

Business Microcomputer Applications Occupation Overview

Emsi Q2 2016 Data Set

July 2016

College of San Mateo



3401 CSM Drive
San Mateo, California 94402
650.358.6880

Parameters

Occupations

19 items selected. See Appendix A for details.

Regions

Code	Description
6001	Alameda County, CA
6013	Contra Costa County, CA
6075	San Francisco County, CA
6081	San Mateo County, CA
6085	Santa Clara County, CA

Timeframe

2014 - 2021

Datarun

2016.2 - QCEW Employees

Occupation Summary for BUSW CTE

<p>263,767 Jobs (2016) 14% below National average</p>	<p>+14.2% % Change (2014-2021) Nation: +7.1%</p>	<p>\$18.05/hr Median Hourly Earnings Nation: \$14.35/hr</p>
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Growth

246,328

2014 Jobs

281,232

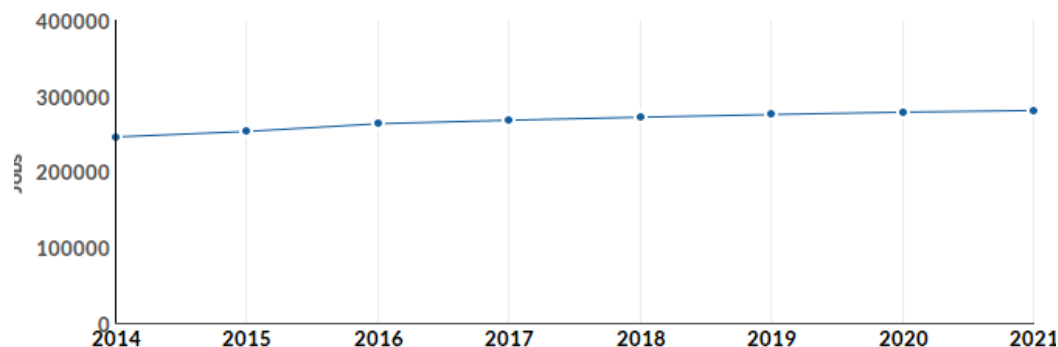
2021 Jobs

34,904

Change (2014-2021)

14.2%

% Change (2014-2021)



Occupation	2014 Jobs	2021 Jobs	Change	% Change
Customer Service Representatives (43-4051)	39,003	48,119	9,116	23%
File Clerks (43-4071)	3,972	4,089	117	3%
Hotel, Motel, and Resort Desk Clerks (43-4081)	4,205	4,595	390	9%
Interviewers, Except Eligibility and Loan (43-4111)	3,020	3,365	345	11%
Library Assistants, Clerical (43-4121)	2,291	3,202	911	40%
Human Resources Assistants, Except Payroll and Timekeeping (43-4161)	3,143	3,439	296	9%
Receptionists and Information Clerks (43-4171)	17,923	20,700	2,777	15%
Reservation and Transportation Ticket Agents and Travel Clerks (43-4181)	3,687	4,058	371	10%
Information and Record Clerks, All Other (43-4199)	3,053	3,410	357	12%
Postal Service Clerks (43-5051)	1,246	1,156	-90	-7%
Shipping, Receiving, and Traffic Clerks (43-5071)	13,893	14,956	1,063	8%
Stock Clerks and Order Fillers (43-5081)	34,696	38,705	4,009	12%
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive (43-6014)	38,865	44,513	5,648	15%
Computer Operators (43-9011)	1,276	1,417	141	11%
Data Entry Keyers (43-9021)	3,996	4,776	780	20%
Word Processors and Typists (43-9022)	2,128	2,044	-84	-4%

Occupation	2014 Jobs	2021 Jobs	Change	% Change
Mail Clerks and Mail Machine Operators, Except Postal Service (43-9051)	1,393	1,441	48	3%
Office Clerks, General (43-9061)	56,459	64,119	7,660	14%
Office and Administrative Support Workers, All Other (43-9199)	12,079	13,128	1,049	9%

