

# Jobs in Demand

February 2018 Report

It's time. Take charge of your future.

Whether you are starting out or changing careers, start by knowing high-demand jobs in our local area. Using the latest online tools, Central Piedmont Community College (CPCC) provides this report to help you better understand the job market. You may also learn about the credit and non-credit (continuing education) courses, programs and certifications for your career path.

## **Top Non-Credit IT Certificates for Jobs in Demand** ([Download Featured Report - .pdf](#))

See the computer technology occupations with the most online job postings in the Charlotte area. Link directly to CPCC's non-credit or continuing education programs and courses to prepare you for these jobs in demand.

## **Top 25 occupations**

This table ranks the top 25 occupations from the most recent six-month period (Aug. 01, 2017 – Jan. 31, 2018) based on 100,640 online job postings for Mecklenburg County and the Metropolitan Statistical Area (MSA) of Charlotte-Concord-Gastonia, NC-SC. (3,964 of these postings were unspecified or unclassified.) Source: Labor Insight Jobs (Burning Glass Technologies)

## **The more job postings, the higher the rank.**

Links for the specific occupations (left side) go to [O\\*NET Online](#) for details on a particular occupation's job tasks, knowledge and skills needed, typical education level and more. The right-side column on CPCC programs links to [CPCC Career Coach](#) (see "Related Degrees" near end) or other webpages showing college programs that best match those occupations. Career Coach also offers details on wages and the area job outlook. The indication of a (B) means the typical education level is a bachelor's degree. An (M) indicates master's degree is typical.

Visit the [Changing Careers](#) page for more resources. Remember, CPCC courses and certificate programs change to meet your needs and occupational demand. For registration and schedules, visit [www.cpcc.edu](http://www.cpcc.edu).

Rank	Occupation (8-digit O*NET) (links to O*NET Online)	Past 6- mth period	Jan. report (ending 12/31/17)	Suggested CPCC programs include:
1.	<a href="#">Software Developers, Applications (B)</a>	5,166	5,241	<a href="#">Information Technology Degree</a> , <a href="#">IT Certificate for Professionals in Programming</a>
2.	<a href="#">Registered Nurses</a>	5,161	5,568	<a href="#">Nursing Degree</a> <a href="#">Health Information Technology</a> <a href="#">Medical Assisting</a>
3.	<a href="#">Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products (B)</a>	3,182	3,443	<a href="#">Marketing and Social Media, Communication</a>
4.	<a href="#">Retail Salespersons</a>	3,155	3,150	<a href="#">Computer Skills</a> , <a href="#">Communication</a> , <a href="#">Marketing and Retailing Concentration, Degree</a> ; <a href="#">College and Work Focus Programs</a>
5.	<a href="#">Heavy and Tractor-Trailer Truck Drivers</a>	2,938	3,291	<a href="#">Transport Systems Technology -Truck Driving</a>
6.	<a href="#">First-Line Supervisors of Retail Sales Workers</a>	2,027	2,074	<a href="#">Communication</a> , <a href="#">Marketing and Retailing Concentration, Degree</a>
