

CAREER QUARTERLY

Career Information, Job Seeking Advice, Labor Market Data, and More!



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Virginia's Economy at a Glance

Data Series	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022
Labor Force Data						
Civilian Labor Force ⁽¹⁾	(R)4,257.6	(R)4,256.9	(R)4,261.4	(R)4,262.0	(R)4,261.3	(P)4,277.8
Employment ⁽¹⁾	(R)4,104.7	(R)4,110.2	(R)4,118.5	(R)4,120.4	(R)4,120.1	(P)4,138.5
Unemployment ⁽¹⁾	(R)152.9	(R)146.6	(R)142.8	(R)141.5	(R)141.2	(P)139.3
Unemployment Rate ⁽²⁾	(R)3.6	(R)3.4	(R)3.4	(R)3.3	(R)3.3	(P)3.3
Nonfarm Wage and Salary Employment						
Total Nonfarm ⁽³⁾	3,967.2	3,958.9	3,973.4	3,986.8	3,994.4	(P)3,989.5
12-month % change	3.7	2.7	2.6	2.7	2.7	(P)2.3
Mining and Logging ⁽³⁾	7.0	6.9	7.0	7.0	7.1	(P)7.1
12-month % change	1.4	0.0	1.4	0.0	1.4	(P)2.9
Construction ⁽³⁾	205.7	205.4	203.6	204.2	204.5	(P)203.6
12-month % change	2.0	1.1	0.0	-0.1	-0.3	(P)-0.8
Manufacturing ⁽³⁾	236.8	237.0	234.3	235.5	235.0	(P)234.8
12-month % change	2.2	1.5	-0.5	-0.5	-1.2	(P)-1.2
Trade, Transportation, and Utilities ⁽³⁾	655.7	654.6	657.8	660.7	662.0	(P)663.1
12-month % change	3.1	1.9	1.9	2.2	2.0	(P)1.6
Information ⁽³⁾	66.0	66.0	67.9	68.0	67.6	(P)67.7
12-month % change	3.3	1.1	4.3	4.0	3.5	(P)3.8
Financial Activities ⁽³⁾	210.2	210.4	209.3	209.8	210.0	(P)208.0
12-month % change	0.9	0.8	0.2	0.4	0.3	(P)-0.8
Professional & Business Services ⁽³⁾	778.8	778.7	780.1	781.5	783.6	(P)785.5
12-month % change	3.6	2.8	2.6	2.6	2.3	(P)2.3
Education & Health Services ⁽³⁾	538.0	534.1	535.6	539.9	539.3	(P)540.6
12-month % change	3.1	1.5	1.3	1.5	1.5	(P)1.5
Leisure & Hospitality ⁽³⁾	368.4	370.8	373.1	378.4	385.3	(P)383.7
12-month % change	18.8	13.4	12.7	13.1	15.1	(P)13.7
Other Services ⁽³⁾	184.7	184.2	186.7	185.8	186.5	(P)186.2
12-month % change	3.5	2.2	3.1	2.3	2.6	(P)2.4
Government ⁽³⁾	715.9	710.8	718.0	716.0	713.5	(P)709.2
12-month % change	0.3	0.8	1.7	1.8	1.5	(P)0.9

Footnotes

(1) Number of persons, in thousands, seasonally adjusted.

(2) In percent, seasonally adjusted.

(3) Number of jobs, in thousands, seasonally adjusted.

(P) Preliminary

(r) Revised

Labor Market Research

Which Virginia Industries (by 4-Digit NAICS) Experienced Growth in Employment and Wages in 3rd Quarter 2021?



Private Industries (with 3,000+ Jobs) that were **STRENGTHS** in Concentration and Competitiveness

Virginia industries in the strengths category were concentrated, or were more prevalent in Virginia than nationwide, and performed better than statewide labor market conditions and U.S. job growth in that industry might suggest.

