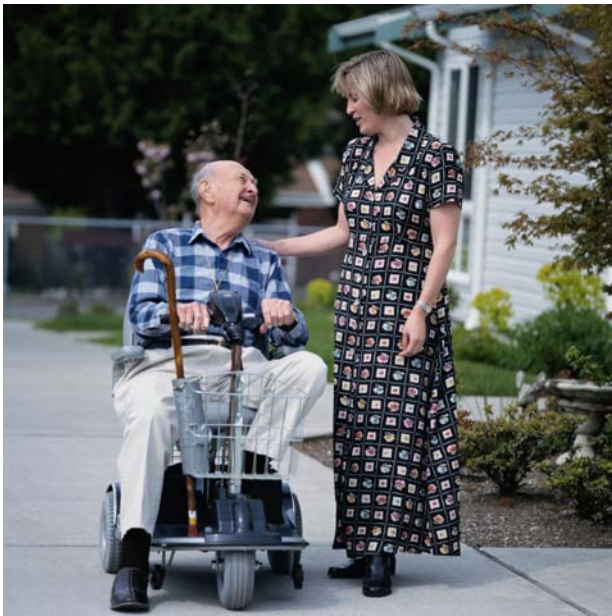


Personal Care Aides

Occupational Profile



OVERVIEW

Assist the elderly, convalescents, or persons with disabilities with daily living activities at the person's home or in a care facility. Duties performed at a place of residence may include keeping house (making beds, doing laundry, washing dishes) and preparing meals. May provide assistance at non-residential care facilities. May advise families, the elderly convalescents, and persons with disabilities regarding such things as nutrition, cleanliness, and household activities. Belongs to the Human Services career cluster and Personal Care Services career pathway.

SKILLS & KNOWLEDGE NEEDED

Basic Skills:

- Active Listening
- Service Orientation
- Social Perceptiveness
- Speaking
- Monitoring

Technology Skills:

- Data Base Reporting Software
- Calendar and Scheduling Software
- Medical Software
- Electronic Mail Software
- Optical Character Reader or Scanning Software

Knowledge:

- Customer and Personal Service
- English Language
- Psychology

DOES THIS DESCRIBE YOU?

Work Interests involve descriptive categories (compatible with Holland's Model) attributed to success in this career:

- **Social** – Involves working with, communicating with, and teaching people; providing service.
- **Conventional**—Enjoy following set procedures and routines developed through higher authority; includes working with data and details more than with ideas.
- **Realistic** – Involves work activities that include practical, hands-on problems and solutions; often dealing with plants, animals, and real-world materials like wood, tools, and machinery.

Work Styles depict worker characteristics conducive for this career:

- **Integrity**
- **Dependability**
- **Self Control**
- **Concern for Others**
- **Cooperation**

Work Values are associated with aspects of work that provide satisfaction in this career:

- **Relationships** – Provide service to others in noncompetitive environment.
- **Support**—Management backing.
- **Achievement** – Sense of accomplishment; results oriented.

Aptitudes reflect an ability to acquire skills and knowledge for success in this career:

- **Active Listening**
- **Service Orientation**
- **Social Perceptiveness**
- **Critical Thinking**
- **Monitoring**

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
Personal Care & Service Occupations	55,530	62,200	6,670	1.2	2,050
Personal Care Aides	6,980	8,800	1,825	2.6	240

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
Personal Care & Service Occupations	12.05	25,068	8.42	17,519	13.87	28,842
Personal Care Aides	11.40	23,703	9.76	20,306	12.21	25,401

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

EDUCATION & TRAINING



Education	Work Experience	Job Training
< High School Diploma	None	Short-Term On-The-Job

A high school diploma or less is sufficient for personal care aide positions.

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	3	3	3
Locating Information	4	3	5
Reading for Information	4	3	5
Applied Technology	n.a.	n.a.	n.a.
Business Writing	2	2	3
Workplace Observation	3	1	4
Listening for Understanding	3	2	3

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>

PRIMARY INDUSTRY SECTORS

(Where are Personal Care Aides Employed?)

Nursing and Residential Care Facilities
 Social Assistance
 Professional, Scientific, and Technical Services
 Private Households
 Ambulatory Health Care Services
 Local Government

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

ADDITIONAL SOURCES:

This workforce product was funded by a grant by the U.S. Department of Labor's Employment and Training Administration. The product was created by the recipient and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it. Internal use by an organization and/or personal use by an individual for non-commercial purposes is permissible. All other uses require the prior authorization of the copyright owner. This publication was produced by the Labor Market and Workforce Information Division of Iowa Workforce Development. Updates, revisions, and/or corrections made periodically. Inquiries may be directed to Brent Paulson at 515.281.3439 or Brent.Paulson@iwd.iowa.gov. Visit www.iowalmi.gov to obtain the latest workforce data and trends including this document. Published 9/2017.