



## South Dakota High Demand & High Wage Career

### Career Cluster: Finance



# Loan Interviewers and Clerks

*Standard Occupational Code 43-4131*

## What They Do

Interview loan applicants to collect information; investigate applicants' backgrounds and verify references; prepare loan request papers. Perform transactions between loan establishment, borrowers and sellers upon approval of loan.

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

**Relationships** — Provide service to others and work with co-workers in a friendly, non-competitive environment.

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

**Achievement** — Are results oriented and allow employees to use their strongest abilities, giving them a feeling of accomplishments.

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

- Oral Comprehension
- Written Comprehension
- Oral Expression
- Speech Clarity
- Speech Recognition
- Information Ordering

## Basic Skills You Need

- Active Listening
- Speaking
- Reading Comprehension
- Critical Thinking
- Writing
- Complex Problem Solving
- Active Learning
- Judgment and Decision Making
- Social Perceptiveness

## Education & Training

Loan interviewer and clerk positions require the minimum education of a high school diploma. However, many employers prefer candidates with postsecondary education in a business or financial program. Prior experience in a financial establishment is also helpful.

## South Dakota Employment & Wages

2020 Workers	2030 Workers	Numeric Change	Percent Change	Average Annual Demand for Workers	Annual Median Wage	Annual Average Wage
1,955	2,026	71	3.6%	181	\$37,700	\$39,963

## Additional References

### Labor Market Information Center

[www.dlr.sd.gov/lmic](http://www.dlr.sd.gov/lmic)

### Career OneStop

[www.careeronestop.org](http://www.careeronestop.org)

### O\*Net Online

[www.onetonline.org](http://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](http://dlr.sd.gov/lmic/eta_grant.aspx).

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## Recommended Levels\* for the National Career Readiness Certificate

Applied Math	3
Workplace Documents	4
Graphic Literacy	4

\*Using the median skill level.

## Where They Work

The South Dakota industries which employ the largest number of loan interviewers and clerks are:

- Credit Intermediation and Related Activities

## Provided By

Labor Market Information Center  
SD Department of Labor & Regulation  
605.626.2314

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