

the

A B C^s

OF CAREERS



pprenticeship

Paid on-the-job training combined with classroom learning, usually in a specialty trade.



Benefits

In addition to your salary, benefits can include health insurance, vacation time, retirement packages, company discounts, tuition reimbursement and more.



career pathways

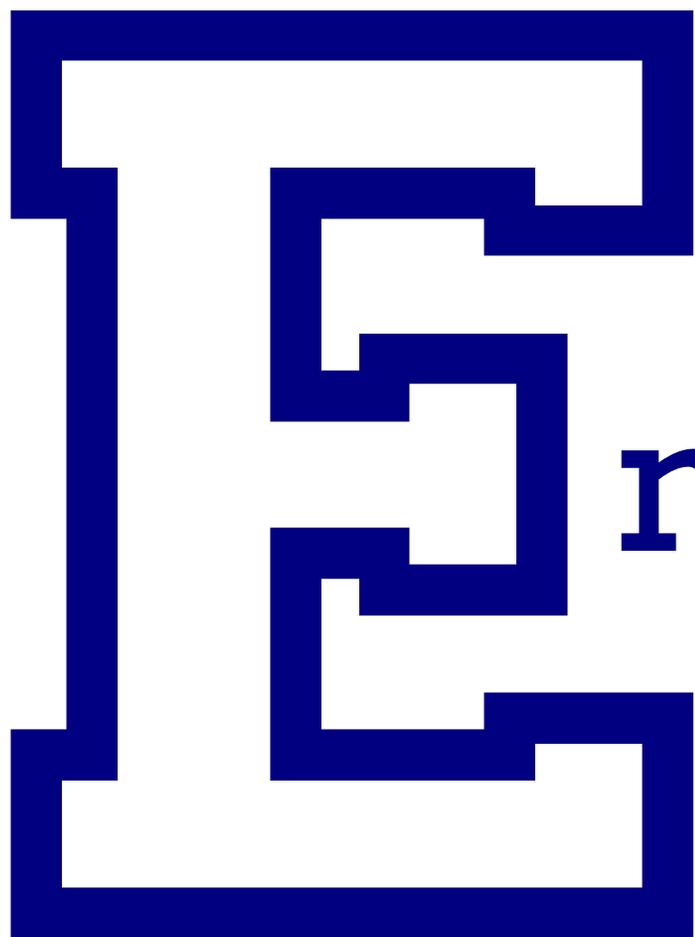
A series of classes and trainings from high school through community college that lead to a specific career.



D

emand

The number of jobs available now and in the future based on employer and economic need.



Entrepreneur

Someone who starts and runs his or her own business.



