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DEPARTMENT OF LABOR

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IDAHO 2011 JOB VACANCY SURVEY RESULTS

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Idaho 2011 Job Vacancy Survey Results



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SUMMARY

The 2011 Idaho Job Vacancy Survey showed 10,136 job openings statewide. This number was 5 percent below the 10,649 job opening that were reported in the 2010 survey. But a greater percentage of the vacancies in 2011 were for newly created jobs rather than for replacements, a sign the economy is beginning to expand.

Unlike the 2010 survey, however, the vacancy rates by region were very similar, ranging from 1.5 percent to 1.8 percent. Not surprisingly, the highest number of vacancies was again in southwestern Idaho, which includes the Boise area and the largest population.

Vacancies were most likely found in health care, retail trade and accommodations and food services. The largest share of those vacancies involved jobs in the office and administrative support occupations followed by food preparation and serving workers and then sales. The single occupation most in demand was customer service representatives with 450 openings statewide. These results are extremely similar to the findings of the 2010 survey.

The median wage for the job openings was considerably lower than the median wage for employed workers in Idaho, but it did increase from last year's findings. Half of the openings offered a starting wage below \$10 per hour. Seven percent of job openings offered more than \$25 per hour. However, 59 percent of the openings did offer some type of group health insurance plan.

All employers in the sample, regardless of current vacancies, were asked their greatest difficulty in filling jobs. Almost a third said it was finding candidates with the desired or necessary education, experience or skills. Twenty-two percent of employers reported having no difficulty or not recently needing to fill a vacancy.

Table 1: "In general, what is the greatest difficulty you face in filling job positions?"

Answer	% of Respondents with this Answer
We have been unable to find applicants with the specific education, experience, training, skills and/or certification that we are seeking.	31.6%
No reported difficulty in filling vacancy / Have not filled a vacancy recently.	22.0%
The work ethic of people, once they are hired, is unacceptable. Comments included social skills, appearance, trustworthiness, attitude, maturity, ability to fit in with existing culture and dependability.	14.2%
Some other difficulty mentioned such as turnover or multiple reasons.	8.6%
Some aspect of the job is undesirable to applicants such as shifts, duration, travel, environment, schedule changes, heavy lifting, being on call.	6.5%
Qualified applicants will not work for the compensation package we offer. Low-paying job and/or competitive rates based on supply and demand.	4.9%
Cannot hire anyone for financial reasons or lack of work.	4.6%
Not applicable; self-employed, out of state.	4.0%
Location of job (may not have housing and/or transportation).	1.6%
Finding people to pass a drug test or background check — such as driving record or credit check — or pre-employment testing and screening.	1.1%
Not enough applications submitted.	0.8%

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

ABOUT THE SURVEY

The 2011 Idaho Job Vacancy Survey estimates the number of job vacancies in Idaho during spring 2011 when the survey was conducted. This survey was distributed at the beginning of May and responses were collected until mid-June. The number of vacant positions in the state and the characteristics of those jobs provide valuable insight into current workforce trends and needs of Idaho employers.

The original sample included 5,003 establishments with current unemployment insurance accounts in the state of Idaho from a total of 54,097 establishments. Out of business, out of state and firms that could not be located were removed from the sample through data processing. The overall response rate was 62 percent. In analysis, the sample was further refined by eliminating firms with an average employment of two or fewer in the fourth quarter of 2010.

The survey collected the following information for job vacancies:

- Job titles and description
- Number of openings
- Number of openings that were newly created
- Full or part time
- Permanent or temporary
- Education requirement
- Experience requirement
- License or certification requirement
- Wage
- Duration of opening
- Benefits
- Green area

Results were analyzed by region of the state, industry and occupation group. Lists of industry sectors and occupation groups are at the end of this report.

Additional information about the 2011 Idaho Job Vacancy Survey is available by contacting Andrew Townsend at (208) 332-3570 ext. 3455 or by email at andrew.townsend@labor.idaho.gov.

STATEWIDE RESULTS

The 2011 Idaho Job Vacancy Survey conducted in May and June found 10,136 job openings in Idaho, a rate of 1.7 percent of all jobs in the state. That was similar to the rate found for the state in the 2010 survey. Almost 40 percent of vacant

positions were reported as being newly created. This is an improvement from the 22 percent found in the 2010 survey and indicates that while the majority of vacancies are still from turnover and replacements, openings due to growth are increasing.

The majority of openings in Idaho were fulltime and open for less than 30 days. In addition, 76 percent of the openings were for permanent positions, which is greater than the 66 percent reported in the 2010 survey.

Of the companies that supplied data on the level of education usually required for their openings, 31 percent required education beyond high school. Fifty-eight percent required experience related to the position sought and 36 percent required some form of license or certification. Combined, 68 percent of all vacancies reported required at least education beyond high school, a certification or related experience.

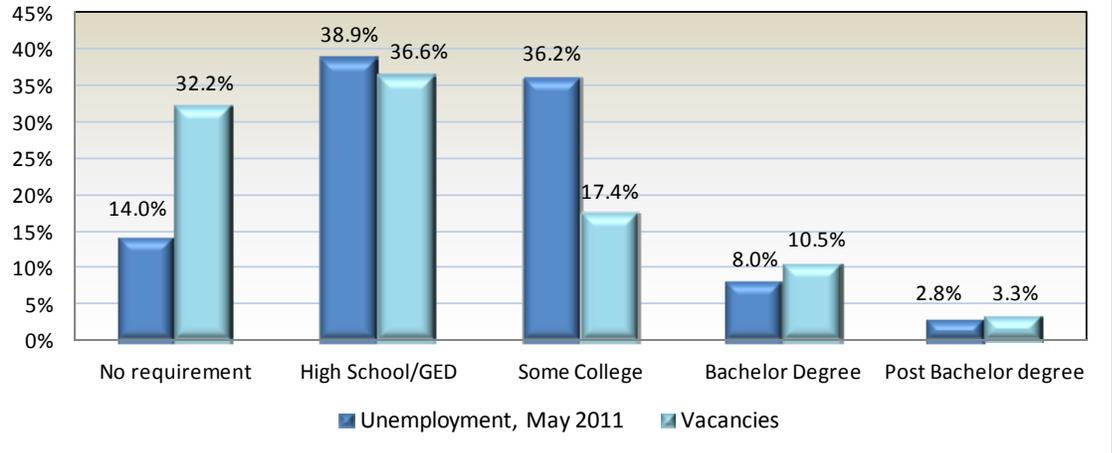
To analyze workforce preparedness, the education level of workers claiming unemployment benefits in May can be compared to the requirements of job openings. As Figure 1 on page 7 shows, the distribution of education requirements for job openings varied from the qualifications of job seekers. A significantly higher portion of job seekers had some college education, which includes vocational training. The imbalance means that applicants in that category will have more competition for each open job than they would if competing for a position requiring a bachelor degree. As Table 3 on page 7 shows, there were nine workers with some college or vocational training for every one job in this category.

