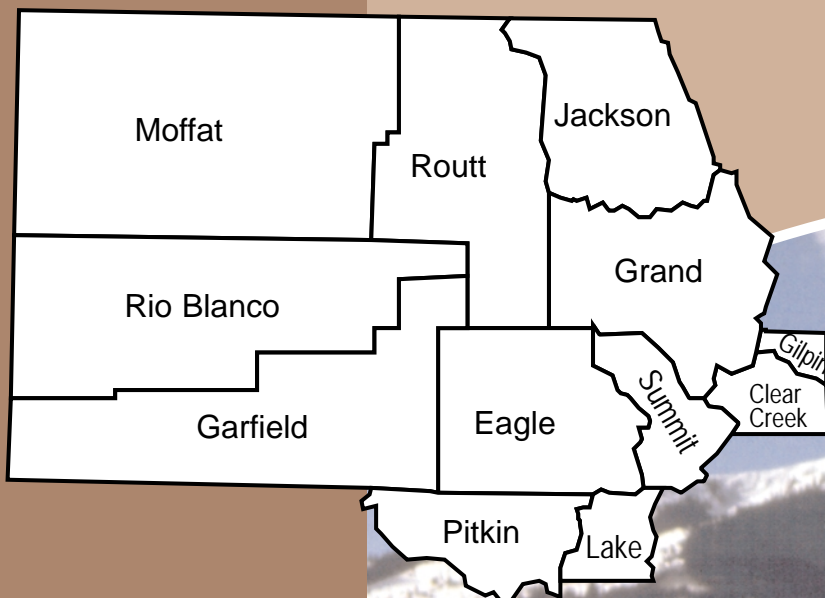


Northwest & Rural Resort Region

Job Vacancy Survey
Winter 2003



See Colorado First

Steamboat Lake State Park
Routt County
Photo by Mike Hopper
Courtesy Colorado State Parks



Northwest & Rural Resort Region Job Vacancy Survey

Conducted
February 3-14, 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

Released
Winter 2003

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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.

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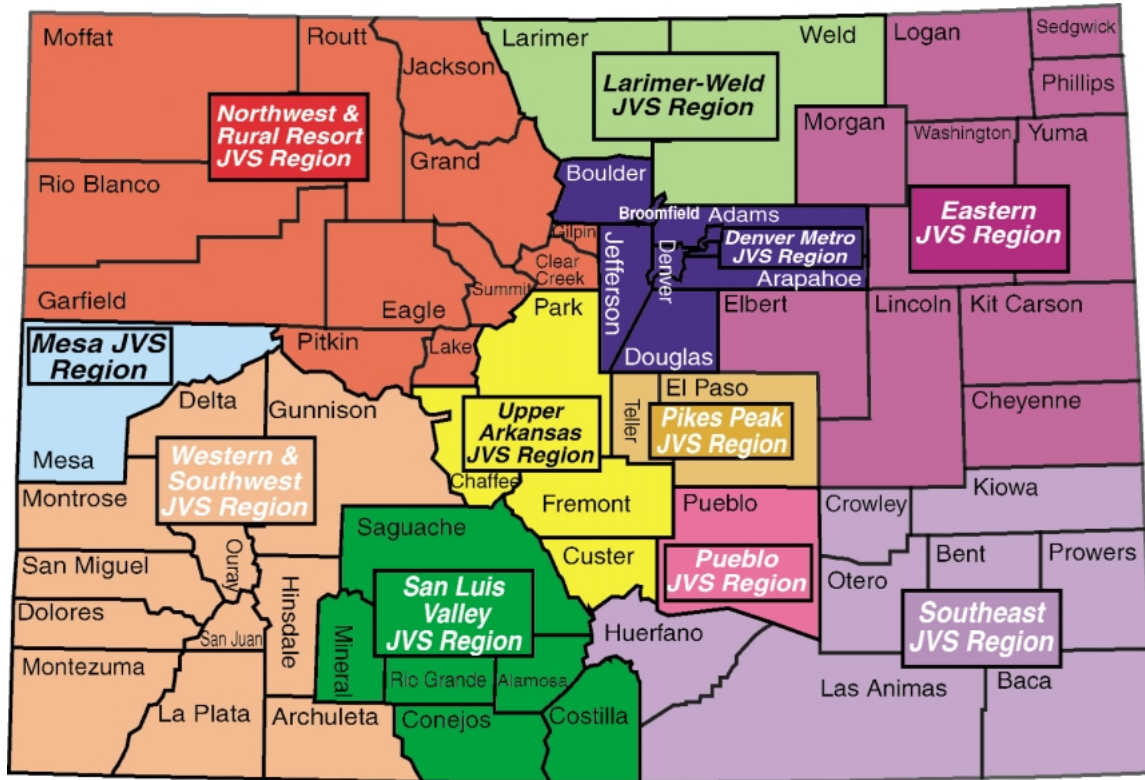
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Figure 1: Colorado Job Vacancy Survey Regions



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

This Northwest & Rural Resort Job Vacancy Survey was conducted from February 3rd through February 14th, 2003. The survey provides a reliable estimate of the total number of job vacancies in the region while also relating demand-specific information about the available positions. A representative sample of the region's employers is contacted over the survey period to gain timely and relevant information about current hiring activity.

A total of 1,197 employers, representing 44% of the region's employment in firms with five or more employees, responded to the survey. Of these, 211 are Government agencies, 62 are large employers and 988 are small to mid-size employers. The response rate for this survey is 71.9% while the cooperation rate is 99.7%. The margin of error for the overall vacancy estimate is plus or minus 2.9%. The major findings of the survey follow:

- ◆ An estimated 676 jobs were available for hire during the survey period, coinciding with a 0.57% vacancy rate. At this time last year, 940 vacancies were estimated.Page 7
- ◆ New industry categories and survey design enable estimation of vacancies at a greater level of detail. Leisure and Hospitality has 211, followed by the Information, Financial Activities, and Professional and Business Services with an estimated total of 140 job vacancies.Page 7
- ◆ About 9% of the employers surveyed reported at least one job vacancy.Page 8
- ◆ The average reported wage for vacancies in this survey is \$14.50 per hour.Page 7
- ◆ Seventy-nine percent of the reported openings are permanent, full-time positions.....Page 9
- ◆ A majority of the reported job vacancies require educational attainment beyond the high school/GED level. This is the first survey for this region where this is so.Page 10
- ◆ Seventy percent of the job vacancies require related or occupation specific experience.Page 11
- ◆ Only 9% of the vacant positions have been open for 60 or more days; 70% have been open for less than 30 days.Page 12
- ◆ Food Preparation and Serving Related occupations were the most frequently reported of the 22 major occupational groups.Page 15

Northwest & Rural Resort Region

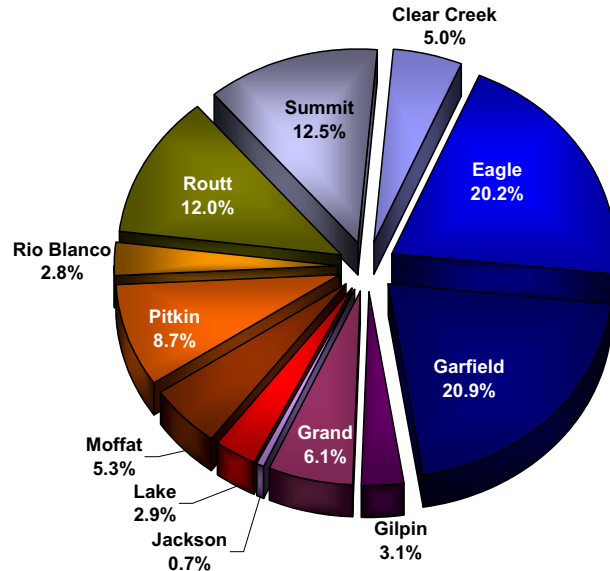
The Northwest & Rural Resort (NW&RR) Region encompasses a vast geographic area rich in environmental wealth and serving as the primary tourist region for the state. Indeed, the region's labor force focuses on tourism with the Leisure and Hospitality industry employing more people than any other industry.

Twelve counties compose the region. Eagle and Summit counties have the highest employment in the region. Although the population of Garfield is the largest in the region it comes in third in terms of employment and has its labor force concentrated in Trade, Transportation, Utilities, and Other Services. Pitkin follows, home to more than 17,000 wage and salary jobs, but less than 15,000 residents per 2001 U.S. Census Bureau estimates.

Routt, Grand, Gilpin, and Clear Creek are focused in the Leisure and Hospitality industry while Moffat County workers are predominantly employed in Trade, Transportation, Utilities, and Other Services. Rio Blanco, Lake, and Jackson counties employ more people through Government work than other industries.

The nationally weak economy is evident in the region; the 676 estimated vacancies in this survey are 72% of those estimated this time last year. Nationally, corporate financial woes and the shakeout in the technology industry directly impact the areas in which they are located—usually larger urban centers or corporate towns. The downstream

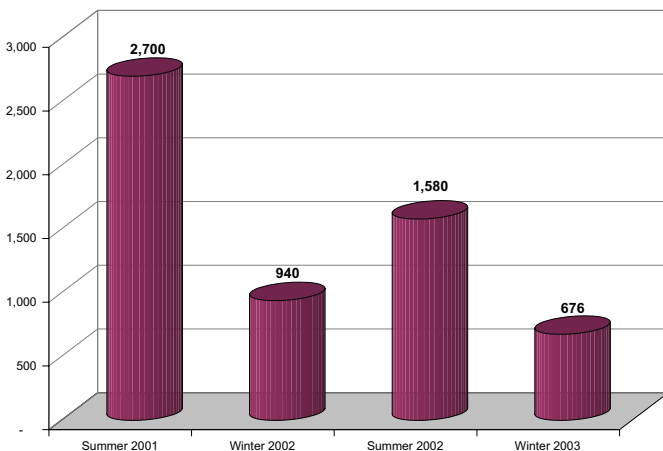
Figure 2: Employment by County for February 2003



Source: CDLE, Local Area Unemployment Statistics Released April 2003

consequences that touch the region are losses in personal investment value, declines in tourism and construction as personal spending declines, and less activity for the region's business service companies who may support regional tourism and construction or ailing firms in other regions or states.

