2012 JOB VACANCY AND HIRING SURVEY REPORT



Firm size
Industries
Occupations
Areas
Education

Washington State Employment Security Department



Labor Market and Economic Analysis January 2013







2012 Fall Job Vacancy and Hiring Survey Report

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Contents

About the job vacancy and hiring survey	1
Changes to the survey	2
Executive summary	3
Fall 2012 job-vacancy results	2
Fall 2012 hiring results	3
Fall 2012 job-vacancy survey results	5
Vacancies by areas	5
Top 25 occupations with vacancies	6
Vacancies by industry sector	7
More than 1 in 4 vacancies were newly created positions	8
Vacancies at small firms made up the greatest shares of employment	8
More than half of all vacancies were full-time positions	10
Nearly 7 in 10 vacancies were permanent positions	10
Most vacancies had no educational requirement	11
Fewer than 30 percent of vacancies required a license or certification	12
More than half of all vacancies required previous experience	13
2012 fall and spring job-vacancy data compared	15
3 of 4 types of geographic areas reported an increase in vacancies	15
Top 5 job-vacancy occupations in the fall compared to spring	15
Top 5 job-vacancy industry sectors in the fall compared to spring	16
Fall 2012 hiring results	17
\$13.48 average hourly wage for hires	18
Top 25 occupations for hires	18
Hiring by industry sector	20
On average, positions were open less than one month	21
Average duration of openings by industry sector	21
Larger firms took the longest to hire	22
Firms with fewer than 99 employees made the majority of hires	23
2012 fall and spring hiring data compared	25
Hires increased across the state	25
Top 5 hiring occupations in the fall compared to spring	25
Top 5 hiring industry sectors in the fall compared to spring	26
Appendices	27

About the job vacancy and hiring survey

In the spring and fall, the Employment Security Department surveys Washington employers to collect information about their current job vacancies and recent hires. There are two portions of this survey. One portion collects information on job vacancies in Washington. The second portion collects information on recent hires by firms in Washington. Results of this portion were first reported in the spring 2012 report. A hire is defined as any new external hire, and it excludes internal promotions.

The same sample was used for both portions of the survey, drawn from the universe of employers covered by the unemployment-insurance system, minus public administration industries and private households. All estimates based on the survey and references to total covered employment throughout this report refer to this universe. This same sample also was used for the spring 2012 survey.

The job-vacancy portion asks employers whether they currently are recruiting for any vacancies at their location. The information collected reveals a snapshot-in-time of Washington employment conditions. We learn the estimated number of vacant positions, the characteristics of those vacant positions, the workforce needs of employers and vacancy trends by industry and occupation.

In the job-vacancy portion, we collect the following information for vacancies:

- Job title
- Full-time or part-time status
- Number of current openings
- New or replacement position
- Education level required
- Seasonal or temporary status
- License or certification required
- Previous experience required

The hiring portion asks employers whether there were any external hires during the period of June through August 2012.

In the hiring portion, we collect the following information for hires:

- Job title
- Days position was open
- Average hours worked per week
- Number of filled positions
- Starting wage offered

It is important to note that although the job vacancy and hiring survey portions were conducted as one study, the reported statistics were estimated separately and should not be directly compared.

Changes to the survey

The Employment Security Department has conducted the job-vacancy survey twice each year since 2003. Beginning this year, data-collection process improvements were implemented, and hiring data were added. These changes have resulted in improved reporting on Washington's employment conditions, but it means that data collected in 2012 and later cannot be directly compared to pre-2012 data.

In previous job-vacancy reports, data were displayed by the state's 12 workforce development areas (WDAs). In this report, results are displayed by four types of areas in the state: west urban, west rural, east urban and east rural. *Appendix 1* identifies these areas by county.

Although respondents were encouraged to complete the survey by answering all questions, there are instances where partial responses are reported and recorded. This creates a difference in total responses by question. The results are estimated as a percentage of all the responses received for each question.

This report presents results from the job vacancy and hiring survey conducted August through October 2012. See *Appendix 4* for more information about the survey and how it was conducted.¹

¹Only results that passed statistical quality standards (based on the number of responses per question and confidence intervals for each statistical estimate) are reported. See the *Appendix* for more detail on these standards.

Executive summary

This report presents the results of the 2012 fall job vacancy and hiring survey, which surveyed 11,679 Washington employers. A 50 percent response rate was achieved for both the job vacancy and hiring portions of the survey.

Fall 2012 job-vacancy results

Vacancies represented an estimated 2.7 percent of total employment. Employers had an estimated 70,434 vacancies statewide. Regionally, employers had an estimated 48,158 vacancies in west urban areas of the state, 9,830 in east urban areas, 2,614 vacancies in west rural areas and 9,796 vacancies in east rural areas. The largest portion of newly created estimated vacancies was located in the east rural areas, at 5.5 percent. Area estimates do not add to statewide total, since some respondents could not be assigned to any one set of areas.

Top three occupations

The top three occupations with vacancies were farmworkers and laborers (8,598), retail salespersons (3,447) and food-processing workers, all other (2,083).

Top three industry sectors

The top three industries with vacancies were healthcare and social assistance (12,548), agriculture, forestry, fishing and hunting (8,674), and manufacturing (8,204).

More than 1 in 4 vacancies were newly created positions

Newly created positions made up 25.2 percent of estimated vacancies. The east urban areas of the state had the highest percentage (26.9 percent).

2012 fall and spring job-vacancy data compared

Statewide, there were an estimated 18,500 more vacancies in the fall compared to the spring. Two occupations made the top five for both spring and fall: retail salespersons and customer service representatives.

Fall 2012 hiring results

Hires represented an estimated 7.2 percent of total employment. Estimates of hires include any new external hire for new and existing positions, but exclude internal promotions. Employers reported filling an estimated 190,182 vacancies statewide from June through August 2012. Regionally, employers hired an estimated 110,519 in west urban areas, 34,875 in east urban areas, 34,787 in east rural areas and 9,334 in west rural areas.²

²These estimates cannot be compared to new-hire estimates from unemployment-insurance administrative records.

\$13.48 average hourly wage for hires

The average estimated hourly wage rate for hires was \$13.48. Regionally, the average was \$14.90 in west urban areas, \$12.14 in west rural areas, \$11.53 in east urban areas and \$11.15 in east rural areas.

Top three occupations

In specific occupations, farmworkers and laborers had the most hires at 18.6 percent, or 35,303 positions. This is to be expected, since the survey collected data from July through August, months which typically have high agricultural employment. Retail salespersons followed with 3.9 percent (7,400) and cashiers with 3.1 percent (5,879). These three occupations represent more than 25 percent of the estimated total statewide hires.

Top three industry sectors

The top three industry sectors with hires were agriculture, forestry, fishing and hunting (42,014), accommodation and food services (22,805) and healthcare and social assistance (20,585). June through August are typically peak periods for agricultural employment.

