

Workforce Vacancy Assessment

Released June 2007

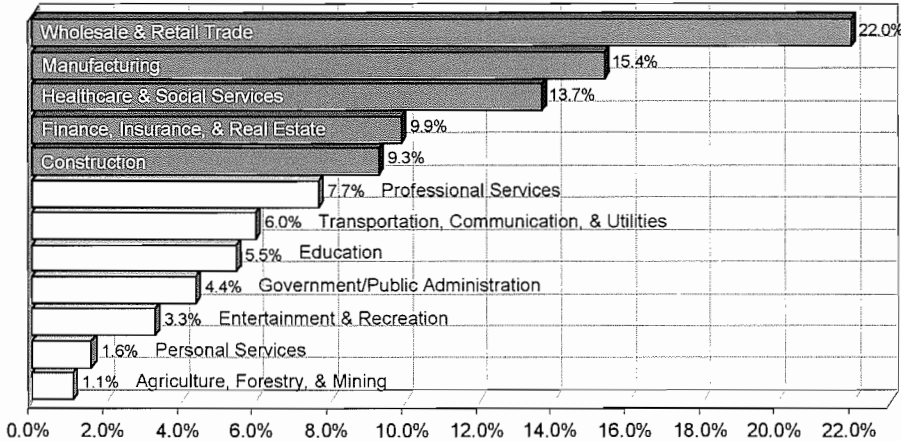
This report was prepared under a grant award from the U. S. Department of Labor National Emergency Grant.

Vacancy Assessment

A sample of local employers across all industrial classifications and employment ranges were asked to complete a workforce vacancy assessment to determine current and upcoming vacancies. This information will assist businesses, legislators, community leaders, and state leaders to better prepare for current and upcoming workforce needs within the Quad City Region. See contact information on back.

All Job Vacancies

Respondents by Industry



Vacant Positions:

- 78.7% Full-Time Positions
- 21.3% Part-Time Positions
- 91.1% Permanent Positions
- 8.9% Temporary/Seasonal Positions

Education/Training Required:

- High School Education/GED - 41.8%
- Technical Training/Certification - 11.3%
- Vocational Training - 2.7%
- Associate Degree - 8.9%
- Undergraduate Degree - 19.2%
- Postgraduate/Professional Degree - 9.2%

Recruitment Period:

- Less than 30 Days - 52.4%
- 30-59 Days - 15.6%
- 60 Days or More - 13.7%
- Constantly Recruiting/Hiring - 18.3%

Advertising Media:

(by percent used in descending order)

- Local/Regional newspapers
 - Quad City Times
 - Moline Dispatch
 - Rock Island Argus
- Internet
 - www.qcemploye.com
 - www.monster.com
 - www.careerbuilder.com
- Local Iowa Workforce Development Centers
 - Davenport, IA
 - Clinton, IA
- Illinois Success Network Centers
 - Moline, IL

Advertising Media:

(by usefulness)

- Local Newspapers - 79.8%
- The Internet - 69.8%
- Local Iowa Workforce Development Centers - 57.7%
- Regional Newspapers - 48.8%
- Illinois Success Network Centers - 30.6%

*Workforce Center percentages may be lower due to Internet Sites for these agencies being utilized rather than actual location

Applicant Information:

- Applicants Meet Requirements - 77.8%
- **Of Those Who Do Not Meet Requirements:**
 - Lack "Soft Skills" (timeliness, communication, interpersonal skills, etc.) - 66.7%
 - Lack "Basic Skills" (literacy, numeric skills, etc.) - 30.7%
 - Lack "Occupational Skills" (prior experience, meeting job qualifications, etc.) - 58.2%
 - Have Varied Shift Interest - 27.3%

Other Information:

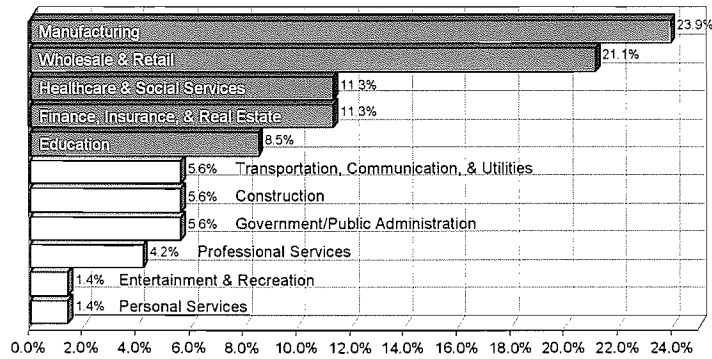
- 81.6% of companies provide training
- 12.1% find applicants consider business location when applying
- 37.1% find other companies offer more competitive wages
- 27.5% find other companies offer more competitive benefits