Figure 3: Historical Vacancies—Northwest & Rural Resort Region



	Summer 2001	Winter 2002	Summer 2002	Winter 2003
Vacancies	2,700	940	1,580	676
Employment	107,307	110,280	108,315	111,781
Unemployed	2,620	5,119	3,414	5,093
Unemployment Rate	2.4%	4.4%	3.5%	4.4%

Source: CDLE, Local Area Unemployment Statistics Released April 2003

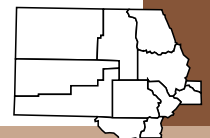
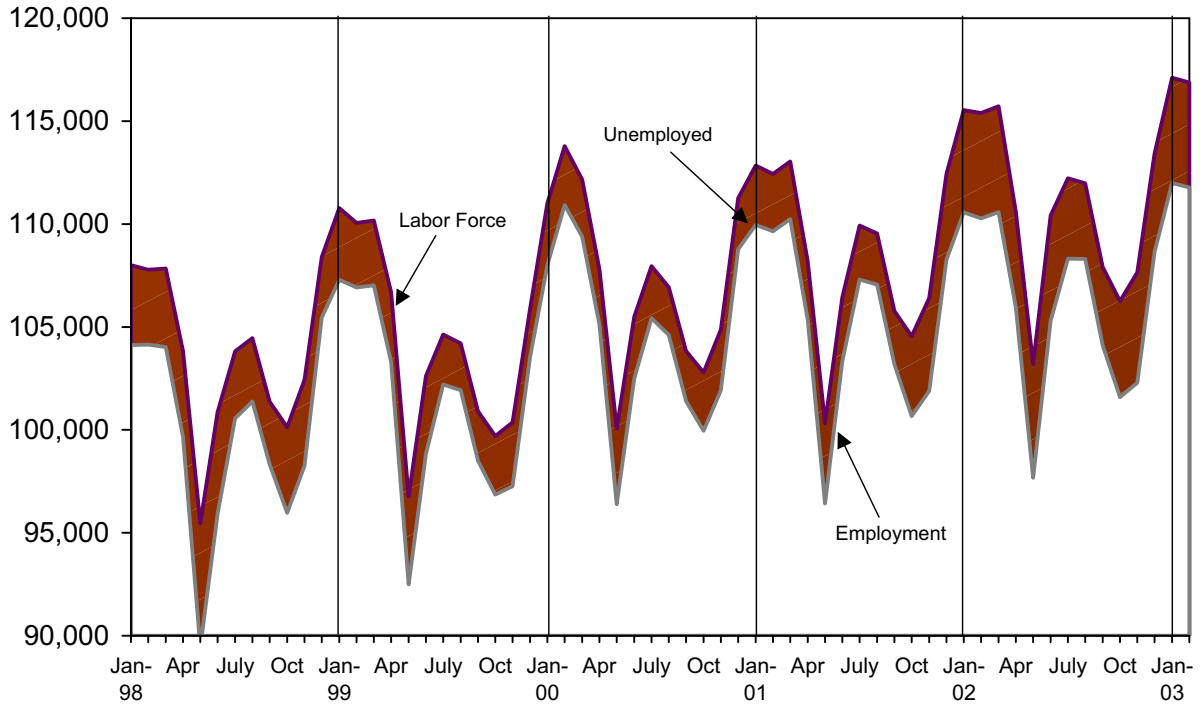


Figure 4: Employment and Labor Force Trends for the Northwest & Rural Resort Region



Source: CDLE, Local Area Unemployment Statistics Released April 2003

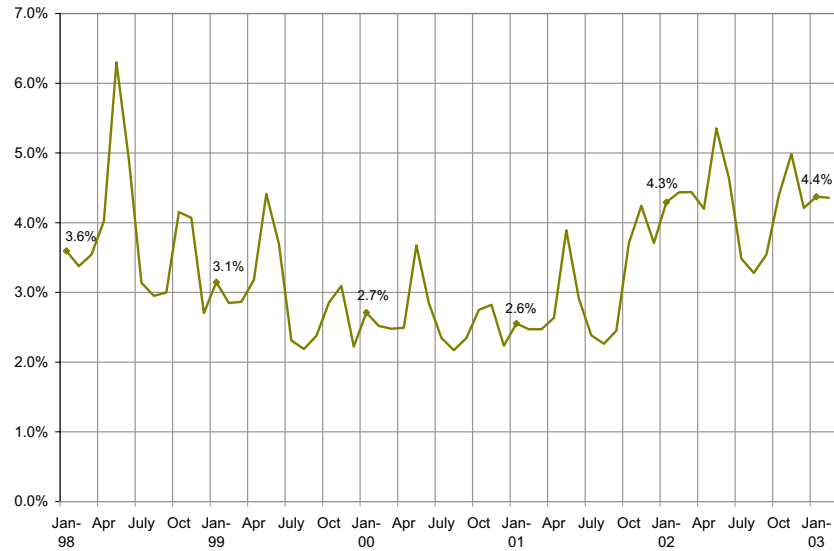
Figure 4 illustrates the historical progression of both the region’s labor force and employment levels. The upward trend illustrates the growth in both the labor force and employment over the years. The region’s labor force and employment have both grown at a compound annual growth rate of around 1.5% per year from February of 1998 to February of 2003. The net growth in the labor force over the five-year period is more than 8%.

The Job Vacancy Survey is conducted semi-annually in winter and summer in order to measure the demand for

labor at peak periods. Tourism and outdoor recreation, major components in the area’s economy, heavily influence the seasonal fluctuations evident in the graph. Notice the high peaks that start in December each year and continue through March, coinciding with the winter snow-ski season. Then, after a lull the labor force and employment experience their smaller summer peak in July and August reflecting summer tourism and activity in the construction industry.

Figures 4 and 5 also provide a visual representation of unemployment. In Figure 4 unemployment is represented by the gap between the labor force and the employment lines; the larger the distance between the two lines, the greater the number of unemployed. Unemployment tends to peak in May each year, then falls through late summer as the labor force thins and employers hire for the summer. As the labor force grows steeply again in the late fall there is a short-term rise in unemployment until employers take up the slack as the ski season gains momentum in December.

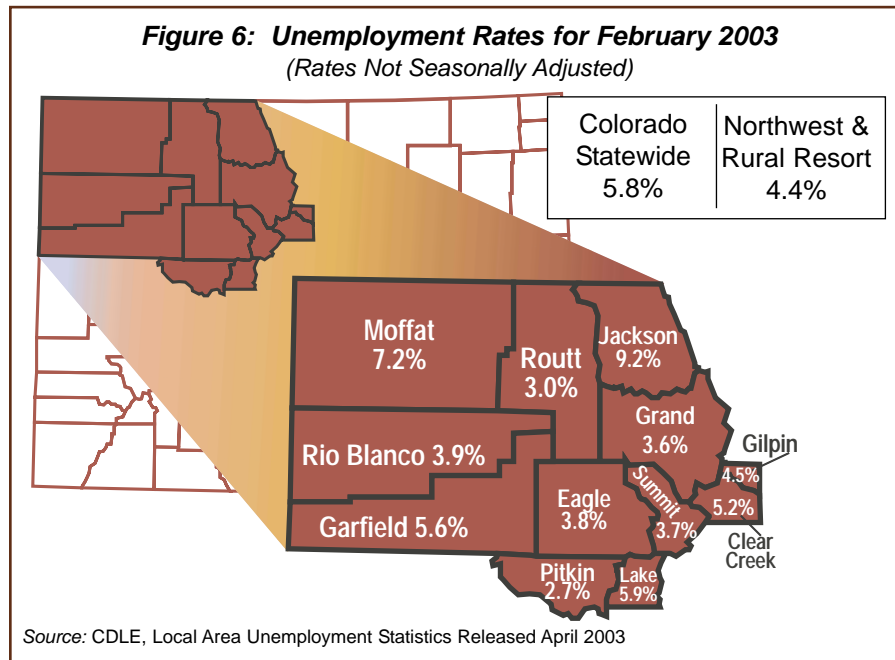
Figure 5: Northwest & Rural Resort Region Unemployment Rate Trend



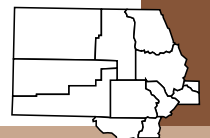
Source: CDLE, Local Area Unemployment Statistics Released April 2003

The region employed 111,781 people out of a labor force estimated at 116,874 for February of 2003. The region's unemployment rate of 4.4% is lower than both that of the state and the U.S. rate of 6.4% (not seasonally adjusted) reported by the Bureau of Labor Statistics for February of 2003.

Figure 6: Unemployment Rates for February 2003
(Rates Not Seasonally Adjusted)



Source: CDLE, Local Area Unemployment Statistics Released April 2003



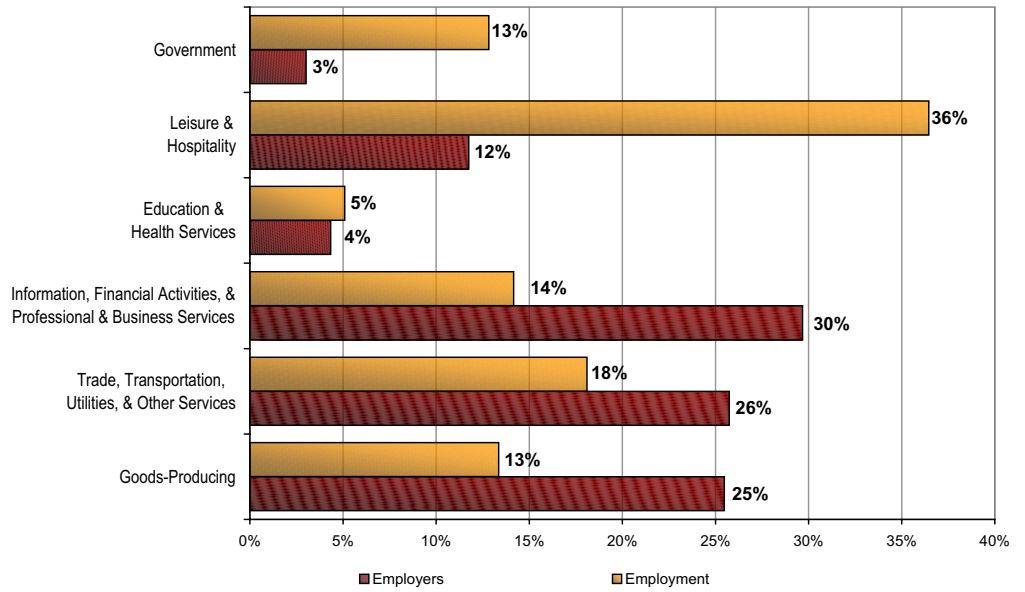
Area establishments in the Northwest & Rural Resort Region are now grouped into six categories under the North American Industrial Classification System (NAICS). NAICS has replaced the Standard Industrial Classification System (SIC) and is used also by both Canada and Mexico. The industry classifications better reflect today's economic activity, providing new detail within the SIC catchall category for Services.