Table 2: Job Vacancy Data Summary

	2011	2010
Number of Job Vacancies	10,136	10,649
Job Vacancy Rate (vacancies per 100 filled jobs)	1.7%	1.8%
Full-Time Positions	66%	60%
Part-Time Positions	34%	40%
Vacancies Open Less than 30 Days	63%	71%
Vacancies Open 30-59 Days	14%	13%
Vacancies Open 60 Days or More	22%	16%
Permanent Positions	76%	66%
Temporary/Seasonal Positions	24%	34%
Vacancies Requiring		
No Education Requirement	32%*	31%
Diploma/GED	37%	42%
Vocational Training	4%	6%
Some College	9%	3%
Associate's Degree	4%*	4%
Bachelor Degree	11%*	11%
Advanced Degree	3%	3%
No Experience Required	36%	33%
Unrelated Work Experience	6%	7%
Experience Related to the Position	58%	60%
License or Certificate	36%	33%
Hourly Wages		
Less than \$10	46%	53%
\$10 - \$14.99	23%*	24%
\$15 - \$19.99	16%	11%
\$20 - 24.99	7%*	7%
\$25.00 and up	7%	6%
Median Wage	\$10.00	\$9.30
Vacancies Offering		
Health Insurance	57%	53%
Paid Sick or Vacation Leave	60%	50%
Retirement/Pension Plan	51%	44%
No Benefits Offered	29%	42%

* Not statistically different at 95% confidence

Figure 1: Education of Unemployed Workers v. Vacancies



Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Table 3: Distribution of Education of Unemployed Workers Compared to Vacancies

Education Requirement	Unemployment, May 2011	Vacancies	Permanent Positions	Unemployed Workers	Estimated Openings	Unemployed Workers for each Open Position	Estimated Permanent Positions	Unemployed for Each Permanent Position
No Requirement	14%	32%	26%	5,776	3,214	2	1,928	3
High School/GED	39%	37%	36%	16,015	3,648	4	2,674	6
Some College	36%	17%	20%	14,904	1,734	9	1,454	10
Bachelor Degree	8%	11%	14%	3,291	1,048	3	994	3
Post Bachelor Degree	3%	3%	4%	1,131	334	3	310	4

Source: 2011 Idaho Vacancy Survey, Idaho Department of Labor

Due to seasonality, the lowest number of unemployed workers per opening was for jobs listing no education requirement. It was two workers per open job. This ratio may be misleading, however, because workers with higher levels of education such as some college or high school diplomas may also apply for the positions with no education requirements. If the workers and vacancies for those three groups are combined, then one job existed for every 11 unemployed workers.

Looking only at vacancies for permanent jobs, the most favorable ratio was for unemployed workers with bachelor degrees - three for every open position. The no requirement category also has a ratio of three to one, but that number rises to 19 to one based on the reasoning that those with greater qualifications would also apply. Of course, looking at education alone does not perfectly reflect workforce needs since 58 percent of positions require related experience and 36 percent require some kind of certification.

Comparing the ratios to last year’s data shows some good news as the number of unemployed workers per opening has decreased for every category. Notable is the comparison of permanent openings and claimants who fall into the some college category. It went from 23 to one in 2010 to 10 to one in 2011.

Table 4: Ratio of Unemployed Workers to Vacancies

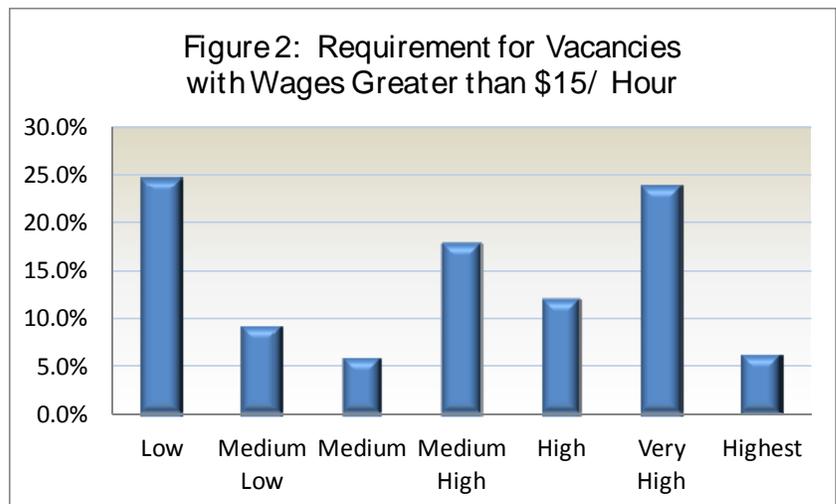
Education Requirement	2011		2010	
	Unemployed Workers for each Open position	Unemployed for each permanent position	Unemployed Workers for each Open position	Unemployed for each permanent position
No requirement	2	3	3	6
High School/GED	4	6	7	10
Some College	9	10	17	23
Bachelor Degree	3	3	4	5
Post Bachelor degree	3	4	7	9

Source: 2011 Idaho Vacancy Survey, Idaho Department of Labor

To better analyze wages, a preparation requirement level was assigned to each job opening. This level combines required education with required experience. The “low” level requires only a high school diploma or work experience. The “highest” level requires an advanced degree and related work experience.

The 2010 poverty guideline for a family of four is \$22,350, or \$10.75 per hour.* Jobs with the medium preparation requirement and higher had median wages — for a 40-hour week — above the poverty level. Jobs in these groups required some education or training beyond high school and may require previous experience. Some positions in the medium-low and low categories did offer more than \$10.75 an hour without education beyond high school, but they almost always required related experience.

Figure 2 shows the distribution of preparation requirements for all vacancies offering at least \$15 per hour, or approximately \$31,000 annually. Two out of every three jobs fell into the medium preparation category or higher, requiring some education beyond high school and possibly experience.

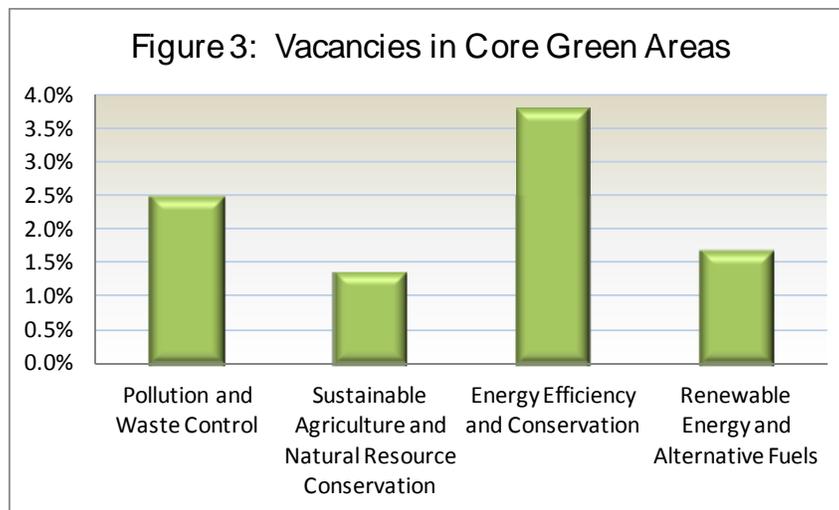


Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

*the poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2).

