

Researching Occupations (0-15L)

Gathering information is a critical step in making effective career decisions. Use people, print materials, multi-media, and the internet as resources to gather the information on your chosen career.

Occupation/Job Title	
Brief Description <ul style="list-style-type: none"> Write a job description in your OWN words 	
Primary Responsibilities <ul style="list-style-type: none"> What do people in this occupation do? List at least five specific responsibilities for this occupation. 	1. _____ 2. _____ 3. _____ 4. _____ 5. _____
Requirements <ul style="list-style-type: none"> Key skills and abilities required Personality traits that are important for this occupation 	Skills and abilities: Personality Traits:
Employers <ul style="list-style-type: none"> In what setting is this occupation found? Indoors? Outdoors? Both? In what kind of organizations? (e.g., small businesses, public schools, hospitals, etc.) 	

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<p>Job Outlook/Growth</p> <ul style="list-style-type: none"> • What is the US Department of Labor's employment outlook for this occupation? • Refer to the website at www.bls.gov/emp 	<p>Employment growth is:</p> <p><input type="checkbox"/> Much faster than average</p> <p><input type="checkbox"/> Faster than average</p> <p><input type="checkbox"/> Average</p> <p><input type="checkbox"/> Slower than average</p> <p><input type="checkbox"/> Expected to decline</p>
<p>Educational Preparation</p> <ul style="list-style-type: none"> • What major, program of study, or training is required or suggested for entry into this occupation? • What licenses or certifications are required? 	
<p>Salary Range</p> <ul style="list-style-type: none"> • What is the typical salary for someone entering this occupation? • Average salary? • High salary? 	
<p>Job Characteristics</p> <ul style="list-style-type: none"> • How many work hours are in an average week for this occupation? • Is shift work involved? • Is travel involved? How often? Short/long distances? Overnight? 	
<p>Career Path</p> <ul style="list-style-type: none"> • What are some sample entry-level job titles for this occupation? • How might and individual progress past the entry-level position? • What tasks or projects might lead to greater responsibilities? • What are some positions that the entry-level job might lead to? 	

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<p>Positive Features</p> <ul style="list-style-type: none"> List three positive aspects of this occupation 	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p>
<p>Negative Features</p> <ul style="list-style-type: none"> List three negative aspects of this occupation 	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p>
<p>Related Occupations</p> <ul style="list-style-type: none"> List two occupations that are similar to the one you researched 	<p>1. _____</p> <p>2. _____</p>
<p>Information Sources</p> <ul style="list-style-type: none"> List at least two resources used in researching this occupation (people, print, multi-media, internet, etc.) 	<p>1. _____</p> <p>2. _____</p>
<p>Next Steps</p> <ul style="list-style-type: none"> List three steps that you need to take to begin preparing for this occupation 	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p>