

# Management Analysts

## WHAT THEY DO

## Occupational Profile



## SKILLS YOU NEED

### Basic Skills:

- Reading Comprehension
- Active Listening
- Writing
- Speaking
- Mathematics
- Science
- Critical Thinking
- Active Learning
- Learning Strategies
- Monitoring

### Transferable Skills (applicable in other careers):

#### High level

- Designing systems
- Giving advice on business or research projects
- Investigating data to solve problems
- Planning project activities
- Preparing project status reports
- Researching business problems to develop solutions

### Workplace Skills:

#### High level

- Coordination
- Instructing
- Judgment and Decision Making
- Operations Analysis
- Quality Control Analysis
- Service Orientation
- Systems Evaluation
- Time Management

Additional skills for this occupation may be found at <http://www.iowaworkforcedevelopment.gov/career-exploration-resources>

Conducts organizational studies and evaluations; designs systems and procedures; conducts work simplifications and measurement studies; and prepares operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants. Belongs to the Business, Management and Administration cluster and Logistics Planning and General Management and Operations Management pathways.

## IS THIS FOR YOU?

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

- **Investigative** – You are an "thinker". When you have a problem, you like to analyze it and look at difference ways to solve it. You like to work by yourself, and you don't like explaining your ideas to other people.
- **Conventional**—You are a "organizer". Keeping things neat and organized is important to you. You like working with charts and reports, and work well with power and authority.
- **Enterprising** – You are a "persuader". You like to sell things or ideas. Prestige and power are important to you. You like to use your language skills to convince other people of your ideas.

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

- **Achievement** – It's very important to you that your work allows you to use your best abilities. You want to see the results of your work and get a feeling of accomplishment.
- **Recognition**—It's very important to you that work satisfies your need for prestige and leadership opportunities, as well as opportunities for advancement.
- **Relationships**—It's very important to you that you have friendly co-workers. You would like to be of service to others without compromising your sense of right and wrong.
- **Independence** – It's very important to you that your work allows you to make decisions on your own. You want to try out your own ideas and work with little supervision.

**Aptitudes** reflect a person's ability to acquire skills and knowledge. The following aptitudes are important for success in the career:

- **General Learning Ability**
- **Verbal Aptitude**
- **Clerical Perception**

Source: <https://secure.ihaveaplaniowa.gov/>

## ESTIMATED & PROJECTED EMPLOYMENT

Occupational Title	2012 Estimated Employment	2022 Projected Employment	2012-22 Employment Change	Annual Growth Rate (%)	Total Annual Openings
Total, All Occupations	1,758,205	1,955,480	197,275	1.1	61,665
Business & Financial Operations Occupations	76,000	87,095	11,095	1.5	2,625
Management Analysts	5,365	6,650	1,285	2.4	210

Source: <http://www.iowaworkforcedevelopment.gov/occupational-projections-0>

## 2015 WAGE & SALARY (\$)

Occupational Title	Average Wage	Average Salary	Entry Wage	Entry Salary	Experienced Wage	Experienced Salary
Total, All Occupations	19.77	41,122	9.55	19,858	24.88	51,755
Business & Financial Operations Occupations	29.32	60,979	17.62	36,642	35.17	73,147
Management Analysts	38.75	80,591	23.23	48,327	46.50	96,723

Source: <http://www.iowaworkforcedevelopment.gov/occupational-projections-0>

## EDUCATION & TRAINING

Education	Work Experience	Job Training
Bachelor's Degree	1 to 5 years	None

A bachelor's degree is the typical entry-level requirement for management analysts. However, some employers prefer to hire candidates who have a master's degree in business administration (MBA). In 2010, 28 percent of management analysts had a master's degree. Few colleges and universities offer formal programs in management consulting. However, many fields of study provide a suitable education because of the range of areas that management analysts address. Common fields of study include business, management, accounting, marketing, economics, statistics, computer and information science, and engineering. Analysts also routinely attend conferences to stay up to date on current developments in their field. Source: <http://www.iowaworkforcedevelopment.gov/occupational-projections-0> and <https://secure.ihaveaplaniowa.gov/>

## NATIONAL CAREER READINESS CERTIFICATE (NCRC)

Skill	Median Skill Level
Applied Mathematics	4
Locating Information	4
Reading for Information	5

This ACT-developed credential demonstrates achievement and a certain level of workplace employability skills. The greater the score, the greater the skill level (Bronze = 3, Silver = 4, Gold = 5, Platinum = 6).

Source: <http://www.act.org/workkeys/analysis/occup.html>

## PRIMARY INDUSTRY SECTORS

### (Where are Management Analysts Employed?)

Professional, Scientific, & Technical  
Insurance Carriers  
Self Employed  
Credit Intermediation  
Management of Companies  
Administrative & Support  
Agriculture  
Education

Source: <http://www.iowaworkforcedevelopment.gov/occupational-projections-0>

## ADDITIONAL SOURCES:

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