NAICS Industry	September 2021 Virginia Employment	3Q17-3Q21 Growth Rate	3rd Qtr 2021 Virginia Avg. Weekly Wage
NAICS 5612 Facilities support services	7,192	-12.5%	\$1,429
NAICS 4883 Support activities for water transportation	3,247	-13.2%	\$1,653
NAICS 3366 Ship and boat building	29,456	21.2%	\$1,364
NAICS 7139 Other amusement and recreation industries	39,020	2.4%	\$394
NAICS 5614 Business support services	26,953	-2.8%	\$951
NAICS 5182 Data processing, hosting and related services	14,939	33.5%	\$2,862
NAICS 5419 Other professional and technical services	30,046	19.2%	\$1,351
NAICS 8139 Professional and similar organizations	20,702	-0.3%	\$1,781
NAICS 5511 Management of companies and enterprises	79,414	7.2%	\$2,314
NAICS 8129 Other personal services	10,556	4.0%	\$584
NAICS 8112 Electronic equipment repair and maintenance	3,151	3.1%	\$1,361
NAICS 5222 Nondepository credit intermediation	35,373	1.4%	\$2,457
NAICS 4411 Automobile dealers	36,398	-3.3%	\$1,498
NAICS 5417 Scientific research and development services	27,306	26.7%	\$2,324
NAICS 8133 Social advocacy organizations	8,097	8.2%	\$1,297

Source: Bureau of Labor Statistics (BLS), Quarterly Census of Employment and Wages (QCEW), 3Q17-3Q21. Published Four-digit NAICS detail captures approximately 95% of private sector jobs.



Private Industries (with 3,000+ Jobs) that were **THREATS** in Concentration and Competitiveness

Virginia industries in the threats category were concentrated, or were more prevalent in Virginia than nationwide, but performed worse than statewide labor market conditions and U.S. job growth in that industry might suggest.

NAICS Industry	September 2021 Virginia Employment	3Q17-3Q21 Growth Rate	3rd Qtr 2021 Virginia Avg. Weekly Wage
NAICS 5612 Facilities support services	7,192	-12.5%	\$1,429
NAICS 4883 Support activities for water transportation	3,247	-13.2%	\$1,653
NAICS 3211 Sawmills and wood preservation	3,621	-11.1%	\$1,098
NAICS 5415 Computer systems design and related services	168,667	4.9%	\$2,543
NAICS 5416 Management and technical consulting services	84,849	10.1%	\$2,219
NAICS 3252 Resin, rubber, and artificial fibers mfg.	4,458	-5.7%	\$1,737
NAICS 2389 Other specialty trade contractors	22,893	2.5%	\$1,099
NAICS 6233 Continuing care, assisted living facilities	28,501	-11.0%	\$692
NAICS 7121 Museums, historical sites, zoos, and parks	4,330	-15.5%	\$668
NAICS 8122 Death care services	4,031	-5.0%	\$757
NAICS 5413 Architectural and engineering services	57,189	3.8%	\$1,994
NAICS 2373 Highway, street, and bridge construction	12,070	1.9%	\$1,288
NAICS 3219 Other wood product manufacturing	8,012	2.5%	\$845
NAICS 8121 Personal care services	20,092	-6.8%	\$638
NAICS 5179 Other telecommunications	3,918	1.0%	\$2,747

Source: Bureau of Labor Statistics (BLS), Quarterly Census of Employment and Wages (QCEW), 3Q17-3Q21. Published Four-digit NAICS detail captures approximately 95% of private sector jobs.

