



South Dakota
High Demand
&
High Wage
Career

**Career Cluster: Business Management
and Administration**



Management Analysts

Standard Occupational Code 13-1111

What They Do

Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants.

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.

Investigative (Thinkers) — Interested in science and logic. They like to analyze, evaluate and solve problems, and enjoy

learning and understanding the causes of events.

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

Relationships — Allow employees to provide service to others and work with co-workers in a friendly, non-competitive environment.

Achievement — Results oriented, allow use of strongest abilities and provide feeling of accomplishment.

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

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
- Problem Sensitivity
- Written Comprehension
- Deductive Reasoning

Basic Skills You Need

- Active Listening
- Critical Thinking
- Reading Comprehension
- Complex Problem Solving

Education & Training

Most employers of management analysts require the minimum of a bachelor's degree in business, management, economics, political science, finance or a field directly related to the nature of the business involved. Some employers prefer to hire those with a master's in business administration (MBA). Prior related work experience is also very helpful.

A registered apprenticeship is another option for preparing for this occupation. 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
Workplace Documents	4
Graphic Literacy	4

*Using the median skill level.

Where They Work

The South Dakota industries which employ the largest number of management analysts are:

- Management, Scientific, and Technical Consulting Services
- Self Employment
- Management of Companies and Enterprises
- Business, Professional, Labor, Political, and Similar Organizations

South Dakota Employment & Wages

2022 Employment	2032 Employment	Numeric Change	Percent Change	Average Annual Openings	Annual Median Wage	Annual Average Wage
3,272	3,702	430	13.1%	323	\$79,470	\$87,200

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

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