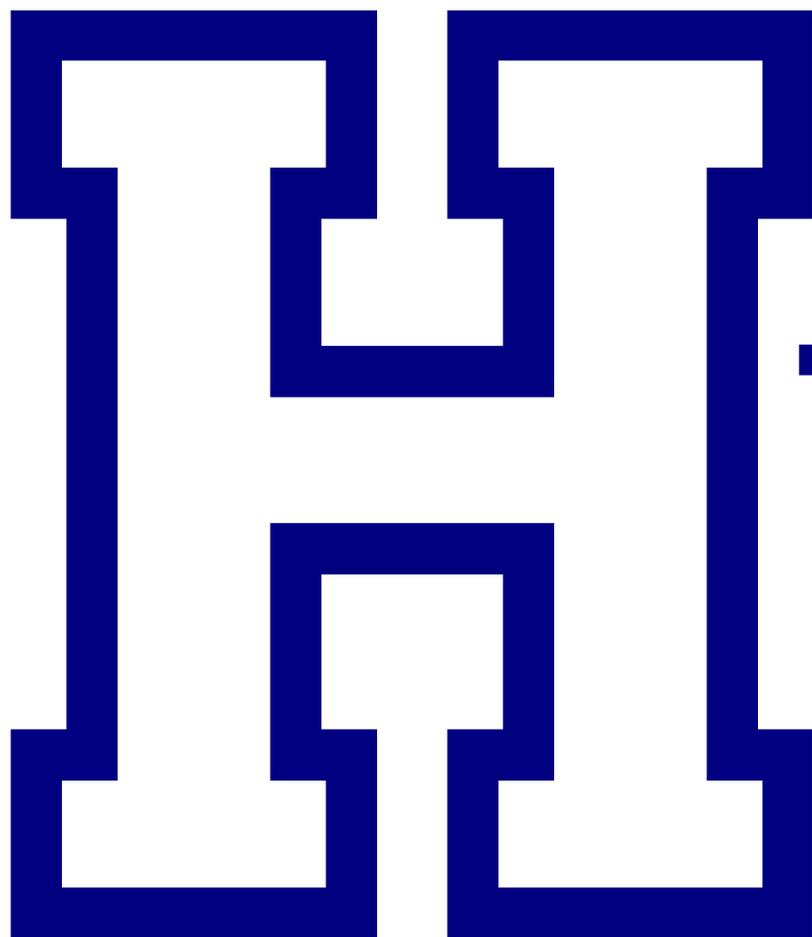
Full-time

Most often, a 40-hour work week.



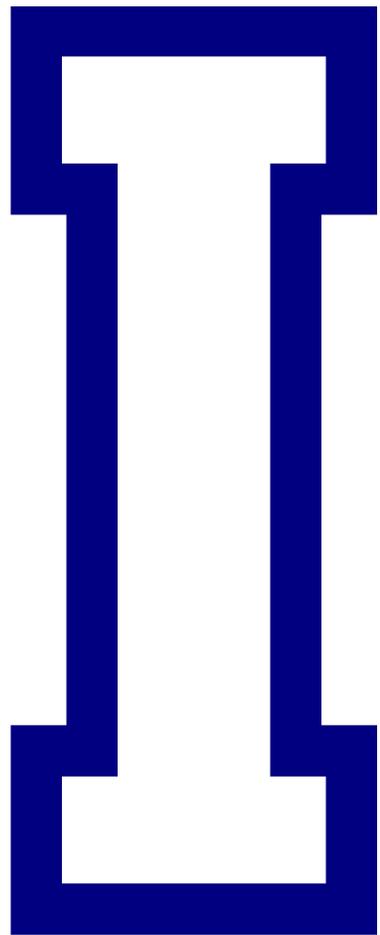
ross wage

The total amount you are paid before any taxes, deductions, insurance premiums or other withholdings are taken out.



uman resources

HR responsibilities include payroll, benefits, hiring, firing and keeping up to date with state and federal tax laws.