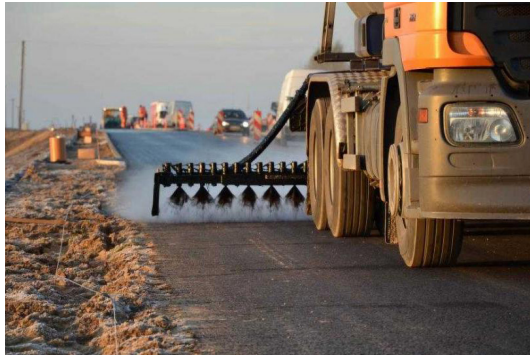


Private Industries (with 3,000+ Jobs) that were OPPORTUNITIES in Concentration and Competitiveness

Virginia industries in the opportunities category were not concentrated, or were less prevalent in Virginia than nationwide, but performed better than statewide labor market conditions and U.S. industry job growth might suggest.

NAICS Industry	September 2021 Virginia Employment	3Q17-3Q21 Growth Rate	3rd Qtr 2021 Virginia Avg. Weekly Wage
NAICS 4921 Couriers and express delivery services	19,602	64.6%	\$855
NAICS 6216 Home health care services	35,570	21.0%	\$668
NAICS 5223 Activities related to credit intermediation	7,437	19.7%	\$2,608
NAICS 5613 Employment services	82,360	9.6%	\$1,007
NAICS 3222 Converted paper product manufacturing	4,385	5.6%	\$1,139
NAICS 3344 Semiconductor and electronic component mfg.	4,087	8.9%	\$1,622
NAICS 4885 Freight transportation arrangement	4,279	18.4%	\$1,399
NAICS 5615 Travel arrangement and reservation services	3,177	-25.7%	\$1,288
NAICS 3391 Medical equipment and supplies manufacturing	3,530	9.4%	\$1,327
NAICS 3327 Machine shops and threaded product mfg.	3,361	-1.3%	\$1,057
NAICS 5619 Other support services	6,308	-0.5%	\$802
NAICS 6242 Emergency and other relief services	4,225	17.2%	\$972
NAICS 4239 Misc. durable goods merchant wholesalers	4,828	2.3%	\$1,213
NAICS 3363 Motor vehicle parts manufacturing	5,337	-6.6%	\$1,040
NAICS 4452 Specialty food stores	4,719	-3.7%	\$452

Source: Bureau of Labor Statistics (BLS), Quarterly Census of Employment and Wages (QCEW), 3Q17-3Q21. Published Four-digit NAICS detail captures approximately 95% of private sector jobs.



Private Industries (with 3,000+ Jobs) that were WEAKNESSES in Concentration and Competitiveness

Virginia industries in the weaknesses category were not concentrated, or were less prevalent in Virginia than nationwide, and performed worse than statewide labor market conditions and U.S. industry job growth might suggest.

NAICS Industry	September 2021 Virginia Employment	3Q17-3Q21 Growth Rate	3rd Qtr 2021 Virginia Avg. Weekly Wage
NAICS 4931 Warehousing and storage	34,680	17.6%	\$971
NAICS 8134 Civic and social organizations	6,022	-51.2%	\$689
NAICS 5121 Motion picture and video industries	4,131	-24.3%	\$820
NAICS 4242 Druggists' goods merchant wholesalers	3,392	1.2%	\$2,216
NAICS 8113 Commercial machinery repair and maintenance	3,522	-15.8%	\$1,213
NAICS 4539 Other miscellaneous store retailers	8,359	0.7%	\$670
NAICS 5621 Waste collection	3,782	-4.1%	\$1,127
NAICS 6219 Other ambulatory health care services	6,714	-11.3%	\$1,105
NAICS 3334 Hvac and commercial refrigeration equipment	3,063	-5.8%	\$1,093
NAICS 1114 Greenhouse and nursery production	3,102	5.2%	\$753
NAICS 5321 Automotive equipment rental and leasing	3,826	-24.0%	\$960
NAICS 5239 Other financial investment activities	8,065	1.1%	\$2,981
NAICS 3116 Animal slaughtering and processing	12,132	-9.2%	\$915
NAICS 3399 Other miscellaneous manufacturing	4,440	-9.2%	\$1,059
NAICS 4231 Motor vehicle and parts merchant wholesalers	6,237	-4.5%	\$1,104

Source: Bureau of Labor Statistics (BLS), Quarterly Census of Employment and Wages (QCEW), 3Q17-3Q21. Published Four-digit NAICS detail captures approximately 95% of private sector jobs.