Figure 7 presents employers and employees data for the six JVS sectors used in the rural areas in Colorado (Page 27). Data 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, positions typically excluded are agriculture, railroad, some state and local government, certain non-profits, the self-employed, domestic workers and unpaid family workers.

Thirty-six percent of the region's employment is in the Leisure and Hospitality industry while such businesses account for 12% of all employers. This ratio can be explained by high winter employment at a limited number of large hotels and ski areas. Leisure and Hospitality is by far the strongest group in terms of employment in the area. By comparison, only 12% of Colorado's total employment is in this industry. The bulk of state employment is in the Information, Financial Activities, and Professional and Business Services industry group.

When looking at the distribution of industries in the state against that in the Northwest & Rural Resort, there are proportionally more Goods-Producing businesses yet less employment in the region than the state. Agriculture,

Figure 7: Northwest & Rural Resort Region Employers and Employees, 1st Quarter, 2002



Source: CDLE, Colorado Employment and Wages (ES-202)

Forestry, Fishing and Hunting; Mining; Manufacturing; and Construction are all components of the Goods-Producing JVS sector. Of note, construction accounts for a full 80% of Goods-Producing employment in the region. High population growth and land development along the I-70 corridor support the construction sub-category.

Government includes all entities controlled by Government. Government entities perform functions in the construction, mining, transportation, information, education and health services and other areas in addition to public administration. Forty-seven percent of the region's Government employment is in Public Administration while 38% is in Educational Services.

Education and Health Services accounts for 5% of employment in the region, about 6,500 people. Since most of the Educational Services roles and public schools fall under Government, health care organizations dominate this sector. Ambulatory Health Care Services account for more employers and employment than any other sub-category and are dispersed throughout the region to meet the needs of the population centers.

Estimated Vacancies

JVS Sectors and Employer Size

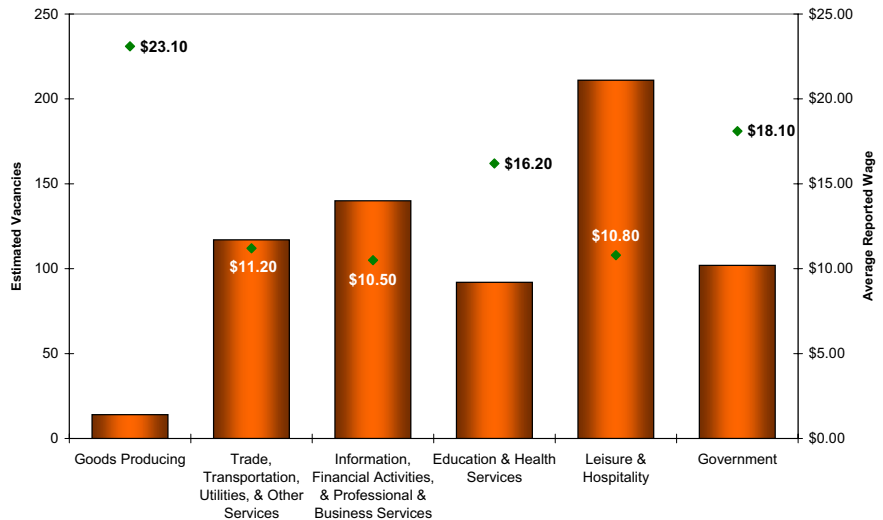
During the survey period, an estimated 676 vacancies were open for immediate hire with an average wage of \$14.50 per hour in the Northwest & Rural Resort Region. Private firms from the America's Labor Market Information System (ALMIS) employer database with five or more employees and all Government institutions constitute the sample frame. All survey data refer to this subset of the population.

Given regional employment of approximately 117,000 the overall vacancy rate is 0.58%. Beginning this calendar year, the vacancy rate is being calculated with a denominator containing not only current employment, but also estimated vacancies. This method of calculation results in a 0.83% vacancy rate for the winter 2002 survey. This new vacancy rate compares well with other measures of the labor force such as the unemployment rate.

Hiring activity associated with schools and ski resorts heavily influences the summer survey. The winter survey highlights a period in the labor market when employment is still in the seasonal peak and hiring activity is reflective of on-going year-round demand for labor that is not as closely tied to seasonal tourism.

Hiring activity closely mirrors employment in terms of the number of positions in each industry. Just as the Leisure and Hospitality sector employs the largest group of people

Figure 8: Estimated Vacancies and Average Wages by JVS Sectors



in the region, it also has the largest portion of job openings. Information, Financial Activities, and Professional and Business Services employs 14% of area workers, but offers 21% of all estimated job vacancies. Trade, Transportation, Utilities, and Other Services also offers a significant number of job opportunities and represents a healthy proportion of current employment. The reported wages for vacancies in these sectors are on the lower end of the scale. Hotels, restaurants, real estate and retail businesses offer many of the low-skill-requirement positions.

Job opportunities within Government offer a significantly higher average wage and are found not only in public administration, but also in education, construction and utilities industries. The average wage for Government vacancies is \$18.10 per hour.

Education and Health Services industry has an estimated 92 vacancies throughout the region. Employers who reported salaries for vacancies are looking to hire at the \$14.00 to \$18.40 per hour range.

Goods-Producing businesses represent 13% of area employment, but are only offering 2% of the job vacancies. These vacancies are concentrated in the construction and mining industries, which pay higher wages that places the Goods-Producing industry at the top of the pay scale for job vacancies.

Figure 9: Reported Average Wage Ranges by JVS Sectors

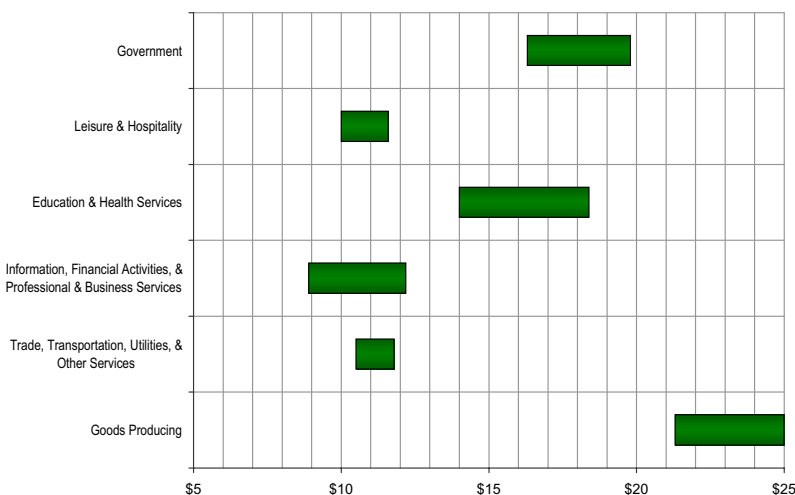
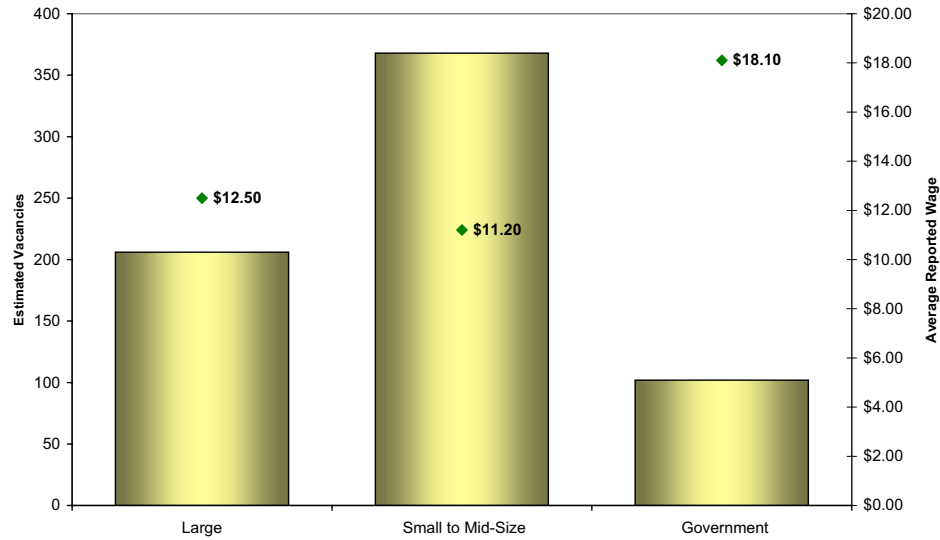


Figure 10: Estimated Vacancies and Average Wages by Employer Size



Almost 9% of the employers surveyed report at least one job vacancy. The likelihood of finding an open position varies with size class. About 40% of large and 20% of Government employers surveyed report a vacancy; 5% of small employers have an opening.

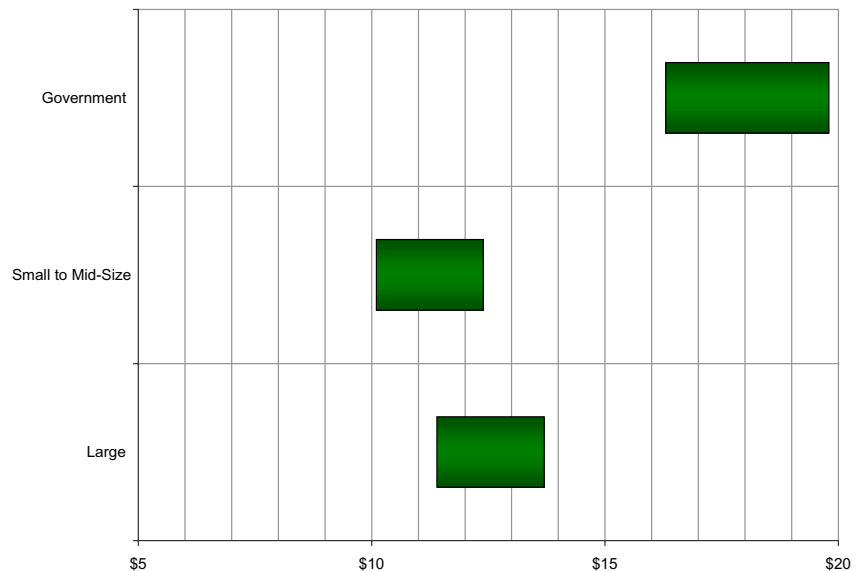
Approximately 3% of sample frame employers in the Northwest & Rural Resort Region are Government owned entities. Fourteen percent of current employment and 14% of reported job vacancies are found in such entities.