Overall, almost 70 percent of vacancies offered some type of benefit - paid time off, health insurance or retirement plan. This was greater than the 2010 survey's finding of 58 percent. For additional information about benefits offered by Idaho employers, see the [2010 Fringe Benefits Survey](#) report.

Respondents were asked if their vacant jobs involved activities that would fit it into the core green areas established through the 2010 Idaho Green Jobs Survey. Just under 10 percent of the vacancies captured in the survey were considered to be green. The highest percentage of openings fell into the energy efficiency and conservation area. For additional information about green jobs in Idaho go to labor.idaho.gov/futureready.

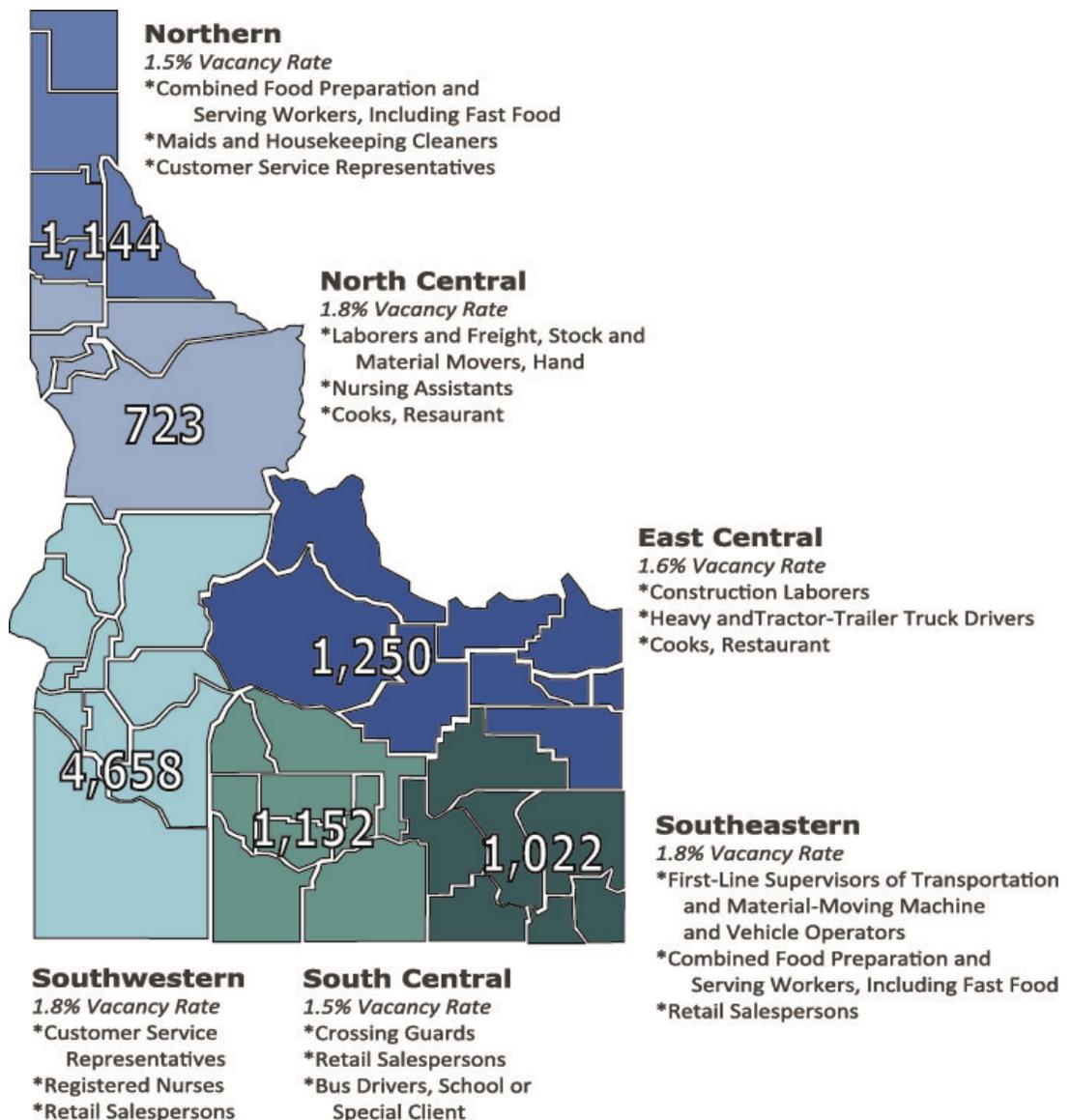


Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

REGIONAL RESULTS

The map below shows the number of estimated vacancies within each Idaho region. The vacancy rates listed for each area is the number of job openings divided by the number of workers. The north central, southwestern and southeastern regions had the highest vacancy rates at 1.8 percent.

The map also shows the three occupations with the most spring openings in each region. Some reflect the seasonal needs of companies as they begin hiring for the summer such as the crossing guards in central Idaho. Appendix A on page 18 provides a complete breakdown of openings within each region.



Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

OCCUPATIONS

The occupations with the most vacancies statewide are listed in Table 5. Each occupation was given a score that combined experience and education requirements. With the exception of registered nurse, the occupations with the most vacancies in Idaho required a medium to low preparation level.

The survey was conducted in May and June, and the impact of seasonal hiring is apparent in the results. More than half of the openings for three of the top 10 occupations – combined food preparation and serving worker, construction laborer and farmworker – were seasonal or temporary.

Table 5: Occupations and Vacancies

Code	Occupation Title	Estimated Vacancies	Preparation Level
43-4051	Customer Service Representatives	452	Low
41-2031	Retail Salespersons	376	Medium Low
29-1141	Registered Nurses	351	Very High
35-3021	Combined Food Preparation and Serving Workers, Including Fast Food	334	Low
53-3032	Heavy and Tractor-Trailer Truck Drivers	324	Medium Low
47-2061	Construction Laborers	282	Medium Low
41-2011	Cashiers	280	Low
31-1014	Nursing Assistants	262	Low
35-3031	Waiters and Waitresses	225	Low
45-2092	Farmworkers and Laborers, Crop, Nursery and Greenhouse	175	Low

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

The highest percentage of full-time openings was for supervisors of transportation and material-moving machine and vehicle operators. Openings for farmworker, heavy and tractor-trailer truck driver and construction laborer were also more likely to be full time. In addition, both supervisors of transportation and material-moving machine and vehicle operators and farmworker openings were over 90 percent newly created. See Appendix B on page 19 to see characteristics for the top 20 occupations with the most vacancies statewide.

INDUSTRIES

The growth and employment turnover of an industry can best be analyzed using the total number of vacancies, the vacancy rate and the percentage of openings for jobs that were newly created. The transportation and warehousing sector had the highest job vacancy rate – the most openings for the number of people working while the wholesale trade sector had the highest share of new positions at 78 percent. Like 2010, however, the health care and social assistance industry provides the strongest combination of characteristics with the greatest number of job openings, one of the highest vacancy rates and the most total new jobs at 500.

