 200 employers. In JVS sectors with less than 1,000 employees, efforts are made to capture at least 500 employees in the sample. If less than 500 employees work in a sector then all employers are contacted. This sampling method insures that all the vacancy estimates are based on a sufficiently large sample size.

Government makes up almost 20% of the employment in the sample frame, while private industry employers make up the remaining 80%. Large firms account for 17% of private industry employment in the sample frame. Firms employing from five to 74 individuals are considered small to

mid-size employers, and account for the remaining 63% of private industry employment.

The margin of error for the overall vacancy estimate is plus or minus 2.51% or 12 vacancies at a .95 certainty level. In other words, in 95 out of 100 samples taken, the actual number of vacancies in the region will be between 1,765 and 1,855 in the survey period. Labor Market Information is confident that the estimates in this survey are accurate and that the survey was conducted according to recognized survey research standards.

The survey response rate is 81%. This measures the quality of the survey database, or the success experienced in contacting eligible employers. The cooperation rate is 99.1% and measures the success in obtaining data once an employer is contacted.

## JVS Sectors

The new North American Industry Classification System increases the number of major groups to 20 from the Standard Industrial Classification System. The new coding system better reflects today's service based economy and allows comparison of industries in the United States, Mexico and Canada.

In the Larimer/Weld Region, the 20 NAICS sectors have been combined into 12 JVS sectors. These groupings are based on the NAICS sectors, but are somewhat unique to the Job Vacancy Survey. The new groupings allow the Job Vacancy Survey to study local Colorado labor markets in a more relevant and meaningful way.

For more information on the North American Industry Classification System see *Page 29*.

### Larimer/Weld Region JVS Sectors

include



### NAICS Sectors

<b>Natural Resources &amp; Mining</b>	Agriculture, Forestry, Fishing, & Hunting Mining
<b>Construction</b>	Construction
<b>Manufacturing</b>	Manufacturing
<b>Trade, Transportation, &amp; Utilities</b>	Utilities Wholesale Trade Retail Trade Transportation & Warehousing
<b>Other Services (except Public Administration)</b>	Other Services (except Public Administration)
<b>Information</b>	Information
<b>Financial Activities</b>	Finance & Insurance Real Estate & Rental & Leasing
<b>Professional &amp; Business Services</b>	Professional, Scientific, & Technical Services Management of Companies & Enterprises Administrative & Support & Waste Management & Remediation Services
<b>Educational Services</b>	Educational Services
<b>Health Care &amp; Social Assistance</b>	Health Care & Social Assistance
<b>Leisure &amp; Hospitality</b>	Accommodation & Food Services Arts, Entertainment, & Recreation
<b>Government</b>	Public Administration

## Data Collection

Data for the Job Vacancy Survey are collected using a Computer Assisted Telephone Interview (CATI) process. While this system of data collection has been in use in the private sector for several years, Colorado is the first state in the nation to pioneer the use of CATI data collection for the Job Vacancy Survey.

Professional interviewers, trained in economic data collection processes, gather

the information from a call center located in the Colorado Department of Labor and Employment. This interview process results in increased control over the survey process, better accuracy, and dependable results.

Employers are asked if they have job vacancies or open positions which they are actively seeking to fill. Those that are actively hiring are then asked to provide more detail about each position—compensation offered,

levels of education and experience required, and the employer's perceived difficulty in filling the vacancy along with the number of days the position has been opened. Employers are also asked if sign-on bonuses and health insurance coverage are offered for these positions. These data are collected in addition to the minimum and maximum wages in order to describe more fully the compensation offered.

## Occupational Coding

The job title, duties, education and experience requirements reported by employers are used to code vacancies in accordance with the latest release of the Standard Occupational Classification system.

## Data Editing

Once data collection is complete, measures are taken to prepare the data for analysis. To ensure accuracy, follow-up phone calls are made when employer responses need clarification.

## Wage Conversion

Standard conversions are used to translate salaries into hourly wages: 2,080 hours for annual, 173.3 hours for monthly.

All wages reported below the federal minimum are adjusted to that amount. Currently, the federal minimum wage is \$5.15 per hour. Where only a single wage figure is reported, that wage is used as both the minimum and maximum wage for that job vacancy.

