

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	2014 Estimated Employment	2024 Projected Employment	2014-24 Employment Change	Annual Growth Rate (%)	Total Annual Openings
Total, All Occupations	1,795,100	1,949,240	154,140	0.9	58,145
Business & Financial Operations Occupations	77,025	85,995	8,975	1.2	2,450
Management Analysts	5,240	6,220	980	1.9	170

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

2017 WAGE & SALARY (\$)

Occupational Title	Mean Wage	Mean Salary	Entry Wage	Entry Salary	Exp Wage	Exp Salary
Total All Occupations	20.93	43,539	10.09	20,991	26.35	54,813
Business & Financial Operations Occupations	30.58	63,612	18.23	37,919	36.76	76,459
Management Analysts	36.92	76,801	22.50	46,795	44.14	91,804

Source: <https://www.iowaworkforcedevelopment.gov/occupational-employment-and-wages>

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 with many employers, however, preferring to hire candidates possessing a master's degree in business administration (MBA). Common fields of study include business, management, accounting, marketing, economics, statistics, computer and information science, and engineering. Sources: <https://www.iowaworkforcedevelopment.gov/occupational-projections> and https://www.bls.gov/emp/ep_education_training_system.htm

NATIONAL CAREER READINESS CERTIFICATE (NCRC)

Skill	Median Skill Level	Minimum Skill Level	Maximum Skill Level
Applied Mathematics	4	3	7
Locating Information	4	4	5
Reading for Information	4	3	6
Applied Technology	n.a.	n.a.	n.a.
Business Writing	3	3	5
Workplace Observation	4	4	4
Listening for Understanding	3	3	4

An ACT assessment-based credential issued in determining essential work skills needed for employment success across industries and occupations. The greater the score, the greater the skill level (Bronze = 3, Silver = 4, Gold = 5, Platinum = 6 & higher). Source: <http://www.act.org/content/act/en/products-and-services/workkeys-for-employers/assessments.html>

ADDITIONAL SOURCES:

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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: <https://www.iowaworkforcedevelopment.gov/occupational-projections>