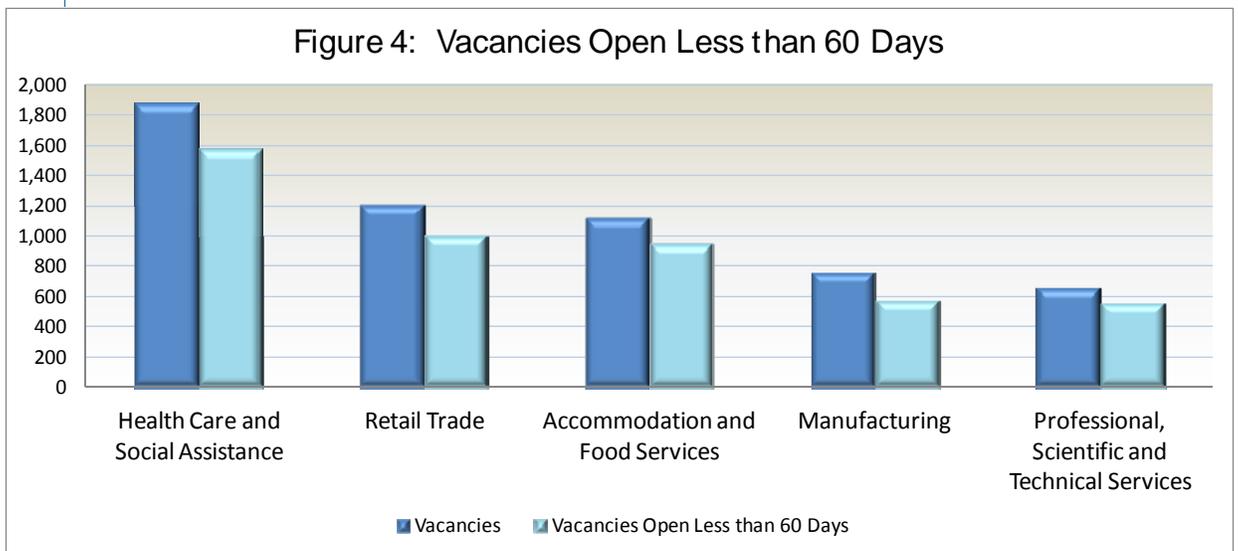
Table 6 shows the industries' vacancy totals and their corresponding vacancy rates. The vacancy rate allows for comparison across sectors regardless of the actual number of vacancies. For example, retail trade has the second most job openings with over 1,200. But since retail employs a lot of people in Idaho, its 1.6 percent vacancy rate is lower than the 2.7 percent rate for transportation and warehousing.

Group Description	Vacancies	Vacancy Rate	Newly Created Positions
Transportation and Warehousing	486	2.7%	38%
Health Care and Social Assistance	1877	2.3%	27%
Accommodation and Food Services	1119	2.3%	26%
Professional, Scientific and Technical Services	656	2.1%	49%
Information	203	2.0%	18%
Construction	625	1.9%	47%
Other Services (Except Public Administration)	254	1.7%	31%
Management of Companies and Enterprises	96	1.7%	18%
Administrative and Support and Waste Management and Remediation Services	642	1.6%	60%
Mining	38	1.6%	52%
Retail Trade	1210	1.6%	21%
Wholesale Trade	401	1.5%	78%
Public Administration	504	1.5%	42%
Manufacturing	760	1.4%	51%
Finance and Insurance	272	1.3%	34%
Agriculture, Forestry, Fishing and Hunting	265	1.2%	46%
Arts, Entertainment and Recreation	107	1.2%	10%
Real Estate Rental and Leasing	77	1.1%	58%
Educational Services	531	0.9%	14%
Utilities	13	0.4%	0%

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Part-time jobs – fewer than 32 hours a week – were most prevalent in sectors such as other services, accommodation and food services and real estate. In those sectors, 70 percent to 80 percent of the openings were part time. Ten industries reported over 75 percent of the openings were full time with five industries - utilities, manufacturing, construction, agriculture and wholesale trade - having over 90 percent full time.

Among industries with the most openings, more than 80 percent of the jobs have been vacant for less than 60 days. See Figure 4. Three sectors had greater than 50 percent of their openings vacant for more than 60 days - transportation and warehousing, agriculture and other services. See Appendix C on page 20 to see vacancy characteristics by industry.



Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Table 7 shows the three-year employment change for the five sectors with the most vacancies. From the first quarter of 2008 to the first quarter of 2011, health care was the only one of the five industries to grow, adding over 6,700 jobs. This was similar to the findings in 2010, showing that health care is still growing well despite the current economic climate. If all the vacancies of the other four sectors were to be filled, they would only regain between 7 percent and 27 percent of the losses incurred since first quarter 2008.

Group Description	Change from Qtr 1 2008 to Qtr 1 2011	Vacancies
Health Care and Social Assistance	6,764	1,877
Retail Trade	-9,474	1,210
Accommodation and Food Services	-5,870	1,119
Manufacturing	-10,405	760
Professional, Scientific and Technical Services	-2,416	656

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

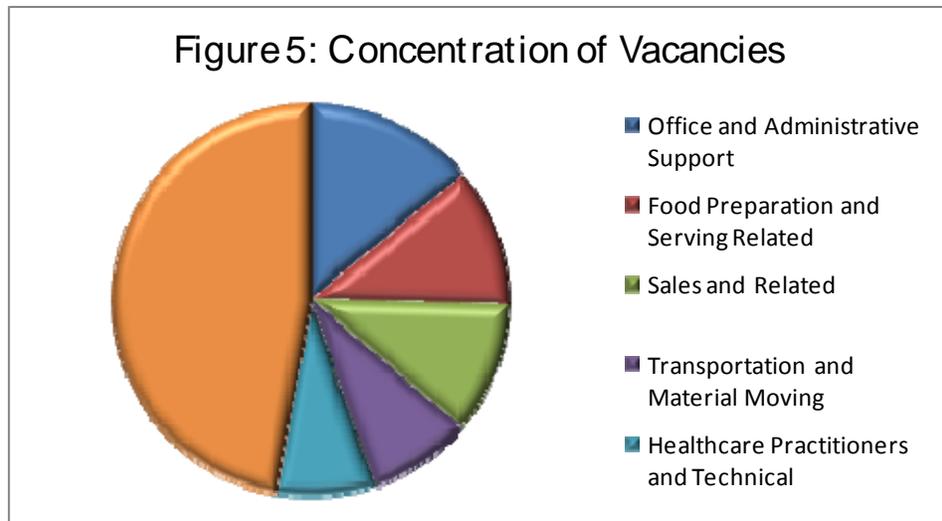
The top industries that had the highest percentage of openings that offered health insurance only make up a small fraction of the total openings in the state. Six industries, ranging from utilities to management of companies and enterprises, reported offering health benefits with more than 75 percent of their openings. Unfortunately, those industries only account for 14 percent of the state’s vacancies.