7.	<a href="#">Management Analysts (M)</a>	2,009	2,038	<a href="#">Business Administration Degree</a>
8.	<a href="#">Customer Service Representatives</a>	1,799	1,842	<a href="#">Computer Skills</a> , <a href="#">College and Work Focus Programs</a> , <a href="#">NC CRC Certificate</a> ; <a href="#">Interpersonal Communication</a>
9.	<a href="#">Managers, All Other</a>	1,797	1,885	<a href="#">Business Administration Degree</a>
10.	<a href="#">Computer Systems Analysts (B)</a>	1,507	1,504	<a href="#">IT Certificate for Professionals in Data Analytics and Visualization</a> ; <a href="#">Information Technology Degree</a> ,
11.	<a href="#">Computer Systems Engineers/Architects (B)</a>	1,354	1,423	<a href="#">IT Infrastructure</a> ; <a href="#">CompTIA Network+</a> ; <a href="#">Information Technology Degree</a> ,
12.	<a href="#">Maintenance and Repair Workers, General</a>	1,328	1,363	<a href="#">Computer Integrated Machining degree, diploma and certificates</a> ; <a href="#">Mechatronics</a>
13.	<a href="#">Business Intelligence Analysts (B)</a>	1,328	1,310	<a href="#">Non-credit Data Analytics</a>
14.	<a href="#">Information Technology Project Managers (B)</a>	1,274	1,267	<a href="#">IT Project Management</a> ; <a href="#">CompTIA Project+</a> and <a href="#">ITIL</a>
15.	<a href="#">Human Resources Specialists (B)</a>	1,166	1,232	<a href="#">HR and Payroll</a> , <a href="#">Communication</a> , <a href="#">Computer Skills</a>
16.	<a href="#">Web Developers (B)</a>	1,101	1,179	<a href="#">Computer Technologies Integration degree</a> ; <a href="#">IT Certificate for Professionals in JavaScript Programming</a>
17.	<a href="#">Sales Managers (B)</a>	1,097	1,167	<a href="#">Leadership and Management</a> , <a href="#">Communication</a>
18.	<a href="#">Laborers and Freight, Stock, and Material Movers</a>	1,062	1,065	<a href="#">Forklift Operator Certification</a> , <a href="#">Computer Skills</a> , <a href="#">NC Career Readiness Certificate</a> , <a href="#">College and Work Focus Programs</a>
19.	<a href="#">Information Security Analysts (B)</a>	1,007	974	<a href="#">Associate in Science Degree</a> , <a href="#">CompTIA Network +</a> , <a href="#">CompTIA Security+</a> , <a href="#">SQL</a> , <a href="#">ITIL</a> , <a href="#">IT Infrastructure</a>
20.	<a href="#">First-line Supervisors of Food Preparation and Serving Workers</a>	946	*	<a href="#">Hospitality Management</a>
21.	<a href="#">Secretaries and Administrative Assistants, Except Legal, Medical and Executive</a>	944	992	<a href="#">Office Administration</a> , <a href="#">QuickBooks</a> , <a href="#">Professional Bookkeeper Certificate</a> , <a href="#">Computer Skills</a>
22.	<a href="#">Database Administrators (B)</a>	937	*	<a href="#">IT Certificate for Professionals in Database Administration</a>
23.	<a href="#">Combined Food Preparation and Serving Workers, including Fast Food</a>	910	*	<a href="#">ServSafe Recertification Review</a>
24.	<a href="#">Stock Clerks, Sales Floor</a>	898	936	<a href="#">Interpersonal Communication</a>
25.	<a href="#">Financial Analysts (B)</a>	894	924	<a href="#">Accounting Degree and Certificate</a>