Percentile Earnings

\$14.01/hr

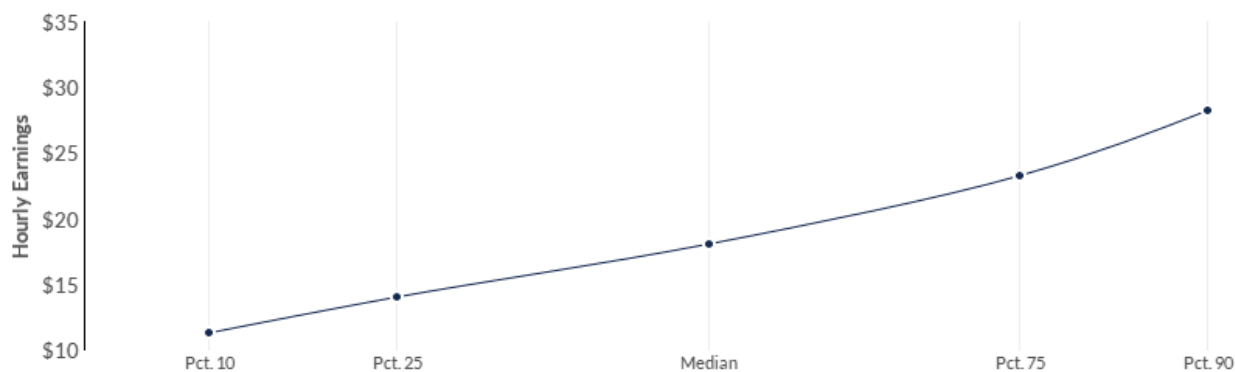
25th Percentile Earnings

\$18.05/hr

Median Earnings

\$23.27/hr

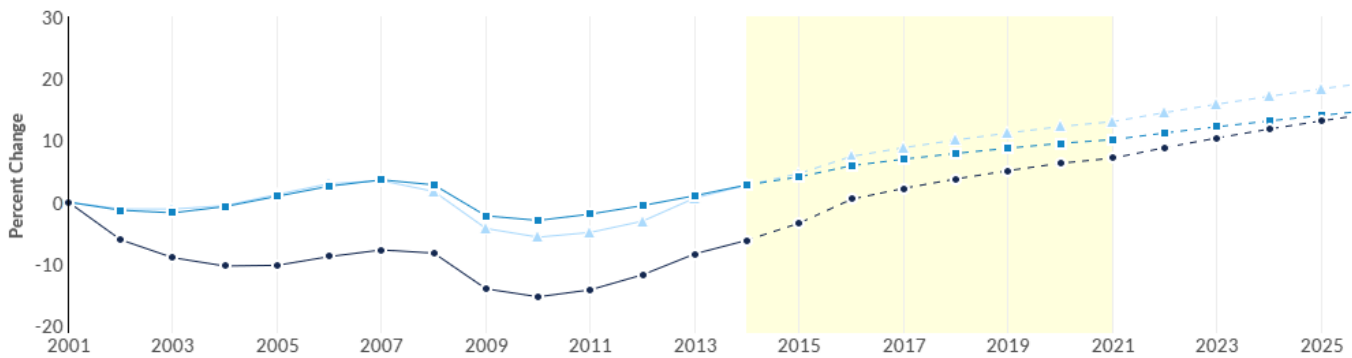
75th Percentile Earnings



Occupation	25th Percentile Earnings	Median Earnings	75th Percentile Earnings
Customer Service Representatives (43-4051)	\$15.94	\$20.47	\$26.68
File Clerks (43-4071)	\$12.56	\$16.49	\$21.33
Hotel, Motel, and Resort Desk Clerks (43-4081)	\$11.55	\$13.57	\$18.05
Interviewers, Except Eligibility and Loan (43-4111)	\$17.32	\$23.19	\$27.07
Library Assistants, Clerical (43-4121)	\$12.15	\$16.02	\$19.49
Human Resources Assistants, Except Payroll and Timekeeping (43-4161)	\$18.86	\$23.83	\$27.80
Receptionists and Information Clerks (43-4171)	\$13.20	\$16.45	\$20.04
Reservation and Transportation Ticket Agents and Travel Clerks (43-4181)	\$13.60	\$17.06	\$21.06
Information and Record Clerks, All Other (43-4199)	\$18.37	\$22.73	\$27.50
Postal Service Clerks (43-5051)	\$26.61	\$26.76	\$26.77
Shipping, Receiving, and Traffic Clerks (43-5071)	\$13.15	\$16.45	\$20.69
Stock Clerks and Order Fillers (43-5081)	\$10.50	\$12.93	\$18.03
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive (43-6014)	\$16.28	\$20.61	\$25.84
Computer Operators (43-9011)	\$17.14	\$22.38	\$27.98
Data Entry Keyers (43-9021)	\$14.25	\$17.24	\$21.52