Group Description	Vacancies	Health Insurance Plan Offered
Utilities	13	100%
Finance and Insurance	272	89%
Mining	38	83%
Information	203	81%
Manufacturing	760	79%
Management of Companies and Enterprises	96	77%

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

OCCUPATIONAL GROUPS

More than a third of the vacancies were concentrated in three occupation groups –office and administrative support at 12 percent, food preparation and serving at 12 percent and sales at 11 percent. Transportation and material moving workers and health care practitioners and technical workers were both at 9 percent. Combined with the other three, they accounted for over half of the estimated vacancies, almost mirroring the 2010 survey results.



Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Statewide, the majority of job openings were for full-time positions. However, the ratio of full-time to part-time was very different for each occupation group. Appendix E on page 22 represents the number of estimated full-time and part-time vacancies by occupation group. The occupation groups with the most total vacancies had a large portion of the part-time openings.

Office and administrative support had an estimated 1,232 vacancies in spring 2011, slightly higher than 1,175 in food preparation and serving and 1,085 in sales. The majority of these openings were permanent positions. Sales reported just 5 percent of its openings as seasonal, and office and administrative support posted 7 percent as seasonal. Food preparation and serving, on the other hand, reported 37 percent of its openings as temporary.

Other occupations reflecting a higher demand for seasonal or temporary employees were farming, fishing and forestry at 95 percent; protective service at 78 percent; building and grounds cleaning and maintenance at 57 percent; and arts, design, entertainment, sports and media at 56 percent. This high seasonal employment is attributable to jobs such as lifeguard, farm laborer, recreation worker and groundskeeper.

Ten occupation groups had greater than 25 percent of their openings vacant for longer than 60 days. Farming, fishing and forestry and transportation and materials moving occupation groups had a majority of their postings vacant for greater than 60 days. In 2010, there were only seven occupations with 25 percent or more of their vacancies open for over 60 days, and none had more than 40 percent of their vacancies open for more than 60 days. The openings that seem to be the most difficult to fill included heavy and tractor-trailer truck driver, supervisors of transportation and material-moving machine and vehicle operator and farmworker.

Table 9: Occupations with Vacancies Open More Than 60 Days

Occupation Group Title	Vacant 60+ Days
Farming, Fishing, and Forestry	63%
Transportation and Material Moving	53%
Installation, Maintenance and Repair	45%
Life, Physical, and Social Science	48%
Education, Training and Library	38%
Computer and Mathematical	32%
Healthcare Practitioners and Technical	31%
Architecture and Engineering	28%
Management	26%
Production	26%

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Positions within each major occupation group vary in required experience and education. Requirements may also change from business to business based on the type of work being handled or a supervisor’s expectation of applicants. The preparation requirement level described earlier provides a quick snapshot of what each group looks for in filling vacancies. The occupation groups seem to either have low or very high preparation requirements, leaving only a few groups in the middle. Groups with high preparation requirements tend to require advanced degrees or bachelor’s degrees with related experience. Table 10 lists the occupation groups in descending order of vacancies with the most frequent preparation requirement level for each group.

Occupation Group Title	Preparation Requirement Level
Office and Administrative Support	Low
Food Preparation and Serving Related	Low
Sales and Related	Low
Transportation and Material Moving	Low
Healthcare Practitioners and Technical	Very High
Construction and Extraction	Low
Healthcare Support	Low
Production	Low
Building and Grounds Cleaning and Maintenance	Low
Education, Training, and Library	Very High
Management	Very High
Installation, Maintenance, and Repair	Medium High
Personal Care and Service	Low
Protective Service	Low
Community and Social Services	Medium Low
Arts, Design, Entertainment, Sports, and Media	Low
Computer and Mathematical	Very High
Farming, Fishing, and Forestry	Low
Business and Financial Operations	Very High
Architecture and Engineering	Very High
Life, Physical, and Social Science	Highest
Legal	Highest

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Occupation groups that have a large percentage of vacancies in newly created jobs include protective service at 72 percent, architecture and engineering at 61 percent and production at 60 percent, as shown in Table 11. Compared to the results from the 2010 survey, no industries had more than 50 percent of their openings as newly created. While having a higher percentage of newly created jobs, these three industries combined only account for 20 percent or 520 of the over 2,600 newly created positions. Office and administrative support accounts for the most new openings with 440. See Appendix D for a complete breakdown of occupational groups.

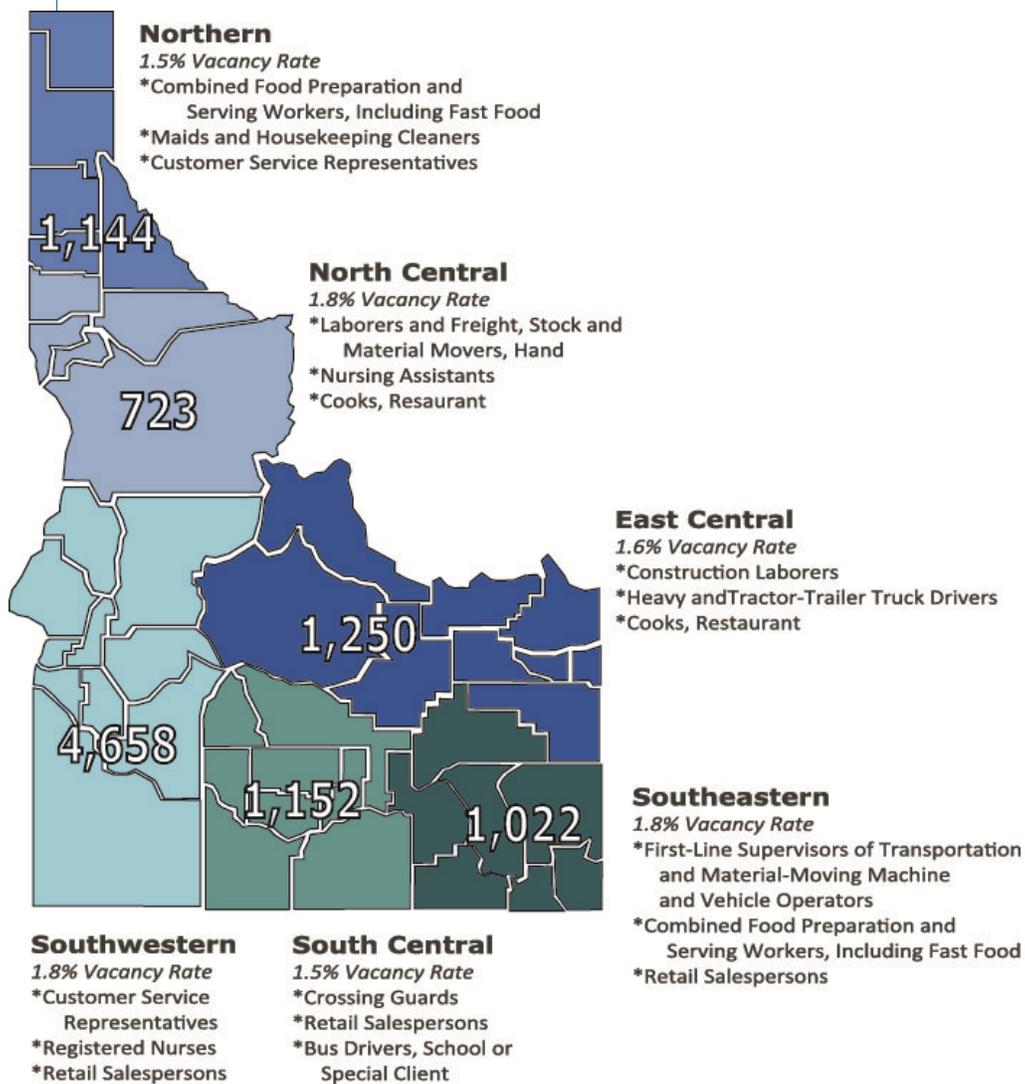
Table 11: Percent of Vacancies that are New Positions				
10% to 20%	20% to 30%	30% to 40%	40% to 50%	50%+
Healthcare Support	Community and Social Services	Transportation and Material Moving	Legal	Protective Service
	Management	Sales and Related	Arts, Design, Entertainment, Sports and Media	Architecture and Engineering
	Installation, Maintenance and Repair	Building and Grounds Cleaning and Maintenance	Computer and Mathematical	Production
	Personal Care and Service	Life, Physical, and Social Science	Education, Training, and Library	Farming, Fishing and Forestry
	Business and Financial Operations	Healthcare Practitioners and Technical	Office and Administrative Support	Construction and Extraction
	Food Preparation and Serving Related			

