CAREER EXPLORER

IOWA. | Iowa Workforce Development

workforce.iowa.gov/career-explorer

LEARN ABOUT JOBS IN YOUR AREA

A USER'S GUIDE:

Step 1: Go to workforce.iowa.gov/career-explorer

Step 2: Choose the area you want to see your job information based on, by either clicking the green **'State of Iowa'** button to see statewide level information. OR

by **clicking a county** in the map to see information specific to the region that county belongs to.

After you select your area you will be taken to the next page called, **'Select Your Job',** where you can choose the job you're interested in.

The next page of this user's guide will give you details on how use the **'Select Your Job'** page.

Welcome to...
IOWA'S CAREER EXPLORER

Find out what you need to know to make decisions about your career.

TO START, click the green button below to see data at the state level OR click your county in the map to see more local data.

THEN you will be taken to the next tab in this tool where you can select the job you're interested in and view the potential wages you can earn in the area you selected; along with the typical education, training, and experience requirements for that job--among many other details, including job videos.

State of Iowa

Wage, salary, and job forecast information will display for the area of the county you choose.
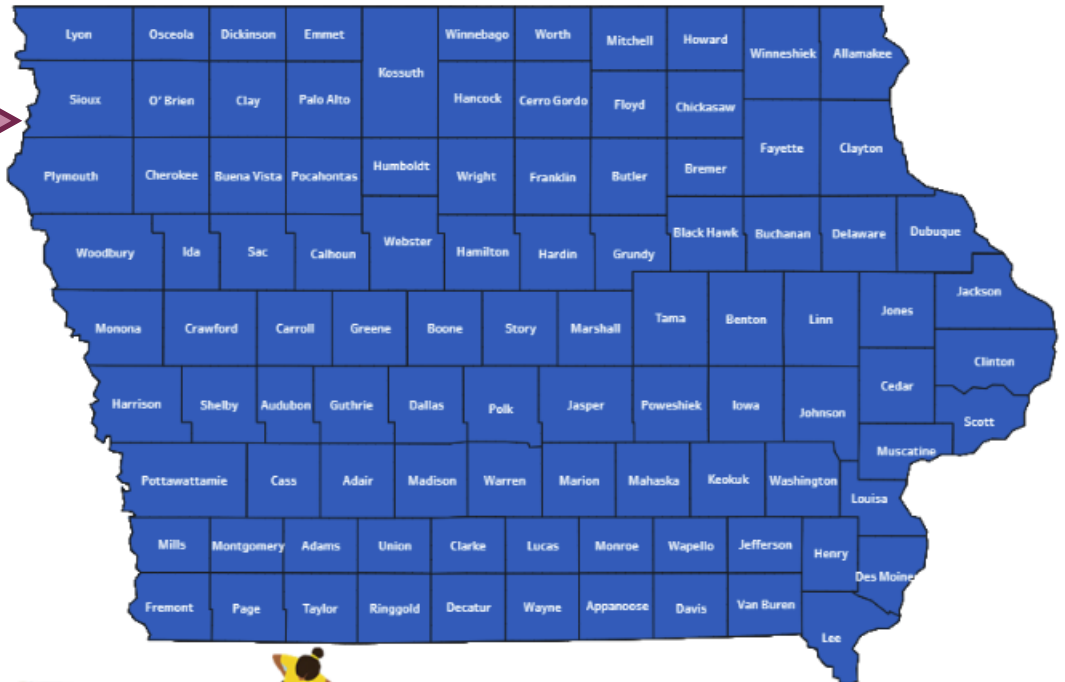
IOWA | Iowa Workforce Development

'SELECT YOUR JOB' TAB OF THE EXPLORER

Step 1: <u>Click the arrow</u> next to the job list filter to find and select your job.

*IF you want to view information for an area other than the one you originally chose, you can change it on this page, through the **'Change Your Area'** drop-down menu.