Large employers represent 22% of current employment, but are offering about 30% of the job openings. Forty-seven percent of the region's large firms are in the Leisure and Hospitality industry. These businesses account for 58% of the job vacancies in the large employer category. Another 30% of the vacancies in this size class are with Education and Health Services firms offering wages on the higher end of the scale.

Ninety-six percent of area firms are classified as small to mid-size based on

their employment numbers. They account for more than 64% of the employment and represent approximately 54% of the vacancies reported by surveyed companies. Almost 32% of job vacancies in small to mid-size firms are with Information, Financial Activities, and Professional and Business Services firms. Education and Health Services; and Trade, Transportation, Utilities and Other Services firms represent almost 23% each of the job openings in small to mid-size firms.

Figure 11: Reported Average Wage Ranges by Employer Size



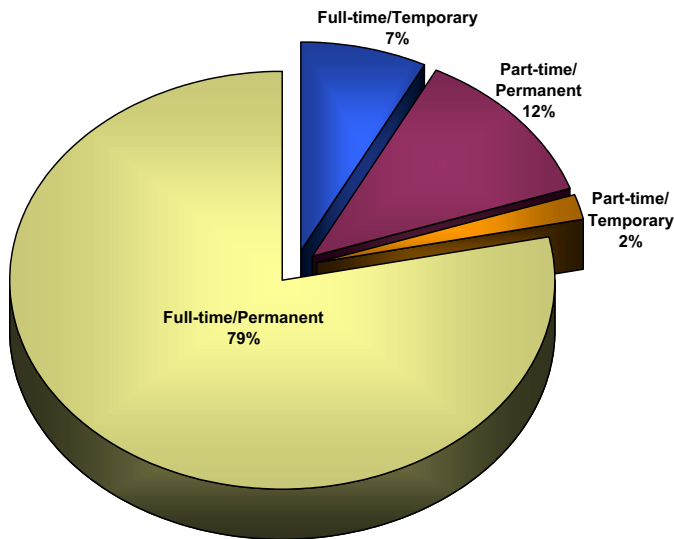
Vacancies

Employment Status, Education, and Experience Requirements

The remainder of this report provides descriptive statistics of the vacancies reported in and unique to this survey; this is supplemental data of interest to the reader. 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.

Small to mid-size employers represent about 96% of area firms within the sample frame, but constitute 83% of firms surveyed. Large and Government employers make up the other 4% of employers, whereas they account for 17% of surveyed firms.

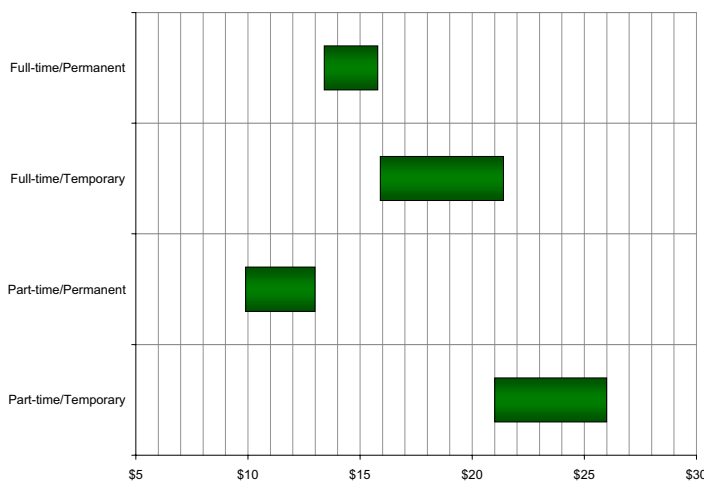
Figure 12: Vacancies by Employment Status



Figures 12 and 13 refer to employment status. Ninety-one percent of the job vacancies for which employment status is reported are permanent positions with average wages ranging from \$9.90 to \$15.80 per hour. Management and Engineering positions with Government agencies top the list for wages in this category while Food Preparation and Serving Related along with Sales and Related fall at the low end of the wage range.

Full-time/temporary positions are available with Leisure and Hospitality; Education and Health Services; and Information, Financial Activities, and Professional and Business Services firms. The few part-time/temporary jobs available are with: Trade, Transportation, Utilities and Other Services; Education and Health Services; and Government organizations. Temporary positions for which wages are reported tend to be highly specialized, and command a high average wage ranging from \$13.40 to \$21.40 per hour.

Figure 13: 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. Almost 98% of reported job vacancies had

information on the education and experience requirements of surveyed employers.

More than half of all job vacancies require education beyond the high school level. Applicants with vocational training or certification are in highest demand. The region’s concentration on tourism usually means most of the job opportunities are in tourism support roles which do not require more than a high school education. Certainly, the proportion of vacancies fitting this niche is still significant, but a greater percent of the job vacancies require higher education levels. This may be a reflection of higher unemployment levels—the pool of job seekers likely includes some highly skilled people willing to step back to jobs that they might consider below their degree of education and experience.

Vocationally trained or certified job candidates will find the most opportunities in Government, followed by Education and Health Services, then Leisure and Hospitality businesses. For those with a maximum educational attainment of a high school diploma or equivalent, the Government and Leisure and Hospitality industries have the greatest demand.

Wages offered in this survey fall right in line with educational requirements—the more education required, the higher the pay.

Figure 14: Vacancies by Education

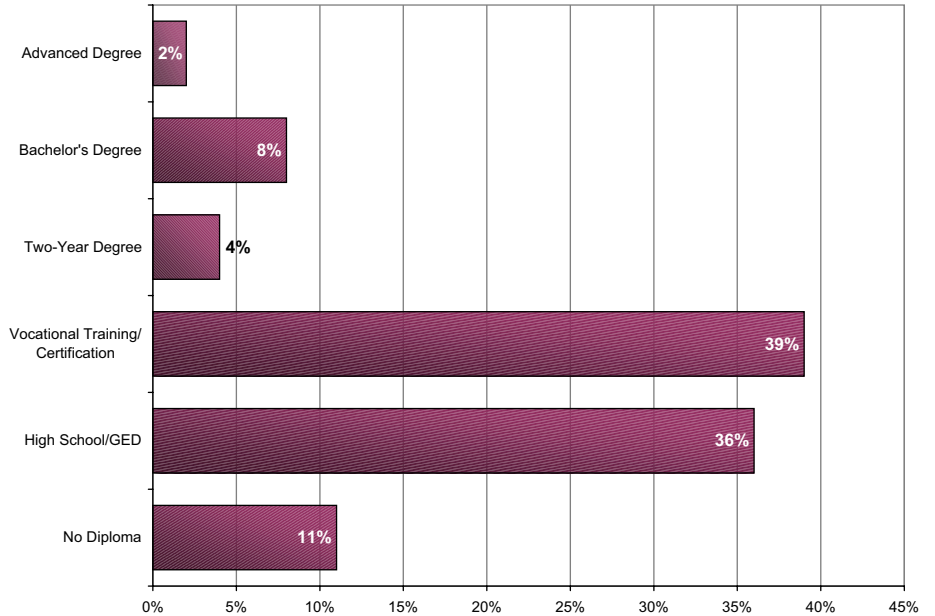


Figure 15: Reported Average Wage Ranges by Education

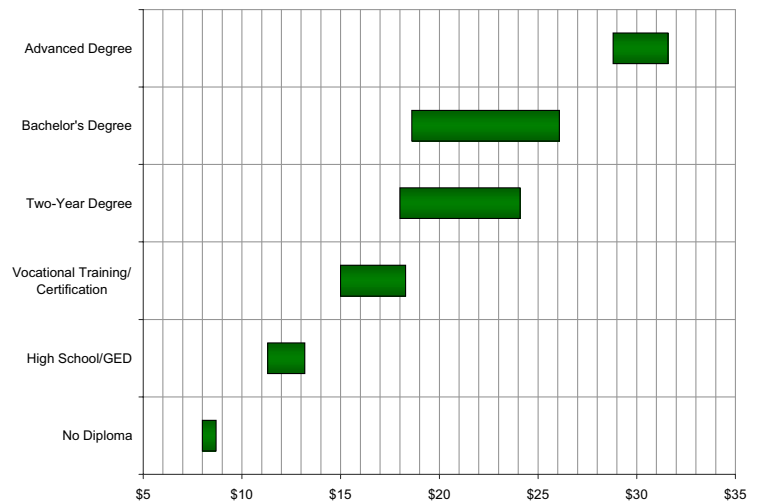


Figure 16 shows the percentage distribution of vacancies by experience requirement. Seventy percent of all estimated vacancies require at least experience in a related field to the vacancy. Job vacancies for which prior experience is required in the occupation pay the highest wages.

Healthcare Practitioner and Technical occupations are reported with the highest frequency among vacancies where experience in the occupation is required. These jobs are also found at the higher end of the wage scale for this experience category.

The occupations for which job openings require experience in a related field are many and varied, however, the highest wages are associated with Architecture and Engineering as well as Management occupations.

General work experience requirements are most often associated with vacancies in Office and Administrative Support; and Food Preparation and Serving Related occupations. Meanwhile, both of these occupations represent a good portion of the vacancies available to those with no experience along with Sales and Related jobs.

