

# HOT IN 2014

- The Best  
Jobs,  
Skills and  
Industries



# Looking to start or switch careers?

2014 may be your year!

The number of available jobs is expected to grow this year. So with the right skills and training, it could be comparatively easy to start your new career.

What are the hot jobs for 2014? And what skills do you need to land them?

This eBook has the answers you need.



# Where is the demand?

Some job categories will grow faster than others. Hot careers in 2014 range from physician assistants to network systems analysts. Some of the best opportunities are in:

- **Healthcare**
- **IT**
- **Accounting/Finance**
- **Administrative**
- **LI/Skilled Trades**

Let's take a look at each field...



# Healthcare

## Caring for an aging America

Healthcare jobs are at an all-time high, adding, on average, 17,000 jobs per month. This growth is expected to continue as an aging population requires more healthcare access.

Many of the fastest growing jobs include:

- **Nurses**
- **Physicians' assistants**
- **Home health aids**
- **Medical assistants**
- **Physical therapy assistants**



### **Needed skills, education, experience**

While many of these jobs require less than four years of college education, experience and relevant certification are extremely important.



# IT

## The “it” job of the decade

No matter the industry, no matter the location, a strong technology backbone makes a company work. Therefore companies of all types will continue to hire IT professionals in 2014.

High-demand jobs include:

- **Computer support specialists**
- **Network system analysts**
- **Software engineers**
- **Mobile application developers**
- **Front-end web developers**



### Needed skills, education, experience

Support positions can make excellent entry-level positions, because many hiring companies are flexible about the educational requirements for them.

For the most in-demand IT positions, however, companies do require college degrees and relevant certifications.

Experience is highly valued.



# Accounting/ Finance

## Regulations, laws, and oversight...oh, my!

The future in the accounting and finance fields is bright. This is due to an increase in the number of businesses, changing financial laws and regulations, and increased governmental oversight.

High-demand jobs for 2014 and beyond include:



- **Personal financial advisors**
- **Senior accountants**
- **Financial analysts**

## Needed skills, education, experience

Employers want people with compliance backgrounds who can deal with a large number of government regulations.

Experience counts.

In addition, highly desirable candidates have an MBA, CPA or any other certification/license that indicates a higher level of training.



# Administrative

## Everyone needs support

Administrative jobs are growing slower than healthcare, IT and finance jobs. However, due to the sheer number of administrative jobs in the U.S. – 4.1 million administrative assistants and secretaries alone – the number of available jobs will be plentiful.

Jobs to target in 2014 include:

- **Executive assistants**
- **Receptionists**
- **Secretaries/administrative assistants**
- **Cargo & freight agents**



## Needed skills, education, experience

Most jobs do not require a college education, but do require basic office and computer skills and good communication skills.



# Light Industrial / Skilled Trades

## The Perfect Storm

Employers struggle to find skilled tradesmen today, and this need will become more acute. This is due to:

- **Manufacturing processes becoming more high tech**
- **Students' focus on college vs. trade school**
- **Loss of funding for high school vocational programs**



Hot jobs for 2014 include:

- **Electricians**
- **Welders**
- **Heavy-duty equipment mechanics and operators**
- **Pipefitters**

## **Needed skills, education, experience**

A four-year college degree is not necessary, but as a skilled trades worker, you will need:

- **Advanced vocational training**
- **Math/engineering skills**
- **Ability to work on teams**
- **Communication skills**





# Make Yourself More Marketable

Learning new skills should be a lifelong exercise, regardless of your industry focus.

Relevant certifications and additional coursework related to your field always help.

Cross-industry skills – such as experience with word processing and spreadsheets – will make you more marketable, no matter what field you choose to pursue.



In addition, employers always want people with:

- **Customer service experience**
- **Problem-solving skills**
- **Social media expertise**
- **Communication skills**

Finally, a great attitude always helps!



# Looking for a New Job in 2014?

Consider registering with a staffing or recruiting agency. With a wide range of opportunities available, they can help you:

- **Try out different jobs.** If you're unsure what type of job would best suit you, temporary positions allow you to try out a variety of responsibilities, work environments and employers – to find out what's right for you.
- **Build your skills.** As you move from assignment to assignment, new responsibilities will help you grow and learn. Plus, many agencies offer free job skills and computer training while you work through them.
- **Stay flexible.** If you're on the job hunt, temporary assignments afford you the freedom to network and interview, while earning a paycheck and preventing a gap on your resume.
- **Find a full-time position.** Most staffing services offer direct placement services. In addition, some opportunities that start out temporary wind up becoming permanent if there's a good fit between job seeker and employer.