# North American Industry Classification System (NAICS)

The Office of Management and Budget (OMB) in cooperation with agencies from Mexico and Canada has developed an industry classification system called the North American Industry Classification System (NAICS pronounced *nakes*) that replaced the Standard Industrial Classification (SIC) system. While work has been underway since 1993, OMB formally adopted NAICS on January 16, 2001.

### History of Process

The Office of Management and Budget established the Economic Classification Policy Committee in 1992 to pursue a fresh slate examination of economic classifications for statistical purposes<sup>1</sup>. Since 1939 the U.S. has been using the Standard Industrial Classification (SIC) system. While SIC had undergone periodic revisions, the last one in 1987, rapid changes in the U.S. and world economies brought SIC under increased scrutiny. In response to the need for a classification system that better reflected the dynamic nature of economies, OMB established the Economic Classification Policy Committee<sup>2</sup>. Government agencies from the United States, Mexico and Canada<sup>3</sup> were tasked with the development

of a system that accounted for rapid changes in the U.S and world economies.

### Industrial Classification vs. Occupational Classification

NAICS is a system concerned with classifying organizations into different industries; as opposed to classification at the occupational level. The newly revised Standard Occupational Classification (SOC) system classifies occupations by job duties. Occupations specific to certain industries may be found in a different industry category because of the shift to NAICS, yet the Standard Occupational Classification Code remains the same. Systems like O\*NET and other classification systems based on SOC are not subject to changes because of the shift to NAICS. Professionals who use information at the occupational level will not notice changes in job categories as a result of the shift to NAICS, unless they are looking at occupations by industry.

### Benefits

**Comparable**—NAICS is organized in such a way so as to allow direct comparison of economic data with our NAFTA trading partners Canada and Mexico.

**Relevant**—NAICS recognizes hundreds of new businesses in the economy with 20 broad industry sectors, up from SIC's 10. Some new industry categories include an Information sector and a Health Care & Social Assistance sector formerly lumped into Services under SIC.

**Consistent**—NAICS classifies an organization based on how it produces something, not simply what it produces. Businesses that use identical or similar technologies and processes to produce something will be grouped together. For example, software creation falls under the new Information sector, while software duplication falls under Manufacturing. Under SIC both enterprises were grouped under the

<sup>1</sup>Executive Office of the President Office of Management and Budget. *North American Industry Classification System*. White Plains, MD: Bernan and U.S. Department of Commerce, 2002

<sup>2</sup>ECPC is chaired by the Bureau of Economic Analysis, U.S. Department of Commerce, with representatives from the Bureau of the Census, U.S. Department of Commerce, and the Bureau of Labor Statistics, U.S. Department of Labor

<sup>3</sup>Specifically, Mexico's Instituto Nacional de Estadística, Geografía e Informática (INEGI) and Statistics Canada

same major industry sector, because both were engaged in production of software.

**Adaptable**—Regular updates, which are scheduled in five-year intervals, account for emerging industries not currently known.

**Things to Consider**

The shift to NAICS means a break in historical time series. SIC and NAICS industry groupings are not directly comparable since the code changes for NAICS have split some SIC groups.

**New Industries Reflected in NAICS**

- ◆ NAICS heralds the creation of a new Information sector that pulls businesses from communications, publishing, motion

picture and sound recording and online services to recognize an information-based economy.

- ◆ Formerly, under SIC, corporate headquarters were not distinguished from the industry category of the product or service they produced. Now corporate headquarters are recognized in the new Management sector.
- ◆ Manufacturing is restructured to account for high-tech industries.
- ◆ An increase in the amount of detail overall accompanies the shift to NAICS including a further breakdown of SIC's Services sector into nine new sectors.

◆ Eating and drinking places move out of Retail Trade into a new category called Accommodation & Food Services.

◆ The difference between Retail and Wholesale is now based on how each store conducts business. For example, many computer stores are reclassified from Wholesale to Retail.

Comparison of NAICS and SIC Major Industry Groups	
SIC Standard Industrial Classification	NAICS North American Industry Classification System
Agriculture, Forestry & Fishing	Agriculture, Forestry, Fishing & Hunting
Mining	Mining
Construction	Construction
Manufacturing	Manufacturing
Transportation, Communications & Public Utilities	Utilities Transportation & Warehousing
Wholesale Trade	Wholesale Trade
Retail Trade	Retail Trade Accommodation & Food Services
Finance, Insurance & Real Estate	Finance & Insurance Real Estate & Rental & Leasing
Services	Information Professional, Scientific & Technical Services Administrative & Support & Waste Management & Remediation Services Educational Services Health Care & Social Assistance Arts, Entertainment, & Recreation Other Services (except Public Administration)
Public Administration (parts of all divisions)	Public Administration Management of Companies & Enterprises

U.S. Bureau of the Census, U.S. Department of Commerce

# Glossary

These definitions are meant to clarify data gathered for the Job Vacancy Survey. For other data sources referenced in the document, please see that source for a complete definition.