Once you select your job all of the information on this page will auto-update and will be specific to that job.

This includes:

- The **<u>wages you can earn</u>**
- The **number of openings** for this job
- The **education and training** you will need.
- The **type of work** this job does
- **ALSO,** you can watch a video about this job by **<u>clicking the play button.</u>**

PICK A JOB FROM THIS LIST

Firefighter (33-2011) ▾

Change Your Area

State of Iowa ▾

Firefighter

What Does this Job Do?

Responds to fires, rescues individuals, and protects property, performs fire prevention inspections, and educates the public on fire safety.

Estimated Annual Salary and Hourly Wages

$35,574 — Entry-Level Salary
$50,456 — Median Salary
$53,588 — Average Salary
$62,595 — Experienced-Level Salary

$17.10 — Entry-Level Wage
$24.26 — Median Wage
$25.76 — Average Wage
$30.09 — Experienced-Level Wage

Estimated Openings Each Year:

+180

Job Opening

Typical Requirements for Entry into Job

Education: **Postsecondary Non-Degree Award**
Experience: **None**
On-the-Job: **Long-Term**

Top Work Activities

- Rescue people from hazardous situations.
- Locate fires or fire danger areas.
- Select tools, equipment, or technologies for use in operations or projects.
- Assess characteristics of fires.
- Respond to emergencies to provide assistance.

Outlook for this Job is: **Above Average**

(based on annual growth rate)

▲**0.8%**

CLICK THE PLAY BUTTON BELOW TO VIEW A VIDEO DESCRIBING THE JOB YOU SELECTED

WATCH NOW
CLICK TO SEE VIDEO

▶

CLICK HERE TO DOWNLOAD PDF

CLICK TO SEE MORE DETAILS ABOUT THIS JOB

At anytime, if you want to download/print the info you see, and take it with you, you can do so by clicking the **<u>Click Here to Download</u>**** button.

CLICK HERE TO DOWNLOAD PDF

**For more details on how to download and print, go to the last two pages of this guide.

Step 2: Click the **<u>dark green arrow</u>** to be taken to the next page, where you can see top skills related to this job as well as similar jobs to consider.

The next page of this user's guide will give you details on how use the **'Skills & Similar Jobs'** page.

'SKILLS & SIMILAR JOBS' TAB OF THE EXPLORER

Step 1: If you want to change the job that you're viewing information for you can change it at any time through the job list **drop-down menu**.

This page, will show you the top skills needed for the job you selected on the previous page.

It will also provide you a short list of similar job titles that you may be interested in.

Step 2: If you're interested in viewing employers in your area, you can **click this link** on the page to view

IWD's Employer Database (**workforce.iowa.gov/edb/data**). This database can be searched by area (county or city) and by the industry of the employer; and it will show you where the employers are located as well as contact information for each employer listed.

At anytime, if you want to download/print the info you see, and take it with you, you can do so by clicking the **Click Here to Download**** button.

> **CLICK HERE TO DOWNLOAD** 📄PDF

**For more details on how to download and print, go to the last two pages of this guide.

PICK A JOB FROM THIS LIST

Firefighter (33-2011) ▾

Firefighter

TOP 5 SKILLS NEEDED

Active Listening
Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

Critical Thinking
Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.

Process Skill
Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.

Opeartion and Control
Controlling operations of equipment or systems.

Operation Monitoring
Watching gauges, dials, or other indicators to make sure a machine is working properly.

SIMILAR JOB TITLES TO CONSIDER

- First-Line Supervisors of Firefighting and Prevention Workers
- Forest Fire Inspectors and Prevention Specialists
- Fire Inspectors and Investigators
- Fire-Prevention and Protection Engineers
- Lifeguards, Ski Patrol, and Other Recreational Protective Service Workers

Click the IWD Logo Below to Find Iowa Employers
The Employer Database allows you to find employers in your area.

Click the Iowa WORKS Logo Below to Find Your Job!
Iowa WORKS has current job opportunities for you to explore.