19-day average to hire

On average, positions were open fewer than three weeks, with an average of approximately 19 days to fill a vacancy. Industries with the longest duration were information (37 days), finance and insurance (31 days) and manufacturing (26 days).

2012 fall and spring job-vacancy data compared

There were an estimated 72,453 more hires based on the fall survey than the spring (61.5 percent increase). Farmworkers and laborers were the occupation with the most hires in the spring and fall, with an increase of almost 28,000 hires in the fall. Although the agriculture, forestry, fishing and hunting industry sector had the most hires in fall, it did not make the top five in spring.

Fall 2012 job-vacancy survey results

The job-vacancy portion asks employers whether they are currently recruiting for any vacancies at their location. The information collected reveals a snapshot-in-time of Washington employment conditions. We learned the estimated number of vacant positions, the characteristics of those vacant positions, the workforce needs of employers and vacancy trends by industry and occupation.

In the job-vacancy portion, we collected the following information for vacancies:

- Job title
- Full-time or part-time status
- Number of current openings
- New or replacement position
- Education level required
- Seasonal or temporary status
- License or certification required
- Previous experience required

Of the 11,679 employers in the survey sample, 5,906 employers provided valid responses to the job-vacancy portion, for a response rate of 50 percent. Estimates published within this report include 95 percent confidence intervals – a measure of the reliability of these estimates.

Vacancies by areas

An estimated 70,434 positions were vacant statewide. These vacancies represented an estimated 2.7 percent of the total number of employed covered by unemployment as of spring 2012. Statewide, the areas with the largest percent were eastern rural with 5.5 percent, followed by eastern urban and western urban with 2.6 percent and western rural with 1.5 percent. *Figure 1* shows the vacancies by areas.

Figure 1: Vacancies by areas Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages

Area	Vacancies*	Total covered employment	Vacancies as a percent of total
Washington state	70,434	2,625,671	2.7%
Western urban	48,158	1,884,427	2.6%
Western rural	2,614	175,189	1.5%
Eastern urban	9,830	378,480	2.6%
Eastern rural	9,796	176,505	5.5%

^{*}Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

As a percent of the total employment covered by unemployment insurance, the eastern rural areas had the greatest percentages of estimated vacancies with 5.5 percent.

Top 25 occupations with vacancies

Every job title is defined and sorted based on the Standard Occupational Classification (SOC) system. The U.S. Bureau of Labor Statistics, other federal statistical agencies and most state employment agencies also use SOC coding for occupation-based research and reporting.

The top 25 occupations represent 38,043 of the 70,434 estimated vacancies, or about 54 percent, as shown in *Figure 2*.

From the estimated vacancies, the top three occupations were: farmworkers and laborers (8,598), retail salespersons (3,447) and food processing workers, all other (2,083). These occupations made up more than 20 percent of the estimated vacancies.

Figure 2: Top 25 occupations with vacancies Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages

SOC	Occupation	Vacancies	Percent of total vacancies
45-2092	Farmworkers and laborers, crop, nursery and greenhouse	8,598	12.2%
41-2031	Retail salespersons	3,447	4.9%
51-3099	Food processing workers, all other	2,083	3.0%
41-2011	Cashiers	1,986	2.8%
43-4051	Customer service representatives	1,863	2.6%
29-1141	Registered nurses	1,599	2.3%
35-3031	Waiters and waitresses	1,529	2.2%
31-1014	Nursing assistants	1,526	2.2%
43-6014	Secretaries and administrative assistants, except legal, medical and executive	1,473	2.1%
43-5081	Stock clerks and order fillers	1,320	1.9%
17-2011	Aerospace engineers	1,267	1.8%
53-3032	Heavy and tractor-trailer truck drivers	1,228	1.7%
13-1199	Business operations specialists, all other	1,008	1.4%
39-9021	Personal care aides	930	1.3%
51-9199	Production workers, all other	861	1.2%
35-2021	Food preparation workers	829	1.2%
47-2031	Carpenters	819	1.2%
35-2014	Cooks, restaurant	819	1.2%
25-9041	Teacher assistants	791	1.1%
47-2061	Construction laborers	783	1.1%
15-1133	Software developers, systems software	772	1.1%
43-4171	Receptionists and information clerks	752	1.1%
31-9092	Medical assistants	693	1.0%
51-9061	Inspectors, testers, sorters, samplers and weighers	558	0.8%
43-9061	Office clerks, general	509	0.7%
	Total	38,043	54.0%

The occupations with the most estimated vacancies were farmworkers and laborers (8,598), retail salespersons (3,447) and food processing workers, all other (2,083).

Vacancies by industry sector

Employers are defined and sorted into industries based on the North American Industry Classification System (NAICS). The U.S. Bureau of Labor Statistics, other federal statistical agencies, and most state employment agencies also use NAICS for industry-based research and reporting.

The top three industry sectors for vacancies were: healthcare and social assistance (12,548), agriculture, forestry, fishing and hunting (8,674) and manufacturing (8,204). The top three industry sectors represent nearly 42 percent of the total vacancies. *Figure 3* shows the number of vacancies and percent of total employment covered by unemployment insurance for each industry sector.

When the estimated number of vacancies was compared to total employment by sector, agriculture, forestry, fishing and hunting (10.8 percent) and other services³ (4.9 percent) were the top two. The bottom two were information (1.1 percent) and utilities (1 percent).

Figure 3: Vacancies by industry sector Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages

NAICS	Industry sector	Vacancies	Total covered employment	Vacancies as percent of total
62	Healthcare and social assistance	12,548	375,656	3.3%
11	Agriculture, forestry, fishing and hunting	8,674	80,298	10.8%
31-33	Manufacturing	8,204	273,802	3.0%
44-45	Retail trade	7,124	307,934	2.3%
72	Accommodation and food services	4,517	226,054	2.0%
54	Professional, scientific and technical services	4,085	167,923	2.4%
81	Other services	3,896	78,974	4.9%
42	Wholesale trade	3,395	119,584	2.8%
23	Construction	3,225	127,753	2.5%
61	Educational services	3,220	259,938	1.2%
56	Administrative and support and waste management	3,002	137,538	2.2%
48-49	Transportation and warehousing	2,349	107,679	2.2%
52	Finance and insurance	1,816	87,472	2.1%
53	Real estate and rental and leasing	1,218	45,964	2.7%
51	Information	1,150	108,481	1.1%
71	Arts, entertainment and recreation	1,120	66,984	1.7%
55	Management of companies and enterprises	678	32,726	2.1%
22	Utilities	183	18,741	1.0%

The healthcare and social assistance industry sector had the largest number of estimated vacancies at 12,548, representing 3.3 percent of the total covered employment in that industry.