Figure 16: Vacancies by Experience

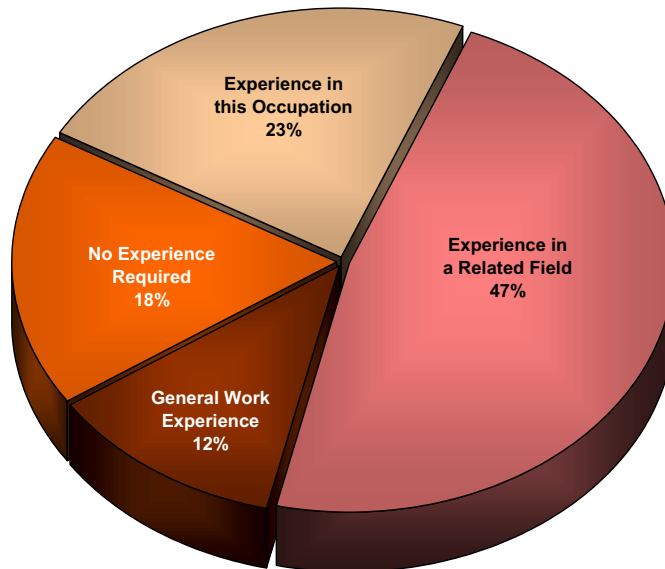
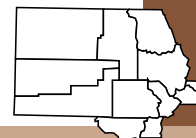
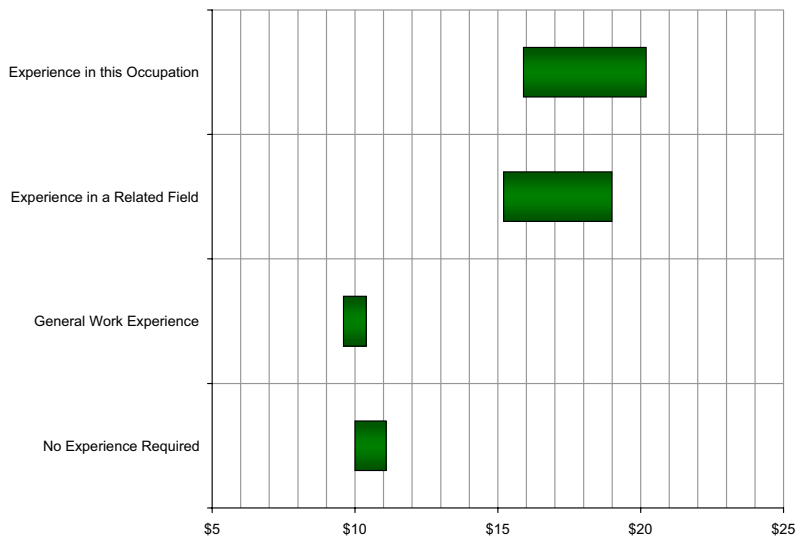


Figure 17: Reported Average Wage Ranges by Experience



Vacancies

Difficulty to Fill and Time Open for Hire

Employers' ability to find and hire qualified candidates is an important indicator of the supply side of the labor force. More employers have claimed that they are not having difficulty filling their vacant positions than in any previous survey for the Northwest & Rural Resort. More than three-quarters of the positions reported were open for less than 30 days.

Nine out of the 22 major occupations were found in the very difficult to fill category. Community and Social Services along with Food Preparation and Serving Related occupations were most frequent among the vacancies that employers termed somewhat difficult to fill.

The majority of jobs reported open for 30 to 59 days are in Food Preparation and Serving Related occupations and account for the lower average wage shown in that category.

Healthcare Practitioner and Technical occupations account for most of the vacancies open for 60 or more days and those for which employers are always hiring. Often positions that are open longer have a more limited pool of appropriate candidates.

Figure 18: Vacancies by Difficulty to Fill

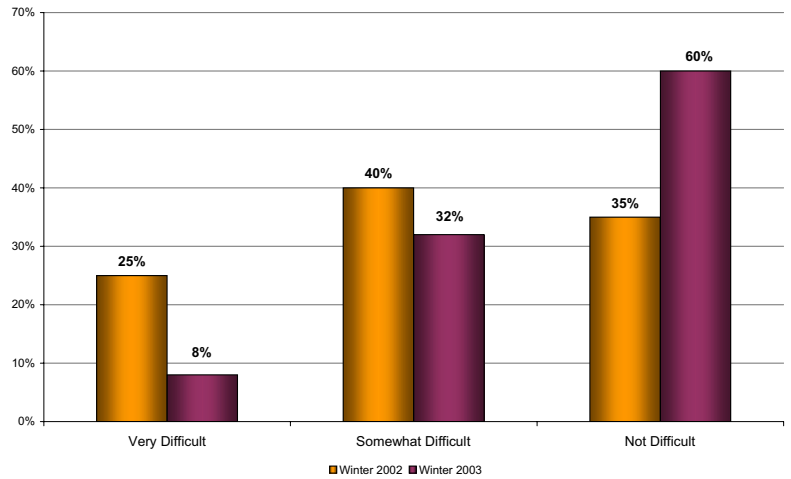


Figure 19: Vacancies by Time Open for Hire

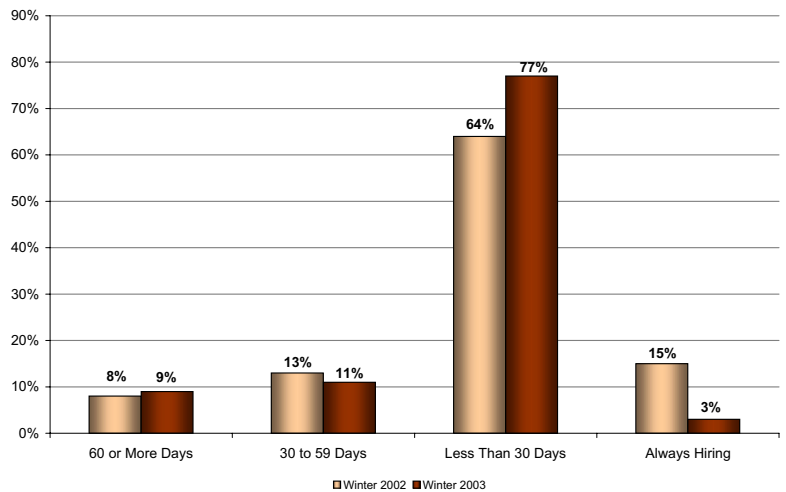
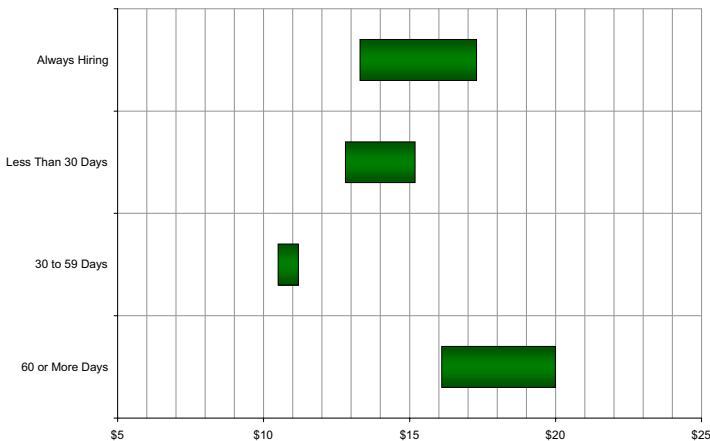


Figure 20: Reported Average Wage Ranges by Time Open for Hire



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 important benefits offered to employees is group medical insurance—the employer may pay all or part of the monthly insurance premium for employees.

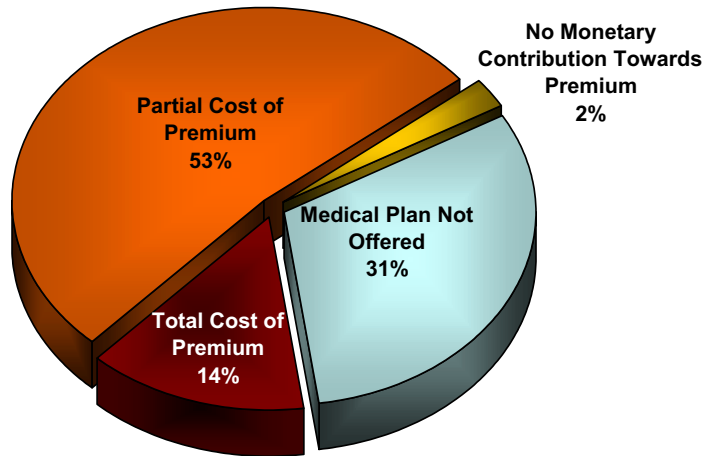
Thirty-one percent of the available job openings include no medical benefit. More open positions with Leisure and Hospitality businesses appear in this category than job vacancies with other industries. Of the 44% Leisure and Hospitality vacancies that include a medical plan benefit, 87% pay some portion of the monthly premium.

Forty-five percent of job vacancies with Information, Financial Activities, and Professional and Business Services firms do not have a medical benefit. Given the job vacancies reported in this survey, the most likely institutions for which one could work and receive full payment for their medical premium are Government along with Education and Health Services organizations.

Sign-On Bonus

There were 15 positive responses where employers answered the question of whether or not sign-on bonuses were being offered. Eighty percent of these are for Construction and Extraction jobs with Government entities are offering on average \$1,000 sign-on bonuses. The other 20% of vacancies for which sign-on bonuses are offered are in the health care field. These occupations point to a tight labor market for that particular industry in spite of relatively high unemployment rates at regional, state and national levels.

Figure 21: Employers' Contribution to Medical Insurance



Occupations

Major Occupational Groups

In order to help make comparisons between this survey and other sources of employment statistics, all jobs reported are assigned a Standard Occupational Classification code from the *2000 Standard Occupational Classification Manual*. At the major occupation level shown in *Figure 23*, job vacancies associated with the tourist industry top the list. Just as Leisure and Hospitality businesses represent the greatest number of estimated vacancies, Food Preparation and Serving Related occupations account for the greatest number of reported vacancies.

