

**2004 –2014 Projected Occupations in Demand**

Occupational Title	Minimum Education Requirements	** Total Annual Demand	1st Quarter 2006 Average Hourly Wage
New Accounts Clerks	Work Exp. in a related occ.	20	\$12.30
Tellers	Short-term Tng. & Exp.	630	\$9.56
Bill and Account Collectors	Short-term Tng. & Exp.	200	12.13
Loan Interviewers and Clerks	Short-term Tng. & Exp.	40	11.61
Insurance Claims and Policy Processing Clerks	Mod.-term Tng. & Exp.	30	\$12.70
Claims Adjusters, Examiners, and Investigators	Long-term Tng. & Exp.	50	\$26.68
Computer, Automated Teller, and Office Machine Repairers	Postsecondary voc.	20	\$16.59
Financial Managers	degree	150	\$33.73
Insurance Sales Agents	Bachelor's degree	180	\$24.92
Loan Officers	Bachelor's degree	90	20.94
Tax Examiners, Collectors, and Revenue Agents	Bachelor's degree	40	20.73
Personal Financial Advisors	Bachelor's degree	30	32.54
Financial Analysts	Bachelor's degree	20	28.56

\*\*Total Annual Demand = Demand in the occupation as a function of replacement demand (retirements + turnover) + new growth.

The total cost of printing this document, including reprints, is \$.09 per copy. This document was published by the Louisiana Department of Labor, Office of Occupational Information Services, Research & Statistics Division, P. O. Box 94094, Baton Rouge, Louisiana 70804-9094. Its purpose is to disseminate information pertaining to labor market developments and employment trends under the authority of Part 602.6, Title 20, Chapter V of the Code of Federal Regulations. It was printed in accordance with the standards for printing by state agencies established pursuant to R.S. 43:31.

**Occupations in the Spotlight**



**Bill and Account Collectors**



Locate and notify customers of delinquent accounts by mail, telephone, or personal visit to solicit payment.

- ◆ Knowledge of administrative and clerical procedures and systems
- ◆ Knowledge of economic and accounting principles and practices, financial markets, banking and the analysis and reporting of financial data.

**Required WorkKeys® Scores:**

**AM LI RI**  
4 4 4

**Financial Services Sales Agents**



Provide financial services such as loan, tax, and securities counseling.

- ◆ Knowledge of principles and methods for showing, promoting, and selling products or services
- ◆ Knowledge of economic and accounting principles and practices
- ◆ Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process
- ◆ Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications

**Required WorkKeys® Scores:**

**AM LI RI**  
Not Yet Available

**AM = Applied Mathematics**  
**LI = Locating Information**  
**RI = Reading for Information**

**WorkKeys® assessments** give students and workers reliable, relevant information about workplace skill levels. Combined with information about skill levels required for jobs, assessments information can help students make better career and educational decisions. Louisiana uses three WorkKeys® assessments as the foundation for awarding career readiness certificates. For more information, contact the Workforce Education and Training Office at the Louisiana Board of Regents (225-342-4253).

**LOUISIANA Opportunities in**



*This diverse Career Cluster prepares learners for careers in planning, managing and providing education and training services, and related learning support services.*

**FASTEST GROWING JOBS**

- ◆ Tellers
- ◆ Bill and Account Collectors
- ◆ Insurance Sales Agents
- ◆ Financial Managers
- ◆ Loan Officers

**Louisiana Department of Labor Office of Occupational Information Services**  
P.O. Box 94094  
Baton Rouge, LA 70804-9094  
**Phone (225) 342-3141**  
**TDD Toll Free (866) 277-9317**  
**FAX (225) 342-9192**

"This document was produced as a collaborative endeavor between the Louisiana Departments of Labor, Education and the Board of Regents".

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Auxiliary Aids and Services are available upon request to individuals with disabilities*

## Reference Center:

Louisiana Department of Labor -  
<http://www.LAWORKS.net>

Occupational Information – go to Career Exploration  
<https://www.voshost.com/default.asp>

Louisiana Employment Outlook -  
[http://www.laworks.net/LaborMarketInfo/LMI\\_employmentprojections.asp](http://www.laworks.net/LaborMarketInfo/LMI_employmentprojections.asp)

Louisiana Technical Colleges -  
<http://www.ltc.edu/home.asp>

Financial Aid-  
<http://www.osfa.state.la.us/>

Louisiana Board of Regents-  
<http://www.regents.state.la.us>

Louisiana Community & Technical College System  
<http://www.lctcs.net/>

ACT  
<http://www.act.org>

National Career Clusters  
<http://www.careerclusters.org>



*This brochure is designed to provide assistance to students as they prepare to make decisions about course selection, their career options and future plans.*

**The Career Options Law (Act 1124)** mandates that all high school students have a five-year educational plan and that all high schools offer career majors/areas of concentrations. It is the intent of the law that students have a focus while in school to help make learning more relevant and meaningful.

Students in 6th – 8th grades must complete at least six career awareness activities which help students to develop a five-year educational plan. It also requires school systems to offer areas of concentrations to address students' interests.

**The Five-Year Educational Plan** Students must complete this plan at the end of their 8th grade year with input from their counselor and/or advisor and family. This plan must be reviewed and revised on an annual basis throughout high school with student, parent and counselor/advisor signatures each year.

## Finance Training Cluster High School Areas of Concentrations (2007 – 2008)

**Diploma Endorsements** will help provide for students the preparation necessary for college and/or a career. By the same token employers will be getting better prepared workers, and higher education institutions will have students better prepared for success in their post secondary institutions. These endorsements help students to maximize their 11th and 12th grades, encourage more students to take Advanced Placement courses, encourage students to take advantage of career and technical education courses and opportunities, as well as hold high schools accountable for what is taught during the 11th and 12th grades. Students can complete the necessary requirements for two different diploma endorsements:

- Academic Endorsement
  - Career and Technical Endorsement
- Please see your guidance counselor for further details.

**The Louisiana WORKReady! Certificate** is a portable credential that signifies to an employer that an individual has achieved acceptable levels in the foundation skills necessary for success in the workplace and gives Louisiana citizens a “key to work”. Issued by the Workforce Commission, the Certificate is a tool that helps employers identify qualified candidates to fill the openings they have in their businesses.

People who attain the Certificate, which will display their workplace readiness skill levels, will have an advantage as they pursue their career goals. The Certificate increases the likelihood that business will receive a well-trained, highly skilled worker and that education will prepare students for available jobs. For more information, contact the Workforce Commission at 225-342-2094 or the Board of Regents at 225-342-4253.

<b>Career Cluster</b> Finance
<b>Areas of Concentrations</b> Banking and Finance Economics
<b>Post Secondary Programs</b> Finance Business Administration Accounting Economics
<b>Training Programs Related Certification(s):</b> Micro Soft Office Specialist

For more information on course selection visit our Web site:  
<http://www.doe.state.la.us/lde/ssa/currichome.html>

## TOP EMPLOYING INDUSTRIES

### Industry

*(based on North American*

*Industry Classification System NAICS)*

	2004	2014	Number of New Jobs	Percent Change
<b>Credit Intermediation and Related Activities</b>	37,153	37,001	-152	-0.4%
<b>Securities, commodity contracts, investments</b>	4,017	4,071	54	1.3%
<b>Insurance carriers and related activities</b>	22,059	19,082	-2,977	-13.5%