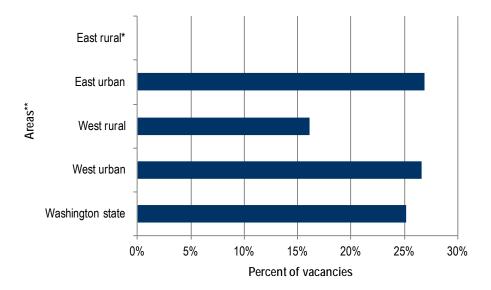
³Examples of the types of companies that would fall under "other services" include repair and maintenance, personal and laundry services, and religious, grant-making, civic, professional and similar organizations.

More than 1 in 4 vacancies were newly created positions

For each reported vacancy, the survey asked employers how many of those openings were newly created positions. A newly created position was defined in the survey as a position that was not previously filled. In general, estimations of newly created positions show job growth.

Newly created positions made up 25.2 percent of estimated vacancies. East urban areas had the highest percentage of newly created vacancies with 26.9 percent, while the lowest percentage was in west rural areas with 16.1 percent (*Figure 4*).

Figure 4: Vacancies in newly created positions Source: Employment Security Department/LMEA



^{*} Responses were not sufficient to publish estimates.

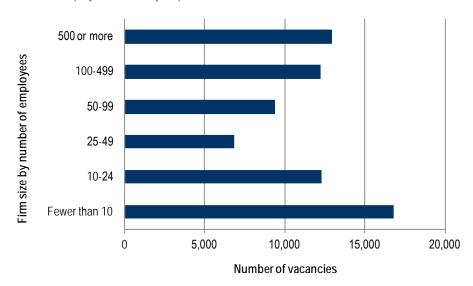
The east urban areas of the state had the highest percentage of newly created estimated vacancies with 26.9 percent.

Vacancies at small firms made up the greatest shares of employment

The survey found that companies with fewer than 10 employees had the greatest share of vacancies, with 16,783 of the 70,434 total estimated vacancies, or 24 percent. *Figure 5* shows the number of vacancies by firm size.

^{**} Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

Figure 5: Vacancies by firm size Source: Employment Security Department/LMEA



Companies with fewer than 10 employees had the most vacancies, accounting for 16,783 of the estimated 70,434 vacancies statewide.

When the number of estimated vacancies were looked at as a percent of the total covered employment by firm size, companies with fewer than 10 employees had the highest percent with 4.4 percent. Those employers were followed by companies with 10 to 24 employees (3.3 percent) and companies with 50 to 99 employees (2.9 percent). *Figure 6* shows the estimated vacancies and the percent of total covered employment by firm size.

Figure 6: Vacancies by firm size and percent of total employment Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages

Firm size by number of employees	Vacancies	Total covered employment	Vacancies as a percent of total
Fewer than 10	16,783	382,022	4.4%
10-24	12,260	376,908	3.3%
25-49	6,842	318,104	2.2%
50-99	9,395	322,596	2.9%
100-499	12,230	614,002	2.0%
500 or more	12,924	612,039	2.1%
Total	70,434	2,625,671	2.7%

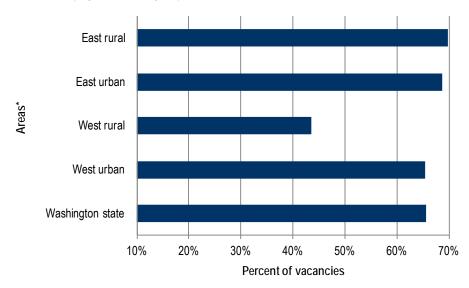
Companies with fewer than 10 employees had the greatest percent of estimated vacancies based on total covered employment (4.4 percent).

More than half of all vacancies were full-time positions

Of the total estimated vacancies, 65.7 percent were full-time positions (*Figure 7*). The highest percentage of full-time vacant positions was in the eastern areas of the state, east rural areas with 69.8 percent of its vacancies, and east urban areas with 68.7 percent.

The greatest percentage of part-time positions was in the west rural areas with 56.4 percent of vacant positions.

Figure 7: Vacancies in full-time positions Source: Employment Security Department/LMEA



^{*} Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

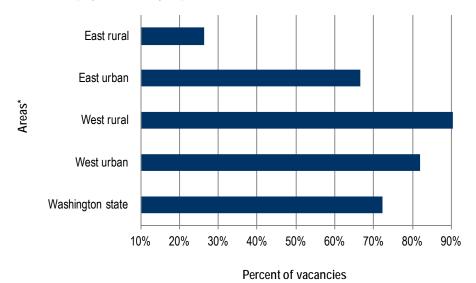
The eastern area of the state had the highest percentage of full-time vacancies, with 69.8 percent in east rural areas and 68.7 percent in east urban areas

Nearly 7 in 10 vacancies were permanent positions

For each reported vacancy, employers were asked whether the vacancy was a permanent or seasonal (non-permanent) position. The survey did not define permanent or seasonal employment.

Statewide, 72.3 percent of the estimated vacancies were permanent positions (*Figure 8*). The west rural areas had the highest percentage with 91.1 percent, followed by the west urban areas with 81.9 percent. The areas with the highest percentage of seasonal positions were east rural with 73.5 percent, where the state's agricultural employment is concentrated.

Figure 8: Vacancies in permanent positions Source: Employment Security Department/LMEA



* Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

Of the total estimated vacancies, more than 72 percent were permanent positions. The west rural areas had the highest rate of permanent positions with more than 91 percent.

Most vacancies had no educational requirement

Employers were asked about educational requirements for current job vacancies, with response options of no requirement, high school diploma, some college no degree, associate or vocational degree, bachelor's degree, graduate degree or other. The "other" category means that, although there were education requirements, they did not fit in any of the available categories.

The survey results show that 39 percent of all estimated vacancies had no educational requirements. On the other end of the spectrum, graduate degrees were required for only 2 percent of vacancies. *Figure 9* shows the education requirements.

It is important to note that these were the minimum education requirements listed in job postings. A position could require a high school diploma, but, based on the applicant pool, the employer might hire someone with more education.

Other Graduate degree **Education requirements** Bachelors degree Assoc or voc degree Some college or no degree High school diploma No requirement 15% 20% 25% 40% 0% 5% 10% 30% 35%

Figure 9: Vacancies by minimum education requirement Source: Employment Security Department/LMEA

Of the total estimated vacancies, 64 percent either required a high school diploma or had no education requirement at all.

Percent of vacancies

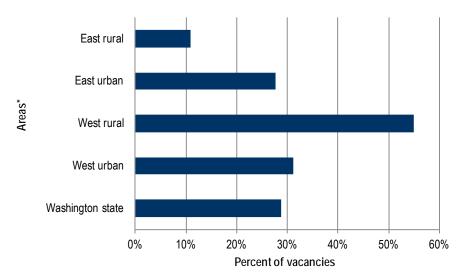
See Appendix 6 for education level requirements by areas.

