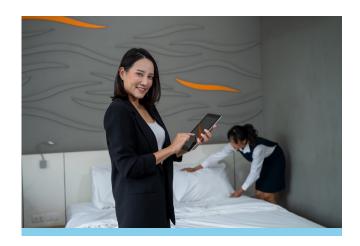


South Dakota High Demand & High Wage Career



**Career Cluster: Hospitality & Tourism** 

# First-Line Supervisors of Housekeeping and Janitorial Workers

Standard Occupational Code 37-1011

### **What They Do**

Directly supervise and coordinate work activities of cleaning personnel in hotels, hospitals, offices and other establishments. They are responsible for making sure the establishment is clean and neat.

### 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:

**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.

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.

**Work Values** are aspects of work that are satisfying to you. The following work values are generally associated with this career.

**Independence** — Allow employees to work on their own and make decisions.

**Support** — Offer supportive management that stands behind employees.

**Working Conditions** — Offer job security and good working conditions.

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

- Oral Expression
- Oral Comprehension
- Information Ordering
- Near Vision
- Problem Sensitivity
- Speech Clarity
- Speech Recognition

#### **Basic Skills You Need**

- Management of Personnel Resources
- Coordination
- Monitoring
- Speaking
- Time Management
- Active Listening
- Complex Problem Solving
- Critical Thinking
- Instructing

## **Education & Training**

A high school diploma or equivalent is recommended for first line supervisors of housekeeping and janitorial workers. In most cases, those in supervisory positions have prior work experience in the same housekeeping or janitorial tasks as those they supervise.

# Recommended Levels\* for the National Career Readiness Certificate

Applied Math 4
Workplace Documents 4
Graphic Literacy 4

# **Where They Work**

The South Dakota industries which employ the largest number of these first line supervisors are:

- Self Employment
- Administrative and Support and Waste Management and Remediation Services
- Educational Services
- Accommodation and Food Services

# **South Dakota Employment & Wages**

2022 Employment	2032 Employment	Numeric Change		Average Annual Openings	Annual Median Wage	Annual Average Wage
792	870	78	9.9%	103	\$45,050	\$44,890

### **Aditional 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/

Printed on recycled paper.

# **Provided By**

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

Visit <u>dlr.sd.gov/hotcareers</u> to obtain the most recent workforce data and trends and more resources, including this document. Also available are explanations of the terms used in this occupational profile.



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<sup>\*</sup>Using the median skill level.