



## Business Operation Occupations

|         |  |
|---------|--|
| 13-1021 | Buyers and Purchasing Agents, Farm Products                    |
| 13-1023 | Purchasing Agents, Except Wholesale, Retail, and Farm Products |
| 13-1041 | Compliance Officers  |
| 13-1075 | Labor Relations Specialists                                    |
| 13-1081 | Logisticians   |
| 13-1161 | Market Research Analysts and Marketing Specialists             |
| 13-1199 | Business Operations Specialists, All Other                     |

Visit [https://www.bls.gov/soc/major\\_groups.htm](https://www.bls.gov/soc/major_groups.htm) for more information.

Emsi Q1 2017 Data Set

March 2017

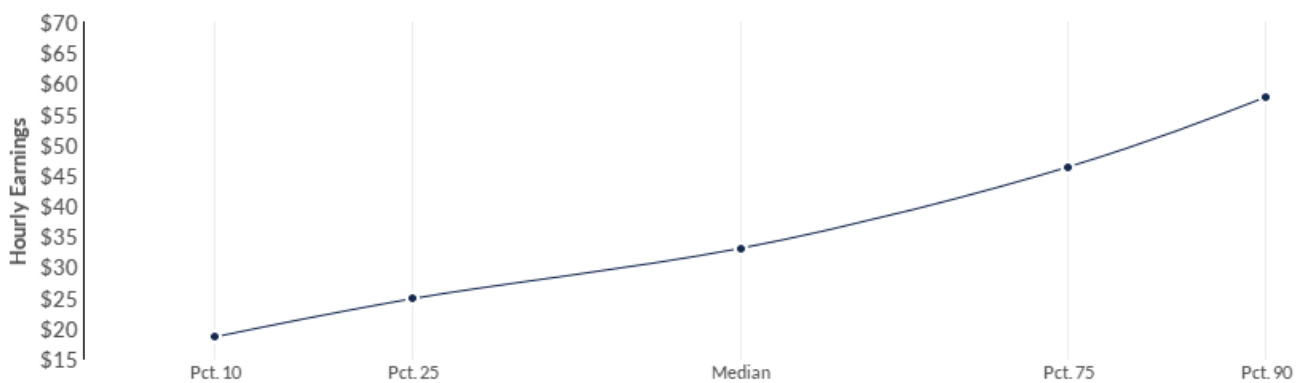
**Sonoma County Economic Development Board**



## Percentile Earnings

Presented below are the salary ranges for the occupations included in this report. In general, the 25th percentile earnings represent the wage one might expect to receive at an entry level position for a given occupation if they have the appropriate skills, training, and certifications. Wage growth could be expected to follow the path depicted in the graph as the employee successfully completes job training and gains experience in the occupation. A more detailed explanation of percentile earnings can be found here: <https://admin.utep.edu/Default.aspx?tabid=6726>

|  |   |  |
|--|---|--|
| <p><b>\$24.82/hr</b></p> <p>25th Percentile Earnings</p> | <p><b>\$33.05/hr</b></p> <p>Median Earnings</p> | <p><b>\$46.35/hr</b></p> <p>75th Percentile Earnings</p> |
|--|---|--|



| Occupation   | 25th Percentile Earnings | Median Earnings | 75th Percentile Earnings |
|--|--------------------------|-----------------|--------------------------|
| Buyers and Purchasing Agents, Farm Products (13-1021)                    | \$23.64                  | \$33.73         | \$43.26                  |
| Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023) | \$24.94                  | \$30.11         | \$40.21                  |
| Compliance Officers (13-1041)  | \$26.37                  | \$32.56         | \$41.28                  |
| Labor Relations Specialists (13-1075)                                    | \$29.81                  | \$35.61         | \$43.87                  |
| Logisticians (13-1081)   | \$27.62                  | \$37.76         | \$45.43                  |
| Market Research Analysts and Marketing Specialists (13-1161)             | \$27.64                  | \$37.98         | \$55.39                  |
| Business Operations Specialists, All Other (13-1199)                     | \$21.51                  | \$29.66         | \$43.56                  |

## Occupation Age Breakdown



| Age   | 2016 Jobs | 2016 Percent |
|-------|-----------|--------------|
| 14-18 | 4         | 0.2%         |
| 19-24 | 135       | 5.0%         |
| 25-34 | 614       | 22.9%        |
| 35-44 | 625       | 23.3%        |
| 45-54 | 647       | 24.1%        |
| 55-64 | 512       | 19.1%        |
| 65+   | 144       | 5.4%         |

## Industries Employing Business Operations Occupations

| Industry  | Occupation Group Jobs in Industry (2016) | % of Occupation Group in Industry (2016) | % of Total Jobs in Industry (2016) |
|---|--|--|------------------------------------|
| Local Government, Excluding Education and Hospitals                                   | 213                                      | 8.0%                                     | 2.2%                               |
| Corporate, Subsidiary, and Regional Managing Offices                                  | 165                                      | 6.2%                                     | 7.8%                               |
| Wineries  | 111                                      | 4.2%                                     | 1.6%                               |
| Federal Government, Civilian, Excluding Postal Service                                | 79                                       | 2.9%                                     | 15.7%                              |
| Instrument Manufacturing for Measuring and Testing Electricity and Electrical Signals | 67                                       | 2.5%                                     | 4.7%                               |