Fewer than 30 percent of vacancies required a license or certification

A license or certification was required for 28.7 percent of all estimated vacancies (*Figure 10*). Western Washington had higher percentages of vacancies requiring a license or certification, with west rural areas at 54.9 percent, followed by west urban with 31.2 percent.

In the east rural areas, 89 percent of the estimated vacancies did not require a license or certification.

Figure 10: Vacancies requiring license or certification Source: Employment Security Department/LMEA



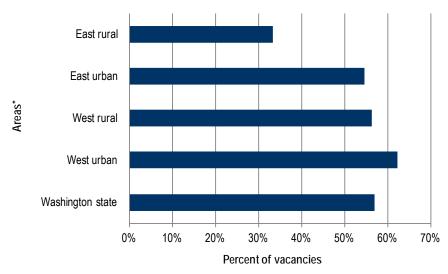
^{*} Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

Nearly 55 percent of the vacancies in the west rural areas required a license or certification. Statewide, almost 29 percent of vacancies had such a requirement.

More than half of all vacancies required previous experience

An estimated 57 percent of all vacancies required previous work experience (*Figure 11*). More vacancies in the west urban areas of the state required previous work experience compared to the eastern areas.

Figure 11: Vacancies requiring experience Source: Employment Security Department/LMEA



^{*} Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

Statewide, 57 percent of estimated vacancies required previous work experience.

2012 fall and spring job-vacancy results compared

The same companies were surveyed in the spring and fall to collect job-vacancy information. Although the same questions were asked, the survey timeframe is different – so different results are expected. Below are some comparisons of the results from the two reports.

3 of 4 types of geographic areas reported an increase in vacancies

Statewide, there were an estimated 18,500 more vacancies in the fall compared to the spring. The areas with the highest percent increase were the east rural areas, with 245 percent, which is where the agricultural industry is primarily located. The west rural areas had a decrease of 15 percent of estimated vacancies.

Figure 12: Fall vacancies by areas compared to spring Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages

Area*	Spring vacancies	Fall vacancies	Percent difference	Total covered employment	Vacancies as a percent of total
Washington state	51,934	70,434	35.6%	2,625,671	2.7%
Western urban	40,673	48,158	18.4%	1,884,427	2.6%
Western rural	3,084	2,614	-15.2%	175,189	1.5%
Eastern urban	5,336	9,830	84.2%	378,480	2.6%
Eastern rural	2,834	9,796	245.6%	176,505	5.5%

^{*} Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

The greatest change was in the eastern rural areas, with an increase in vacancies of 245.6 percent.

Top 5 job-vacancy occupations in the fall compared to spring

The top five job-vacancy occupations are shown below for both spring and fall (*Figure 13*). The two occupations that were in the top five for both spring and fall were retail salespersons and customer service representatives. From spring to fall, retail salespersons moved from first to second, while customer service representatives moved from third to fifth on the list. Although farmworkers and laborers did not make the top five in spring, they had the most job vacancies in fall with 8,598.

Figure 13: Top five fall vacancy occupations compared to spring Source: Employment Security Department/LMEA

Occupation	Spring vacancies
Retail salespersons	2,908
Registered nurses	1,798
Customer service representatives	1,668
Nursing assistants	1,310
Combined food preparation and serving workers, including fast food	1,095

Occupation	Fall vacancies
Farmworkers and laborers, crop, nursery and greenhouse	8,598
Retail salespersons	3,447
Food processing workers, all other	2,083
Cashiers	1,986
Customer service representatives	1,863

Although farmworkers were not in the top 5 for Spring, they had the most vacancies in fall.

Top 5 job-vacancy industry sectors in the fall compared to spring

The top five job-vacancy industry sectors are shown below for both spring and fall (*Figure 14*). The healthcare and social assistance industry was the top industry for both spring and fall, with almost 1,500 more vacancies in the fall. The only industry that was present in fall and not in spring was agriculture, forestry, fishing and hunting.

Figure 14: Top five fall vacancies by industry compared to spring vacancies Source: Employment Security Department/LMEA

Industry sector	Spring vacancies
Healthcare and social assistance	11,050
Retail trade	6,946
Accommodation and food services	5,572
Manufacturing	4,025
Professional, scientific and technical services	3,687

Industry sector	Fall vacancies
Healthcare and social assistance	12,548
Agriculture, forestry, fishing and hunting	8,674
Manufacturing	8,204
Retail trade	7,124
Accommodation and food services	4,517

The only industry sector in the top five for vacancies in fall and not in spring was agriculture, forestry, fishing and hunting.

Fall 2012 hiring results

The hiring portion of the survey asked employers whether there were any external hires occurring from June through August 2012.

The survey collected the following information for hires:

- Job title
- Days position was open
- Average hours worked per week
- Number of filled positions
- Starting wage offered

The same 11,679 companies were surveyed for the hiring portion of the survey as the job-vacancy portion. The hiring section received 5,900 valid responses with a response rate of 50 percent. Estimates published within this report reflect 95 percent confidence intervals – a measure of the reliability of these estimates.

For the purpose of this survey, hires were defined as any new external hire for both new and existing positions, excluding internal promotions.

Hires represented an estimated 7 percent of total employment covered by unemployment insurance. Employers hired an estimated 190,182 statewide from June 1 through August 31, 2012. Regionally, employers hired an estimated 110,519 in west urban areas, 34,875 in east urban areas, 34,787 in east rural areas and 9,334 in west urban areas (*Figure 15*).⁴

Figure 15: Hires by area Source: Employment Security Department/LMEA

Area	Hires*	Total covered employment	Hires as percent of total
Washington state	190,182	2,625,671	7.2%
West urban	110,519	1,884,427	5.9%
West rural	9,334	175,189	5.3%
East urban	34,875	378,480	9.2%
East rural	34,787	176,505	19.7%

^{*}Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

There were an estimated 190,182 hires from June 1 through August 31, 2012, statewide, representing about 7 percent of total covered employment.

³These estimates cannot be compared to new-hire estimates from unemployment-insurance administrative records.

\$13.48 average hourly wage for hires

For each hire, we asked employers for the starting wage rate⁵ offered.

The average estimated hourly wage for hires was \$13.48. Regionally, the average was \$14.90 in west urban areas of the state and \$12.14 in west rural areas. The average estimated hourly wage in east urban areas was \$11.53 and \$11.15 in east rural areas.

The average estimated hourly wage rates were higher than the median estimated hourly wages across all areas. The median estimated hourly wage was \$9.99. The highest median hourly wage was in west urban areas at \$10.99, and the lowest was in the east rural areas, with \$9.08. *Figure 16* below shows the average and median hourly wage by areas.

