

National Annual Salary Range \$18,810-\$36,440
Entry-Level Education No formal educational credential
Number of Jobs in 2016 1,231,900
Expected Job Openings (2016-2026) 195,300
National Outlook (2016-2026) 11.8% increase

Quick Facts

- Prepare and cook food for patrons.
 - Inspect food preparation and serving areas to make sure they are clean and safe.
 - Turn and stir food to ensure even cooking.
 - Observe and test foods to make sure they are fully cooked.
 - Weigh, measure and mix ingredients according to recipes.
 - Arrange food to serve to patrons.
 - Regulate temperatures of ovens, broilers, grills and roasters.
 - Bake, roast, broil and steam meats, fish, vegetables and other food.
- Prepare, season and cook dishes such as soups, meats, vegetables or desserts in restaurants. May order supplies, keep records and accounts, price items on menu or plan menu.

Cooks, Restaurant



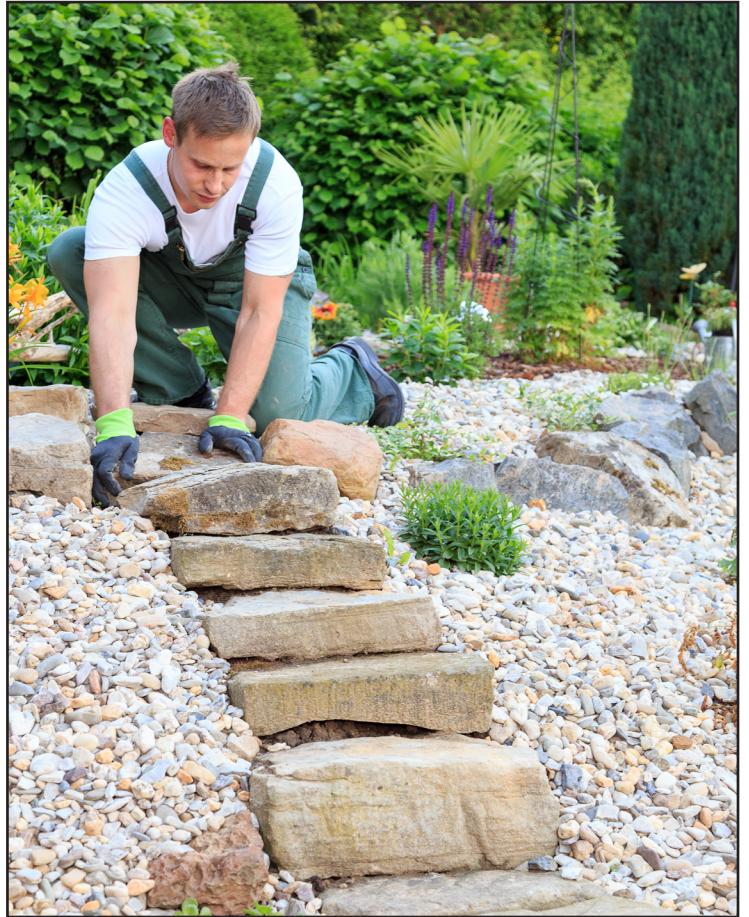
National Annual Salary Range \$19,960-\$42,870
Entry-Level Education No formal educational credential
Number of Jobs in 2016 1,197,900
Expected Job Openings (2016-2026) 163,000
National Outlook (2016-2026) 11.3% increase

Quick Facts

- Landscape or maintain grounds.
- Keep grass mowed and lay sod where grass is needed.
- Plant, trim and fertilize plants and trees.
- Rake and remove fallen leaves.
- Set up sprinklers and water lawns and plants when necessary.
- Spread mulch where needed.

Landscape or maintain grounds of property using hand or power tools or equipment. Workers typically perform a variety of tasks, which may include any combination of the following: sod laying, mowing, trimming, planting, watering, fertilizing, digging, raking, sprinkler installation and installation of mortarless segmental concrete masonry wall units.