## Average Maximum Wage

An average maximum wage is calculated by summing the maximum wages offered for all vacancies in a given category and then dividing by the number of vacancies in that category.

## Average Minimum Wage

An average minimum wage is calculated by summing the minimum wages offered for all vacancies in a given category and then dividing by the number of vacancies in that category.

## Computer Assisted Telephone Interviewing (CATI)

A structured system of data collection by telephone that speeds up the collection and editing of such data.

## Cooperation Rate

The number of completed interviews divided by the number of all units surveyed that are eligible. Measures the effectiveness of surveyors in gaining information once an eligible employer is contacted.

## Educational Attainment

The highest diploma or degree, or level of work towards a diploma or degree, an individual has completed. In this survey, an individual recorded in the bachelor's degree category has completed the degree.

## Effective Response Rate

The number of completed interviews divided by the sum of all units surveyed that are eligible as well as those with unknown eligibility. This is a measure of how well the survey obtains completed interviews from employers in the sample.

## Employed Persons (Employment)

Persons 16 years and over in the civilian non-institutional population who, during the reference period

- a) did any work at all (at least one hour) as paid employees, worked in their own business, profession, or on their own farm, or worked 15 hours or more as unpaid workers in an enterprise operated by a member of the family, and
- b) all those who were not working but who had jobs or businesses from which they were temporarily absent because of vacation, illness, bad weather, childcare problems, maternity or paternity leave, labor-management dispute, job training, or other family or personal reasons, whether or not they were paid for the time off or were seeking other jobs.

## Employer

A person or establishment that employs one or more people for wages or salary.

## Full-time Employee

Employees who usually work 35 hours per week or more.

## Goods Producing Industries (NAICS)

Includes manufacturing, construction, mining, and agriculture, forestry, fishing and hunting.

## Industry

A group of establishments that use similar processes and technologies to produce goods and services. The North American Industry Classification System (NAICS) groups establishments using closely similar technologies into industries.

## Job Seeker

A person actively looking for employment or researching career options.

## Job Vacancy

A specific position of employment at an establishment with the condition that there is work available for the position and the employer is actively recruiting for the position.

## Job Vacancy Rate

The estimated number of vacancies divided by the sum of current employment and estimated vacancies.

## Labor Force

The labor force includes all persons classified as employed or unemployed in accordance with the definitions contained in this glossary.

## Medical Insurance

Refers to any insurance plan that includes coverage for medical and related care.

## Medical Insurance Premium

Payments that a holder of an insurance policy pays in order to keep his/her policy current.

## North American Industry Classification System (NAICS)

The successor to the Standard Industrial Classification (SIC) system; this system of classifying business establishments is used by the United States, Canada and Mexico. See full description within *Appendix*.

## Not Seasonally Adjusted

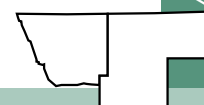
This term is used to describe data series not subject to the seasonal adjustment process. In other words, the effects of regular, or seasonal, patterns have not been removed from these series.

## Occupation

Represents a set of activities and skills for which an employee is paid to perform. Employees that perform essentially the same tasks are grouped into the same occupation whether or not they are in the same industry. Some occupations are concentrated in a few particular industries, other occupations are found in most or all industries.

## Part-time Employee

An employee who usually works between one and 34 hours per week.



**Percentile Wage Estimate**

Shows what percentage of workers in an occupation earn less than a given wage and what percentage earn more. For example, a 25th percentile wage of \$15.00 indicates that 25% of workers (in a given occupation in a given area) earn at or less than \$15.00; therefore 75% of workers earn at or more than \$15.00.

**Permanent Employment**

A vacancy is classified as a permanent position if the employee is hired to be employed for more than six months.

**Sample**

A subset of the population selected for interview as a representative subset of the sample frame.