Figure 16: Average and median hourly wage for hires Source: Employment Security Department/LMEA



^{*} Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

Across all areas, the average starting wage rate offered was higher than the median. The highest estimated starting hourly wage rate offered to hires was in the west urban areas.

Top 25 occupations for hires

Every job title is defined and sorted based on the Standard Occupational Classification (SOC) system. The U.S. Bureau of Labor Statistics, other federal statistical agencies and most state employment agencies also use SOC coding for occupation-based research and reporting.

⁵Employers can report hourly, monthly or annual wage rates. When monthly or annual wages are reported, the number of hours worked per week was used to calculate an hourly wage. Calculated wages above \$9.00 per hour were used for estimations.

The top 25 occupations represent 111,449 of the estimated 190,182 hires, or 58 percent, as shown in *Figure 17*.

In specific occupations, farmworkers and laborers, crop, nursery and greenhouse had the most hires at 18.6 percent, or 35,303 positions. Retail salespersons followed with 3.9 percent (7,400 positions) and cashiers with 3.1 percent (5,879 positions). These three occupations accounted for 25 percent of hires.

The average estimated hourly wage for the top 25 occupations for hires are shown in *Figure 17*. The top three occupations with the highest estimated average starting hourly wage rate were registered nurses (\$27.16), business operations specialists, all other (\$25.16) and heavy and tractor-trailer truck drivers (\$19.52).

Figure 17: Starting hourly wages for top 25 occupations for hires Source: Employment Security Department/LMEA

Occupations	Hires	Percent of total hires	Average hourly wage	Median hourly wage
Farmworkers and laborers, crop, nursery and greenhouse	35,303	18.6%	\$10.15	\$9.04
Retail salespersons	7,400	3.9%	\$10.61	\$9.06
Cashiers	5,879	3.1%	\$9.47	\$9.04
Waiters and waitresses	5,780	3.0%	\$9.41	\$9.04
Food processing workers, all other	4,597	2.4%	\$9.53	\$9.05
Food preparation workers	4,486	2.4%	\$9.42	\$9.03
Secondary school teachers, except special and career/technical education	4,209	2.2%	\$18.72	\$18.23
Customer service representatives	3,873	2.0%	\$12.32	\$10.75
Stock clerks and order fillers	3,602	1.9%	\$10.27	\$9.69
Receptionists and information clerks	3,365	1.8%	\$12.01	\$11.75
Nursing assistants	2,857	1.5%	\$10.98	\$10.35
Recreation workers	2,745	1.4%	\$10.07	\$9.10
Construction laborers	2,653	1.4%	\$15.62	\$12.59
Carpenters	2,317	1.2%	\$17.27	\$14.85
Production workers, all other	2,286	1.2%	\$10.74	\$9.95
Personal care aides	2,274	1.2%	\$10.16	\$9.90
Heavy and tractor-trailer truck drivers	2,264	1.2%	\$19.52	\$14.95
Maintenance and repair workers, general	2,153	1.1%	\$11.67	\$10.82
Landscaping and groundskeeping workers	2,113	1.1%	\$11.70	\$10.50
Maids and housekeeping cleaners	2,111	1.1%	\$10.33	\$9.72
Counter attendants, cafeteria, food concession and coffee shop	2,100	1.1%	\$9.46	\$9.03
Cooks, restaurant	2,058	1.1%	\$10.70	\$9.94
Business operations specialists, all other	1,700	0.9%	\$25.16	\$21.30
Registered nurses	1,676	0.9%	\$27.16	\$25.91
Janitors and cleaners, except maids and housekeeping cleaners	1,648	0.9%	\$12.16	\$11.86

Of the top 25 occupations for hires, the one with the highest starting wage was registered nurses, with an estimated average hourly wage of \$27.16.

Hires by industry sector

Employers are defined and sorted into industry sectors based on the North American Industry Classification System (NAICS). The U.S. Bureau of Labor Statistics, other federal statistical agencies, and most state employment agencies also use NAICS for industry-based research and reporting.

The top three industry sectors with estimated hires were agriculture, forestry, fishing and hunting (42,014), accommodations and food services (22,805) and healthcare and social assistance (20,585). *Figure 18* below shows the estimated number of hires by industry.

In the agriculture, forestry, fishing and hunting industry sector, the 42,014 hires were 52 percent of total covered employment in this sector.

Figure 18: Hires by industry sector Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, Q2 2011

NAICS	Industry sector	Hires	Total covered employment	Hires as percent of total
11	Agriculture, forestry, fishing and hunting	42,014	80,298	52.3%
72	Accommodation and food services	22,805	226,054	10.1%
62	Health care and social assistance	20,585	375,656	5.5%
44-45	Retail trade	16,725	307,934	5.4%
31-33	Manufacturing	14,109	273,802	5.2%
23	Construction	12,420	127,753	9.7%
61	Educational services	10,074	259,938	3.9%
71	Arts, entertainment, and recreation	8,717	66,984	13.0%
54	Professional, scientific and technical services	7,912	167,923	4.7%
56	Administrative and support and waste management	7,756	137,538	5.6%
42	Wholesale trade	5,784	119,584	4.8%
48-49	Transportation and warehousing	5,363	107,679	5.0%
81	Other services	5,284	78,974	6.7%
53	Real estate and rental and leasing	4,014	45,964	8.7%
52	Finance and insurance	3,561	87,472	4.1%
51	Information	1,631	108,481	1.5%
55	Management of companies and enterprises	1,030	32,726	3.1%
22	Utilities	399	18,741	2.1%

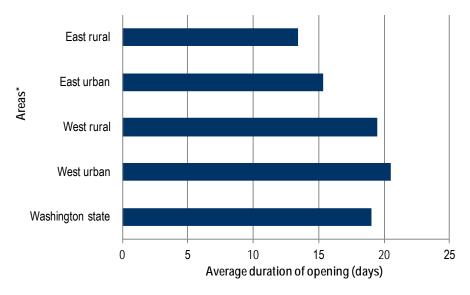
The agriculture, forestry, fishing and hunting industry had the greatest number of hires with 42,014.

On average, positions open fewer than one month

For each hire that a company reported, employers were asked how long the position was open.

Positions took an estimated average of 19 days to hire. Employers in west urban areas experienced more than 20 days, while the hires in east rural areas took 13 days to fill (*Figure 19*).

Figure 19: Average days positions were open to hire Source: Employment Security Department/LMEA



^{*} Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

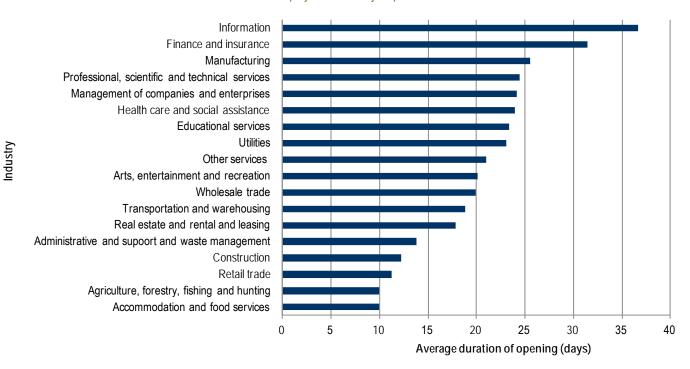
On average, hires took 19 days.