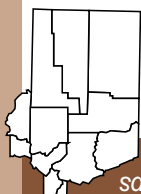
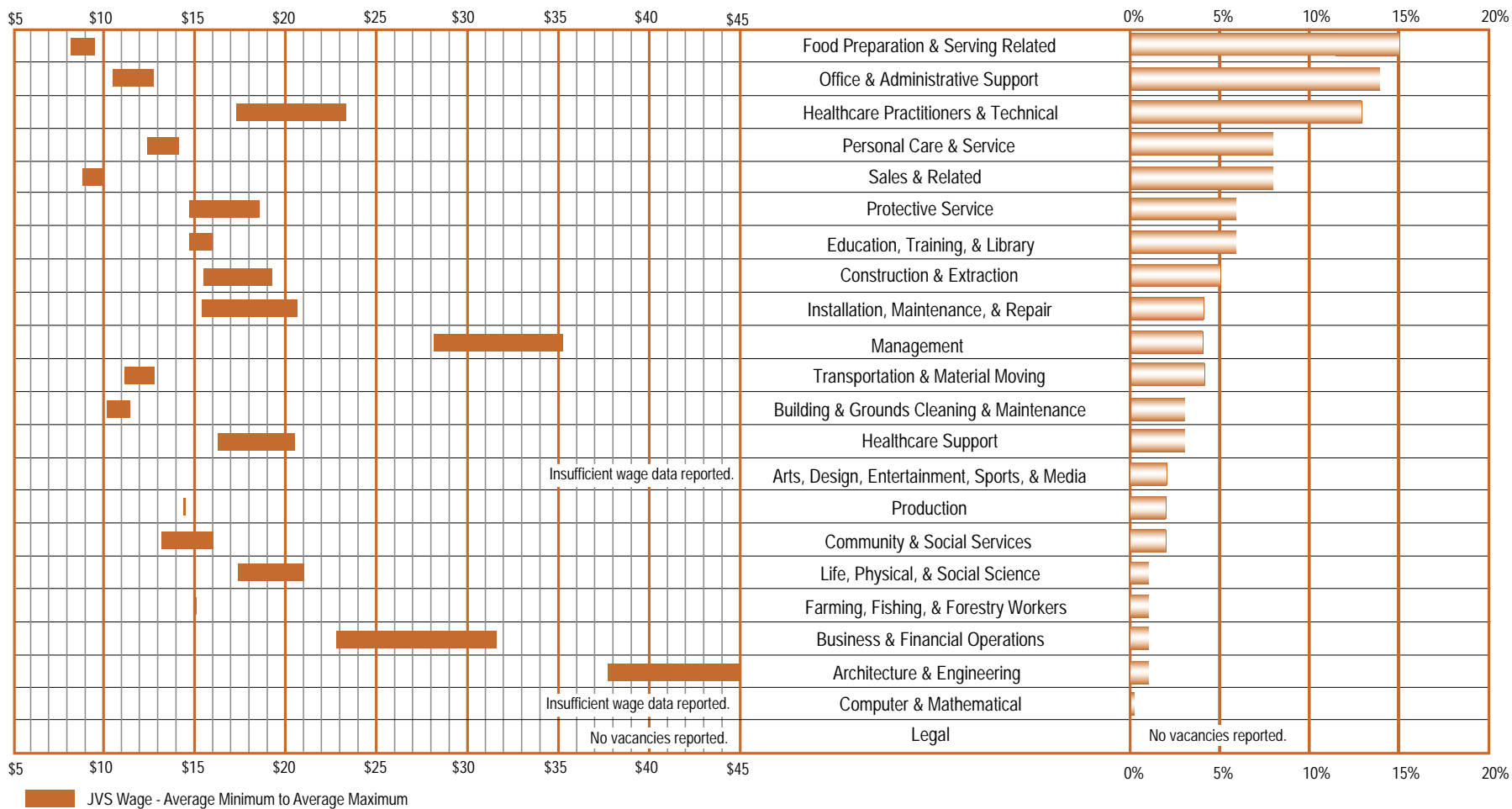
High Demand Occupations

From the 22 major occupational groups, one can find 800 detailed occupation titles designed to classify work activity. Twenty-five occupations rank in the top 25% of job vacancies reported by surveyed employers. These occupations are accompanied by wage data as reported by surveyed employers.

Figure 22: Top Hot Jobs

SOC Occupation Title	Average JVS Wage
Retail Salespersons	\$8.80
Fitness Trainers and Aerobics Instructors	\$11.80
Registered Nurses	\$23.40
Highway Maintenance Workers	\$16.90
Licensed Practical and Licensed Vocational Nurses	\$10.80
Cooks, Restaurant	\$10.90
Receptionists and Information Clerks	\$10.20
Respiratory Therapists	†
Waiters and Waitresses	\$5.20
First-Line Supervisors/Managers of Food Preparation and Serving Workers	\$14.10
Elementary School Teachers, Except Special Education	\$14.20
Maintenance and Repair Workers, General	\$15.30
Combined Food Preparation and Serving Workers, Including Fast Food	\$7.20
Hotel, Motel, and Resort Desk Clerks	\$9.90
Maids and Housekeeping Cleaners	\$10.80
Secondary School Teachers, Except Special and Vocational Education	\$13.70
Dining Room and Cafeteria Attendants and Bartender Helpers	\$7.10
Lifeguards, Ski Patrol, and Other Recreational Protective Service Workers	\$14.30
Coaches and Scouts	†
Secretaries, Except Legal, Medical, and Executive	\$10.20
Nursing Aides, Orderlies, and Attendants	\$10.70
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	\$10.90
Fire Fighters	\$11.50
Massage Therapists	\$23.50
Education Administrators, Elementary and Secondary School	\$38.50

Figure 23: Vacancies and Reported Average Wage Ranges by Major Occupational Groups



Occupational Estimates

Table 1 contains a list of all of the detailed SOC job titles assigned to vacancies reported in this survey. As a census of large employers and Government agencies is conducted, the list contains titles for nearly all of the vacancies available at the time of the survey for those employers. Nineteen percent of all small to mid-size employers were contacted for the random sample, and likewise 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 accounting 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 actual number of vacancies reported by surveyed employers is also provided.

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 reported 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 Northwest & Rural Resort 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 for filled positions. Together, these data provide employers and job seekers with a good indication of the compensation offered in the current job market.

Table 1: Occupations with Five or More Estimated Vacancies

					Occupational Employment Statistics Wage Data (2002)							
SOC Code	SOC Occupational Title	Vacancies Estimated	Vacancies Found	Average JVS Wage	Average Wages			Percentile Distribution				
					Entry-Level	Overall	Experienced	10th	25th	50th	75th	90th
41-2031	Retail Salespersons	55	22	\$8.80	\$7.95	\$11.28	\$12.94	\$7.39	\$8.88	\$10.38	\$12.47	\$16.35
47-2211	Sheet Metal Workers	39	1	\$22.50	\$14.60	\$16.60	\$17.60	\$13.84	\$14.80	\$16.08	\$17.33	\$20.89
37-2012	Maids and Housekeeping Cleaners	26	6	\$10.80	\$8.73	\$10.50	\$11.37	\$7.98	\$9.29	\$10.31	\$11.41	\$13.54
29-1111	Registered Nurses	23	18	\$23.40	\$17.02	\$22.86	\$25.78	\$15.55	\$18.46	\$21.87	\$26.23	\$32.44
35-3021	Combined Food Preparation and Serving Workers, Including Fast Food	21	6	\$7.20	\$6.95	\$8.66	\$9.51	\$6.44	\$7.36	\$8.43	\$9.86	\$10.99
39-9031	Fitness Trainers and Aerobics Instructors	18	18	\$11.80	\$9.61	\$18.92	\$23.57	\$6.89	\$11.87	\$18.30	\$26.22	\$29.16
11-9031	Education Administrators, Preschool and Child Care Center/Program	18	1	\$15.60	\$10.14	\$16.19	\$19.23	\$8.26	\$12.47	\$15.61	\$17.90	\$25.45
43-4171	Receptionists and Information Clerks	17	8	\$10.20	\$8.85	\$11.76	\$13.21	\$8.05	\$9.87	\$11.82	\$13.66	\$15.69
35-3031	Waiters and Waitresses	14	7	\$5.20	\$6.12	\$8.52	\$9.73	\$5.72	\$6.18	\$6.96	\$9.69	\$14.34
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	14	1	†	\$16.99	\$19.96	\$21.43	\$15.95	\$18.42	\$20.22	\$22.12	\$24.88
35-2014	Cooks, Restaurant	13	9	\$10.90	\$9.21	\$11.08	\$12.01	\$8.84	\$9.59	\$10.66	\$12.52	\$14.66
43-4081	Hotel, Motel, and Resort Desk Clerks	12	6	\$9.90	\$9.27	\$10.68	\$11.39	\$8.98	\$9.67	\$10.62	\$11.80	\$13.45
47-4051	Highway Maintenance Workers	12	12	\$16.90	\$11.76	\$15.15	\$16.85	\$11.27	\$12.70	\$14.97	\$17.48	\$20.28
29-2061	Licensed Practical and Licensed Vocational Nurses	12	10	\$10.80	\$11.78	\$14.40	\$15.71	\$11.03	\$12.30	\$14.00	\$16.29	\$18.61
25-9041	Teacher Assistants	10	3	\$9.90	\$15,375	\$19,492	\$21,550	\$14,137	\$16,579	\$19,093	\$22,474	\$25,862
43-3071	Tellers	9	3	\$10.30	\$11.25	\$12.37	\$12.94	\$10.14	\$11.70	\$12.62	\$13.53	\$14.15
35-9021	Dishwashers	9	2	†	\$6.20	\$7.87	\$8.71	\$5.93	\$6.69	\$7.80	\$8.86	\$10.32
43-6014	Secretaries, Except Legal, Medical, and Executive	8	4	\$10.20	\$9.26	\$12.72	\$14.46	\$8.68	\$10.40	\$12.63	\$15.34	\$17.25

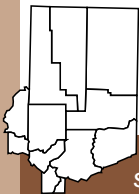


Table 1: Occupations with Five or More Estimated Vacancies—Page 2

					Occupational Employment Statistics Wage Data (2002)							
SOC Code	SOC Occupational Title	Vacancies Estimated	Vacancies Found	Average JVS Wage	Average Wages			Percentile Distribution				
					Entry-Level	Overall	Experienced	10th	25th	50th	75th	90th
29-1126	Respiratory Therapists	8	8	†	\$16.06	\$18.69	\$20.00	\$15.17	\$17.00	\$18.77	\$20.72	\$22.03
25-2011	Preschool Teachers, Except Special Education	8	1	†	\$8.66	\$11.36	\$12.70	\$8.08	\$9.15	\$10.38	\$12.62	\$16.73
43-3031	Bookkeeping, Accounting, and Auditing Clerks	7	3	†	\$9.96	\$15.07	\$17.63	\$9.04	\$11.72	\$14.75	\$18.09	\$21.52
31-9011	Massage Therapists	7	4	\$23.50	\$10.62	\$19.18	\$23.45	\$10.09	\$11.41	\$12.96	\$23.96	\$41.02
25-2021	Elementary School Teachers, Except Special Education	7	7	\$14.20	\$29,138	\$39,216	\$44,256	\$26,984	\$31,338	\$37,614	\$45,194	\$54,604
35-1012	First-Line Supervisors/Managers of Food Preparation and Serving Workers	7	7	\$14.10	\$9.11	\$14.78	\$17.62	\$7.57	\$10.99	\$13.42	\$17.00	\$21.43
49-9042	Maintenance and Repair Workers, General	7	7	\$15.30	\$11.27	\$15.71	\$17.94	\$10.51	\$12.27	\$14.73	\$18.67	\$22.62
* 53-2022	Airfield Operations Specialists	7	1	\$16.00	\$13.37	\$18.25	\$20.68	\$12.36	\$15.20	\$18.25	\$20.93	\$25.93
53-3031	Driver/Sales Workers	7	1	†	\$7.92	\$11.71	\$13.60	\$6.52	\$9.28	\$10.71	\$14.20	\$17.91
53-3033	Truck Drivers, Light or Delivery Services	7	1	\$9.00	\$9.58	\$14.64	\$17.17	\$8.80	\$10.96	\$14.12	\$17.42	\$22.99
35-3041	Food Servers, Nonrestaurant	7	3	\$7.00	\$6.52	\$9.23	\$10.58	\$6.07	\$7.02	\$8.78	\$10.72	\$13.86
25-2031	Secondary School Teachers, Except Special and Vocational Education	6	6	†	\$30,140	\$40,622	\$45,862	\$28,329	\$32,004	\$38,023	\$46,861	\$57,616
27-2022	Coaches and Scouts	5	5	†	\$19,010	\$29,820	\$35,223	\$17,429	\$21,280	\$26,188	\$33,288	\$48,719
35-9011	Dining Room and Cafeteria Attendants and Bartender Helpers	5	5	\$7.10	\$6.12	\$7.86	\$8.72	\$5.85	\$6.45	\$7.71	\$9.23	\$10.43
* 33-9092	Lifeguards, Ski Patrol, and Other Recreational Protective Service Workers	5	5	†								
29-2034	Radiologic Technologists and Technicians	5	3	†	\$15.90	\$19.72	\$21.61	\$15.13	\$16.88	\$19.37	\$22.14	\$25.86