# Most Relevant Hard Skills

| Skill                             | Skill                          | Skill                       |
|-----------------------------------|--------------------------------|-----------------------------|
| Harmonized Tariff Schedule        | Resource Planning              | Microsoft PowerPoint        |
| Bidding                           | Enterprise Resource Planning   | Content Management          |
| Profit Center Accounting          | Email Marketing                | Proposal (Business)         |
| Public Works                      | Document Management Systems    | Procurement                 |
| Supplier Performance Management   | Manufacturing Engineering      | Best Practices              |
| Marketing Automation              | Cycle Counting                 | Six Sigma Methodology       |
| Order Fulfillment                 | Material Requirements Planning | Purchasing                  |
| Electronic Data Interchange       | Raw Materials                  | Marketing Strategies        |
| Export Administration Regulations | Performance Metric             | Sourcing (Recruitment)      |
| Contract Negotiation              | Photocopying                   | Business Process            |
| Business Transformation           | Office Suite                   | Supply Chain Management     |
| Third-Party Logistics             | Workers' Compensation          | Business Development        |
| Finished Good                     | Analytics                      | Metrics                     |
| Warehouse Management System       | Microsoft Office               | Asset Management            |
| Contract Management               | Social Media                   | Displays (Computer Systems) |
| Digital Marketing                 | Campaigns                      | Adaptabilities              |

## Most Relevant Soft Skills

### Skill

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Creative Problem-Solving

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Literacy

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Persuasive Communication

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Critical Thinking

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Creativity

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Coordinating

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Learning

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Leading

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Scheduling (Project Management)

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Leadership

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## Top Certifications

### Certification

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Certified Coding Specialist

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Certified Professional Coder

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Master Of Business Administration (MBA)

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Registered Health Information Administrator

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Registered Health Information Technician

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# Top Companies Job Postings

Jan. 2017 - Feb. 2017

| Company                               | Total/Unique Postings | Company                              | Total/Unique Postings |
|---------------------------------------|-----------------------|--------------------------------------|-----------------------|
| Oracle Corporation                    | 716 / 31              | St. Joseph's Healthcare System, Inc. | 9 / 3                 |
| Volt Information Sciences, Inc.       | 46 / 9                | AMF Bowling Worldwide, Inc.          | 4 / 2                 |
| Target Corporation                    | 39 / 7                | Alere Medical, Inc.                  | 10 / 2                |
| County Of Sonoma                      | 14 / 6                | Alexander & Schmidt                  | 8 / 2                 |
| Rose International, Inc               | 24 / 6                | Calix                                | 5 / 2                 |
| Intellisource Consulting Services Inc | 29 / 5                | Conetech, Inc.                       | 4 / 2                 |
| General Electric Company              | 8 / 4                 | Cost Plus, Inc.                      | 4 / 2                 |
| Harbor Freight Tools Usa, Inc         | 11 / 4                | Cross Check, Inc.                    | 5 / 2                 |
| Indian Health Service                 | 8 / 4                 | Francis Ford Coppola                 | 4 / 2                 |
| Justice                               | 16 / 4                | Giltner Trucking, L.L.C.             | 4 / 2                 |
| Keysight Technologies, Inc.           | 10 / 4                | Gradstaff Inc                        | 19 / 2                |
| Lockheed Martin Corporation           | 11 / 4                | HealthCare Partners, LLC             | 68 / 2                |
| Navy Federal Credit Union             | 12 / 4                | Jarden Corporation                   | 6 / 2                 |
| Signal Point Systems Inc.             | 22 / 4                | MarketSource, Inc.                   | 16 / 2                |
| The First American Corporation        | 10 / 4                | Medtronic, Inc.                      | 13 / 2                |
| Aerotek                               | 13 / 3                | NTK Holdings, Inc.                   | 4 / 2                 |
| IDEX Corporation                      | 9 / 3                 | Percepta, LLC                        | 8 / 2                 |
| Intelisys Communications, Inc.        | 6 / 3                 | Perdue Farms Inc                     | 40 / 2                |
| Jackson Family Wines, Inc.            | 6 / 3                 | Pick-N-Pull Auto Dismantlers         | 7 / 2                 |
| Kaiser Permanente                     | 11 / 3                | Rose State College                   | 4 / 2                 |
| Kelly Services, Inc.                  | 30 / 3                | Santa Rosa Junior College            | 4 / 2                 |
| Klein Management Systems, Inc         | 6 / 3                 | Selective Staffing Services Inc      | 13 / 2                |
| National Guard                        | 61 / 3                | Smco, Inc.                           | 4 / 2                 |
| Sofi LLC                              | 11 / 3                | Solarnet Holdings, LLC               | 8 / 2                 |

# Appendix A - Data Sources and Calculations

The Sonoma County Economic Development Board (EDB) prepares custom EDB Job Market Tracker Reports to provide insights into current workforce demands of the local economy by analyzing online job posting data and historical job data. Data used to inform the development of this report was collected by the EDB from the data provider Economic Modeling Specialists, Inc. (Emsi), a labor market database that compiles job postings from national, public, and corporate sources. If you have any questions, please contact the EDB at 707-565-7170.

## OccupationData

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

## CareerBuilder/Emsi Job Postings

Job postings are collected from various sources and processed/enriched by Careerbuilder to provide information such as standardized company name, occupation, skills, and geography. Emsi performs additional filtering and processing to improve compatibility with Emsi data.

## State Data Sources

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