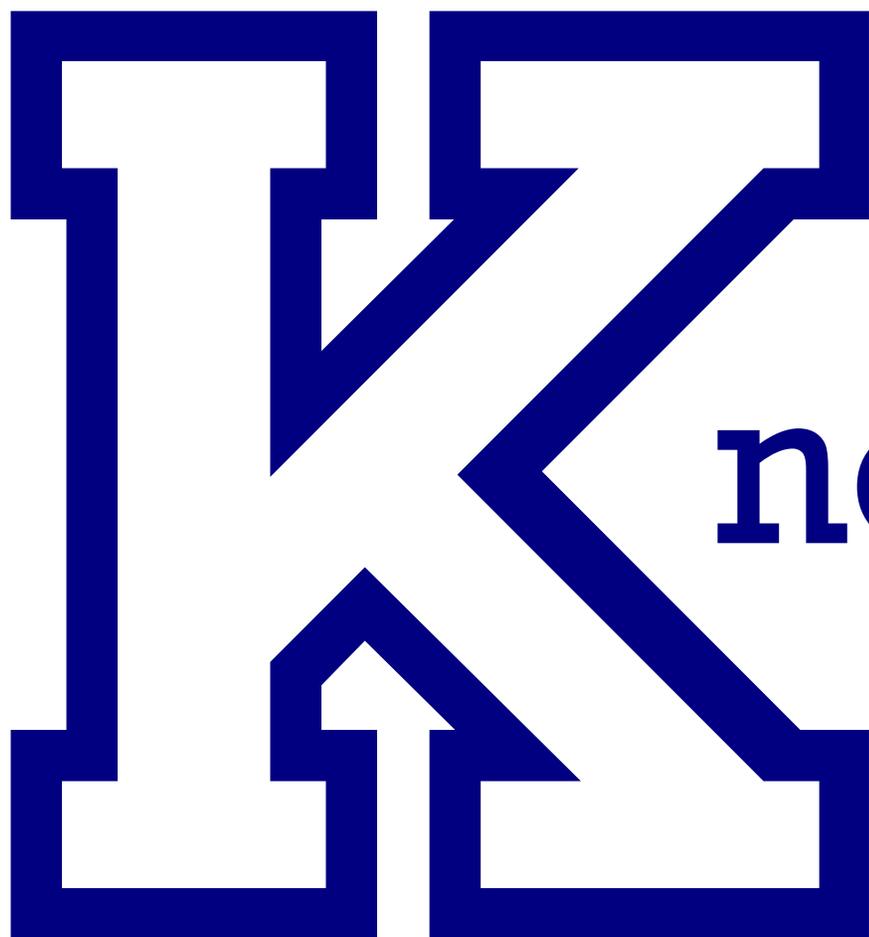
nternship

An opportunity to work for a company for a short period of time; may be paid or unpaid.



J**ob** satisfaction

How happy you are with your job.



knowledge tests

Some jobs may require certifications or licenses that require passing a knowledge test.



Labor laws

Mediate the relationship between workers, employers, trade unions and the government.



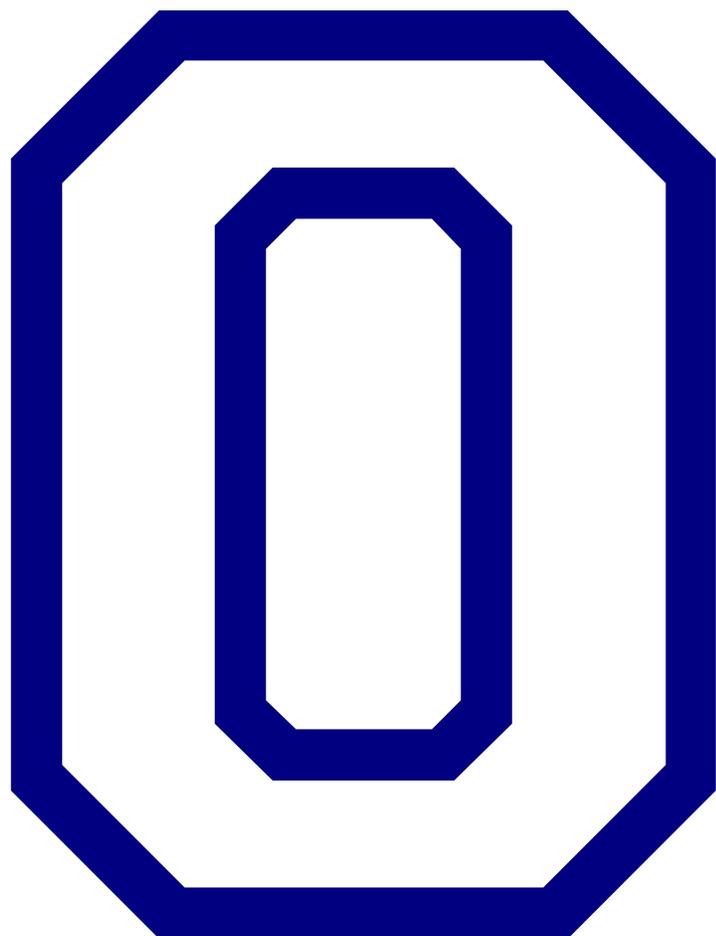
Mentor

An informal training process between a more experienced person and a junior employee.