For more information or questions about the growth or decline of industries in Virginia, please email Timothy Aylor, Senior Economist at: timothy.aylor@vec.virginia.gov

Job Searching



The 7 Best Ways to Prepare For a Virtual Interview

[CareerBuilder.com](https://www.careerbuilder.com)

Virtual job interviews present a unique set of considerations. Here's how to ensure yours goes smoothly.

So you've got a job interview — congratulations are in order. But there's work to do before the celebrations begin. You need to practice for your interview, prepare answers to common questions, and consider the in-demand job skills and professional accomplishments that will make you stand out to the hiring manager. After that, you'll have to decide what to wear.

If you're applying for a remote job, or a position at a company headquartered far from home, you'll probably have a virtual interview, which presents a whole new set of considerations: how to communicate effectively in a virtual environment, how to avoid tripping over your technology, how to prepare a #workgoals Zoom background worthy of Instagram.

Let's go over some tips for nailing your virtual interview.

How to prepare for a virtual interview

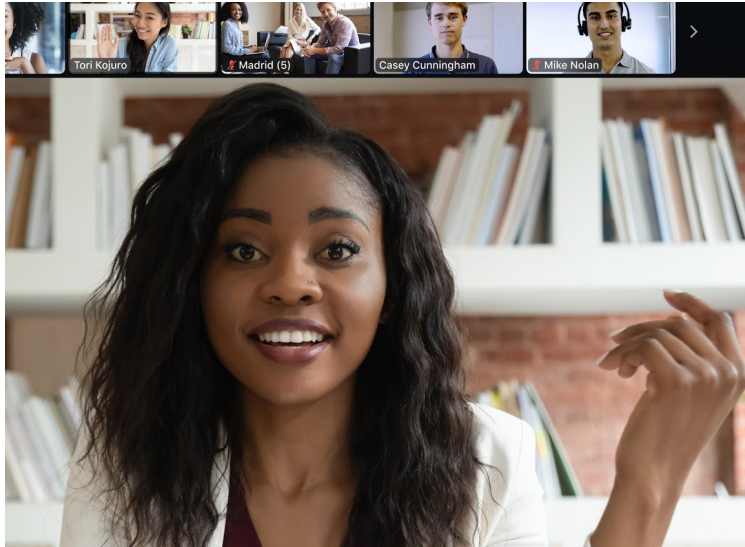
Schedule wisely

The first step toward a successful remote interview is to schedule it at a quiet, convenient time.

- ▶ Adjust your schedule so that you can focus entirely on your interview. Give yourself some padding time beforehand to get in the zone, and some extra time after in case your conversation runs long.
- ▶ Background noise is deadly in a virtual interview, so try to anticipate any potential disturbances. Yelling over the sound of the garbage truck that rumbles outside your window every week will not help you make a great impression.
- ▶ Tell your family and roommates about your interview so that they can help minimize distractions. We're sure your roomie is truly excellent at the clarinet, but your Zoom interview is not a good practice time.

Embrace your space

Getting ready for a virtual interview is all about preventing disruption. Conduct your interview in a quiet, clean, orderly space — or at least as close to that as you can get.