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workforce.iowa.gov/edb/data

IowaWORKS
iowaworks.gov

⬅ GO BACK TO VIEW WAGES & GROWTH INFORMATION

CLICK HERE TO DOWNLOAD 📄PDF

CLICK TO COMPARE DIFFERENT JOBS ➡

Step 3: If you're ready to begin searching for a job you can **click this link** on the page and it will take you to **IowaWORKS.gov**, which has a job board where you can search for job openings in the job title of your preference, in your area.

The next page of this user's guide will give you details on how use the **'Compare Jobs'** page. **Click the green arrow** in the bottom right corner to be taken to this page.

'COMPARE JOBS' TAB OF THE EXPLORER

Step 1: If you want to change the area that the information is being shown for, you can change it through the '**Change Your Area**' **drop-down menu**.

Step 2: The job title you chose on previous pages will be auto-selected on

this page. By using the **drop-down** of the '**Add Jobs to Compare**' filter you can add more jobs to this page. After you've selected the ones you're interested in, click the **Apply** button at the bottom of the filter. *It's recommended you choose no more than five jobs at a time, for the best viewing experience.*

This page allows you to compare the wages, education and training, and the expected yearly openings for each job that you choose.

At anytime, if you want to download/print the info you see, and take it with you, you can do so by clicking the **Click Here to Download**** button.

The next page of this user's guide will give you details on how use the **'Advanced Exploration'** page.

To get to this page, you must click the tab titled, '**Advanced Exploration**' which you will see at the top of your screen. In this example, it's circled in red, above.

**For more details on how to download and print, go to the last two pages of this guide.

'ADVANCED EXPLORATION' TAB OF THE EXPLORER

This tab allows you to view everything from the previous tabs (except the 'Compare Jobs' tab) all on one page. It also offers additional filters you can apply, which are explained below

Step 1: <u>Select the location</u> you want your career information to be specific to.

Step 2: ***IF*** you want to limit the jobs available to choose from in the **Job List**, you can apply any or all of these <u>4 filters below</u>:

- 🔥 This filter allows you to see only Hot Jobs (high demand & high wage jobs) in the **Job List**
- 🎓 This filter will limit the jobs shown in the **Job List** to only those which would qualify for covered tuition, should you pursue skills for this job at a community college.
- 🔬 If you're only interested in seeing jobs that are STEM (science, technology, engineering, and mathematics) related, then turn this filter on.
- 👥 Interested in jobs with an associated Registered Apprenticeship? Then turn this filter on.

*BUT, if you want to see a full <u>Job List</u>, then DO NOT USE any of these filters.

Step 3: Do you want to limit the **Job List** based on an education requirement or wage? You can do this through these <u>2 filters</u>.

Step 4: Now choose your job from the **Job List**. Once you do, all of the information on the screen will change to show you information specific to that job. You can even watch a video about the job by clicking the play button ▶️ above.

At anytime, if you want to download/print the info you see, and take it with you, you can do so by clicking the **<u>Click Here to Download</u>**** button. For more details on how to download and print, go to the last two pages of this guide.

Choose Your Area
State of Iowa ▾

To view information specific to the area you want to work in, select a county from the drop-down menu above. Info will display for the area of the county you choose.

CLICK HERE TO DOWNLOAD 📄

Browse Hot Jobs Only?
🔥 *View definition at bottom of page.*
(All) ▾

Browse Last Dollar Scholarship Jobs Only?
🎓 *View definition at bottom of page.*
(All) ▾
Click the icon above for more LDS info.

Browse STEM Jobs Only?
🔬 *View definition at bottom of page.*
(All) ▾

Browse Registered Apprenticeship Jobs Only?
👥
(All) ▾

Choose the Typical Education Requirement
To filter jobs in the jobs list by education
(All) ▾

Choose Min and/or Max Average Hourly Wage
Move the slider to filter jobs in the jobs list by wage
$10.59 ———○———— $142.64

SELECT A JOB FROM THIS JOB LIST
Baker ▾

Baker
Prepares and bakes breads, pastries, other baked goods in bakeries or restaurants, measures ingredients, kneads dough, and monitors baking process.

