



## Management (Applied Professional Studies)

February 2024

Prepared by the South Central Coast Center of Excellence for  
Labor Market Research

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### Program Recommendation

This report was compiled by the South Central Coast<sup>1</sup> Center of Excellence to provide regional labor market data for the program recommendation – Management (Applied Professional Studies). This report can help determine whether there is demand in the local labor market that is not being met by the supply from programs of study that align with this occupation group.

### Key Findings

- In 2022, there were 18,273 jobs for Management (Applied Professional Studies) and related occupations in the South Central Coast Region.
- This number is expected to increase by 8% through 2027.
- Projections show approximately 1,787 annual openings in the region. An average of 2,220 awards were conferred in relevant programs, indicating a potential oversupply. However, the educational programs included in this report train for an additional 20+ occupations spanning a wide range of industries and sectors that account for over 10,000 annual job openings. Therefore, supply is overstated for these management occupations.
- Typical entry-level education ranges from high school diploma or equivalent for Transportation, Storage, and Distribution Managers; to a bachelor's degree for General and Operations Managers, Administrative Services Managers, Facilities Managers, and Purchasing Managers.

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<sup>1</sup> The South Central Coast Region consists of San Luis Obispo County, Santa Barbara County, Ventura County, and the following cities from North Los Angeles County: Canyon Country, Castaic, Lake Hughes, Lancaster, Littlerock, Llano, Newhall, Palmdale, Pearblossom, Santa Clarita, Stevenson Ranch, and Valencia.

## Occupation Codes and Descriptions

There are five occupations in the standard occupational classification (SOC) system that were identified as related to Management (Applied Professional Studies) for this analysis. The occupation titles and descriptions, as well as reported job titles, are included in Exhibit 1.

**Exhibit 1 – Occupation, Description, and Sample Job Titles**

SOC Code	Title	Description	Sample of Reported Job Titles
11-1021	<b>General and Operations Managers</b>	Plan, direct, or coordinate the operations of public or private sector organizations, overseeing multiple departments or locations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. Usually manage through subordinate supervisors. Excludes First-Line Supervisors.	Business Manager, Center Manager, Department Manager, District Manager, General Manager (GM), Operations Director, Operations General Manager (Operations GM), Operations Manager, Plant Superintendent, Store Manager
11-3012	<b>Administrative Services Managers</b>	Plan, direct, or coordinate one or more administrative services of an organization, such as records and information management, mail distribution, and other office support services.	Administrative Coordinator, Administrative Director, Administrative Manager, Administrative Officer, Administrator, Business Administrator, Business Manager

<b>SOC Code</b>	<b>Title</b>	<b>Description</b>	<b>Sample of Reported Job Titles</b>
11-3013	<b>Facilities Managers</b>	Plan, direct, or coordinate operations and functionalities of facilities and buildings. May include surrounding grounds or multiple facilities of an organization's campus.	Facilities Manager
11-3061	<b>Purchasing Managers</b>	Plan, direct, or coordinate the activities of buyers, purchasing officers, and related workers involved in purchasing materials, products, and services. Includes wholesale or retail trade merchandising managers and procurement managers.	Category Purchasing Manager, Commodity Manager, Materials Director, Materials Manager, Procurement Director, Procurement Manager, Purchasing Director, Purchasing Manager, Purchasing Supervisor, Strategic Sourcing Director
11-3071	<b>Transportation, Storage, and Distribution Managers</b>	Plan, direct, or coordinate transportation, storage, or distribution activities in accordance with organizational policies and applicable government laws or regulations. Includes logistics managers.	Distribution Center Manager, Distribution Manager, Fleet Manager, Global Transportation Manager, Logistics Director, Logistics Operations Manager, Shipping Manager, Supply Chain Logistics Manager, Transportation Manager, Warehouse Supervisor

Source: O\*NET Online

## Current and Future Employment

In the South Central Coast region, the number of jobs related to Management (Applied Professional Studies) occupations are expected to grow 8% through 2027. The occupation – Purchasing Managers – is estimated to grow the most, 9%.