- ▶ It's best to take a seat at a table or desk where you can place your computer. You might even elevate it with a stack of books to get the perfect camera angle.
- ▶ Make space for a notebook where you can keep track of important topics and details. Just don't rely too much on notes. If you treat them like a script, constantly glancing down at them, you'll come across as distracted and uncomfortable.
- ▶ Conduct your interview somewhere with an ample — but not harsh — light source. Natural light from a large window is your best friend. You want the light in front of you, falling on your face, rather than emanating from behind you, which will make you look like a dramatic shadow instead of a qualified candidate. Check your webcam before your interview to see how the lighting looks and make any adjustments.
- ▶ Home offices or dining rooms are ideal, but it's perfectly fine to do your virtual interview in your bedroom if you don't have any other options. Just make sure the room is clean and professional. Make your bed. Try to keep your background neutral: books, plants, shelves. You probably shouldn't interview for a highly formal job at a bank from underneath a poster of your favorite band and/or movie.
- ▶ If you just can't find a good background where you're interviewing, see if the video conferencing program offers virtual backgrounds. Select one that is simple and professional-looking.

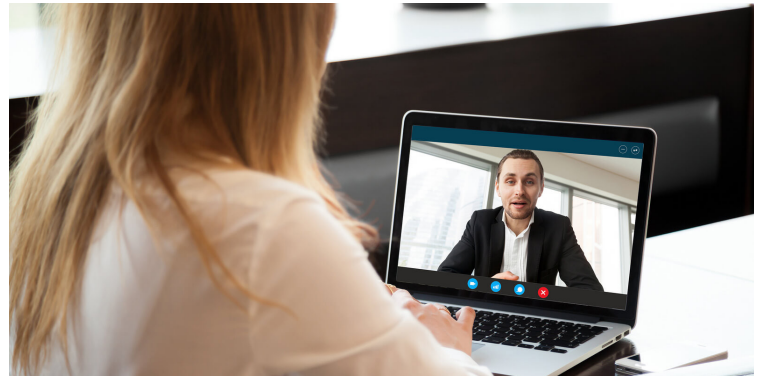
Get comfortable with the technology

We can't always anticipate technical difficulties, but we can keep a forgotten password or faulty webcam from ruining a virtual interview.

- ▶ The day before your interview, make sure that your internet connection, computer, microphone and webcam are working properly.
- ▶ Sign into the video conferencing software — it could be Zoom, Microsoft Teams, Google Hangouts, or another program — to make sure you have all the correct login information. Double-check your Zoom profile name; it should be your first and last name, not a nickname.
- ▶ On the day of your interview, log into the meeting early to test your webcam and microphone one more time. A simple phrase, like "Testing, testing," will do.
- ▶ The best way to cut down on background noise is to mute yourself when you're not talking. Just don't forget to click that little microphone button when it's your turn to speak!

Prepare like it's an in-person interview

Any time you interview for a job, whether it's in person or remote, you should come prepared. Here are some general tips on getting ready for a remote interview:



- ▶ Research the company's website, social media and news appearances. Go into your interview with a solid understanding of what the company does, how it presents itself to the public, what goals it wants to achieve, and what challenges it might face. You should also know the hiring manager's name, as well as the names of top executives like the CEO of the business.

- ▶ Remain conscious of your body language. Your virtual interviewer has to look at your face the whole time, so try not to look bored. Nod your head. Smile at amusing anecdotes.
- ▶ Skills have become the most important factor in hiring, so it's important to make a list of the skills and accomplishments that qualify you for this role. Think of stories with specific details about when you used these skills in previous positions. Try to slip these examples into your conversation. A story about how you solved a problem at work will stay in the interviewer's mind long after they've forgotten mere adjectives like "professional," "dedicated" or "personable." Show them real examples of how you're professional, dedicated and personable.
- ▶ Make a list of questions to ask the interviewer, such as "Why are you hiring for this position?" and "What does success look like for this job?" It gets you important information and shows that you're prepared.
- ▶ Ask a friend or family member to conduct a practice interview with you. Try out your answers and get comfortable with the interview process.

Dress for the job you want IRL

Jobs have dress codes "in real life," but they also have dress codes for the virtual world. When you turn your webcam on, the cozy home where you lounge in your PJs becomes a work space where you need to look professional.