**Sample Frame**

A listing of all units in a population. For this report the sample frame includes employers with five or more employees; government entities are drawn from ES-202 while private companies come from the ALMIS (America's Labor Market Information System) database.

**Seasonally Adjusted**

Seasonal adjustment removes the effects of events that follow a more or less regular pattern each year. These adjustments make it easier to observe the cyclical and other non-seasonal movements in a data series.

**Service Producing Industries (NAICS)**

Includes utilities; wholesale trade; retail trade; transportation and warehousing; information; finance and insurance; real estate and rental and leasing; professional, scientific, and technical services; management of companies and enterprises; administrative and support and waste management and remediation services; educational services; health care and social assistance; arts, entertainment, and recreation; accommodation and food services; other services (except public administration); public administration.

**Sign-on Bonus**

An additional financial incentive offered by a firm to a potential new employee to influence his/her decision to agree to employment with that firm. The bonus, for purposes of this survey, is a monetary lump sum.

**Standard Occupational Classification (SOC) System**

This system is used by all Federal statistical agencies to classify workers into occupational categories for the purpose of collecting, calculating, or disseminating data. All workers are classified into one of over 820 occupations according to their occupational definition. To facilitate classification, occupations are combined to form 23 major groups, 96 minor groups, and 449 broad occupations. Each broad occupation includes detailed occupations requiring similar job duties, skills, education, or experience.

**Temporary Employment**

A vacancy is classified as a temporary position if the employee is hired to be employed for six months or less.

**Unemployed Persons**

Persons 16 years of age and over who had no employment during the reference week, were available for work, except for temporary illness, and had made specific efforts to find employment sometime during the four-week period ending with the reference week. Persons who were waiting to be recalled to a job from which they had been laid off need not have been looking for work to be classified as unemployed.

**Unemployment Rate**

The unemployment rate represents the number unemployed as a percent of the labor force.

**Wages**

Hourly straight-time wage rate or, for workers not paid on an hourly basis, straight-time earnings divided by the corresponding hours. Straight-time wage and salary rates are total earnings before payroll deductions, excluding premium pay for overtime and for work on weekends and holidays, shift differentials, and non-production bonuses such as lump-sum payments provided in lieu of wage increases.



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Courtesy Colorado State Parks

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in the

# Larimer/Weld Region

**Barbour Ponds State Park**

**Boyd Lake State Park**

**Lory State Park**

**Colorado State Parks**

<http://parks.state.co.us/home>



# Larimer/Weld Region

## WORKFORCE CENTERS IN THE LARIMER/WELD JOB VACANCY SURVEY REGION

### *Larimer County Workforce Center/Fort Collins*

200 West Oak, Suite 5000  
P.O. Box 2367  
Fort Collins, CO 80522  
Phone: 970-498-6600  
Fax: 970-498-6670  
E-mail: [lcwc@co.larimer.co.us](mailto:lcwc@co.larimer.co.us)

### *Larimer County Workforce Center/Loveland*

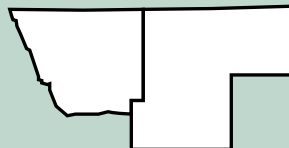
418 East 4th Street  
Loveland, CO 80537  
Phone: 970-667-4261  
Fax: 970-663-7271  
E-mail: [lcwc@co.larimer.co.us](mailto:lcwc@co.larimer.co.us)

### *Employment Services of Weld County*

1551 North 17th Avenue  
Greeley, CO 80632  
Phone: 970-353-3800  
Fax: 970-356-3975  
E-mail: [lperez@co.weld.co.us](mailto:lperez@co.weld.co.us)

### *Employment Services of Weld County*

330 Park Avenue  
Fort Lupton, CO 80621  
Phone: 970-857-3039 x5981  
Fax: 970-356-0122



For a listing of all Colorado Workforce Centers: [www.coworkforce.com/EMP/WFCs.asp](http://www.coworkforce.com/EMP/WFCs.asp)

**Workforce Research & Analysis**  
**Labor Market Information**  
**Colorado Department of Labor and Employment**

 **CDLE** (303) 318-8890  
COLORADO DEPARTMENT OF LABOR & EMPLOYMENT [lmi@state.co.us](mailto:lmi@state.co.us)  
[www.coworkforce.com/lmi.wra/home.htm](http://www.coworkforce.com/lmi.wra/home.htm)