Average duration of openings by industry sector

The industry sectors with the longest estimated duration to hire were information (37 days), finance and insurance (31 days) and manufacturing (26 days).

The industries with the shortest duration were the agriculture, forestry, fishing and hunting industry and the accommodation and food services industry, at 10 days each. *Figure 20* shows the estimated average duration by industry sector.

Figure 20: Average days for hire by industry sector Source: Employment Security Department/LMEA



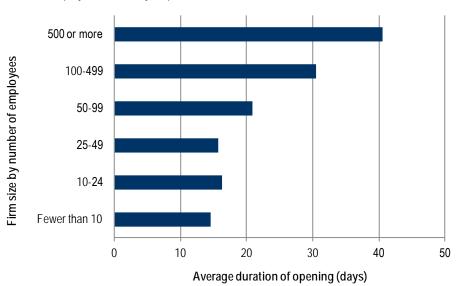
Note: Not all industries reported vacancies.

Hires in the information industry took the longest at an estimated 37 days, followed by the finance and insurance industry at 31 days.

Larger firms took the longest to hire

Employers with 500 or more employees took more than an estimated 40 days to hire, while those with fewer than 10 employees took fewer than 15 days. *Figure 21* shows the duration by firm size.

Figure 21: Average days to hire by firm size Source: Employment Security Department/LMEA



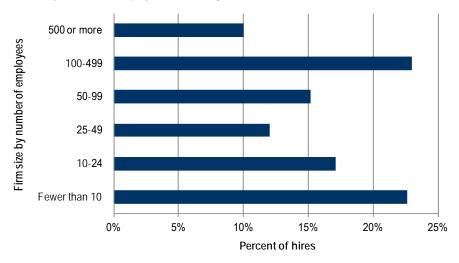
Companies with 500 or more employees took the longest to hire, estimated to be more than 40 days.

Fall 2012 Job Vacancy and Hiring Survey Report Employment Security Department

Firms with fewer than 50 employees made the majority of hires

Companies with 100 to 499 employees represented 23 percent of the estimated hires followed by firms with fewer than 10 employees with 22.7 percent (*Figure 22*). Companies with 25 to 49 employees had the lowest percentage of estimated hires, representing 12 percent.

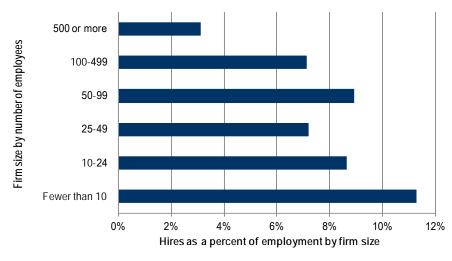
Figure 22: Hires by firm size Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages



Firms with 100 or more employees made up 33 percent of the estimated hires.

When the number of estimated hires was compared with employment within the same-size firm, companies with fewer than 10 employees had the highest hiring share at 11.3 percent. Firms with 500 or more employees had the lowest share at 3.1 percent.

Figure 23: Hires as a percent of employment by firm size Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages



Companies with fewer than 10 employees had the highest share of hires (11.3 percent) when compared with employment within the same-size firm.

2012 fall and spring hiring results compared

The same companies are surveyed in the spring and fall to collect hiring information. Although the questions asked were the same, the timeframe that the companies reported for was different. With this factor, differences in the results are expected. Below are some comparisons of the results from the two reports.

Hires increased across the state

There were an estimated 72,453 more hires based on the fall survey than the spring (61.5 percent increase). All four types of geographic areas had an increase in hires. The largest percent increase was in the east rural area at 286.2 percent, reflecting substantial seasonal hiring by the agricultural industry in this area.

Figure 24: Fall hires by areas compared to spring Source: Employment Security Department/LMEA

Area*	Spring hires	Fall hires	Percent difference
Washington state	117,729	190,182	61.5%
Western urban	84,193	110,519	31.3%
Western rural	5,484	9,334	70.2%
Eastern urban	18,938	34,875	84.2%
Eastern rural	9,008	34,787	286.2%

^{*} Area estimates do not add to statewide total since some respondents could not be assigned to any one set of areas.

East rural areas had the largest increase of hires at 286.2 percent.

Top 5 hiring occupations in the fall compared to spring

For fall and spring, four occupations were in the top five both times: farmworkers and laborers, retail salespersons, cashiers, and waiters and waitresses. Farmworkers and laborers were on top for both lists and experienced an increase of almost 28,000 hires.

Figure 25: Top five fall hiring occupations compared to spring Source: Employment Security Department/LMEA

Occupation	Spring hires
Farmworkers and laborers, crop, nursery and greenhouse	7,349
Retail salespersons	6,390
Cashiers	4,698
Combined food preparation and serving workers, including fast food	3,871
Waiters and waitresses	3,093

Occupation	Fall hires
Farmworkers and laborers, crop, nursery and greenhouse	35,303
Retail salespersons	7,400
Cashiers	5,879
Waiters and waitresses	5,780
Food processing workers, all other	4,597

Top 5 hiring industry sectors in the fall compared to spring

For fall and spring, four industries were on both top-five lists: accommodation and food services; retail trade; health-care and social assistance; and manufacturing. All four of those industries had an increase in the number of hires from spring to fall. The agriculture, forestry, fishing and hunting industry had the most hires in fall, but did not make the top five in spring.

Figure 26: Top five fall hiring industry sectors compared to spring Source: Employment Security Department/LMEA

Major industry group	Spring hires
Healthcare and social assistance	17,982
Accommodation and food services	15,683
Retail trade	15,543
Construction	8,854
Manufacturing	8,559

Major industry group	Fall hires
Agriculture, forestry, fishing and hunting	42,014
Accommodation and food services	22,805
Health care and social assistance	20,585
Retail trade	16,725
Manufacturing	14,109

Four of the top five industries were the same for spring and fall.

Appendices

Appendix 1. Definition of geographic areas in this report

Data in this report are broken out by four areas in the state: west urban, west rural, east urban and east rural. *Figure A-1* identifies these areas by county.

