



South Dakota High Demand & High Wage Career

Career Cluster:
Marketing & Sales



Buyers and Purchasing Agents

Standard Occupational Codes 13-1021, 13-1022 and 13-1023

(Please note: the general information about this occupation was compiled using the three codes listed above; however, the employment and wage data on the reverse side includes data for a unique code of 13-1020, which reflects all three occupations.)

What They Do

On behalf of the organization which they work for, buyers and purchasing agents acquire products either for further processing or resale. For example, they may search for and buy the supplies and goods used in a manufacturing process. Or they may purchase goods from producers or wholesalers which are then sold to retail customers. They may negotiate contracts.

Is This For You?

Work Interests are described in the following categories (compatible with Holland's Model). People who tend to succeed in this career are:

Conventional (Organizers) — Detail oriented and organized. They like to analyze data, keep financial records and do research. They can be counted on to be accurate and enjoy structure and closure.

Enterprising (Persuaders) — Like to influence, persuade or lead people and

manage others. They enjoy working on a team toward goals, competition and business-like activities.

Work Styles (personality tendencies) of people who perform well in this occupation have:

Attention to Detail — A tendency to be detail-oriented, organized, and thorough in completing work.

Dependability — A tendency to be reliable, responsible, and consistent in meeting work-related obligations.

Integrity — A tendency to be honest and ethical at work.

Abilities reflect a person's aptitude to acquire skills and knowledge. The following abilities are important for success in the career.

- Oral Comprehension
- Oral Expression
- Written Comprehension
- Deductive Reasoning
- Inductive Reasoning

Work Activities

- Getting Information
- Communicating with Supervisors, Peers, or Subordinates
- Working with Computers
- Communicating with People Outside the Organization
- Processing Information
- Identifying Objects, Actions, and Events
- Establishing and Maintaining Interpersonal Relationships

Education & Training

Most employers of buyers and purchasing agents prefer those with a bachelor's degree in business or a field directly related to the operations involved in the business. For retail and agricultural purchasing agents, apprenticeship is an option. To learn more, visit StartTodaySD.com or contact your local Job Service office to get started.

Recommended Levels* for the National Career Readiness Certificate

Applied Math	4 or 5
Workplace Documents	4
Graphic Literacy	4 or 5

*Using the median skill level.

Where They Work

The South Dakota industries which employ the largest number of buyers and purchasing agents are:

- Merchant Wholesalers, Nondurable Goods
- Federal Government
- Management of Companies and Enterprises
- Food Manufacturing
- Merchant Wholesalers, Durable Goods

South Dakota Employment & Wages

2024 Employment	2034 Employment	Numeric Change	Percent Change	Average Annual Openings	Annual Median Wage	Annual Average Wage
1,417	1,568	151	10.7%	152	\$73,990	\$78,690

Additional References

Labor Market Information Center
www.dlr.sd.gov/lmic

Career OneStop
www.careeronestop.org

O*Net Online
www.onetonline.org

mySkills myFuture
<https://www.myskillsmyfuture.org/>

Auxiliary aids and services are available upon request to individuals with disabilities. U.S. DOL funded. For details, see dlr.sd.gov/lmic/eta_grant.aspx.

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Provided By

Labor Market Information Center
South Dakota Dept. of Labor and Regulation
605.626.2314

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SOUTH DAKOTA
DEPT. OF LABOR
& **REGULATION**

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