Landscape Gardeners Building and Grounds Cleaning and Maintenance



National Outlook (2016-2026) -0.8% increase

Expected Job Openings (2016-2026) 74,300

Number of Jobs in 2016 1,028,700

Entry-Level Education High school diploma or equivalent

National Annual Salary Range \$35,360-\$135,900

Quick Facts

- Manage agricultural operations such as farming, ranching, greenhouses, nurseries and other industries.
 - Supervise planting, growing and harvesting of crops.
 - Keep track of financial and marketing operations.
 - Keep records of production, cost, sales and marketing.
 - Work with tenant farmers to coordinate day-to-day activities.
 - Feed and water animals.
- Plan, direct or coordinate the management or operation of farms, ranches, greenhouses, aquacultural operations, nurseries, timber tracts or other agricultural establishments. May hire, train or supervise farm workers or contract for services to carry out the day-to-day activities of the managed operation. May engage in or supervise planting, cultivating, harvesting, financial or marketing activities.

Farmers, Ranchers and Other Agricultural Managers





Microbiologists

Life, Physical and Social Science

- Investigate the growth, structure, development and other characteristics of microscopic organisms, such as bacteria, algae or fungi. Includes medical microbiologists who study the relationship between organisms and disease or the effects of antibiotics on microorganisms.
- Study the growth, structure and development of microscopic organisms.
 - Isolate and identify micro-organisms for study.
 - Conduct field research and investigative studies.
 - Develop new products based on research results.
 - Prepare samples of organisms for laboratory testing.
 - Develop pollution control techniques.
 - Research human or animal disease.

Quick Facts

National Annual Salary Range \$40,540-\$129,560

Entry-Level Education Bachelor's degree

Number of Jobs in 2016 23,200

Expected Job Openings (2016-2026) 2,200

National Outlook (2016-2026) 8.2% increase

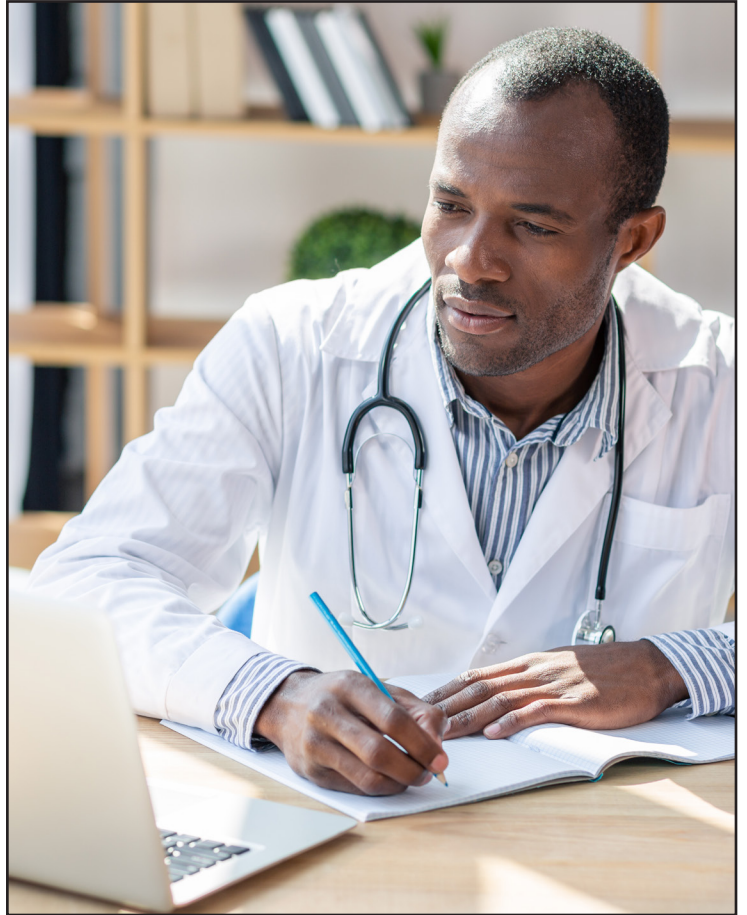
National Outlook (2016-2026) 14.5% increase
Expected Job Openings (2016-2026) 2,100
Number of Jobs in 2016 49,800
Entry-Level Education Doctoral or professional degree
National Annual Salary Range \$58,770 to N/A

Quick Facts

- Provide treatment for disease or injury.
- Examine patient to determine the nature of the disease or injury.
- Diagnose the problem and recommend treatment.
- Review treatment options including medications and nonsurgical procedures.
- Write prescriptions for medications.
- Discuss alternatives for treatment.

Diagnose and provide nonsurgical treatment of diseases and injuries of internal organ systems. Provide care mainly for adults who have a wide range of problems associated with the internal organs.