Table 1: Occupations with Five or More Estimated Vacancies—Page 3

					Occupational Employment Statistics Wage Data (2002)							
					Average Wages			Percentile Distribution				
SOC Code	SOC Occupational Title	Vacancies Estimated	Vacancies Found	Average JVS Wage	Entry-Level	Overall	Experienced	10th	25th	50th	75th	90th
35-9099	Food Preparation and Serving Related Workers, All Other	5	1	†	\$9.07	\$10.84	\$11.73	\$8.49	\$9.57	\$10.93	\$12.42	\$13.45
35-2021	Food Preparation Workers	5	1	†	\$7.53	\$9.80	\$10.93	\$7.21	\$8.06	\$9.38	\$10.93	\$13.68

* OES wages reported for Colorado statewide

† Insufficient wage data



Occupational Details

Table 2: Occupations with Fewer than Five Estimated Vacancies

Table 2: Occupations with Fewer than Five Estimated Vacancies

		Occupational Employment Statistics Wage Data (2002)							
		Average Wages			Percentile Distribution				
SOC Code	SOC Occupational Title	Entry-Level	Overall	Experienced	10th	25th	50th	75th	90th
13-2011	Accountants and Auditors	\$16.21	\$26.24	\$31.25	\$15.04	\$17.81	\$21.99	\$31.15	\$44.87
39-3091	Amusement and Recreation Attendants	\$7.17	\$8.93	\$9.82	\$6.47	\$7.61	\$8.43	\$9.29	\$12.27
33-9011	Animal Control Workers	\$6.18	\$8.38	\$9.47	\$5.69	\$6.04	\$6.60	\$9.33	\$15.49
35-3011	Bartenders	\$6.11	\$8.35	\$9.46	\$5.75	\$6.25	\$7.15	\$9.42	\$13.27
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists	\$14.30	\$18.62	\$20.79	\$13.46	\$15.87	\$18.50	\$21.58	\$25.30
53-3022	Bus Drivers, School	\$9.65	\$12.51	\$13.93	\$9.45	\$10.41	\$11.92	\$14.16	\$17.51
53-3021	Bus Drivers, Transit and Intercity	\$10.78	\$14.07	\$15.71	\$9.73	\$12.10	\$14.09	\$16.39	\$17.84
41-2011	Cashiers	\$7.99	\$10.67	\$12.01	\$7.50	\$8.78	\$10.23	\$12.37	\$15.35
35-1011	Chefs and Head Cooks	\$11.36	\$20.84	\$25.58	\$10.63	\$13.31	\$16.94	\$21.97	\$28.74
39-9011	Child Care Workers	\$8.01	\$9.66	\$10.48	\$7.66	\$8.26	\$9.20	\$10.90	\$12.91
21-1021	Child, Family, and School Social Workers	\$12.69	\$17.34	\$19.67	\$11.70	\$13.82	\$17.47	\$20.73	\$23.06
17-2051	Civil Engineers	\$18.24	\$26.21	\$30.21	\$16.69	\$21.17	\$25.51	\$29.64	\$35.88
49-9091	Coin, Vending, and Amusement Machine Servicers and Repairers	\$10.45	\$14.64	\$16.73	\$9.71	\$11.10	\$14.63	\$17.78	\$20.55
11-3021	Computer and Information Systems Managers	\$20.01	\$31.28	\$36.91	\$17.37	\$22.86	\$31.65	\$36.20	\$44.69
* 53-7011	Conveyor Operators and Tenders	\$9.33	\$13.26	\$15.21	\$8.67	\$9.96	\$11.68	\$15.50	\$21.48
* 35-2019	Cooks, All Other	†	†	†	†	†	†	†	†
35-2012	Cooks, Institution and Cafeteria	\$8.06	\$11.03	\$12.51	\$7.74	\$8.52	\$10.20	\$13.55	\$16.37
33-3012	Correctional Officers and Jailers	\$11.66	\$16.86	\$19.46	\$9.79	\$14.09	\$16.79	\$20.49	\$24.15
43-4031	Court, Municipal, and License Clerks	\$9.37	\$13.94	\$16.22	\$6.70	\$11.69	\$13.84	\$17.10	\$20.38
43-4051	Customer Service Representatives	\$9.46	\$14.05	\$16.35	\$8.89	\$10.69	\$13.09	\$16.92	\$21.90
43-9021	Data Entry Keyers	\$8.55	\$11.72	\$13.31	\$7.82	\$9.35	\$11.20	\$13.93	\$17.06
* 21-2021	Directors, Religious Activities and Education	\$9.85	\$15.44	\$18.24	\$6.70	\$12.75	\$15.83	\$17.74	\$21.89
11-9032	Education Administrators, Elementary and Secondary School	\$50,729	\$63,458	\$69,821	\$48,815	\$53,881	\$62,624	\$73,147	\$84,880
43-6011	Executive Secretaries and Administrative Assistants	\$13.16	\$17.72	\$20.00	\$12.37	\$14.16	\$17.07	\$20.65	\$24.41
45-2093	Farmworkers, Farm and Ranch Animals	\$6.81	\$8.70	\$9.64	\$6.20	\$7.25	\$8.22	\$9.97	\$12.21

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

		Occupational Employment Statistics Wage Data (2002)							
		Average Wages			Percentile Distribution				
SOC Code	SOC Occupational Title	Entry-Level	Overall	Experienced	10th	25th	50th	75th	90th
43-4071	File Clerks	\$6.08	\$10.11	\$12.12	\$5.83	\$6.49	\$8.77	\$13.27	\$16.47
11-3031	Financial Managers	\$21.18	\$34.36	\$40.94	\$18.21	\$24.68	\$32.71	\$43.81	\$54.34
33-2011	Fire Fighters	\$11.24	\$16.23	\$18.73	\$10.54	\$12.92	\$14.85	\$19.57	\$25.58
33-1021	First-Line Supervisors/Managers of Fire Fighting and Prevention Workers	\$21.98	\$28.38	\$31.58	\$18.24	\$27.90	\$30.54	\$33.13	\$34.68
49-1011	First-Line Supervisors/Managers of Mechanics, Installers, and Repairers	\$18.07	\$25.96	\$29.91	\$16.59	\$20.04	\$25.44	\$32.03	\$35.99
43-1011	First-Line Supervisors/Managers of Office and Administrative Support Workers	\$13.33	\$20.18	\$23.61	\$11.83	\$14.89	\$17.56	\$23.52	\$32.17
39-1021	First-Line Supervisors/Managers of Personal Service Workers	\$11.11	\$16.48	\$19.17	\$11.49	\$12.92	\$15.32	\$19.62	\$25.89
51-1011	First-Line Supervisors/Managers of Production and Operating Workers	\$15.55	\$22.22	\$25.55	\$13.68	\$17.75	\$21.23	\$26.54	\$33.07
33-1099	First-Line Supervisors/Managers, Protective Service Workers, All Other	\$13.66	\$18.62	\$21.10	\$12.17	\$15.01	\$17.27	\$20.78	\$27.19
11-9051	Food Service Managers	\$14.45	\$21.16	\$24.52	\$13.41	\$15.89	\$19.78	\$25.03	\$32.34
* 45-4011	Forest and Conservation Workers	\$10.00	\$15.44	\$18.15	\$8.46	\$12.03	\$15.37	\$18.92	\$21.52
43-3041	Gaming Cage Workers	\$11.11	\$13.17	\$14.20	\$10.32	\$11.66	\$13.06	\$14.85	\$16.71
41-2012	Gaming Change Persons and Booth Cashiers	\$8.11	\$10.98	\$12.42	\$7.27	\$9.08	\$11.22	\$12.97	\$14.46
39-1011	Gaming Supervisors	\$14.26	\$19.81	\$22.58	\$13.13	\$16.14	\$19.65	\$23.20	\$27.44
33-9031	Gaming Surveillance Officers and Gaming Investigators	\$9.96	\$12.40	\$13.61	\$9.52	\$10.41	\$12.14	\$14.09	\$16.26
11-1021	General and Operations Managers	\$18.58	\$35.56	\$44.06	\$16.27	\$21.62	\$32.53	\$46.85	\$66.49
27-1024	Graphic Designers	\$11.10	\$16.14	\$18.66	\$10.56	\$13.29	\$16.68	\$19.77	\$21.65
35-9031	Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop	\$7.14	\$9.33	\$10.42	\$6.69	\$7.58	\$8.87	\$10.78	\$13.09
43-4161	Human Resources Assistants, Except Payroll and Timekeeping	\$12.31	\$15.87	\$17.64	\$11.80	\$13.32	\$15.81	\$18.61	\$20.97
* 43-4199	Information and Record Clerks, All Other	†	†	†	†	†	†	†	†
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	\$7.47	\$10.77	\$12.42	\$6.59	\$8.55	\$10.62	\$12.89	\$15.26
43-4131	Loan Interviewers and Clerks	\$11.15	\$14.93	\$16.82	\$10.21	\$12.01	\$14.22	\$17.39	\$21.15

