



DO YOUR RESEARCH

By now, you're likely to feel either that your current career path is right for you or that you'll find more satisfaction and opportunity in another field or industry. Either way, you have some questions to ask yourself and some research to do. This section will provide some thought-starters.

QUESTIONS TO CONSIDER

1. Will my salary eventually pay for the lifestyle I want?

The charts throughout this publication, the URLs on the next page and the budgeting tool on page 13 can help with your research.

2. Are jobs that interest me available in my area if I want to stay near home? Or will I have to move?

- Use CareerBuilder.com, Monster, One-Stop Career Centers (see below) and QuintCareers.com to access lists of jobs in your area and across the country.
- Also access your state labor office through the U.S. Department of Labor Web site at http://www.dol.gov/esa/contacts/state_of.htm.
- And, for federal government jobs, go to <http://www.usajobs.gov>.

3. Will I enjoy continuing my education?

Some jobs may require updating knowledge and skills. Others may require a state or national examination and continuing education to renew a license or certificate. Are educational options available to you? Can you access them online or at convenient times?



WISE WORDS

"Too often, people don't think about their future goals; they take what's in front of them to satisfy immediate needs. It's important to take a look at future goals, family values, health, wealth relationships and self-achievement and find a career that allows satisfaction in all areas."

— Douglas Vermeeren, author and goal development expert

FIND A ONE-STOP CAREER CENTER

Sponsored by the U.S. Department of Labor, the CareerOneStop Web site at <http://www.careeronestop.org> is an Internet link to career information and services. You also can find locations and phone numbers of One-Stop Career Centers in your area by clicking on "People and Places to Help."

RESOURCES FOR NATIVE AMERICANS

Many career centers, colleges and universities provide education and career services for Native Americans. If you are a Native American, the following Internet sites can link you to some leads.

To access resources for tribal governments and Native Americans, including education, jobs and economic development resources, go to <http://www.usa.gov/Government/Tribal.shtml>.

To access Indian and Native American Services through the CareerOneStop Web site, go to <http://careeronestop.org>, click on “Find Unemployment Benefits, and then click on “Indian and Native American Programs.”

To find sample articles from *Winds of Change*, a career publication for Native Americans, or to subscribe, go to <http://www.wocmag.org>.



CHARTING THE DATA

This publication is a good place to start your research. There’s a section for each career cluster. In these sections, you will find interviews, helpful information and charts that list typical jobs, plus salary and education data.

When you review a chart, please keep in mind that we cite median annual salaries unless otherwise noted. We also use the following abbreviations:

- A = two-year associate degree
- app. = apprenticeship, usually five years
- appt. = special appointment, Congressional approval
- B = four-year bachelor’s degree
- CDL = commercial driver’s license
- cert. = certificate
- CTE = career-technical education
- D = doctoral degree
- DDM/DDS = doctor of dental medicine, doctor of dental surgery
- dir. = director
- ed. = education
- Ed.S. = educational specialist degree
- exp. = experience
- FT = formal training
- govt. = government
- hr. = hour
- HS = high school diploma
- inc. = included
- lic. = license
- M = master’s degree
- MD = medical doctor
- mgrs. = managers
- OJT = on-the-job training
- pref. = preferred
- reg. = registration
- reps. = representatives
- req. = required, requirements
- ST = special training
- techs = technicians

HELPFUL INTERNET SITES TO REVIEW

The following sites and others provide background research and helpful advice. Some provide lists of job openings as well.

CareerBuilder: <http://www.careerbuilder.com>

Career Guide to Industries: <http://www.bls.gov/oco/cg/home.htm>

Career Project: <http://www.thecareerproject.org>

Career Voyages: <http://www.careervoyages.gov>

Monster: <http://www.monster.com>

Occupational Outlook Handbook: <http://www.bls.gov/oco/home.htm>

One-Stop Career Centers: <http://www.careeronestop.org>

O*NET OnLine: <http://online.onetcenter.org>. Click on “Find Occupations.”

QuintCareers: <http://www.quintcareers.com>

Salary.com: <http://www.salary.com>

State labor offices: www.dol.gov/esa/contacts/state_of.htm

Federal government jobs: <http://www.usajobs.opm.gov>

Most of the information for the education and income charts in this publication came from these sources.

VISIT EMPLOYER WEB SITES

Have you focused on your career direction? Or are you committed to staying in your area? Then it’s helpful to visit employer Web sites.

Many employer sites provide lists of job openings. You’ll also find information that you can use to:

- Evaluate employers and employment opportunities
- Target your cover letter and résumé to employer needs
- Send or e-mail your information to hiring managers, or call them (Contact names, phone numbers and e-mail addresses often appear on company sites.)
- Use your knowledge of the company to prepare interview questions and responses