It might feel silly to dress up just to go from your bedroom to your living room, but you want to make a good first impression. Do some research on the company to see if their employees tend to dress to the nines. If you're applying for a job in finance, law, or another highly formal industry, you should dress accordingly. Otherwise, a kind of extra-special business casual is recommended.

One quick tip: Some elaborate geometric patterns don't show up on webcams correctly. Stick to solid colors or simple patterns.

Take a breath. It's just a conversation.

We can't overstate how important it is to prepare for your interview. Take this seriously. But when the time comes, take a deep breath, and remember that this is really just a conversation between two people.



If the employer wants to ease in with a little small talk, let them. Share an insight about a hobby you might share. Talk about something the company has done that you admire. Make sure to get across all the points you practiced, but don't be afraid to let the conversation take a slight organic detour.

The more relaxed you are, the more authentic you'll sound, and the easier it will be to bring up all the great things you've done in your career. Since this is a virtual interview, there are a few more things to keep in mind:

- ▶ Pretend your camera is your interviewer. That's where you want to look. If you're looking at yourself on the video call the whole time, you'll appear to be staring off into space.
- ▶ Cross talk is unintelligible on a video or phone call. Let the interviewer finish their thought before chiming in. You can still let them know that you're listening by nodding your head or reacting to their statements with a positive word here or there, but don't start a full sentence before they have finished theirs.

Follow up on your job interview the right way

Within 24 hours following your interview, send a thank-you note like this to the hiring manager. Show them you appreciated their time. Mention a topic you discussed the interview to show that you were engaged. End with an action the interviewer could take — something like, "Please feel free to contact me if you have any further questions. I'm excited about what we can do together and look forward to hearing back from you."

Source: <https://www.careerbuilder.com/advice/the-7-best-ways-to-prepare-for-a-virtual-interview>

Should I Take the Job? Here's How to Figure it Out.



[CareerBuilder.com](https://www.careerbuilder.com)

Use your skills and get paid what you deserve in the best possible fit for you.

The right job means something different to everyone; your career path is yours alone, and like you, it will be unique. So, when you're looking for a new job, how can you decide what's the right fit?

Determining whether a job suits your particular needs is one of the toughest parts of professional life. Each and every opportunity presents a complicated set of considerations. Does the job provide the potential for growth that will get you where you ultimately want to go? Does the workplace culture suit your personality? Do you have the right skills to handle all the responsibilities of the job, and will it teach you new skills that you can carry forward in your career? Are the benefits any good? How's the work-life balance? Does it pay enough?

It feels impossible to tackle all these weighty questions at once. But if you break them down and take them one at a time, it's not so daunting. Below, we'll go through how to determine if a job is right for you, step by step.

You're asking, "Should I take the job?" The process outlined here will lead you to an answer.

Know what you need from a job

Start with evaluating your current needs. Do you need to pick up some side money with a temporary gig? Or are you trying to take the next step in your overall career path? You can count out a ton of job offers by answering these simple

questions. For example, a full-time desk job isn't right for someone who needs a little extra cash. A part-time gig won't cover your expenses if you're looking for a position that can support your family. Having a sense of what you're looking for before an actual interview will help you and the hiring manager save time.

Before you even look at job descriptions, get real with yourself about what's important. Consider logistics such as how many hours you can work per day or week, if you need flexibility or a set schedule, and if finding the right culture fit is a priority. Don't wait until the hiring process has begun to outline your own availability.

To help you sort through all of these options, think about the stressors in your current situation and what would alleviate them. Make a list somewhere – on your phone, in a Google Doc, on a piece of paper – to remind yourself of what you need. Use this list to figure out the right questions to ask an interviewer about a particular position. You could also update your job seeker profile with your career goals and what you're looking for in a role.

How to evaluate workplace culture

People tend to overlook one of the most important aspects of finding a new job: company culture. Factors like salary, job responsibilities, educational requirements and skillset expectations obviously matter a great deal, but fitting into your work environment comfortably on a daily basis is make-or-break. Your past work experience might make you a good fit for a certain job, but if the job isn't a good fit for your personality and work style, you won't be able to make the impact at work that you want to make.