Job Vacancies by Occupational Category

Occupational Category	% within Region
Office & Administrative Support	13.8%
Production	10.3%
Health Care Practitioner & Technical	7.4%
Education, Training, & Library	7.1%
Sales & Related	7.1%
Management	5.4%
Computer & Mathematical Science	5.4%
Arts, Design, Entertainment, Sports, & Related	5.4%
Business & Financial Operations	5.1%
Architecture & Engineering	5.1%
Installation, Maintenance, & Repair	5.1%
Building/Grounds Cleaning & Maintenance	4.2%
Transportation & Material Moving	3.8%
Community & Social Services	2.6%
Food Preparation & Serving Related	2.6%
Health Care Support	2.2%
Construction & Extraction	2.2%
Life, Physical, & Social Science	1.9%
Personal Care & Service	1.9%
Protective Service	1.0%
Legal	0.4%

Full-Time Positions

Percent of Current Vacancies by Industry



Vacant Positions:

- 94.7% Permanent Positions
- 5.3% Temporary/Seasonal Positions

Education/Training Required:

- High School Education/GED - 39.7%
- Technical Training/Certification - 11.2%
- Vocational Training - 3.7%
- Associate Degree - 7.9%
- Undergraduate Degree - 22.0%
- Postgraduate/Professional Degree - 11.7%

Applicant Information:

- Applicants Meet Requirements - 77.8%

Of Those Who Do Not Meet Requirements:

- Lack "Soft Skills" - 62.0%
- Lack "Basic Skills" - 29.6%
- Lack "Occupational Skills" - 61.1%
- Have Varied Shift Interest - 26.8%

Experience Needed	
0-1 year	58.9%
2-3 years	23.2%
4-5 years	15.5%
6-10 years	1.7%
10+ years	0.6%

Other Information:

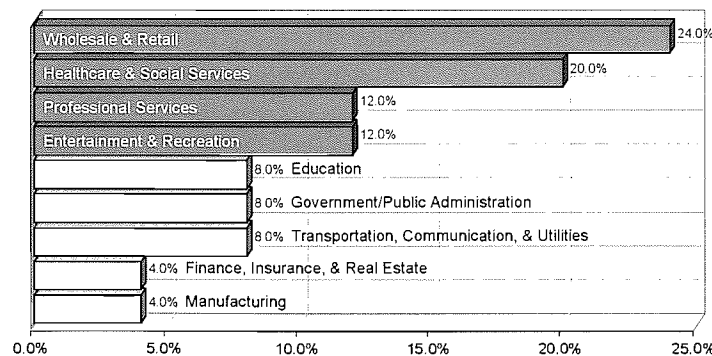
- 78.7% of companies provide training
- 13.9% find applicants consider business location when applying
- 38.4% find other companies offer more competitive wages
- 27.4% find other companies offer more competitive benefits

Job Vacancies by Occupational Category

Occupational Category	% within Region
Office & Administrative Support	13.8%
Production	13.3%
Sales & Related	7.6%
Management	7.1%
Education, Training, & Library	7.1%
Computer & Mathematical Science	6.7%
Architecture & Engineering	6.7%
Health Care Practitioner & Technical	6.7%
Installation, Maintenance, & Repair	6.2%
Business & Financial Operations	5.8%
Arts, Design, Entertainment, Sports, & Related	3.6%
Building/Grounds Cleaning & Maintenance	3.6%
Transportation & Material Moving	2.7%
Life, Physical, & Social Science	1.8%
Community & Social Services	1.8%
Health Care Support	1.3%
Personal Care & Service	1.3%
Construction & Extraction	1.3%
Food Preparation & Serving Related	0.9%
Legal	0.4%
Protective Service	0.4%

Part-Time Positions

Percent of Current Vacancies by Industry



Vacant Positions:

- 81.1% Permanent Positions
- 18.9% Temporary/Seasonal Positions

Education/Training Required:

- High School Education/GED - 51.8%
- Technical Training/Certification - 12.5%
- Associate Degree - 7.1%
- Undergraduate Degree - 7.1%
- Postgraduate/Professional Degree - 1.8%

Applicant Information:

- Applicants Meet Requirements - 81.6%

Of Those Who Do Not Meet Requirements:

- Lack "Soft Skills" - 68.0%
- Lack "Basic Skills" - 16.7%
- Lack "Occupational Skills" - 45.8%
- Have Varied Shift Interest - 36.0%