### Exhibit 2 – Five-Year Projections for Management (Applied Professional Studies) Occupations in the South Central Coast Region

SOC	Occupation	2022 Jobs	2027 Jobs	2022-2027 Change	2022-2027 % Change	Annual Openings
11-1021	General and Operations Managers	14,299	15,490	1,191	8%	1,419
11-3012	Administrative Services Managers	1,425	1,505	80	6%	129
11-3013	Facilities Managers	894	949	55	6%	81
11-3061	Purchasing Managers	354	387	34	9%	35
11-3071	Transportation, Storage, and Distribution Managers	1,301	1,381	80	6%	122
		<b>18,273</b>	<b>19,711</b>	<b>1,438</b>	<b>8%</b>	<b>1,787</b>

Source: Lightcast™ Analyst 2023

## Earnings

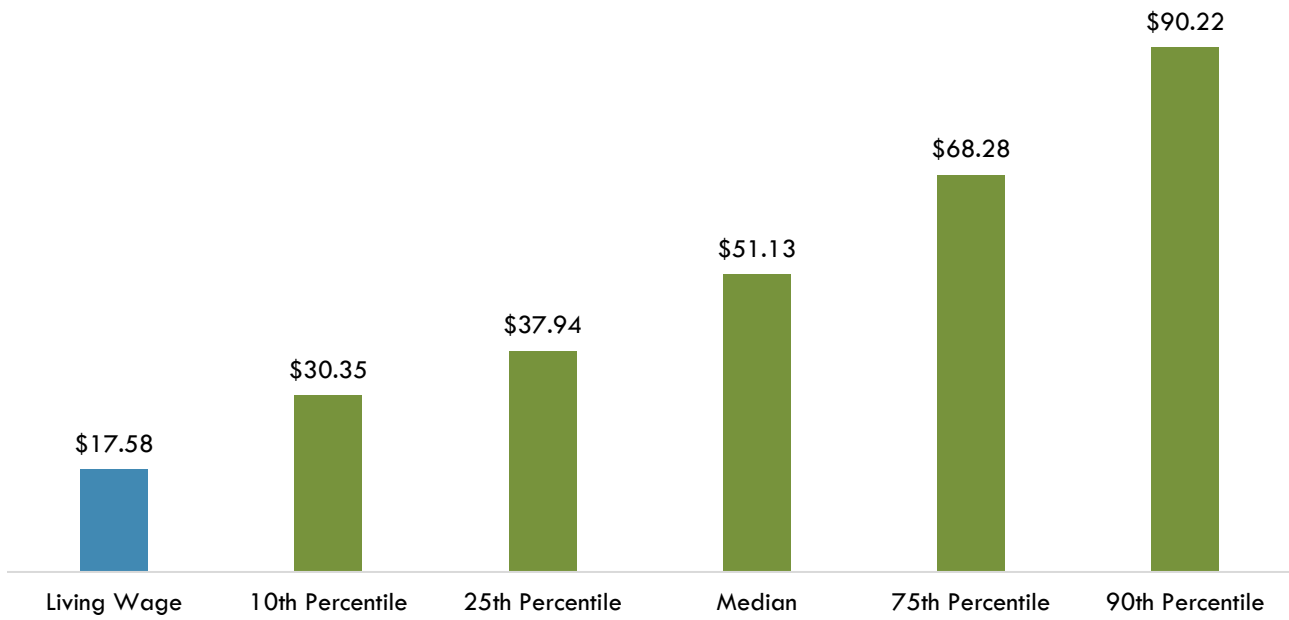
Exhibit 3 contains hourly wages and annual average earnings for these occupations. Entry-level hourly earnings are represented by the 25<sup>th</sup> percentile of wages, median hourly earnings are represented by the 50<sup>th</sup> percentile of wages, and experienced hourly earnings are represented by the 75<sup>th</sup> percentile of wages, demonstrating various levels of employment.

