

**OCCUPATIONAL EMPLOYMENT REPORT  
OF COMPUTER SYSTEMS DESIGN  
AND RELATED SERVICES (541500)**

**In Cooperation with the  
U.S. Department of Labor**



Form Approved  
O.M.B. No. 1220-0042

**What this report is about:** This form asks for information about the occupations and wage ranges of the employees described in Item 3 below. Please complete Items 1 through 5 on this page. Next, please provide the information requested beginning on page 1 for the employees who worked during or received pay for the pay period that included the reference date in Item 3, printed directly above your establishment name. The instructions on pages ii and iii explain how to provide the information. Please see our website at <http://www.bls.gov/OES> for more information on the OES Program, including a display of national, state and metropolitan area employment and wage estimates by occupation.

- 1** Which of the following options describes the status of the location(s) in Item 3 as of the reference date also printed in Item 3?
- Operating: Go to item 2.
  - Temporarily closed during the reference period: Report data only for employees paid for work during the reference period. If no employees worked for pay, report "0" in section 4 of this page and return the form in the reply envelope provided.
  - Permanently out of business as of \_\_/\_\_/\_\_\_\_: Return the form to the address at the top.
  - Sold or merged: Enter the new name and address below, then go to item 2.

New Name: \_\_\_\_\_  
New Address: \_\_\_\_\_

- 2** Our records show that your main products or services are related to those listed below. If they are not, please list your main products or services on the lines provided and continue with the rest of the report.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- 3** This form asks for information about the employees described below. Our estimate of employment for these employees appears at the top right corner of the label. *Please make any needed address corrections.*

- 4** How many employees, **both full and part-time**, worked at this location(s) during the pay period that included the reference date printed in Item 3?

Enter the number here...

**Include**

- ♦ Full or part-time paid workers
- ♦ Workers on paid leave
- ♦ Workers assigned temporarily to other units
- ♦ Incorporated firms - paid owners, officers, and staff

**Do Not Include**

- ♦ Contractors and temporary agency employees not on your payroll
- ♦ Unpaid family workers
- ♦ Workers on unpaid leave
- ♦ Unincorporated firms - proprietors, owners, and partners

Do all employees reported above work at one location?

Yes  No...Enter number of locations

- 5** Please tell us who to contact if we have questions about your data.

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext. \_\_\_\_\_ Date: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

FOR  
OFFICE  
USE ONLY

## Instructions for Reporting by Occupation

Report **part-time workers** in the job they perform.

Report **apprentices** in the job for which they are being trained.

Report employees in the following ways:

- Use the description of duties along with the job titles to determine where to place employees. Do not rely on job titles alone.
- Report employees in the occupations in which they are working, **not** necessarily in occupations for which they have been trained.  
**For example:** An employee trained as an engineer, but working as a drafter, should be reported as a drafter.
- Report each employee only once in the occupation that requires the **highest** level of skill if the employee performs work in two or more occupations. If there is **no** measurable difference in skill requirements, report employees in the occupation in which they spend the **most** time.
- Professionals who directly supervise other workers in professional occupations should be classified in the same occupation as the workers they supervise. For example, an economist that supervises other economists is classified as an economist.

## Instructions for Reporting Wage Information

**For all employees:**

- Please use the hourly and annual wage rate categories to report employees. If wages are not recorded by hour or year (bi-weekly, or monthly for example), convert them into an hourly wage rate.
- For part-time workers, please report the specific hourly wage rate, not an average.
- For tip, commission, and piece-rate workers, please estimate the earnings (base pay plus tips, commissions, or piece rates), and report the appropriate wage.
- For salaried workers who do not work a standard 2080 hours per year (40 hours per week), please report wages on an hourly basis. For workers who are paid an annual salary by contract, such as Airline Pilots, report their annual salary.
- Include and/or exclude from pay as follows:

### Include as pay

- Base Rate
- Commissions
- Tips
- Deadheading Pay
- Guaranteed Pay
- Hazard Pay
- Incentive Pay
- Longevity Pay
- Piece Rate
- Portal-to-Portal Rate
- Production Bonus
- Cost-of-Living Allowance

### Exclude as pay

- Attendance Bonus
- Back Pay
- Draw
- Holiday Premium Pay
- Jury Duty Pay
- Lodging Payments
- Meal Payments
- Merchandise Discounts
- Nonproduction Bonus (e.g., Holiday Bonus)
- Overtime Pay
- Perquisites
- Profit Sharing Payment
- Relocation Allowance
- Tuition Repayments
- Severance Pay
- Shift Differential
- Stock Bonuses
- Tool Allowance
- Vacation Pay
- Weekend Pay
- Uniform Allowance
- On-call Pay

The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (Title 5 of Public Law 107-347) and other applicable Federal laws, your responses will not be disclosed in identifiable form without your informed consent. This report is authorized by law, 29 U.S.C. §2. Your voluntary cooperation is needed to make the results of this report comprehensive, accurate, and timely.

\*We estimate that it will vary from 30 minutes to 6 hours to complete this report, depending on such factors as the size of the establishment. This includes time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing this information. If you have any comments regarding these estimates or any other aspects of this report, including suggestions for reducing this burden, send them to the U.S. Bureau of Labor Statistics, Division of Occupational Employment Statistics (1220-0042), 2 Massachusetts Avenue NE, Suite 2135, Washington, DC 20212. Please do not return your questionnaire to this address. Use the enclosed preaddressed envelope or the address provided at the top of the first page to return your completed questionnaire. You do not have to complete this questionnaire if it does not display a currently valid OMB control number.

## Instructions for Completing the Report

On the following pages you will find the Occupational Employment Report. Please refer to the example below and the guidelines on page ii for instructions on how to complete the form. If you have employees whose occupations are not found in the list provided, please use the supplemental pages at the end of this report. Please write each unique occupational title on a separate line along with a short description of duties, the number of employees in each wage category, and the total employment for each occupation.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (REPORT PART-TIME WORKERS ACCORDING TO AN HOURLY RATE)													TOTAL EMPLOYMENT
	A	B	C	D	E	F	G	H	I	J	K	L	T	
	Hourly (part-time or full-time) under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over		
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over		
<b>Accountants and Auditors</b> - Examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements.  <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-left: 20px;">13-2011</div>			1	2	3									6

**1** For each occupation listed, read the definition to determine which occupations are found in your establishment.

**2** For each occupation that is found in your establishment, write in the number of workers in this occupation, based on their wages. For example, there are six Accountants in your establishment. One is part-time, working 20 hours a week, and earns \$12,480 per year; and five are full-time: two earn \$32,000 per year, and three earn \$46,000. Calculate an hourly wage for the part-time worker by dividing the annual wage by the number of hours worked; 20 hrs x 52 weeks = 1040 hrs/yr, \$12480/1040 hrs = \$12/hr. Write "1" in column C. For the full-time workers, use their annual wage: write "2" in column D and "3" in column E.

**3** Add up the total number of workers in this occupation and write the figure in the Total Employment column, making sure the total agrees with your records.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

## Management Occupations

(Managers in this section generally have other managers/supervisors reporting to them.)

Chief Executives - Determine and formulate policies and provide the overall direction of companies or private and public sector organizations within the guidelines set up by a board of directors or similar governing body.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-1011													

General and Operations Managers - Plan, direct, or coordinate the operations of companies or public and private sector organizations. Duties include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse in nature to be classified in any one functional area of management or administration.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-1021													

Marketing Managers - Determine the demand for products and services offered by a firm and its competitors and identify potential customers. Develop pricing strategies with the goal of maximizing the firm's profits or share of the market.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-2021													

Sales Managers - (Customer Service Manager) Direct the distribution of a product or service to the customer by establishing sales territories, quotas, and goals. Analyze sales statistics gathered by staff to determine sales potential and inventory requirements and monitor the preferences of customers.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-2022													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