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Appendix A – Vacancy Characteristics by Idaho Regions

Region	Vacancies	Full-Time Openings	Temporary or Seasonal Openings	Newly Created Positions	Vacant 60+ Days	Requiring Education Beyond HS/GED	Requiring Related Experience	Requiring License or Certificate
Northern	1,144	45%	30%	38%	29%	29%	56%	29%
North Central	723	66%	24%	11%	20%	43%	56%	49%
Southwestern	4,658	68%	18%	33%	18%	34%	64%	38%
South Central	1,152	79%	30%	40%	24%	20%	51%	46%
Southeastern	1,022	58%	33%	50%	36%	38%	56%	43%
Eastern	1,250	69%	34%	46%	24%	21%	50%	22%

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor



Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Appendix B - Top 20 Occupations with the Most Vacancies Statewide

Occupation	Vacancies	Full-Time Openings	Seasonal or Temporary Openings	Newly Created Positions	Vacant 60+ Days	Requiring License or Certificate	Requiring Related Experience	Requiring Education Beyond HS/GED	Preparation Requirement Level
Customer Service Representatives	452	81%	1%	66%	15%	2%	46%	15%	Low
Retail Salespersons	376	59%	2%	37%	39%	20%	49%	40%	Medium Low
Registered Nurses	351	61%	1%	14%	24%	99%	86%	17%	Very High
Combined Food Preparation and Serving Workers, Including Fast Food	334	10%	61%	22%	29%	9%	0%	29%	Low
Heavy and Tractor-Trailer Truck Drivers	324	92%	3%	33%	74%	98%	98%	73%	Medium Low
Construction Laborers	282	82%	64%	61%	7%	19%	13%	7%	Medium Low
Cashiers	280	25%	19%	11%	0%	14%	25%	0%	Low
Nursing Assistants	262	64%	2%	6%	4%	88%	66%	3%	Low
Waiters and Waitresses	225	18%	26%	0%	0%	17%	49%	0%	Low
Farmworkers and Laborers, Crop, Nursery and Greenhouse	175	97%	100%	95%	60%	0%	63%	60%	Low
Cooks, Restaurant	169	73%	29%	31%	29%	6%	63%	29%	Low
Maids and Housekeeping Cleaners	168	24%	71%	58%	8%	17%	39%	8%	Low
Interviewers, Except Eligibility and Loan	167	5%	4%	1%	0%	0%	99%	0%	Medium Low
Bus Drivers, School or Special Client	139	5%	91%	5%	72%	100%	61%	72%	Low
Crossing Guards	136	*	*	*	*	*	*	*	Low
Laborers and Freight, Stock, and Material Movers, Hand	136	71%	47%	28%	2%	9%	6%	2%	Low
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	136	41%	25%	26%	13%	5%	8%	13%	Low
Telemarketers	131	*	*	*	*	*	*	*	Low
Personal Care Aides	122	34%	0%	19%	6%	34%	51%	6%	Low
First-Line Supervisors of Transportation and Material-Moving Machine and Vehicle Operators	118	100%	93%	94%	93%	93%	97%	93%	Medium High

* Data was suppressed due to small sample size

Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Appendix C – Vacancy Characteristics by Industry

Group Description	Vacancies	Vacancy Rate	Full-Time Openings	Permanent Openings	Newly Created Positions	Vacancy 60+ Days	License or Certificate Required	Education Beyond HS/GED	Requiring Related Experience	Any Fringe Benefit Offered	Health Insurance Plan Offered	Private Employers
Health Care and Social Assistance	1,877	2.3%	60%	92%	27%	16%	64%	57%	66%	74%	57%	90%
Retail Trade	1,210	1.6%	50%	92%	21%	17%	23%	14%	44%	77%	56%	100%
Accommodation and Food Services	1,119	2.3%	32%	57%	26%	15%	12%	4%	28%	52%	33%	100%
Manufacturing	760	1.4%	98%	81%	51%	24%	16%	35%	70%	89%	79%	100%
Professional, Scientific and Technical Services	656	2.1%	69%	89%	49%	16%	10%	16%	67%	83%	59%	100%
Administrative and Support and Waste Management and Remediation Services	642	1.6%	85%	87%	60%	22%	11%	7%	40%	72%	66%	100%
Construction	625	1.9%	96%	58%	47%	37%	46%	30%	68%	74%	54%	92%
Educational Services	531	0.9%	60%	80%	14%	26%	74%	65%	67%	73%	54%	5%
Public Administration	504	1.5%	67%	50%	42%	4%	32%	32%	48%	57%	53%	0%
Transportation and Warehousing	486	2.7%	79%	85%	38%	60%	81%	28%	82%	77%	74%	95%
Wholesale Trade	401	1.5%	91%	51%	78%	10%	47%	24%	41%	60%	55%	100%
Finance and Insurance	272	1.3%	87%	100%	34%	10%	20%	33%	66%	89%	89%	100%
Agriculture, Forestry, Fishing and Hunting	265	1.2%	92%	14%	46%	56%	4%	8%	69%	26%	26%	100%
Other Services (except Public Administration)	254	1.7%	22%	45%	31%	54%	75%	30%	67%	63%	36%	65%
Information	203	2.0%	72%	93%	18%	24%	0%	65%	76%	83%	81%	95%
Arts, Entertainment, and Recreation	107	1.2%	42%	47%	10%	7%	50%	22%	82%	37%	37%	85%
Management of Companies and Enterprises	96	1.7%	81%	77%	18%	19%	1%	42%	85%	85%	77%	100%
Real Estate Rental and Leasing	77	1.1%	32%	32%	58%	0%	0%	0%	88%	32%	32%	100%
Mining	38	1.6%	83%	51%	52%	38%	19%	35%	80%	83%	83%	100%
Utilities	13	0.4%	100%	100%	0%	36%	20%	48%	84%	100%	100%	84%
Total	10,136	1.7%	66%	73%	35%	21%	35%	30%	55%	72%	59%	86%