### Exhibit 3 – Earnings for Management (Applied Professional Studies) Occupations in the South Central Coast Region

SOC	Occupation	Entry-Level Hourly Earnings	Median Hourly Earnings	Experienced Hourly Earnings
11-1021	General and Operations Managers	\$36.00	\$49.15	\$75.98
11-3012	Administrative Services Managers	\$34.49	\$48.40	\$62.84
11-3013	Facilities Managers	\$36.00	\$47.59	\$60.26
11-3061	Purchasing Managers	\$49.44	\$63.44	\$78.89
11-3071	Transportation, Storage, and Distribution Managers	\$33.79	\$47.05	\$63.45

Source: Lightcast™ Analyst 2023

**Exhibit 3b – Earnings for Management (Applied Professional Studies) Occupations in the South Central Coast Region**



Source: Family Needs Calculator (Living wage is based on Single Adult households with no children); Lightcast™ Analyst 2023

### Employer Job Postings

In this research brief, real-time labor market information is used to provide a more nuanced view of the current job market, as it captures job advertisements for occupations relevant to the field of study. Employer job postings are consulted to understand who is looking for professionals in a given field, and what they are looking for in potential candidates. To identify job postings related to Management (Applied Professional Studies) the following standard occupational classifications were used:

11-1021	General and Operations Managers
11-3012	Administrative Services Managers
11-3013	Facilities Managers
11-3061	Purchasing Managers
11-3071	Transportation, Storage, and Distribution Managers

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### Top Occupations

In 2023, there were 2,542 employer postings for occupations related to Management (Applied Professional Studies).

**Exhibit 4 – Top Occupations by Job Postings**

SOC Code	Occupation	Job Postings, Full Year 2023
11-1021	General and Operations Managers	1,509
11-3071	Transportation, Storage, and Distribution Managers	378
11-3013	Facilities Managers	266
11-3012	Administrative Services Managers	251
11-3061	Purchasing Managers	138
	<b>Total</b>	<b>2,542</b>

Source: Lightcast™ Analyst 2023

## Top Titles

The top job titles for employers posting ads for jobs related to Management (Applied Professional Studies) are listed in Exhibit 5. Operations Managers is mentioned as the job title in 170 job postings.

**Exhibit 5 – Job Titles**

<b>Title</b>	<b>Job Postings, Full Year 2023</b>
Operations Managers	170
General Managers	113
Operations Supervisors	65
Facilities Managers	59
Assistant Operations Managers	54
Supply Chain Managers	53
Managers-in-Training	41
Warehouse Supervisors	38
Operations Leads	37
Facilities Coordinators	36

Source: Lightcast™ Analyst 2023

## Top Employers

Exhibit 6 lists the major employers hiring professionals in the Management (Applied Professional Studies) field. The top employer posting job ads was CVS Health. The top worksite cities for these occupations were Santa Barbara, Thousand Oaks, Oxnard, San Luis Obispo, Ventura, and Camarillo.

**Exhibit 6 – Top Employers**

<b>Employer</b>	<b>Job Postings, Full Year 2023</b>
CVS Health	70
Amgen	60
Allied Universal	46
Target	38
Marriott International	36
Ventura County	29
University of California	28
Guitar Center Stores	26
Old Navy	23
Walmart	20

Source: Lightcast™ Analyst 2023



## Skills

The tables in Exhibit 7 list employers' most commonly requested skills in job postings related to Management (Applied Professional Studies). Operations Management is the most sought-after specialized skill for employers. Operations was the most requested baseline skill. Microsoft Excel was the most requested software and programming skill.