Occupation	25th Percentile Earnings	Median Earnings	75th Percentile Earnings
Word Processors and Typists (43-9022)	\$18.61	\$22.27	\$25.84
Mail Clerks and Mail Machine Operators, Except Postal Service (43-9051)	\$14.82	\$18.11	\$21.60
Office Clerks, General (43-9061)	\$13.30	\$18.24	\$23.87
Office and Administrative Support Workers, All Other (43-9199)	\$11.99	\$16.91	\$24.12

Regional Trends



Region	2014 Jobs	2021 Jobs	Change	% Change
● Region	246,328	281,232	34,904	14.2%
■ Nation	13,070,484	14,003,163	932,679	7.1%
▲ California	1,445,034	1,589,402	144,368	10.0%

Regional Breakdown



County	2021 Jobs
Santa Clara County, CA	80,262
Alameda County, CA	67,745
San Francisco County, CA	64,935
San Mateo County, CA	35,650
Contra Costa County, CA	32,640

Job Postings Summary

8,672

Unique Postings (May 2016)
28,373 Total Postings

3 : 1

Posting Intensity (May 2016)

Regional Average: 5 : 1

There were 28,373 total job postings for 19 Occupations in May 2016, of which 8,672 were unique. These numbers give us a Posting Intensity of 3-to-1, meaning that for every 3 postings there is 1 unique job posting.

This is lower than the Posting Intensity for all other occupations and companies in the region (5-to-1), indicating that companies may not be trying as hard to hire this position.

Occupation Gender Breakdown



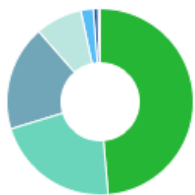
Gender	2016 Jobs	2016 Percent
Males	75,399	28.6%
Females	188,368	71.4%

Occupation Age Breakdown



Age	2016 Jobs	2016 Percent
14-18	3,569	1.4%
19-24	30,808	11.7%
25-34	60,563	23.0%
35-44	53,248	20.2%
45-54	55,342	21.0%
55-64	43,078	16.3%
65+	17,159	6.5%

Occupation Race/Ethnicity Breakdown



Race/Ethnicity	2016 Jobs	2016 Percent
White	128,286	48.6%
Hispanic or Latino	57,124	21.7%
Asian	48,138	18.3%
Black or African American	21,410	8.1%
Two or More Races	5,674	2.2%
Native Hawaiian or Other Pacific Islander	2,164	0.8%
American Indian or Alaska Native	971	0.4%

Occupational Programs

16 Programs (2014)	339 Completions (2014)	13,109 Openings (2014)
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CIP Code	Program	Completions (2014)
52.0401	Administrative Assistant and Secretarial Science, General	121
52.0408	General Office Occupations and Clerical Services	73
52.1905	Tourism and Travel Services Marketing Operations	70
25.0301	Library and Archives Assisting	28
11.0601	Data Entry/Microcomputer Applications, General	21

Industries Employing BUSW CTE

Industry	Occupation Group Jobs in Industry (2016)	% of Occupation Group in Industry (2016)	% of Total Jobs in Industry (2016)
Local Government, Excluding Education and Hospitals	10,944	4.1%	9.4%
Supermarkets and Other Grocery (except Convenience) Stores	10,723	4.1%	21.4%
Temporary Help Services	8,298	3.1%	15.8%
Colleges, Universities, and Professional Schools (State Government)	6,948	2.6%	13.8%
Corporate, Subsidiary, and Regional Managing Offices	6,268	2.4%	8.7%

Appendix A - Occupations

Code	Description
43-4051	Customer Service Representatives
43-4071	File Clerks
43-4081	Hotel, Motel, and Resort Desk Clerks
43-4111	Interviewers, Except Eligibility and Loan
43-4121	Library Assistants, Clerical
43-4161	Human Resources Assistants, Except Payroll and Timekeeping
43-4171	Receptionists and Information Clerks
43-4181	Reservation and Transportation Ticket Agents and Travel Clerks
43-4199	Information and Record Clerks, All Other
43-5051	Postal Service Clerks
43-5071	Shipping, Receiving, and Traffic Clerks
43-5081	Stock Clerks and Order Fillers
43-6014	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive
43-9011	Computer Operators
43-9021	Data Entry Keyers
43-9022	Word Processors and Typists
43-9051	Mail Clerks and Mail Machine Operators, Except Postal Service
43-9061	Office Clerks, General
43-9199	Office and Administrative Support Workers, All Other

Appendix B - Data Sources and Calculations

Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates also affected by county-level Emsi earnings by industry.

Completers Data

The completers data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

State Data Sources

This report uses state data from the following agencies: California Labor Market Information Department