Doctors, Internists, General Health Care Practitioner and Technical



National Outlook (2016-2026) 10.0% increase

Expected Job Openings (2016-2026) 200

Number of Jobs in 2016 2,000

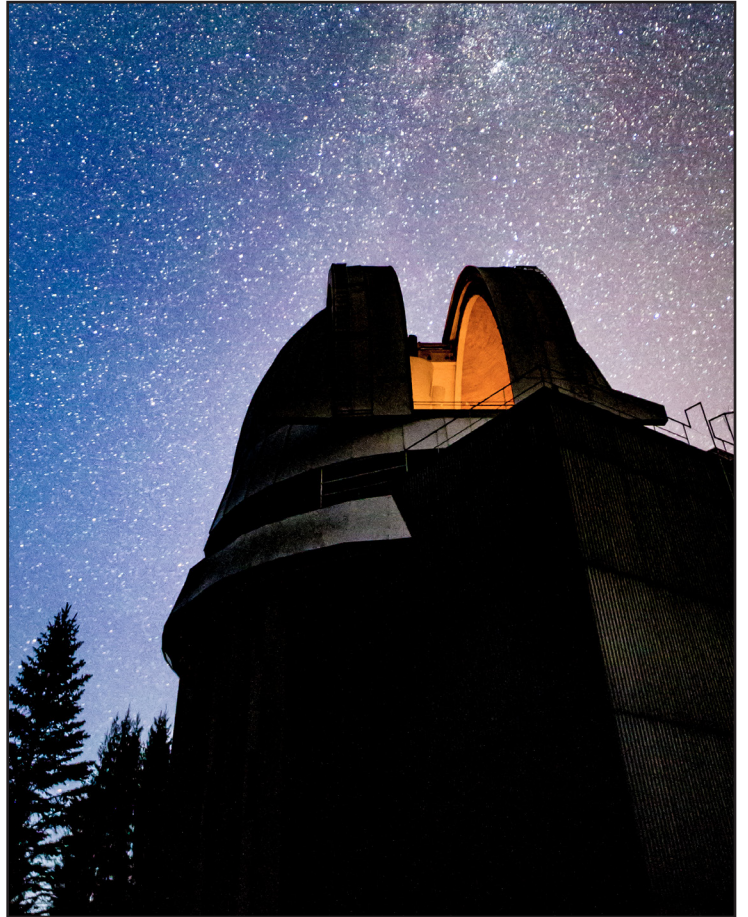
Entry-Level Education Doctoral or professional degree

National Annual Salary Range \$54,110-\$165,280

Quick Facts

- Study stars and planets with telescopes and other equipment.
 - Present findings at conferences and write articles for science journals.
 - Use mathematical formulas to determine the orbit of bodies in the sky.
 - Calculate the size, shape, brightness and motion of new found objects in the sky.
 - Direct the operations of planetariums.
- Observe, research and interpret astronomical phenomena to increase basic knowledge or apply such information to practical problems.

Astronomers Life, Physical and Social Science





Astronauts/Aerospace Engineers Architecture and Engineering

Perform engineering duties in designing, constructing and testing aircraft, missiles and spacecraft. May conduct basic and applied research to evaluate adaptability of materials and equipment to aircraft design and manufacture. May recommend improvements in testing equipment and techniques.

- Design, construct and test aircraft, missiles and spacecraft.
- Research and evaluate the use of material for aircraft design and manufacturing.
- Test equipment.
- Study past performance of used machines to determine need for research and testing.
- Make suggestions for improving test equipment and techniques.

Quick Facts

National Annual Salary Range \$70,840-\$162,110

Entry-Level Education Bachelor's degree

Number of Jobs in 2016 69,600

Expected Job Openings (2016-2026) 4,600

National Outlook (2016-2026) 6.0% increase



Computer Programmers Computer and Mathematical

Create, modify and test the code, forms and script that allow computer applications to run. Work from specifications drawn up by software developers or other individuals. May assist software developers by analyzing user needs and designing software solutions. May develop and write computer programs to store, locate and retrieve specific documents, data and information.

- Code information into computer language.
- Develop and write computer programs.
- Store, locate and retrieve data, documents and information.
- Read and analyze project specifications and logical flowcharts to prepare for programming.
- Program websites.