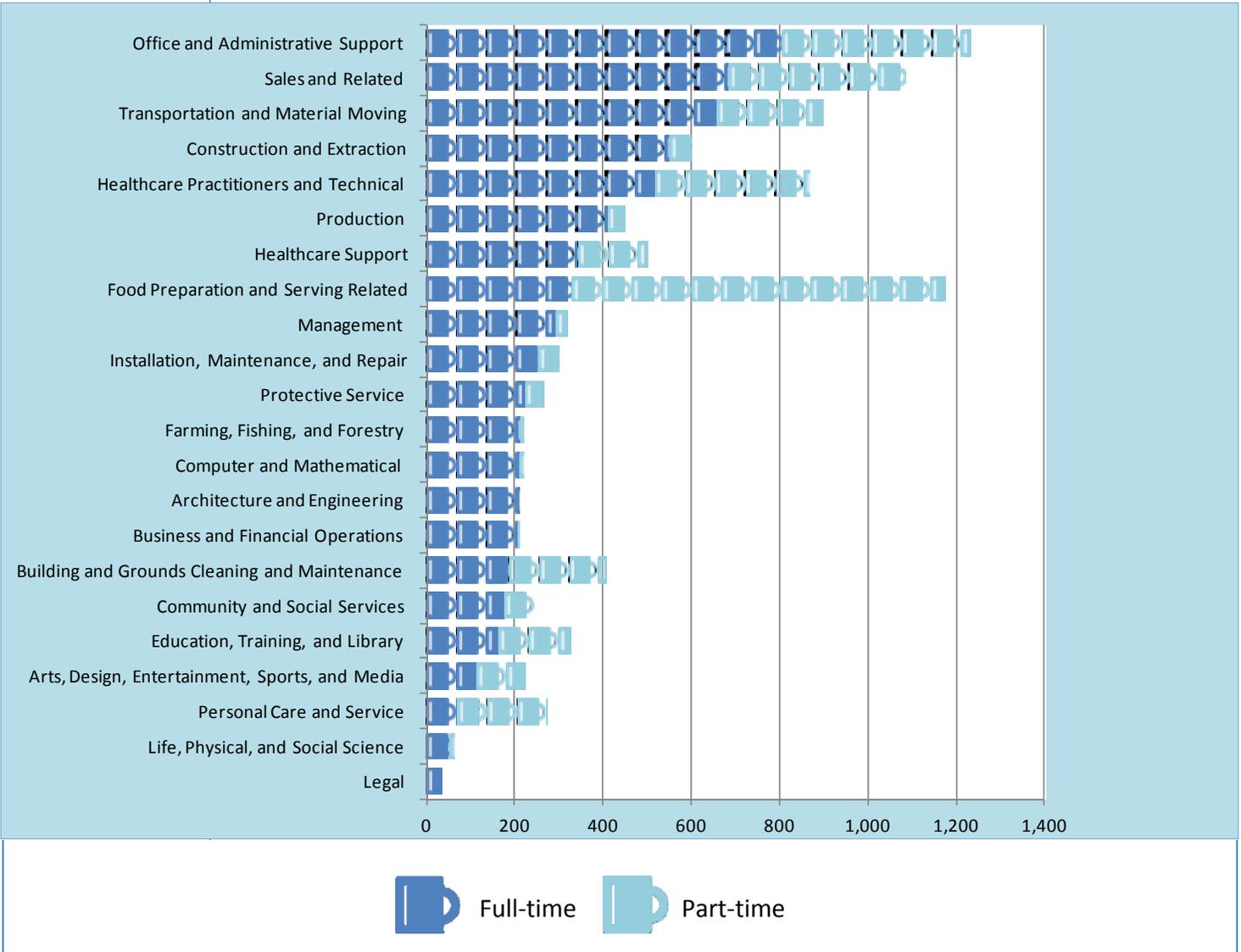
Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Appendix D – Vacancy Characteristics by Occupation Group

Occupation Group Title	Vacancies	Median Wage Offered	Percent of Total Vacancies	Full-Time Openings	Seasonal or Temporary Openings	Newly Created Positions	Private Employment	Vacant 60+ Days	Requiring Education Beyond HS/GED	Requiring Related Experience	Requiring License or Certificate	Preparation Requirement Level
Office and Administrative Support	1,233	\$9.75	12%	65%	5%	40%	93%	9%	15%	58%	4%	Medium Low
Food Preparation and Serving Related	1,175	\$7.35	12%	28%	37%	21%	96%	14%	2%	32%	11%	Low
Sales and Related	1,085	\$9.50	11%	63%	7%	37%	100%	19%	14%	47%	16%	Low
Transportation and Material Moving	900	\$15.87	9%	73%	44%	39%	87%	53%	28%	69%	77%	Low
Healthcare Practitioners and Technical	868	\$18.27	9%	59%	5%	33%	81%	31%	85%	74%	84%	Very High
Construction and Extraction	601	\$11.50	6%	92%	45%	53%	73%	15%	8%	48%	25%	Low
Healthcare Support	502	\$9.50	5%	68%	9%	13%	92%	7%	39%	50%	62%	Low
Production	450	\$11.85	4%	91%	11%	60%	100%	25%	20%	64%	7%	Low
Building and Grounds Cleaning and Maintenance	406	\$8.67	4%	46%	57%	35%	86%	22%	0%	29%	15%	Low
Education, Training and Library	328	\$14.42	3%	49%	33%	41%	30%	38%	62%	53%	87%	Very High
Management	322	\$21.63	3%	91%	7%	27%	78%	26%	75%	93%	34%	Very High
Installation, Maintenance and Repair	299	\$18.00	3%	85%	8%	26%	97%	45%	57%	91%	62%	Medium High
Personal Care and Service	274	\$7.50	3%	25%	30%	23%	83%	4%	20%	49%	44%	Low
Protective Service	266	\$8.00	3%	84%	78%	72%	70%	4%	8%	20%	86%	Low
Community and Social Services	244	\$10.50	2%	72%	11%	29%	80%	5%	51%	74%	51%	Medium Low
Arts, Design, Entertainment, Sports and Recreation	225	\$7.42	2%	50%	56%	42%	64%	5%	33%	69%	23%	Medium Low
Computer and Mathematical	219	\$21.63	2%	97%	15%	41%	86%	32%	77%	89%	1%	Very High
Farming, Fishing, and Forestry	219	\$9.90	2%	98%	95%	59%	100%	63%	0%	70%	0%	Low
Business and Financial Operations	212	\$17.78	2%	98%	6%	23%	80%	4%	68%	83%	15%	Very High
Architecture and Engineering	210	\$19.00	2%	100%	5%	61%	90%	28%	96%	83%	33%	Very High
Life, Physical and Social Science	62	\$15.26	1%	86%	20%	35%	33%	44%	94%	93%	73%	Very High
Legal	35	\$24.11	0%	100%	0%	48%	41%	21%	92%	77%	88%	Highest