▶️ *Click on the play button to the left to watch a video profile of the job title you selected.*

Wages You Can Earn with this Job:

	Hourly Wage	Annual Salary
Entry-level:	$12.02	$25,009
Average:	$16.95	$35,256
Median:	$15.77	$32,798
Experienced-level:	$19.41	$40,380

If wages do not appear above, then wage info isn't available for this job title in this area.

Experience/Education You Need for this Job:
Typical requirements for entry-level opportunities
Education: **No Formal Educational Credential**
Experience: **None**
On-the-Job Training: **Moderate-Term On-the-Job Training**

Estimated Openings Each Year:
+370

Outlook for this job:
(Outlook is based on the annual growth rate for this job compared to the overall growth rate for all jobs in the chosen geography/area).
▲**0.8%**
☀️ **Above Average**

Does this job require a license/certification in Iowa? **No**
Additional information: N/A

For more license/certification info visit: workforce.iowa.gov/lic/data

Top 5 Most Important Skills You'll Need for this Job:
In order of significance.
Click button, at right, to view skill definitions.
VIEW SKILL DEFINITIONS 👁

Monitoring
Active Learning
Active Listening
Coordination
Critical Thinking

Top Industries Employing this Job
(In order of total employment, high-to-low.)
Manufacturing
Retail Trade
Accommodation and Food Services
Self Employed and Unpaid Family Workers, All Jobs
Educational Services

Discover Iowa employers in these industries. Visit: workforce.iowa.gov/edb/data

Want to start your job search now? Visit: iowaworks.gov

🔥 *Hot Jobs are jobs that are in high demand and pay a high salary, in the selected geography/area.*

🔬 *STEM stands for: Science, Technology, Engineering, and Mathematics. STEM jobs are jobs that typically require expertise in these disciplines.*

🎓 *LDS Jobs qualify for covered tuition, up to an associate's degree, for training in high-demand jobs at any community college. Click the graduation cap to the left for more information.*

CLICK HERE TO DOWNLOAD 📄

'VETERAN RESOURCE' TAB OF THE EXPLORER

This page allows individuals who are active military or veterans to determine which 'civilian' occupation title (represented by SOC Title) best aligns with their Military Occupational Specialty (MOS) or Military Occupational Code (MOC).

Step 1: To find your MOS/MOC in the table apply any or all of these **filters**, as needed.

Each filter that is applied will reduce the number of options that appear in **this table.**

Once you've determined which SOC Title best aligns with your MOS/MOC, you can look up that job title on the previous tabs/pages of this tool, which will allow you to gather wage, education and training, and job opening information.

At anytime, if you want to download/print the info you see, and take it with you, you can do so by clicking the **Click Here to Download**** button.

The next page of this user's guide will give you details about the **'Skill Descriptions'** page.

To get to this page, you must click the tab titled, **'Skill Descriptions'** which you will see at the top of your screen. In this example, it's circled in red, above.

**For more details on how to download and print, go to the last two pages of this guide.

'SKILLS DESCRIPTIONS' TAB OF THE EXPLORER

This page allows you to look up specific skills to get additional description of the skill.

Step 1: Choose the skill or skills from the **Select Skills** drop-down menu. The default is for **all** of the skills to be selected. Narrow this list by unchecking the (All) option and then clicking 'on' each skill that you're interested in.

IF you want to download and print the skills that are most related to you and your job of interest, then you will want to select only those skills in the drop-down menu. This updates the table to show you only those skills and then they will be visible in your download.

At anytime, if you want to download/print the info you see, and take it with you, you can do so by clicking the **Click Here to Download**** button.