Quick Facts

National Annual Salary Range \$47,090-\$132,530
Entry-Level Education Bachelor's degree
Number of Jobs in 2016 294,900
Expected Job Openings (2016-2026) 15,500
National Outlook (2016-2026) -7.2% increase



Musicians and Singers Arts, Design, Entertainment, Sports and Media

Play one or more musical instruments or sing. May perform on stage, for on-air broadcasting or for sound or video recording.

- Play musical instruments.
- Sing songs for solo performances.
- Sing or play with an orchestra, choir or other musical group.
- Learn and memorize new material.
- Rehearse material with other performers and band.
- Record songs at recording studios.
- Work with clients to choose appropriate music for their programs.

Quick Facts

National Annual Salary Range Data Not Available

Entry-Level Education No formal educational credential

Number of Jobs in 2016 172,400

Expected Job Openings (2016-2026) 17,800

National Outlook (2016-2026) 6.0% increase



Conductors/Music Directors Arts, Design, Entertainment, Sports and Media

Direct and conduct instrumental or vocal performances by musical groups, such as orchestras or choirs.

- Conduct musical performances.
- Rehearse material for performances.
- Determine how the performance is to be done.
- Work with performers until they are well-prepared.
- Determine if the place for the performance is appropriate and set up properly.
- Prepare or approve advertising for performances.

Quick Facts

National Annual Salary Range \$21,010-\$109,300

Entry-Level Education Bachelor's degree

Number of Jobs in 2016 74,800

Expected Job Openings (2016-2026) 7,700

National Outlook (2016-2026) 5.8% increase



Artists/Fine Artists, Including Painters, Sculptors and Illustrators Arts, Design, Entertainment, Sports and Media

Create original artwork using any of a wide variety of media and techniques.

- Create original artwork.
- Use pens, ink, watercolors, cloth, charcoal, oil paint or computer software to create designs.
- Develop visual elements such as line, space, mass and color to illustrate ideas.
- Talk with clients to determine what artwork they want.
- Keep a portfolio of finished artwork highlighting personal style and abilities to show people.
- Submit preliminary or finished artwork to clients for approval.
- Study different techniques to learn how to apply them to artwork.

Quick Facts

National Annual Salary Range \$21,590-\$102,540
Entry-Level Education Bachelor's degree

Number of Jobs in 2016 28,000

Expected Job Openings (2016-2026) 2,400

National Outlook (2016-2026) 6.8% increase



Writers and Authors Arts, Design, Entertainment, Sports and Media

Originate and prepare written material, such as scripts, stories, advertisements and other material.

- Write original materials such as scripts, stories, poems and other materials.
- Use libraries, the internet and interviews to gather material for work.
- Create rough drafts of work to outline basic ideas.
- Revise or rewrite sections.
- Create additional copies as changes are made.
- Prepare a manuscript for editors.
- Arrange for publisher to receive and review manuscripts.
- Make suggested changes to finalize the work.

Quick Facts

National Annual Salary Range \$30,520-\$118,760

Entry-Level Education Bachelor's degree

Number of Jobs in 2016 131,200

Expected Job Openings (2016-2026) 12,600

National Outlook (2016-2026) 7.6% increase



Editors Arts, Design, Entertainment, Sports and Media

- Plan, coordinate or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors.
- Prepare, rewrite and edit written material to improve ease of reading.
 - Look for errors in spelling, punctuation and grammar.
 - Plan content of publications according to publication style and editorial policies.
 - Verify facts, dates and statistics.
 - Develop story and content ideas while considering reader appeal.
 - Monitor the production of artwork, layout, typesetting and printing to make sure they meet requirements.

Quick Facts

National Annual Salary Range \$30,830-\$114,460
Entry-Level Education Bachelor's degree
Number of Jobs in 2016 127,400
Expected Job Openings (2016-2026) 12,000
National Outlook (2016-2026) -1.4% increase



Reporters and Correspondents Arts, Design, Entertainment, Sports and Media

- Collect facts about newsworthy events.
 - Review and evaluate notes taken.
 - Determine a story's meaning, length and format.
 - Research and analyze background information.
 - Check reference materials.
 - Investigate breaking news.
 - Revise work to fit time and space requirements.
 - Report and write news stories for publication.
- Collect and analyze facts about newsworthy events by interview, investigation or observation. Report and write stories for newspaper, news magazine, radio or television.