Source: Labor Insight Jobs (Burning Glass Technologies)

\*Not ranked in previous month's top 25 list.

## Skills In Demand

Skills in greatest demand as taken from these 100,640 online job postings, ranked from highest demand.

Source: Labor Insight Jobs (Burning Glass Technologies)

### Top 20 Specialized Skills

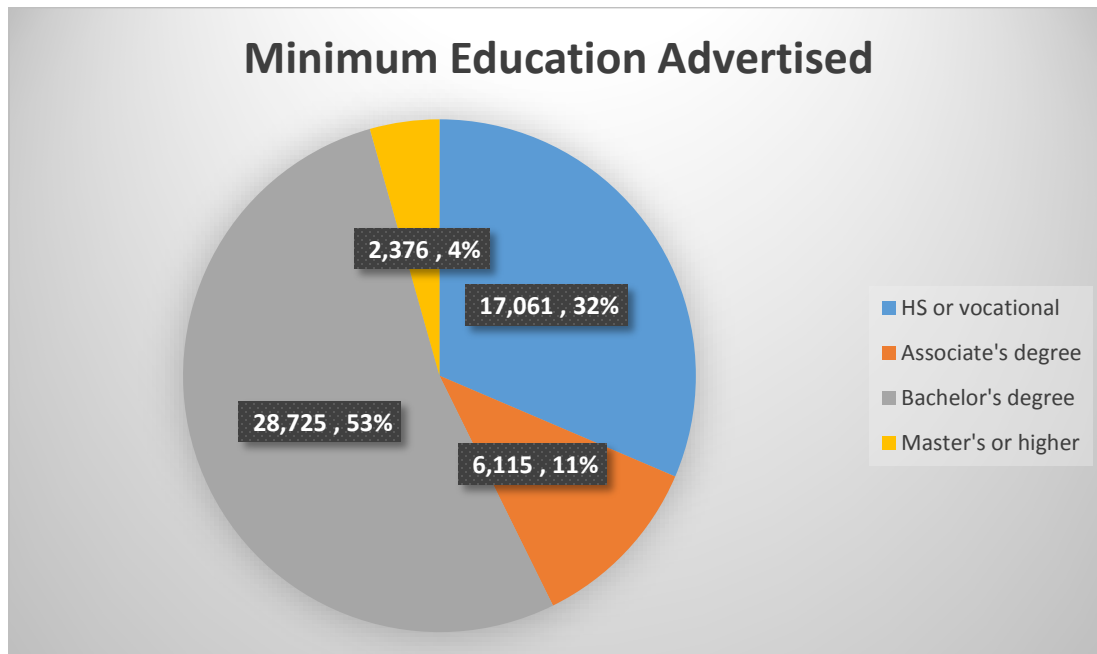
- |                         |                        |
|-------------------------|------------------------|
| 1. Customer Service     | 11. Retail Setting     |
| 2. Microsoft Excel      | 12. Supervisory Skills |
| 3. Microsoft Office     | 13. Microsoft Word     |
| 4. Sales                | 14. Repair             |
| 5. Project Management   | 15. Accounting         |
| 6. Scheduling           | 16. Inspection         |
| 7. Budgeting            | 17. Oracle             |
| 8. SQL                  | 18. JAVA               |
| 9. Microsoft PowerPoint | 19. Cleaning           |
| 10. Customer Contact    | 20. Business Process   |

### Top 6 Baseline Skills

- |                         |                            |
|-------------------------|----------------------------|
| 1. Communication Skills | 4. Problem Solving         |
| 2. Writing              | 5. Team Work/Collaboration |
| 3. Planning             | 6. Organizational Skills   |

## Minimum education requirements

About 46 percent of the jobs (54,277) from the total postings online in the six-month period ending Jan. 31, 2017 offered minimum advertised education requirements. These showed the following:



Source: Labor Insight Jobs (Burning Glass Technologies)

## **Top 25 occupations typically needing less than a four-year degree**

During the six-month reporting period ending Dec. 31, 2017, there were 58,322 area postings for occupations that typically require less than a four-year degree (inferred) or specifying an associate's degree or high school or vocational training.

### Occupations – ranked by number of postings

1. Registered Nurses
2. Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products
3. Retail Salespersons
4. Heavy and Tractor-Trailer Truck Drivers
5. First-Line Supervisors of Retail Sales Workers
6. Customer Service Representatives
7. Maintenance and Repair Workers, General
8. Human Resources Specialists
9. Laborers and Freight, Stock, and Material Movers, Hand
10. First-Line Supervisors of Food Preparation and Serving Workers
11. Secretaries and Administrative Assistants, Except Legal, Medical, and Executive
12. Combined Food Preparation and Serving Workers, including Fast Food
13. Stock Clerks, Order Fillers
14. Computer User Support Specialists
15. Nursing Assistants
16. Bookkeeping, Accounting and Auditing Clerks
17. Cashiers
18. First-Line Supervisors of Office and Administrative Support Workers
19. Network and Computer Systems Administrators
20. Merchandise Displayers and Window Trimmers
21. Licensed Practical and Licensed Vocational Nurses
22. Medical Assistants
23. Production Workers, All Other
24. Cooks, Restaurant
25. Drivers/Sales Workers

Source: Labor Insight Jobs (Burning Glass Technologies)

## **Top 15 area employers (postings for occupations typically needing less than a four-year degree)**

(Postings 56,029. Postings with unspecified employer: 14,273)

1. Carolinas HealthCare System	3,761	9. Compass Group	304
2. Lowe's Companies, Inc.	1,274	10. Novant Health	302
3. Harris Teeter	938	11. Marriott International, Inc.	287
4. Food Lion Incorporated	759	12. The Home Depot Inc.	223
5. Wells Fargo	487	13. Target	216
6. Bank of America	400	14. Community Health Systems	
7. Watkins & Shepard Trucking	364	Prof. Services Corp.	214
8. Belk	341	15. Best Buy	211

Source: Labor Insight Jobs (Burning Glass Technologies)