Source: 2011 Idaho Vacancy Survey, Idaho Department of Labor

Appendix E — Part- and Full-Time Job Vacancies by Occupation Group



Source: 2011 Idaho Job Vacancy Survey, Idaho Department of Labor

Appendix F — Preparation Requirement Level Methodology

Preparation Requirement Level is derived from combining the level of education and experience required for each position to more clearly define how much preparation a job requires. Each education value was given a number equivalent:

- No School-1
- High School/GED-2
- Some College-3
- Vocational School-4
- Associate Degree-5
- Bachelor's Degree-6
- Advanced Degree-7

And experience was similarly labeled

- No Experience or Unrelated Experience-1
- Related Experience-2

A combined score was calculated for each occupation by summing the experience and education values. This gave eight levels of background requirements that were combined down to seven unique categories:

- 2-3 Low
- 4 Medium Low
- 5 Medium
- 6 Medium High
- 7 High
- 8 Very High
- 9 Highest

The final rank was determined by most frequent values, rather than median, to represent what employers most frequently required.

Appendix G — North American Industry Classification

Code	NAICS Industry	Industry Description
11	Agriculture, Forestry, Fishing and Hunting	Establishments primarily engaged in growing crops, raising animals, harvesting timber and harvesting fish and other animals from a farm, ranch or their natural habitats.
21	Mining, Quarrying, and Oil and Gas Extraction	Establishments that extract naturally occurring mineral solids such as coal and ores; liquid minerals such as crude petroleum and gases such as natural gas.
22	Utilities	Establishments engaged in the provision of the following utility services: electric power, natural gas, steam supply, water supply and sewage removal.
23	Construction	Establishments primarily engaged in the construction of buildings or engineering projects; the preparation of sites for new construction; subdividing land for sale as building sites.
31-33	Manufacturing	Establishments engaged in the mechanical, physical or chemical transformation of materials, substances or components into new products.
42	Wholesale Trade	Establishments engaged in wholesaling merchandise, generally without transformation, and rendering services incidental to the sale of merchandise.
44-45	Retail Trade	Establishments engaged in retailing merchandise, generally without transformation, and rendering services incidental to the sale of merchandise.
48-49	Transportation and Warehousing	Establishments providing transportation of passengers and cargo, warehousing and storage for goods, scenic and sightseeing transportation and support activities related to modes of transportation.
51	Information	Establishments engaged in the processes of producing and distributing information and cultural products; providing the means to transmit or distribute these products as well as data or communications; processing data.
52	Finance and Insurance	Establishments primarily engaged in financial transactions (transactions involving the creation, liquidation or change in ownership of financial assets) and/or in facilitating financial transactions.
53	Real Estate and Rental and Leasing	Establishments primarily engaged in renting, leasing or otherwise allowing the use of tangible or intangible assets and establishments providing related services.
54	Professional, Scientific and Technical Services	Establishments that specialize in performing professional, scientific and technical activities for others.
55	Management of Companies and Enterprises	Establishments that hold the securities of (or other equity interests in) companies and enterprises for the purpose of owning a controlling interest or influencing management decisions or establishments (except government establishments) that administer, oversee and manage establishments of the company or enterprise and that normally undertake the strategic or organizational planning and decisionmaking role of the company or enterprise.
56	Administrative and Support and Waste Management and Remediation Services	Establishments performing routine support activities for the day-to-day operations of other organizations.
61	Educational Services	Establishments that provide instruction and training in a wide variety of subjects.
62	Health Care and Social Assistance	Establishments providing health care and social assistance for individuals.
71	Arts, Entertainment and Recreation	Establishments that operate facilities or provide services to meet varied cultural, entertainment and recreational interests of patrons.
72	Accommodation and Food Services	Establishments providing customers with lodging and/or preparing meals, snacks and beverages for immediate consumption.
81	Other Services (except Public Administration)	Establishments engaged in providing services not specifically provided for elsewhere in the classification system, including equipment and machinery repairing, promoting or administering religious activities, grantmaking, advocacy, drycleaning and laundry services, personal care services, death care services, pet care services, photofinishing services, temporary parking services and dating services.
92	Public Administration	Establishments of federal, state and local government agencies that administer, oversee and manage public programs and have executive, legislative or judicial authority over other institutions within a given area.

Source: North American Industry Classification System, U.S. Census Bureau, 2007. <http://www.census.gov/eos/www/naics/index.html> Accessed 08/19/2010.

Appendix H — Standard Occupational Classification

Major Occupational Group	Sample Occupations
Management Occupations	Education Administrators, Sales Managers, Food Service Managers
Business and Financial Operations Occupations	Appraisers, Accountants, Fundraisers, Human Resource Specialists
Computer and Mathematical Occupations	Web Developers, Mathematicians, Computer Support Specialists
Architecture and Engineering Occupations	Architects, Civil Engineers, Drafters, Engineering Technicians
Life, Physical and Social Science Occupations	Foresters, Psychologists, Nuclear Technicians, Economists
Community and Social Service Occupations	Rehabilitation Counselors, Social Workers, Religious Workers
Legal Occupations	Lawyers, Judges, Court Reporters, Paralegals
Education, Training, and Library Occupations	Postsecondary Teachers, Librarians, Teacher Assistants
Arts, Design, Entertainment, Sports and Media Occupations	Graphic Designers, Technical Writers, Photographers, Reporters
Healthcare Practitioners and Technical Occupations	Pharmacists, Registered Nurses, Paramedics, MRI Technologists
Healthcare Support Occupations	Dental Assistants, Phlebotomists, Nursing Assistants
Protective Service Occupations	Police Officers, Firefighters, Security Guards, Lifeguards
Food Preparation and Serving Related Occupations	Cooks, Fast Food Workers, Bartenders, Waiters and Waitresses
Building and Grounds Cleaning and Maintenance Occupations	Tree Trimmers, Maids, Pest Control Workers
Personal Care and Service Occupations	Hairdressers, Childcare Workers, Travel Guides, Personal Care Aides
Sales and Related Occupations	Cashiers, Travel Agents, Real Estate Sales Agents
Office and Administrative Support Occupations	Secretaries, Tellers, Customer Service Representatives, Dispatchers
Farming, Fishing and Forestry Occupations	Agricultural Inspectors, Farmworkers, Logging Workers
Construction and Extraction Occupations	Construction Laborers, Painters, Extraction Workers
Installation, Maintenance and Repair Occupations	Motorcycle Mechanics, Air Conditioning Installers, Appliance Repairers
Production Occupations	Assemblers, Bakers, Machinists, Cabinetmakers, Power Plant Operators
Transportation and Material Moving Occupations	Airline Pilots, Ambulance Drivers, Crane Operators, Material Movers

Source: U.S. Department of Labor, Bureau of Labor Statistics, 2010 *Standard Occupational Classification* – <http://www.bls.gov/soc/home.htm>