**For more details on how to download and print, go to the next page of this guide.
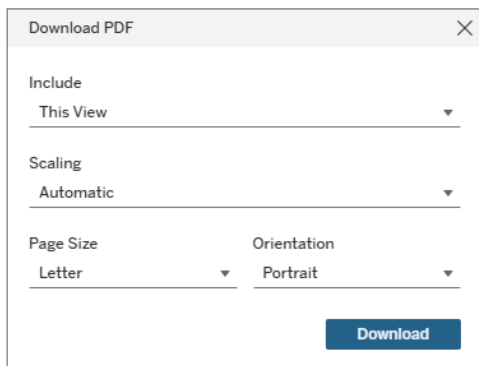
HOW TO DOWNLOAD & PRINT FROM THE EXPLORER

There are 2 ways to download/print. Those different options are detailed on this page and the next.

Option 1: Click the '**Click Here to Download**' button on the screen, which looks like this:


After clicking this button, a pop-up window will appear titled **Download PDF** (see image below).

In this pop-up window, under the first section called: '**Include**', the default choice is '**This View**'.

- If you choose this option, and then click the blue '**Download**' button a PDF will be downloaded to your device of a single page showing exactly what you see on your screen at the time of downloading.

The other options, if you click the drop-down arrow, are '**Specific sheets from this dashboard**' and '**Specific sheets from this workbook**' (see image below).
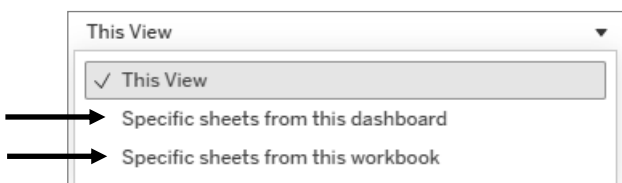
- If you choose the '**Specific sheets from this dashboard**' option, then you will see another menu where you can choose specific items on the screen you are currently viewing to be downloaded (and not the entire screen itself).
  - THIS OPTION IS NOT RECOMMENDED AS IT CAN HAVE FORMATTING ISSUES. IF YOU ARE ONLY INTERESTED IN DOWLOADING INFORMATION YOU ARE CURRENTLY VIEWING, A BETTER CHOICE IS TO CHOOSE '**THIS VIEW**'.
- If you choose the '**Specific sheets from this workbook**' option, then you will see another menu where you can choose which pages (tabs) you want to download. You can download each page/tab of the tool if you choose or you can select just the pages that are of most interest to you. When you click the Download button you will get a single PDF with all of the pages you selected.
  - As a default only the first page/tab is selected. You will need to scroll through the list and click on any other page you want in your download.
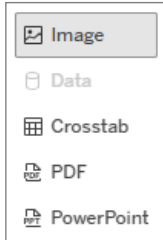
Once you have downloaded your chosen file to your device. You can print from that document (PDF). All pages are formatted to fit to an 8.5"x11" sheet.

HOW TO DOWNLOAD & PRINT FROM THE EXPLORER

Option 2: Click the download icon at the bottom of the tool's screen (see image below):

After clicking this button, a pop-up window will appear (see image below).

Select '**Image**' from this menu. After clicking '**Image**' a download will automatically begin.

The main difference in choosing to download an image rather than a PDF:

- A PDF will show you the default view of every screen (based on your selections in the filters). You can also choose to download multiple screens into one document (as detailed on the previous page)
- An Image, will essentially download a screen shot of whatever you are currently viewing. So, if you've scrolled down into the middle of a table (such as the table on the Skills Descriptions page/tab) then an Image download will capture what you are currently viewing—in the middle of that table—rather than the default of the table that is scrolled to the top, which is what a PDF will do.
  - An Image download is restricted to one screen/tab at a time and is only really useful if you're trying to capture the middle of a table.

> **Once you have downloaded your chosen file to your device.**
> **You can print from that image file.**