Net pay

The amount of your paycheck left over
after any deductions are taken out.



regon Skill Sets

Six career clusters: 1) food, agriculture, and natural resource systems; 2) arts, information, and communications; 3) business and management; 4) health services; 5) human resources; and 6) industrial and engineering systems.



Paycheck

The money that you regularly earn, also known as a wage or salary.



Questions

Toward the end of most job interviews, there is an opportunity for the job-seeker to ask questions. Ask at least a few—it shows your interest in the position and employer.



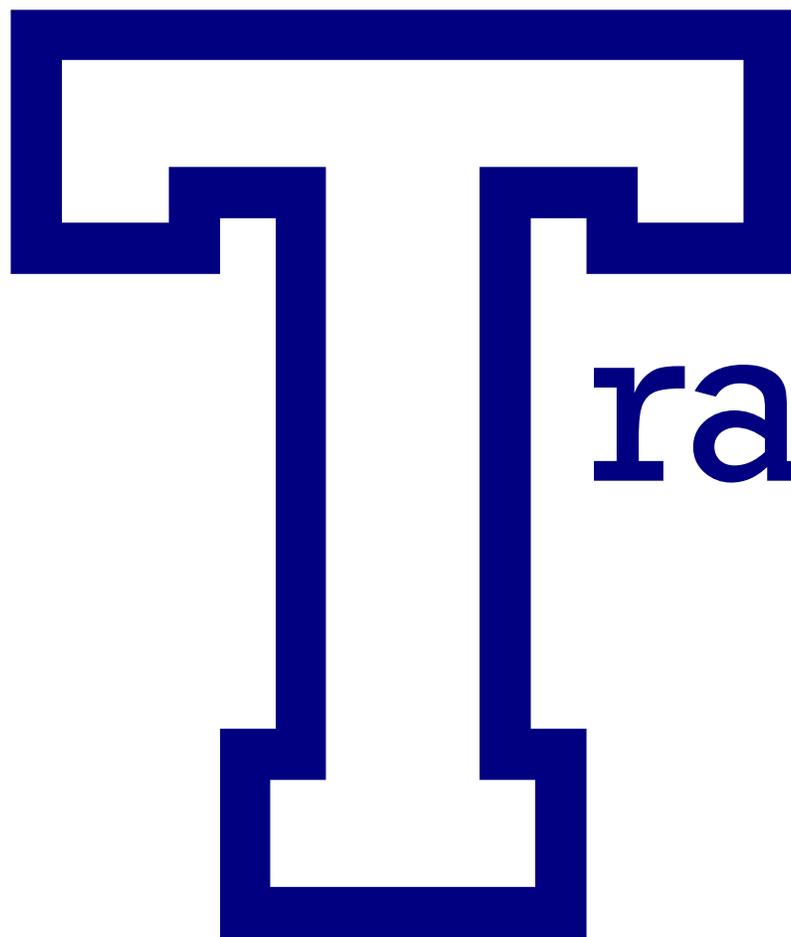
Resume

A written record of your qualifications, including education or training and experience.



upervisor

The person who watches over your work and checks your performance.



transferable skills

Skills you have acquired in your life — through jobs, classes, projects, hobbies, sports — that are transferable and applicable to what you want to do in your next job.



Union

Workers who organize a united group, usually related to the kind of work they do, to collectively bargain for better work conditions, pay or benefits.



Volunteering

Offering your services free of charge; a great way to build skills and learn more about a company you want to work for.



WORKERS

**orkers
comp.**

A form of insurance to reimburse employees who are injured or contract an illness in the course of performing their job.



e X empt

A worker that is not eligible for overtime pay.
A non-exempt employee is eligible for overtime.



You

It's up to you to decide what you do after high school and as a career!



Zigzag

Your career path may not go in a straight line.
Many people change jobs and careers
throughout their life.