Quick Facts

National Annual Salary Range \$22,970-\$90,540

Entry-Level Education Bachelor's degree

Number of Jobs in 2016 44,700

Expected Job Openings (2016-2026) 3,700

National Outlook (2016-2026) -10.1% increase

National Annual Salary Range \$37,340-\$92,770
Entry-Level Education Bachelor's degree
Number of Jobs in 2016 1,410,900
Expected Job Openings (2016-2026) 112,800
National Outlook (2016-2026) 7.4% increase

Quick Facts

- Teach pupils in public or private schools at the elementary level.
 - Establish and enforce rules for behavior and procedures.
 - Observe and evaluate student performance, behavior, social development and physical health.
 - Prepare materials and classroom activities.
 - Encourage students to observe and investigate.
 - Establish clear goals for learning and make sure students understand them.
 - Prepare, administer and grade tests and assignments.
- Teach students basic academic, social and other formative skills in public or private schools at the elementary level.

Elementary School Teachers Education, Training and Library





Child Care Workers Personal Care and Service

Attend to children at schools, businesses, private households and child care institutions. Perform a variety of tasks, such as dressing, feeding, bathing and overseeing play.

- Help children with social and emotional development.
- Discipline children and take measures to control behavior.
- Identify signs of emotional or developmental problems.
- Observe and monitor play activities.
- Read to children and teach them painting, drawing and songs.
- Play with children.
- Keep records of daily observations.
- Teach children health and good personal habits.

Quick Facts

National Annual Salary Range \$17,490-\$32,780
Entry-Level Education High school diploma or equivalent
Number of Jobs in 2016 1,216,600
Expected Job Openings (2016-2026) 189,100
National Outlook (2016-2026) 6.9% increase

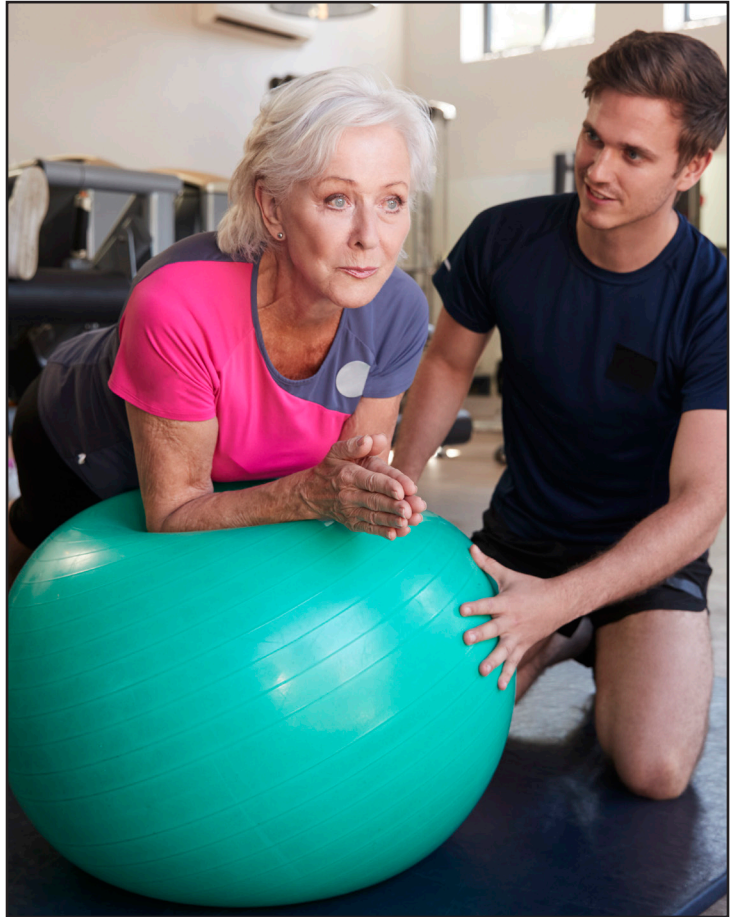
National Annual Salary Range \$34,970-\$96,100
Entry-Level Education Bachelor's degree
Number of Jobs in 2016 41,300
Expected Job Openings (2016-2026) 3,400
National Outlook (2016-2026) 9.9% increase

Quick Facts

- Use physical therapy to help people with physical problems.
- Screen people to find out their needs.
- Make treatment plans.
- Teach people how to use physical therapy processes.
- Keep progress reports on patients.