<b>Administrative Services Managers -</b> <b>(Facilities Manager)</b> Plan, direct, or coordinate supportive services of an organization, such as recordkeeping, mail distribution, telephone operator/receptionist, and other office support services.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>11-3011</b>													

<b>Computer and Information Systems Managers -</b> Plan, direct, or coordinate activities in such fields as electronic data processing, information systems, systems analysis, and computer programming.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>11-3021</b>													

<b>Financial Managers -</b> <b>(Controller)</b> Plan, direct, and coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>11-3031</b>													

<b>Compensation and Benefits Managers -</b> Plan, direct, or coordinate compensation and benefits activities and staff of an organization. Include job analysis and position description managers.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>11-3041</b>													

<b>Engineering Managers -</b> Plan, direct, or coordinate activities in such fields as architecture and engineering or research and development in these fields.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>11-9041</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

### Business and Financial Operations Occupations

<b>Purchasing Agents, Except Wholesale, Retail, and Farm Products -</b> Purchase machinery, equipment, tools, parts, supplies, or services necessary for the operation of an establishment. Purchase raw or semi-finished materials for manufacturing. Include contract specialists, field contractors, purchasers, price analysts, tooling coordinators, and media buyers.	A	B	C	D	E	F	G	H	I	J	K	L	T
13-1023													

<b>Employment, Recruitment, and Placement Specialists -</b> Recruit and place workers.	A	B	C	D	E	F	G	H	I	J	K	L	T
13-1071													

<b>Compensation, Benefits, and Job Analysis Specialists -</b> Conduct programs of compensation and benefits and job analysis for employer.	A	B	C	D	E	F	G	H	I	J	K	L	T
13-1072													

<b>Training and Development Specialists -</b> Conduct training and development programs for employees.	A	B	C	D	E	F	G	H	I	J	K	L	T
13-1073													

<b>Logisticians -</b> Analyze and coordinate the logistical functions of a firm or organization. Responsible for the entire life cycle of a product, including acquisition, distribution, internal allocation, delivery, and final disposal of resources.	A	B	C	D	E	F	G	H	I	J	K	L	T
13-1081													

<b>Management Analysts - (Business Consultant)</b> Conduct organizational studies and evaluations, design systems and procedures, conduct work simplifications and measurement studies, and prepare operations and procedures manuals.	A	B	C	D	E	F	G	H	I	J	K	L	T
13-1111													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

Accountants and Auditors - Examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements. Install or advise on systems of recording costs or other financial and budgetary data.	A	B	C	D	E	F	G	H	I	J	K	L	T
13-2011													

Financial Analysts - Conduct quantitative analyses of information affecting investment programs of public or private institutions.	A	B	C	D	E	F	G	H	I	J	K	L	T
13-2051													

## Computer and Mathematical Occupations

Computer and Information Scientists, Research - Conduct research into fundamental computer and information science as theorists, designers, or inventors. Solve or develop solutions to problems in the field of computer hardware and software.	A	B	C	D	E	F	G	H	I	J	K	L	T
15-1011													

Computer Programmers - Convert project specifications and statements of problems and procedures to detailed logical flow charts for coding into computer language. Develop and write computer programs to store, locate, and retrieve specific documents, data, and information. May program web sites.	A	B	C	D	E	F	G	H	I	J	K	L	T
15-1021													

Computer Software Engineers, Applications - Develop, create, and modify general computer applications software or specialized utility programs. Analyze user needs and develop software solutions. Design software or customize software for client use with the aim of optimizing operational efficiency.	A	B	C	D	E	F	G	H	I	J	K	L	T
15-1031													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

<b>Computer Software Engineers, Systems Software -</b> Research, develop, and test operating systems-level software, compilers, and network distribution software. Set operational specifications and formulate and analyze software requirements. Apply principles and techniques of computer science, engineering, and mathematical analysis.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>15-1032</b>													