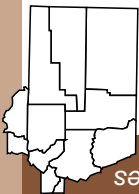


Table 2: Occupations with Fewer than Five Estimated Vacancies—Page 4

		Occupational Employment Statistics Wage Data (2002)							
		Average Wages			Percentile Distribution				
SOC Code	SOC Occupational Title	Entry-Level	Overall	Experienced	10th	25th	50th	75th	90th
* 11-3042	Training and Development Managers	†	†	†	†	†	†	†	†
41-3041	Travel Agents	\$9.28	\$13.49	\$15.59	\$8.99	\$9.87	\$11.20	\$16.39	\$21.16
53-3032	Truck Drivers, Heavy and Tractor-Trailer	\$13.35	\$17.44	\$19.48	\$12.45	\$14.58	\$16.98	\$20.39	\$22.67
19-3051	Urban and Regional Planners	\$18.06	\$22.58	\$24.83	\$16.51	\$19.23	\$22.69	\$26.06	\$28.35
51-8031	Water and Liquid Waste Treatment Plant and System Operators	\$11.42	\$17.17	\$20.05	\$10.13	\$13.07	\$17.09	\$21.03	\$25.15

* OES wages reported for Colorado statewide

† Insufficient wage data



Sector Briefs

Leisure and Hospitality

As noted earlier, Leisure and Hospitality is the largest industry in the Northwest & Rural Resort Region in terms of employment. Thirty-six percent of employment subject to Unemployment Insurance Tax, about 46,600 people, were employed in this industry in the 1st quarter of 2002. For the region, the peak of industry activity occurs in the 1st quarter of the year. This is when the area's ski resorts are in full swing.

With new industry classification under NAICS, data at the industry level only go back to 1st quarter 2001 and are available through 2nd quarter 2002 at the writing of this report. For both of these years, there is a consistent drop in employment from 1st to 2nd quarter as Leisure and Hospitality employment drops about 37% from quarter to quarter.

Certainly, the seasonality of the whole NW&RR labor force evident in the Local Area Unemployment Statistics (LAUS) series is driven by this industry. Employment levels in the Leisure and Hospitality industry likely impact

other industries that cater to the needs of this fluctuating labor force; the businesses and services that support this industry and its workers will fluctuate to some degree with this primary industry.

Within Leisure and Hospitality there are five sub-groupings:

- Performing Arts, Spectator Sports, and Related Industries
- Museums, Historical Sites, and Similar Institutions
- Amusement, Gambling, and Recreation Industries
- Accommodation
- Food Services and Drinking Places.

More than 36% of the industry employment was with some 230 Amusement, Gambling, and Recreation businesses—in 1st quarter 2002. Almost 17,000 people were employed in ski resorts, casinos, recreation outfitters, spas and the like. Another 15,000 people worked for the 860-odd Food Service and Drinking Places in the region, while more than 14,000 were employed by more than 320 hotels and lodging businesses.

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?

- ◆What skills are employer's 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.

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

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 industry 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

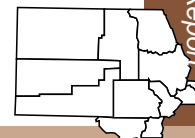
www.coworkforce.com/lmi/oeo/oeo.htm. Projections highlight growing as well as declining occupations. Public officials, educational institutions, and Government agencies can use this survey information to effectively apply resources to education, training, and job placement programs. Investments in the 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 overall 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 an industry 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.

The occupational detail provided is supplemental data believed to be of interest to the reader. 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 reported. These vacancy characteristics are not estimated and therefore do contain significant bias. Approximately two-thirds of the non-estimated information comes from large employers and government agencies, but they represent approximately 40% of the employment in the region. The vacancy characteristics therefore are heavily influenced by what is being demanded by large employers and government agencies. This information is still useful and important, but the user of this data needs to keep in mind its inherent bias.

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 for. 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 40% of the employment in the region is found in large and government employers that make up only 4% of the total number of firms. Censusing these entities allows us to cover a large portion of the region's employment while contacting relatively few entities.

Survey Sample

The Northwest & Rural Resort survey was conducted from February 3 through February 14. For the purpose of this report, private and government 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 82% 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 150 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 14% of the employment in the sample frame, while private industry employers make up the remaining 86%. Large firms account for 25% of private industry employment in the sample frame. Firms employing from five to 149 individuals are considered small to mid-size employers, and account for the

remaining 75% of the private industry employment.

The margin of error for the overall vacancy estimate is plus or minus 2.9% or 20 vacancies at a .95 certainty level. In other words, in 95 out of 100 samples taken, the actual number of vacancies for the region will be between 656 and 696 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 71.9%. This measures the quality of the survey database, or the success experienced in contacting eligible employers. The cooperation rate is 99.7% 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 industry 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 Northwest & Rural Resort Region, the 20 NAICS sectors have been combined into six 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 28*.

NW&RR JVS Sectors	include →	NAICS Sectors
Goods-Producing		Agriculture, Forestry, Fishing & Hunting Mining Construction Manufacturing
Trade, Transportation Utilities & Other Services		Utilities Wholesale Trade Retail Trade Transportation & Warehousing Other Services (except Public Administration)
Information, Financial Activities & Professional & Business Services		Information Finance & Insurance Real Estate & Rental & Leasing Professional, Scientific & Technical Services Management of Companies & Enterprises Administrative & Support & Waste Management & Remediation Services
Education & Health Services		Educational Services Health Care & Social Assistance
Leisure & Hospitality		Accommodation & Food Services Arts, Entertainment & Recreation
Government		Public Administration

Data Collection

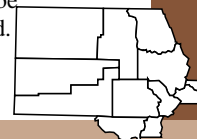
Data for the Job Vacancy Survey are collected using a Computer Assisted Telephone Interview (CATI) process. While this system of data collection has been in use in the public sector for several years, Colorado is the first state in the nation to pioneer the use of CATI data collection for the Job Vacancy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

Office of Management and Budget established the Economic Classification Policy Committee in 1992 to pursue a fresh slate examination of economic classifications for statistical purposes¹. 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 Committee². Government agencies from the United States, Mexico and Canada³ 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 and 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 same major industry sector, because both were engaged in production of software.

Adaptable—Regular updates 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 and 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.

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

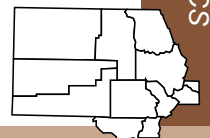
²ECPC is chaired by the Bureau of Economic Analysis, U.S. Department of Commerce, with representatives from the Bureau of the Census, U.S. Department of Commerce, and the Bureau of Labor Statistics, U.S. Department of Labor

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

Comparison of NAICS and SIC Major Industry Groups

SIC Standard Industrial Classification	→	NAICS North American Industrial 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 and also permits the interviewer to educate the respondents on the importance of timely and accurate information.

Cooperation Rate

The number of completed interviews divided by the number of eligible survey units contacted. 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 number of surveyed units not deemed ineligible. 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 produce similar products or provide similar services. For example, all establishments that manufacture automobiles are in the same industry. A given industry, or even a particular establishment in that industry, might have employees in dozens of occupations. The North American Industry Classification System (NAICS) groups similar establishments 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 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 less than \$15.00; therefore 75% of workers earn 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.

Shortage (as in shortage of workers)

Shortages occur in a market economy when the demand for workers for a particular occupation is greater than the supply of workers who are qualified, available, and willing to do that job.

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

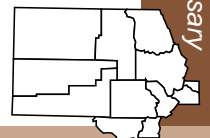
Persons 16 years of age and over who had no employment during the reference week, were available for work, except for temporary illness, and had made specific efforts to find employment sometime during the four-week period ending with the reference week. Persons who were waiting to be recalled to a job 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.



Northwest & Rural Resort Region



WORKFORCE CENTERS IN THE NW&RR JVS REGION

Craig Workforce Center

480 Barclay
Craig, CO 81625
Phone: 970-824-3246
Fax: 970-824-7108
craig@cwfc.net

Edwards Workforce Center

Edwards Access Road #23
Edwards, CO 81632
Phone: 970-926-4440
Fax: 970-926-7287
edwards@cwfc.net

Frisco Workforce Center

602 Galena Street
Frisco, CO 80443
Phone: 970-668-5360
Fax: 970-668-3216
frisco@cwfc.net

Glenwood Springs Workforce Center

51027 Highway 6 & 24, Ste 173
Glenwood Springs, CO 81601
Phone: 970-945-8638
Fax: 970-928-0885
glenwoodsprings@cwfc.net

Granby Workforce Center

469 East Topaz Avenue
Granby, CO 80446
Phone: 970-887-1857
Fax: 970-887-1858
granby@cwfc.net

Leadville Workforce Center

Satellite Office
505 Harrison Avenue
Leadville, CO 80461
Phone: 719-486-2428
Fax: 719-486-2971
leadville@cwfc.net

Meeker Workforce Center

Satellite Office
345 Market Street
Meeker, CO 81641
Phone: 970-878-4211
Fax: 970-878-3355
meeker@cwfc.net

Rangely Workforce Center

Social Services Building
209 E. Main Street
Rangely, CO 81648
Phone: 970-675-5072
Fax: 970-675-8250
rangely@cwfc.net

Rifle Workforce Center

Satellite Office
310 West Third Street
Rifle, CO 81650
Phone: 970-625-5627
Fax: 970-625-1120
rifle@cwfc.net

Steamboat Springs Workforce Center

1250 South Lincoln Avenue
Steamboat Springs, CO 80488
Phone: 970-879-3075
Fax: 970-879-3547
steamboatsprings@cwfc.net

Tri-County Workforce Center / Gilpin County

2960 Dory Hill Road, Ste. 100
Blackhawk, CO 80403
Phone: 303-582-6003
Fax: 303-582-5798
nbelk@cc.trico1stop.org

Tri-County Workforce / Mountain Center

1531 Colorado Blvd.
Idaho Springs, CO 80452
Phone: 303-567-3135
Fax: 303-567-3132
nbelk@cc.trico1stop.org



Tourism and our State Parks are important parts of Colorado's economy.

We urge you to

... See
COLORADO
first

State Forest State Park, Jackson County



Photo—Steven Hull, Courtesy Colorado State Parks

State parks to explore

in the
Northwest & Rural Resort Region

Golden Gate Canyon State Park

Stagecoach State Park

Harvey Gap State Park

State Forest State Park

Pearl Lake State Park

Steamboat Lake State Park

Rifle Falls State Park

Sylvan Lake State Park

Rifle Gap State Park

Yampa River State Park

Colorado State Parks <http://parks.state.co.us/home>

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

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