To get a sense of a workplace culture, do some research about the company online. Check out their website and social media accounts. What does the tone tell you about the company? Does it seem starchy, or laid back? Do the people in their Instagram photos wear ties, or Silicon-Valley-chic hoodies? Does it look like the sort of workplace that would have a ping-pong table in the break room?

The job description probably has some clues to offer about what it's like to work at that company as well. What does the overall tenor of the description feel like? Do the job responsibilities include anything about how you'll work with other people? Does it say anything about how collaborative this role will be, and what sorts of folks you'll be working with? Will you spend time at a white board, coming up with

creative ideas with an art director? Or presenting reports to a busy business executive?

Finally, what do you see as this company’s ultimate goals? Why does this business exist? Does it’s mission align with your values?

It’s a good idea to include these sorts of questions into your job search.They are as important as writing a good cover letter or following up after an interview.Without them, you might land a job that’s good for someone, just not the particular job that’s right for you.And it’s nearly impossible to achieve job satisfaction at a company where you just don’t feel comfortable.

Use the right tools to save time

Technology is a key tool in your professional development, and that’s where CareerBuilder comes in.Thousands of employers post their open roles on our job boards.To take full advantage of everything CareerBuilder has to offer, create an account,add your resume and get yourself in that network of companies, so you can apply quickly and put your resume right at the fingertips of hiring managers who are searching for talent.

Now that you’ve put yourself out there to be easily found by recruiters and hiring managers, use the filters and search functions on that job board to see the right roles for you.

Filter by employment type.This goes back to the first point – what job schedule or workload are you looking for? Whether it’s seasonal, work from home or full-time, select what you need to find the perfect job.

Dive into your earning potential. Learn more about what you could earn in your area, in another state or city, and by education level. Know your worth before you apply and begin the interview process.

Filter by pay. If you have a goal or minimum salary or hourly wage you need to make, include that as part of your search. More and more employers are including pay in the description to save time for both recruiters and job seekers. In fact, some states have passed laws requiring hiring managers to share salary information with candidates.

Filter by application type.Whether you want to manage each detail of a multi-step application or are comfortable with a I-click easy apply to jobs, you should look for roles that meet your job-hunting needs.

Stay on top of your career

Your career isn’t static, even if “climbing the ladder” isn’t really your thing.As you progress from one job to the next, and your life changes – maybe you get married, have kids or move out of state – your needs from your job will shift as well.

Once you’ve landed the right role for you, right now, set aside some time each month to check-in on your career progress. Does your profile accurately reflect your skills? What about adding a cool project you just completed to your resume or profile? Are you continuing to see what other roles are out there? That last point is especially crucial if you’re in a role where you are underemployed or feel it’s temporary to get back on your feet.

Don’t forget to invest in yourself to stay on top of the trends in your industry and be a highly-skilled worker, in whatever it is you choose to do.

Source: <https://www.careerbuilder.com/advice/how-to-find-the-right-job>

Note: This article came from CareerBuilder.com. Below is a table listing other online career and job boards for more choices.

Popular Job Search Sites	
http://www.careerbuilder.com	On the careerbuilder site, you can add a résumé, browse jobs, explore careers, and search resources.
https://www.indeed.com	Indeed lets you search for jobs by career title, company name, and location. You can also apply for job openings on the site or through links, and read company reviews.
http://www.job.com	Based out of Fredericksburg, VA and one of the fastest growing career portals on the Internet, Job.com connects great people across the U.S. with great companies.
https://www.glassdoor.com	On glassdoor , search all the open positions on the web. Get your own personalized salary estimate. Read reviews on over 600,000 companies worldwide.
https://www.monster.com	Monster lets you create an account and upload your résumé, search for job postings and receive alerts when a posting fits your profile, plus read career advice articles and more.
http://www.simplyhired.com	On SimplyHired , view detailed salary information for thousands of different careers and learn about and find jobs in each city’s most popular industries, top companies, and job types.