<b>Computer Support Specialists - (Help Desk Representative)</b> Provide technical assistance to computer system users. Answer questions or resolve computer problems for clients.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>15-1041</b>													

<b>Computer Systems Analysts -</b> Analyze data processing problems for application to electronic data processing systems. Analyze user requirements, procedures, and problems to automate or improve existing systems and review computer system capabilities, workflow, and scheduling limitations.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>15-1051</b>													

<b>Database Administrators -</b> Coordinate changes to computer databases, test and implement the database applying knowledge of database management systems.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>15-1061</b>													

<b>Network and Computer Systems Administrators - (LAN/WAN Administrator)</b> Install, configure, and support an organization's local area network (LAN), wide area network (WAN), and Internet system or a segment of a network system. Maintain and monitor network hardware and software to ensure network availability to all system users.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>15-1071</b>													



OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

Network Systems and Data Communications Analysts - (Webmaster, Internet Developer) Analyze, design, and evaluate network systems, such as local area networks (LAN), wide area networks (WAN), and Internet. Perform network modeling, analysis, and planning. Research and recommend network and data communications hardware and software. Include telecommunications specialists who deal with the interfacing of computer and communications equipment.	A	B	C	D	E	F	G	H	I	J	K	L	T
15-1081													

Operations Research Analysts - Formulate and apply mathematical modeling and other optimizing methods using a computer to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions.	A	B	C	D	E	F	G	H	I	J	K	L	T
15-2031													

## Architecture and Engineering Occupations

Computer Hardware Engineers - Research, design, develop, and test computer or computer-related equipment for commercial, industrial, military, or scientific use.	A	B	C	D	E	F	G	H	I	J	K	L	T
17-2061													

Electronics Engineers, Except Computer - Research, design, and test electronic components and systems utilizing knowledge of electronic theory and materials properties. Design electronic circuits and components for use in fields, such as telecommunications, aerospace guidance and propulsion control, acoustics, or instruments and controls.	A	B	C	D	E	F	G	H	I	J	K	L	T
17-2072													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

Industrial Engineers - (Industrial Quality Control Engineer) Design, develop, test, and evaluate integrated systems for managing industrial production processes including human work factors, quality control, inventory control, logistics and material flow, cost analysis, and production coordination.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>17-2112</b>													

Electrical and Electronic Engineering Technicians - Apply electrical and electronic theory and related knowledge, usually under the direction of engineering staff, to design, build, repair, calibrate, and modify electrical components, circuitry, controls, and machinery for use by engineering staff.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>17-3023</b>													

### Life, Physical, and Social Science Occupations

Market Research Analysts - Research market conditions in local, regional, or national areas to determine potential sales of a product or service.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>19-3021</b>													

### Legal Occupations

Lawyers - Represent clients in criminal and civil litigation and other legal proceedings, draw up legal documents, and manage or advise clients on legal transactions.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>23-1011</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

## Arts, Design, Entertainment, Sports, and Media Occupations

<b>Multi-Media Artists and Animators -</b> Create special effects, animation, or other visual images using film, video, computers, or other electronic tools and media for use in products or creations, such as computer games, movies, music videos, and commercials.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>27-1014</b>													

<b>Graphic Designers -</b> Design or create graphics to meet a client's specific commercial or promotional needs, such as packaging, displays, or logos.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>27-1024</b>													

<b>Public Relations Specialists -</b> Engage in promoting or creating good will for individuals, groups, or organizations by writing or selecting favorable publicity material and releasing it through various communications media. May prepare and arrange displays, and make speeches.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>27-3031</b>													

<b>Technical Writers -</b> Write technical materials, such as equipment manuals, appendices, or operating and maintenance instructions. May assist in layout work.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>27-3042</b>													