Figure A-1: Washington state areas Source: Employment Security Department/LMEA

County	Includes area
Adams	East rural
Asotin	East rural
Benton	East urban
Chelan	East rural
Clallam	West rural
Clark	West urban
Columbia	East rural
Cowlitz	West urban
Douglas	East rural
Ferry	East rural
Franklin	East urban
Garfield	East rural
Grant	East rural
Grays Harbor	West rural
Island	West rural
Jefferson	West rural
King	West urban
Kitsap	West urban
Kittitas	East rural
Klickitat	East rural
Lewis	West rural
Lincoln	East rural
Mason	West rural
Okanogan	East rural
Pacific	West rural
Pend Oreille	East rural
Pierce	West urban
San Juan	West rural
Skagit	West urban
Skamania	West rural
Snohomish	West urban
Spokane	East urban
Stevens	East rural
Thurston	West urban

County	Includes area
Wahkiakum	West rural
Walla Walla	East rural
Whatcom	West urban
Whitman	East rural
Yakima	East urban

Appendix 2. Industry classification

We define and sort firms into industries based on the North American Industry Classification System (NAICS). The U.S. Bureau of Labor Statistics, other federal statistical agencies and most state employment agencies also use NAICS for industry-based research and reporting.

Figure A-2 lists the 20 major industry classifications and descriptions. To learn more, visit the U.S. Bureau of Labor Statistics NAICS website at www.bls.gov/bls/naics.htm.

Figure A-2: Industry classifications Source: U.S. Bureau of Labor Statistics

NAICS	Industry	Industry description
11	Agriculture, forestry, fishing and hunting	Firms engaged in growing crops, raising animals, harvesting timber, harvesting fish and other animals from farms, ranches or the animals' natural habitat.
21	Mining	Firms that extract naturally occurring mineral solids, liquid minerals and gases.
22	Utilities	Firms engaged in generating, transmitting, and/or distributing electricity, gas, steam and water, and removing sewage through a permanent infrastructure.
23	Construction	Firms engaged in erecting buildings and other structures; heavy construction other than buildings; and alterations, reconstruction, installation, and maintenance and repairs.
31-33	Manufacturing	Firms engaged in the mechanical, physical or chemical transformation of material, substances or components into new products.
41-43	Wholesale trade	Firms engaged in selling or arranging for the purchase of sale of goods for resale; capital or durable nonconsumer goods; and raw and intermediate materials and supplies used in productions, and providing services incidental to the sale of merchandise.
44-46	Retail trade	Firms engaged in retailing merchandise generally in small quantities to the general public and providing services incidental to the sale of the merchandise.
48-49	Transportation and warehousing	Firms that provide transportation of passengers and cargo, warehousing and storing goods, scenic and sightseeing transportation, and supporting these activities.
51	Information	Firms engaged in distributing information and cultural products, providing the means to transmit or distribute these products as data or communications, and processing data.
52	Finance and insurance	Firms engaged in the creation, liquidation or change in ownership of financial assets (financial transactions) and/or facilitating financial transaction.
53	Real estate and rental and leasing	Firms engaged in renting, leasing or otherwise allowing the use of tangible or intangible assets (except copyrighted works), and providing related services
54	Professional, scientific and technical services	Firms specializing in performing professional, scientific and technical services for the operations of other organizations
55	Management of companies and enterprises	firms who hold securities of companies and enterprises, for the purpose of owning controlling interest or influencing their management decision, or administering, overseeing and managing other establishments of the same company or enterprise and normally undertaking the strategic or organizational planning and decision making of the company or enterprise.

NAICS	Industry	Industry description
56	Administrative and support and waste management and remediation services	Firms performing routine support activities for the data-to-day operation of other organizations.
61	Educational services	Firms providing instruction and training in a wide variety of subjects.
62	Healthcare and social assistance	Firms providing healthcare and social assistance for individuals.
71	Arts, entertainment and recreation	Firms engaged in operating of providing services to meet varied cultural, entertainment and recreational interests of their patrons.
72	Accommodation and food services	Firms providing customers with lodging and/or preparing meals, snacks and beverages for immediate consumption.
81	Other services (except public administration)	Firms providing services not elsewhere specifies, including repairs, religious activities, grant making, advocacy, laundry, personal care, health care and other personal services.
92*	Public administration	Federal, state and local government agencies that administer, oversee and manage public programs and have executive, legislative or judicial authority over other institutions in a given area.

^{*}Public administration was excluded from the employer universe from which the survey sample was drawn and for which estimates are provided in this report.

Appendix 3. Occupational classifications

We define and sort major occupational groups and specific occupations based on the Standard Occupational Classification (SOC) system. The U.S. Bureau of Labor Statistics, other federal statistical agencies and most state employment agencies also use SOC coding for occupation-based research and reporting.

Figure A-3 lists the 22 two-digit occupational groups and provides examples of occupations in each group. For a complete SOC dictionary and to learn more about the SOC system, visit the U.S. Bureau of Labor Statistics SOC website at www.bls.gov/soc/home.htm.

Figure A-3: Occupational classifications Source: U.S. Bureau of Labor Statistics

SOC	Major occupational group	Sample occupations
11	Management	Educational administrators, marketing managers, and medical and health service managers
13	Business and financial operations	Accountants, financial analysts and human resource specialist
15	Computer and mathematical	Actuaries, computer programmers and computer support specialists
17	Architecture and engineering	Architects, chemical engineers and drafters
19	Life, physical and social science	Anthropologists, chemists and geographers
21	Community and social service	Clergy, health educators, marriage and family therapists
23	Legal	Court reporters, lawyers and paralegals
25	Education, training and library	Librarians, post-secondary teachers and special education teachers
27	Art, design, entertainment and media	Coaches, producers and directors, and radio operators
29	Health care practitioners and technical	Dentists, physicians and registered nurses
31	Health care support	Dental assistants, home health aides and pharmacy aides
33	Protective service	Animal control workers, detective and police officers

SOC	Major occupational group	Sample occupations
35	Food preparation and serving related	Cooks, food preparation workers, and waiters and waitresses
37	Building, grounds cleaning and maintenance	Housekeeping cleaners, janitors and pest control workers
39	Personal care and service	Child care workers, hairdressers and hairstylists, and personal and home care aids
41	Sales and related	Cashiers, insurance sales agents and retail salespersons
43	Office and administrative support	Customer service representatives, tellers and secretaries
45	Farming, fishing and forestry	Agricultural inspectors, animal breeders and farmers
47	Construction and extraction	Construction laborers, carpenters and electricians
49	Installation, maintenance and repair	Automotive service technicians and mechanics, motorcycle mechanics and millwrights
51	Production	Butchers and meat cutters, foundry mold and coremakers, and machinists
53	Transportation and material moving	Airline pilots, bus drivers and truck drivers

Appendix 4. Survey methodology and response rate

Approach

In the spring and fall, the Employment Security Department surveys Washington employers to collect information about their current job vacancies. Beginning with spring 2012, there are two portions of this survey. One portion collects information on job vacancies in Washington. The second portion is an enhancement to the survey and collects information on hires in Washington. Hires are defined as any new and existing positions, and excludes internal promotions.