Provide individualized physical education instruction or services to children, youth or adults with exceptional physical needs due to gross motor developmental delays or other impairments.

Physical Education Teachers/Providers Education, Training and Library





Speech-Language Pathologists/Speech Therapists Health Care Practitioner and Technical

Assess and treat people with speech, language, voice and fluency disorders. May select alternative communication systems and teach their use. May perform research related to speech and language problems.

- Assess and treat people with speech, language and voice disorders.
- Keep client records of the initial evaluation, treatment, progress and discharge.
- Monitor clients' progress and adjust treatments when necessary.
- Evaluate test results to determine the appropriate treatment.
- Develop treatment plans for problems such as stuttering, delayed language, swallowing disorders and other voice problems.
- Teach clients to control or strengthen tongue, jaw, face muscles and breathing muscles.
- Develop individual or group programs for schools.
- Communicate with nonspeaking clients using sign language or computer technology.

Quick Facts

National Annual Salary Range \$48,830-\$118,910
Entry-Level Education Master's degree
Number of Jobs in 2016 145,100
Expected Job Openings (2016-2026) 10,400
National Outlook (2016-2026) 17.8% increase



Accountants

- Analyze financial information and prepare financial reports to determine or maintain record of assets, liabilities, profit and loss, tax liability or other financial activities within an organization.
- Help people understand how to invest their money.
- Help people prepare and submit their yearly tax returns.
- Keep records of money in savings accounts and other investments.
- Work for corporations such as banks to solve financial problems and ensure they follow tax laws.

Quick Facts

National Annual Salary Range \$43,020-\$122,220
Entry-Level Education Bachelor's degree
Number of Jobs in 2016 1,397,700
Expected Job Openings (2016-2026) 141,800
National Outlook (2016-2026) 10.0% increase



Surgical Assistants Health Care Practitioner and Technical

Assist surgeons during surgery by performing duties such as tissue retraction, insertion of tubes and intravenous lines or closure of surgical wounds. Perform preoperative and postoperative duties to facilitate patient care.

- Help surgeons prepare for surgery and operate on people.
- Maintain the operating room as instructed by the surgeon.
- Sterilize and prepare surgical instruments.
- Position patients on operating table as needed for the surgery being performed.
- Instruct person administering anesthesia about how much to administer.
- Control patient bleeding during surgery.
- Monitor patients after surgery to insure proper healing.

Quick Facts

National Annual Salary Range \$27,560-\$72,390
Entry-Level Education Postsecondary non-degree award
Number of Jobs in 2016 127,800
Expected Job Openings (2016-2026) 11,000
National Outlook (2016-2026) 19.6% increase

National Outlook (2016-2026) -19.1% increase

Expected Job Openings (2016-2026) 15,000

Number of Jobs in 2016 194,700

Entry-Level Education High school diploma or equivalent

National Annual Salary Range \$27,080-\$76,500

Quick Facts

- Perform secretarial duties.
- Prepare legal papers.
- Correspond with clients and maintain client-scheduled appointments with lawyer.
- Assist with legal research.
- Keep records on all lawyer cases and file documentation.
- Prepare documentation and other materials for trial.

Perform secretarial duties using legal terminology, procedures and documents. Prepare legal papers and correspondence, such as summonses, complaints, motions and subpoenas. May also assist with legal research.

Legal Secretaries Office and Administrative Support



National Annual Salary Range \$34,300-\$91,620
Entry-Level Education Master's degree
Expected Job Openings (2016-2026) 14,500
Number of Jobs in 2016 138,200
National Outlook (2016-2026) 9.0% increase

Quick Facts

- Manage libraries.
- Select library materials for circulation.
- Classify and catalog materials.
- Keep references and files up to date.
- Help customers find materials they need.
- Check out materials customers want to borrow.
- Help customers find materials for research.
- Fill out applications for library cards for new customers.

Administer libraries and perform related library services. Work in a variety of settings, including public libraries, educational institutions, museums, corporations, government agencies, law firms, nonprofit organizations and health care providers. Tasks may include selecting, acquiring, cataloging, classifying, circulating and maintaining library materials and furnishing reference, bibliographical and readers' advisory services. May perform in-depth, strategic research and synthesize, analyze, edit and filter information. May set up or work with databases and information systems to catalogue and access information.

Librarians