## Sales and Related Occupations

<b>First-Line Supervisors/Managers of Non-Retail Sales Workers -</b> Directly supervise and coordinate activities of sales workers other than retail sales workers. May perform duties, such as budgeting and personnel work. These workers have other employees reporting directly to them.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>41-1012</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products -	A	B	C	D	E	F	G	H	I	J	K	L	T
Sell goods for wholesalers or manufacturers where technical or scientific knowledge is required in such areas as biology, engineering, chemistry, and electronics, normally obtained from at least 2 years of post-secondary education.													
<b>41-4011</b>													

Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products -	A	B	C	D	E	F	G	H	I	J	K	L	T
Sell goods for wholesalers or manufacturers to businesses or groups of individuals. Work requires substantial knowledge of items sold.													
<b>41-4012</b>													

Sales Engineers -	A	B	C	D	E	F	G	H	I	J	K	L	T
Sell business goods or services, the selling of which requires a technical background equivalent to a baccalaureate degree in engineering.													
<b>41-9031</b>													

## Office and Administrative Support Occupations

First-Line Supervisors/Managers of Office and Administrative Support Workers -	A	B	C	D	E	F	G	H	I	J	K	L	T
Supervise and coordinate the activities of clerical and administrative support workers. These workers have other employees reporting directly to them.													
<b>43-1011</b>													

Bookkeeping, Accounting, and Auditing Clerks -	A	B	C	D	E	F	G	H	I	J	K	L	T
Compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records.													
<b>43-3031</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

Customer Service Representatives - Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints. Exclude individuals whose duties are primarily sales or repair.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-4051</b>													

Human Resources Assistants, Except Payroll and Timekeeping - (Personnel Clerk) Compile and keep personnel records. Record data for each employee, such as address, weekly earnings, absences, and date of and reason for termination. Compile and type reports from employment records. Search employee files and furnish information to authorized persons.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-4161</b>													

Receptionists and Information Clerks - Answer inquiries and obtain information for general public, customers, visitors, and other interested parties. Provide information regarding activities conducted at establishment; location of departments, offices, and employees within organization.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-4171</b>													

Production, Planning, and Expediting Clerks - Coordinate and expedite the flow of work and materials within or between departments of an establishment according to production schedule. Duties include reviewing and distributing production, work, and shipment schedules; and compiling reports on progress of work, inventory levels, costs, and production problems.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-5061</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

Shipping, Receiving, and Traffic Clerks - Verify and keep records on incoming and outgoing shipments. Prepare items for shipment. Duties include assembling, addressing, stamping, and shipping merchandise or material; receiving, unpacking, verifying and recording incoming merchandise or material; and arranging for the transportation of products.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-5071</b>													

Executive Secretaries and Administrative Assistants - Provide administrative support by performing clerical and administrative tasks. Higher-level executive assistants and administrative assistants may also conduct independent projects and assume greater training responsibilities.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-6011</b>													

Secretaries, Except Legal, Medical, and Executive - Perform clerical and routine administrative functions such as preparing correspondence, scheduling appointments, filing, or providing information.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-6014</b>													

Computer Operators - (Peripheral Equipment Operator) Monitor and control electronic computer and peripheral electronic data processing equipment to process business, scientific, engineering, and other data according to operating instructions.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-9011</b>													

Data Entry Keyers - (Keypunch Operator) Operate data entry device, such as keyboard or photo composing perforator.	A	B	C	D	E	F	G	H	I	J	K	L	T
<b>43-9021</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over	

<b>Office Clerks, General -</b> Perform duties too varied and diverse to be classified in any specific office clerical occupation, requiring limited knowledge of office management systems and procedures. Clerical duties may be assigned in accordance with the office procedures of individual establishments.	A	B	C	D	E	F	G	H	I	J	K	L	T
43-9061													

### Installation, Maintenance, and Repair Occupations

<b>First-Line Supervisors/Managers of Mechanics, Installers, and Repairers -</b> Supervise and coordinate the activities of mechanics, installers, and repairers. These workers have other employees reporting directly to them.	A	B	C	D	E	F	G	H	I	J	K	L	T
49-1011													