Since both the vacancy and hiring variables use the same population frame and base sample, the initial weights (weights that adjust the sample to the population estimates) are the same.

The two portions of the survey are treated separately because not every question that is relevant to each portion (vacancies and hires) was answered by each respondent. For example, some employers answered the questions for vacant positions, but not the questions in the hiring portion. As a result, the response rate for each set of variables was different for the vacancy portion and the hiring portion. Therefore, final weights (weights that account for non-response) are different for the two portions.

Sample Design

Both the job-vacancy and hiring portions used the same unstratified sample drawn using Probability Proportional to Size (PPS) without replacement. The population frame for this sample is the Enhanced Quarterly Unemployment Insurance (EQUI) file for the second quarter of 2011, with the sample drawn by establishment account. The EQUI contains all employment covered by the unemployment-insurance system for Washington state. From the EQUI file, private household employers and public administration industry establishments were removed, creating the population frame and

subsequent sample that was used for this survey. From this sample, establishments were contacted. While the population frame is based on the same data source, the data source is subject to changes. The total employment referenced in this report is the estimated employment of the population frame; that is, the universe. See *Appendix 5* for more information.

Response

The sample consisted of 11,679 establishments in Washington state. The vacancy section received 5,006 valid responses, with a response rate of 50 percent. The hiring section received 5,900 valid responses with a response rate of 50 percent. Estimates published within this report include 95 percent confidence intervals.

Comparability

The results of the spring and fall 2012 surveys cannot be compared to past surveys for three basic reasons. First, past estimations were based on data collected from online sources, which largely has been replaced with more-interactive data-collection methods. Additionally, the weighting method used for the spring and fall 2012 surveys has been changed, taking size of firm into account for non-response adjustments. Third is the sample selection method. In previous surveys, the sample was stratified by workforce development area (WDA). This resulted in significant sampling error for the estimated values. For the 2012 surveys, a simple random sample was selected, which allows estimations to be made at the state level with far greater accuracy. In turn, this changed the nature of the area estimations.

Geography

Both surveys used the geographical classifications of counties into the categories of east or west, urban or rural. East and west are defined by the Cascade Range. Urban and rural are defined based on population. Counties that contain a city with a population greater than 35,000 are defined as urban, all other counties are defined as rural. This created the following areas: Washington state, west urban, west rural, east urban and east rural. However, since the sample was not stratified by these geographic areas, not all estimates for all areas were publishable.

For an estimate to be publishable, it had to pass three criteria: the number of respondents in any given cell must be at least four, the coefficient of variation must be less than 50 percent, and the lower limit of the confidence interval must be greater than zero. In most cases, if the lower band of the confidence interval is positive (criterion three), the other two criteria also are satisfied.

Appendix 5. Technical notes

Sample selection

SAS software was used for sample selection and estimations.

The sample was not stratified. The size of each primary sampling unit (PSU) was defined by average covered employment in the second quarter of 2011. When size was specified, the default selection method was used, which is probability proportional to size without replacement (PPS). This method is more complex than selection with replacement, but provided the ability to produce estimations that were more accurate. Under the PPS method of sample selection without options due to replacement, the probability of selection for each unit is equal (unit size x number of units in sample/total sample size). A "certainties" option was applied to avoid error (by iteration procedure) and to provide a smooth transition of probabilities from certainties (which is 1) to the next largest number. After 13 iterations, the certainties size was calculated to be 246 employees per establishment.

To avoid extreme weights for small units a MINSIZE option was applied, which interprets each sampling unit of size less than MINSIZE as equal the MINSIZE number for the probability of selection. MINSIZE was determined as 10, which limited maximum initial weights to 24.6.

Weights adjustments

The weight adjustments for the 2012 survey were enhanced, taking the size of firm into account for non-response adjustments.

To account for missing values (non-responses and not valid responses), each class size was assumed to have the same distribution as responded PSU with valid responses. Based on this assumption, primary weights were adjusted for missing values and final weights used for estimations were calculated.

Survey estimations

Since the sample was not stratified, all variance estimations (except for median wages) were produced using the DOMAIN statement SURVEYMEANS procedure (proc surveymeans). "The DOMAIN statement names the variables that indentify domains, which are called domain variables. It is common practice to compute statistics for domains. The formation of these domains might be unrelated to the sample design. Therefore, the sample sizes for the domains are random variables. In order to incorporate this variability into the variance estimations, you should use a DOMAIN statement"

For estimations of median wages, domain estimation could not be used. For these estimations, subgroup estimations were treated as

⁷SAS/STAT 9.2 User's Guide, Second Edition, Chapter 85. "The SURVEYMEANS Procedure" p. 6,485.

if the sample for that subgroup was stratified by the estimation variable. We could produce only standard errors as a proxy for domain variances. These were multiplied by 1.96 (for the 95 percent confidence level) to compare the standard error for sufficient number of responses with the coefficients of variation. The publishable cells for the different variables in the new-hire survey were not the same. This is because, as in the vacancy survey, not all of the respondents answered all the questions needed to estimate all the variables.

Appendix 6. Vacancies by education level and areas

Figure A-6: Vacancies by education level and areas Source: Employment Security Department/LMEA

Areas	Education requirements	Number of vacancies	Percent of total vacancies
Washington state	No requirement	27,314	38.8%
Washington state	High School Diploma	17,583	25.0%
Washington state	Some college or no degree	3,905	5.5%
Washington state	Assoc or Voc Degree	6,456	9.2%
Washington state	Bachelors Degree	9,434	13.4%
Washington state	Graduate Degree	1,620	2.3%
Washington state	Other	4,122	5.9%
West urban	No requirement	14,426	30.0%
West urban	High School Diploma	13,362	27.7%
West urban	Some college or no degree	2,281	4.7%
West urban	Assoc or Voc Degree	5,004	10.4%
West urban	Bachelors Degree	8,308	17.3%
West urban	Graduate Degree	1,340	2.8%
West urban	Other	3,436	7.1%
West rural	No requirement	947	43.7%
West rural	High School Diploma	449	20.7%
West rural	Some college or no degree	222	10.3%
West rural	Assoc or Voc Degree	305	14.1%
West rural	Other	241	11.1%
East urban	No requirement	4,070	47.5%
East urban	High School Diploma	2,777	32.4%
East urban	Assoc or Voc Degree	790	9.2%
East urban	Bachelors Degree	466	5.4%
East urban	Graduate Degree	127	1.5%
East urban	Other	331	3.9%
East rural	No requirement	7,871	81.0%
East rural	High School Diploma	994	10.2%
East rural	Some college or no degree	132	1.4%
East rural	Assoc or Voc Degree	356	3.7%
East rural	Bachelors Degree	285	2.9%
East rural	Graduate Degree	79	0.8%