Experience Needed	
None	66.4%
1 year	19.5%
2 years	11.9%
3 years	1.7%

Other Information:

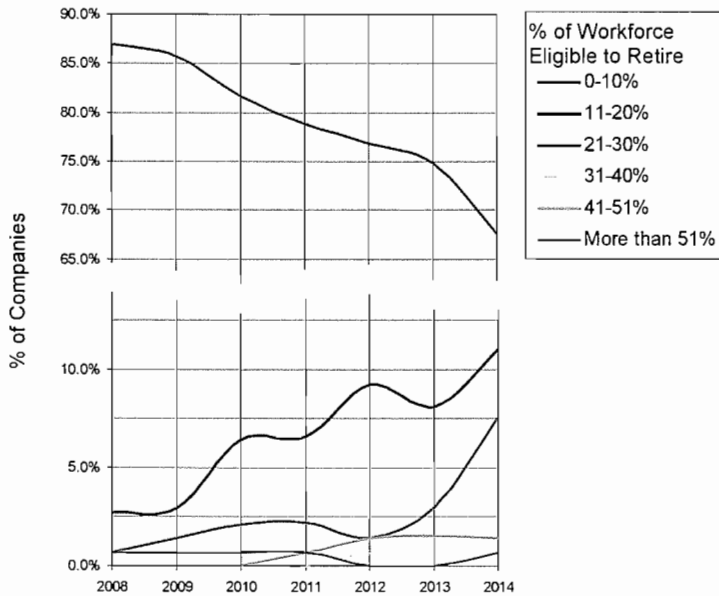
- 88.9% of companies provide training
- 16.7% find applicants consider business location when applying
- 40.0% find other companies offer more competitive wages
- 36.0% find other companies offer more competitive benefits

Job Vacancies by Occupational Category

Occupational Category	% within Region
Office & Administrative Support	18.0%
Health Care Practitioner & Technical	9.8%
Transportation & Material Moving	8.2%
Sales & Related	8.2%
Food Preparation & Serving Related	8.2%
Building/Grounds Cleaning & Maintenance	8.2%
Arts, Design, Entertainment, Sports, & Related	8.2%
Education, Training, & Library	6.6%
Health Care Support	4.9%
Community & Social Services	4.9%
Protective Service	3.3%
Personal Care & Service	3.3%
Business & Financial Operations	3.3%
Life, Physical, & Social Science	1.6%
Installation, Maintenance, & Repair	1.6%
Computer & Mathematical Science	1.6%

Workforce Retirement

Percent of Companies by Percent of Workforce Eligible to Retire



Example: In 2008, 87% of the companies will have 0-10% of their employees eligible for retirement, 2.5% of the companies will have 11-20% eligible for retirement, etc.

Education/Training Needs for Replacement:

- Training Provided/No Education Requirement - 14.5%
- High School Education/GED - 18.2%
- Technical Training/Certification - 13.3%
- Vocational Training - 22.4%
- Associate Degree - 10.9%
- Undergraduate Degree - 16.4%
- Postgraduate/Professional Degree - 4.2%

Occupational Categories Affected:

- Management - 22.2%
- Office & Administrative Support - 16.5%
- Production - 12.2%
- Sales & Related - 10.4%
- Health Care Practitioner & Technical - 5.7%
- Business & Financial Operations - 5.2%
- Transportation & Material Moving - 4.8%
- Education - 3.9%
- Computer & Mathematical Science - 3.0%
- Construction & Extraction - 3.0%
- Protective Services - 2.6%
- Architecture & Engineering - 2.2%
- Legal - 1.7%
- Building/Grounds Cleaning & Maintenance - 1.7%
- Arts, Design, Entertainment, Sports, & Media - 1.3%
- Personal Care & Service - 1.3%
- Food Preparation & Serving Related - 0.9%
- Community & Social Services - 0.4%
- Health Care Support - 0.4%
- Installation, Maintenance, & Repair - 0.4%

Efforts Being Used to Keep/Attract Retirees

Efforts	% within Region*
Flexible Work Schedules	75.3%
Change in Duties/Responsibilities	24.7%
Benefits to Part-Time Employees	22.4%
Seasonal Work Schedules	18.8%
Increased Wages or Bonuses	15.3%
Additional Training	14.1%
More Recognition	10.6%
Benefits to Retirees	4.7%
Telecommuting/Working from Home	3.5%

*Percentage represents multiple responses

Sponsored in Partnership with



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