<b>Computer, Automated Teller, and Office Machine Repairers -</b> Repair, maintain, or install computers, word processing systems, automated teller machines, and electronic office machines, such as duplicating and fax machines.	A	B	C	D	E	F	G	H	I	J	K	L	T
49-2011													

<b>Maintenance and Repair Workers, General -</b> Perform work involving the skills of two or more maintenance or craft occupations to keep machines, mechanical equipment, or the structure of an establishment in repair.	A	B	C	D	E	F	G	H	I	J	K	L	T
49-9042													

<b>Subtotal Employment</b>	T

**Report additional occupations on supplemental pages at the end of form.**



**Report additional occupations on supplemental pages at the end of form.**

**Report additional occupations on supplemental pages at the end of form.**

## Instructions for Completing the Supplemental Page

Please use these supplemental pages to report employees whose occupations were not found on the preceding pages. Please write in each unique occupational title, a short description of duties, the number of employees found in each wage column, and the total employment for each occupation. Refer to pages ii and iii for detailed instructions on how to report by occupation, how to determine wages, and how to complete the report.

<b>OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES</b>	<b>NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES</b>													<b>Total Employment</b>
	<b>(Report Part-time Workers According to an Hourly Rate)</b>													
	A	B	C	D	E	F	G	H	I	J	K	L	T	
Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over		
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over		

	A	B	C	D	E	F	G	H	I	J	K	L	T

	A	B	C	D	E	F	G	H	I	J	K	L	T

	A	B	C	D	E	F	G	H	I	J	K	L	T

	A	B	C	D	E	F	G	H	I	J	K	L	T

	A	B	C	D	E	F	G	H	I	J	K	L	T

<b>FOR OFFICE USE ONLY</b>	FIPS	Schedule Number	NAICS Code	Unit Total Employment	Reviewed By	Date Reviewed

<b>Subtotal Employment - this page</b>	
--	--

<b>Total Employment identified on this form</b>	
---	--

## Instructions for Completing the Supplemental Page

Please use these supplemental pages to report employees whose occupations were not found on the preceding pages. Please write in each unique occupational title, a short description of duties, the number of employees found in each wage column, and the total employment for each occupation. Refer to pages ii and iii for detailed instructions on how to report by occupation, how to determine wages, and how to complete the report. If you need additional space to report the workers in your establishment, please photocopy this page.

<b>OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES</b>	<b>NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES</b>													<b>Total Employment</b>
	<b>(Report Part-time Workers According to an Hourly Rate)</b>													
	A	B	C	D	E	F	G	H	I	J	K	L	T	
Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.49	\$11.50 - 14.49	\$14.50 - 18.24	\$18.25 - 22.74	\$22.75 - 28.74	\$28.75 - 35.99	\$36.00 - 45.24	\$45.25 - 56.99	\$57.00 - 71.49	\$71.50 - 89.99	\$90.00 and over		
Annual Salary (full-time only)	under \$19,240	\$19,240 - 23,919	\$23,920 - 30,159	\$30,160 - 37,959	\$37,960 - 47,319	\$47,320 - 59,799	\$59,800 - 74,879	\$74,880 - 94,119	\$94,120 - 118,559	\$118,560 - 148,719	\$148,720 - 187,199	\$187,200 and over		

	A	B	C	D	E	F	G	H	I	J	K	L	T

	A	B	C	D	E	F	G	H	I	J	K	L	T

	A	B	C	D	E	F	G	H	I	J	K	L	T

	A	B	C	D	E	F	G	H	I	J	K	L	T

	A	B	C	D	E	F	G	H	I	J	K	L	T

<b>FOR OFFICE USE ONLY</b>	FIPS	Schedule Number	NAICS Code	Unit Total Employment	Reviewed By	Date Reviewed	<b>Subtotal Employment - this page</b>	
							<b>Total Employment identified on this form</b>	