**Exhibit 7 – Specialized Skills**

<b>Skills</b>	<b>Job Postings, Full Year 2023</b>
Operations Management	369
Project Management	249
Purchasing	235
Merchandising	229
Finance	228
Supply Chain	222
Auditing	214
Inventory Management	209
Procurement	204
Warehousing	189

Source: Lightcast™ Analyst 2023

### Exhibit 7b – Baseline Skills

Skills	Job Postings, Full Year 2023
Operations	1,346
Management	1,259
Communication	1,043
Leadership	897
Customer Service	728
Planning	618
Sales	570
Coaching	361
Coordinating	342
Problem Solving	322

Source: Lightcast™ Analyst 2023

### Exhibit 7c – Software and Programming Skills

Skills	Job Postings, Full Year 2023
Microsoft Excel	291
Microsoft Office	263
Microsoft PowerPoint	172
Microsoft Outlook	120
Spreadsheets	73
SAP Applications	73
Microsoft Word	62
Microsoft Access	38
Inventory Management System	26
Operating Systems	24

Source: Lightcast™ Analyst 2023

**Education and Training**

Exhibit 8 shows the typical entry-level education requirement for occupations of interest, along with the typical on-the-job training needed to attain competency in the occupation.

**Exhibit 8 – Education and Training Requirements**

<b>SOC</b>	<b>Occupation</b>	<b>Typical entry-level education</b>	<b>Typical on-the-job training</b>
11-1021	General and Operations Managers	Bachelor's degree	None
11-3012	Administrative Services Managers	Bachelor's degree	None
11-3013	Facilities Managers	Bachelor's degree	None
11-3061	Purchasing Managers	Bachelor's degree	None
11-3071	Transportation, Storage, and Distribution Managers	High school diploma or equivalent	None

Source: Bureau of Labor Statistics Employment Projections (Educational Attainment)

### Regional Completions and Openings

Between 2019 and 2022, there were 2,220 awards conferred in the South Central Coast region aligned with programs related to the occupations in this report.

**Exhibit 9 – Three-Year Average of Awards Conferred in the Region**

TOP Code	Program	3-Year Average (2019-2022)
0501.00	Business and Commerce, General	427
0505.00	Business Administration	1,229
0506.00	Business Management	302
0506.30	Management Development and Supervision	5
0506.40	Small Business and Entrepreneurship	45
0506.50	Retail Store Operations and Management	1
0508.00	International Business and Trade	12
0514.40	Office Management	32
0599.00	Other Business and Management	167
	<b>Average</b>	<b>2,220</b>

Source: Datamart

### CCC Awards

Exhibit 10 shows the average number of awards granted by community colleges within programs historically dedicated to training for the five occupations included in this report.

**Exhibit 10 – CCC Awards in the South Central Coast Region, 2019-2022 Average**

CCC Programs	3-Year Average
Allan Hancock	180
Antelope Valley	159
Canyons	609
Cuesta	471
Moorpark	297
Oxnard	88
Santa Barbara	160
Ventura	256

Source: DataMart, 2023

## Sources

O\*Net Online, Lightcast™ Analyst 2023, MIT Living Wage Calculator, Bureau of Labor Statistics (BLS) Education Attainment, California Community Colleges Chancellor's Office Management Information Systems (MIS) Data Mart, CTE LaunchBoard, Statewide CTE Outcomes Survey, Employment Development Department Unemployment Insurance Dataset

## Notes

Data included in this analysis represent the labor market demand for relevant positions most closely related to Management (Applied Professional Studies). Traditional labor market information was used to show current and projected employment based on data trends, as well as annual average awards granted by regional community colleges. Real-time labor market information captures job post advertisements for occupations relevant to the field of study and can signal demand and show what employers are looking for in potential employees, but is not a perfect measure of the quantity of open positions. All representations have been produced from primary research and/or secondary review of publicly and/or privately available data and/or research reports. The most recent data available at the time of the analysis was examined; however, data sets are updated regularly and may not be consistent with previous reports. Efforts have been made to qualify and validate the accuracy of the data and findings; however, neither the Centers of Excellence for Labor Market Research (COE), COE host district, nor California Community Colleges Chancellor's Office are responsible for the applications or decisions made by individuals and/or organizations based on this study or its recommendations.