Career and Labor Market Information Publications • • • • •

Explore Career possibilities on our Career and Labor Market Information Website at:

<https://virginiaworks.com/publications>

Publications

Career Information

- Occupational Career Guide**
The Virginia Occupational Career Resource Guide is produced by the Virginia Employment Commission to assist students and any other persons who are looking for information to aid them in researching and finding a new career. Information is provided on a variety of career choices, how to plan for a career, education needed to qualify for various jobs, how to apply and interview for jobs, and much more.
- STEM**
This flyer provides labor market information on occupations in the fields of Science, Technology, Engineering, and Mathematics (STEM).
- Exploring Your Career Options - Career Guide Handouts**
The six Career Guide Handouts will help you discover your career interests by learning about career clusters, different careers inside those career clusters, education and skills needed, and how to further research a career you might be interested in pursuing. These Handouts are designed especially for students in grades 5 - 8.
- Job Search Tips - 5 Steps to a Successful Job Search**
A brochure that provides useful tips for each of the five steps of a successful job search: searching for job openings, tips for resumes, applying online and in-person, interviewing, and follow-up.
- LMI Career & Labor News - Quarterly**
A newsletter highlighting recent developments in labor market and occupational activities in Virginia. It is broken into sections that feature various articles on LMI news, employment, education/training, and career advice.
- Interview Tips Poster**
This poster gives helpful tips for preparing for interviews. It is 11" x 17" (tabloid) and can be downloaded and printed.
- Pocket Resume**
The Pocket Resume is a PDF form you can fill out with your education, work history, and references, print, cut and fold. This is a handy resource that you can quickly reference when filling out a job application or preparing for a job interview.

The Virginia Employment Commission Labor Market Information division is proud to offer a number of quality publications available to view and download at on our website.

These products provide labor market information, job tips, career planning, and more.

LMI Publications Catalog

- Labor Force Metrics at a Glance - March 2021**
This publication is a snapshot of the most recent unemployment rate for Virginia and the U.S. as well as a historical graphic representation of Virginia's unemployment rate, labor force, labor force participation rate, employment and unemployment.
- Statewide Economic Analysis Report - Program Year 2019 - 2020**
The Statewide Economic Analysis (SEA) Report is an annual product from the Virginia Employment Commission. It explores trends in several economic indicators including labor force demographics, GDP and populations. The impact of COVID 19 on the Virginia workforce is also analyzed. The report provides information and analysis at both the state and local workforce development areas.
- Virginia Job Outlook**
Occupations projected to have the highest number of openings along with expected salaries broken down by educational attainment.
- Top 5 Fact Sheet**
These fact sheets provide a quick at-a-glance look at the top five industries in Virginia based on employment. The data within the profiles come from the Quarterly Census of Employment and Wages (QCEW) program and the Bureau of Labor Statistics.
- Virginia Employment Indicators - Quarterly**
A Quarterly publication illustrating and analyzing key economic indicators including employment, unemployment, and production workers' hours and earnings.
- Forecasted Employment and Wages by State and Local Workforce Development Area 1st Quarter 2009 - ...**
The Forecasted Employment and Wages by State and Local Workforce Development Area (LWDA) allows local areas to have a current estimate of these indicators in an attempt to make up for the lag in official counts. These figures utilize time-series analysis to project employment and wage figures into the near future, and are updated every two quarters.
- Labor Supply & Demand**
The new series entitled "Labor Supply and Demand: A Dynamic Approach to Understanding the Labor Force" is a quarterly report on the subtleties of unemployment.
- Industry Profiles**
These profiles provide information on the top five industries within Virginia. The data within the profiles come from the Quarterly Census of Employment and Wages (QCEW) program.

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