

(A Sample from the) **Career Coach Report**

Getting the Most from Your Career Coach Report

The following four sections make up this report:

SECTION 1 – JOB MATCH

Your results have been compared to representative occupations derived from information provided by O*NET (Occupational Information Network). Your overall match with these occupations is presented in this section.

SECTION 2 – THE O*NET – WHAT IT IS AND HOW YOU CAN USE IT

The O*NET is a comprehensive database of worker attributes and job characteristics developed by the United States Department of Labor. You may access it on the Internet at online.onetcenter.org.

SECTION 3 – YOUR RESULTS

This section provides an overview of your characteristics based on your responses to the questions on the *Career Coach*.

SECTION 4 – SUGGESTIONS FOR GATHERING ADDITIONAL INFORMATION ABOUT CAREERS

The basis of good decisions is good information. Your *Career Coach Report* provides unique information relating to you, but you should do additional research to learn more about your career possibilities and opportunities. This section suggests approaches to use to get more information.

Note:

The information you gain from *Career Coach* is related to job expectations and classifications in the workplace. The only difference would be the specific requirements of certain employers. The *Career Coach* provides information for your personal use and is not to be used as a hiring tool.

SECTION ONE

Job Match

The *Career Coach* compares the results of your evaluation with the requirements for a variety of career fields described by O*NET (Occupational Information Network). The percentages below indicate the degree to which your results match each of the listed occupations.

Your results have been grouped into two categories. **Group One** indicates those occupations typically requiring education beyond high school; and **Group Two** indicates those occupations not typically requiring education beyond the high school level. Also provided is the O*NET SOC Code that may be used to research each occupation. To do this go to online.onetcenter.org, select Find Occupations and enter the appropriate SOC Code from the list below.

GROUP ONE: ADVANCED TRAINING REQUIRED

O*NET SOC Code	Occupational Title	Job Match Percentage
25-4021.00	Librarian	87%
19-3011.00	Economist	83%
13-2011.01	Staff Accountant	82%
21-1023.00	Mental Health & Substance Abuse Social Worker	82%
13-2011.01	Accountant	81%
17-2112.00	Industrial Engineer	81%
13-2082.00	Certified Public Accountant	80%
23-2091.00	Court Reporter	80%

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13-2011.02	Auditor	76%
23-1011.00	Lawyer, Corporate/Business	76%
11-3031.01	Controller	75%
29-1031.00	Nutritionist	75%
19-1020.01	Biologist	75%
11-3061.00	Purchasing Manager	74%
13-2072.00	Loan Officer, Bank	74%
15-1051.00	Systems Analyst	74%
25-2031.00	Teacher, Secondary	73%

17-2171.00	Petroleum Engineer	73%
17-2071.00	Electrical Engineer	72%
43-1011.00	Business Manager	72%
11-3021.00	Systems Administrator	72%
13-2081.00	Tax Examiner/Collector	72%
53-2012.00	Executive Pilot	71%
11-3040.00	Human Resource Manager	71%

GROUP TWO: BASIC TRAINING REQUIRED

O*NET SOC Code	Occupational Title	Job Match Percentage
43-4171.00	Receptionist	74%
11-3011.00	Office Manager	74%
43-6011.00	Executive Secretary	74%
51-9071.01	Jewelers	73%
43-3031.00	Accounts Payable Clerk	71%
49-2091.00	Avionics Technician	71%
51-9061.05	Production Inspector/Tester	71%
43-6014.00	Financial Secretary	70%
13-1071.00	Employment, Recruitment & Placement Specialist	70%
39-6032.00	Transport Attendant	69%
43-1011.01	Help Desk Manager	69%
49-2094.00	Electronics Technician	68%
53-4013.00	Railroad Engineer	68%
43-3051.00	Payroll Clerk	68%
49-9061.00	Camera & Photographic Equipment Repairers	67%
43-4051.00	Client/Customer Service Representative	67%
41-2031.00	Inside Sales	65%
43-5052.00	Mail Carrier	65%