

LABOR MARKET ANALYSIS, 2010 for the LOS ALAMOS, NM LABOR MARKET AREA

PREPARED BY:



**LOS ALAMOS
COMMERCE AND DEVELOPMENT
CORPORATION**

In Association With:



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TABLE OF CONTENTS

	<u>Page #</u>
Introduction	3
Survey Results	4
Background & Methodology	4
Defining the Market	4
The Survey	5
Employer Analysis	13
Student Survey	20
Conclusions	24
Recommendations	25
Appendix	28
• Resident Survey Form	29
• Employer Survey Form	43
• Student Survey Form	47

INTRODUCTION

Los Alamos Commerce & Development Corporation (CDC) in association with Foote Consulting Group, LLC (FCG) undertook a Labor Market Analysis to support proactive recruitment activities. The study is designed to help the reader to better understand regional workforce issues in the Los Alamos Area from a site selection, relocation, and business retention/expansion perspective. The Research Team also included Research & Polling, Inc (RPI), a reputable survey company from Albuquerque, NM.

It is quite clear from our recent site selection work that labor force issues, particularly availability of skilled labor, training of the work force and relocation of key employees, are becoming increasingly more important. We designed this study so that it provides the most important labor force site selection information possible. The intent is that this report will be given directly to a companies and organizations seeking a location in the Los Alamos Area.

A “real life” site selection and business retention oriented labor analysis must go far beyond a demographic review. Statistical information is helpful, but barely scratches the surface of the workforce issues that companies are really facing today. Therefore, we incorporated a proven methodology that used by FCG for their site selection projects. It relies on current resident survey data, the best demographic information, plus the expert opinions of area employers.

From these we have developed detailed recommendations designed to help develop successful work force and economic development solutions.

The objectives of this study are to:

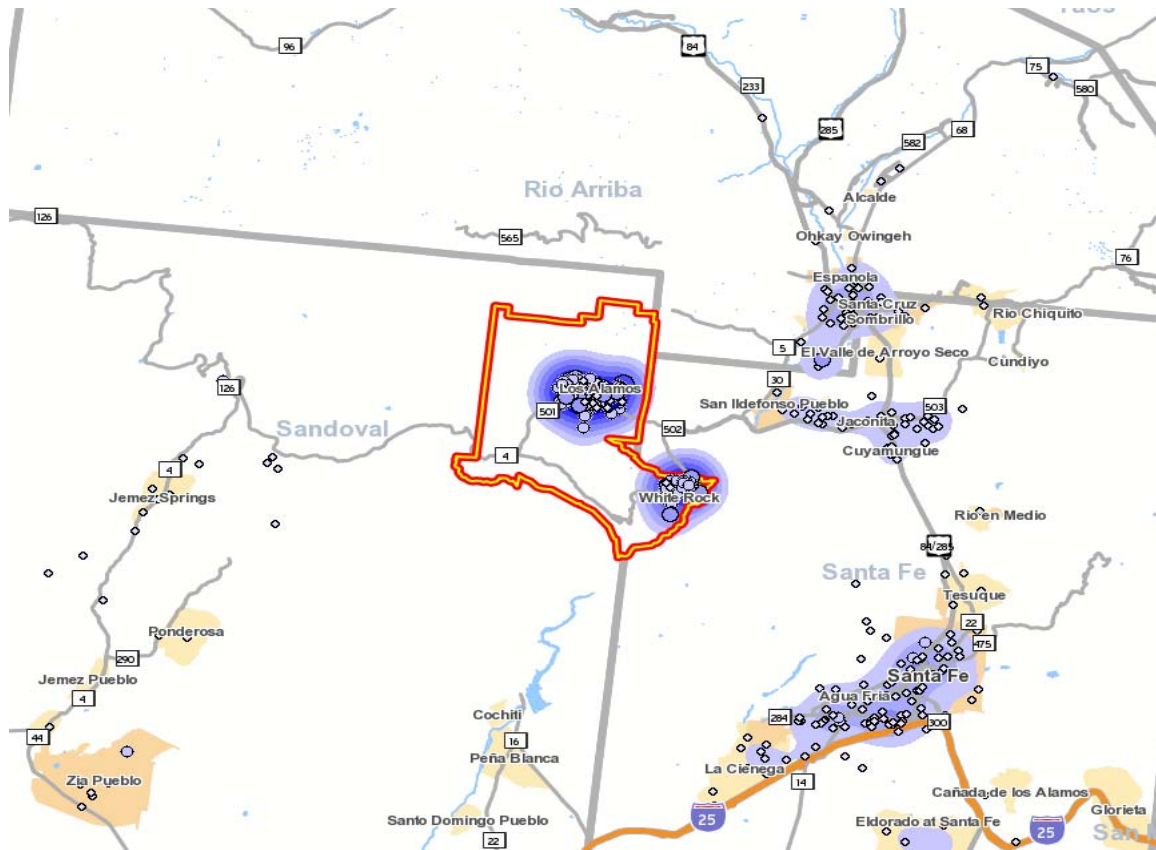
- Understand and document skills, education and commuting patterns of area workers.
- Understand local employer’s viewpoints and needs regarding the existing work force, including availability, quality and costs.
- Determine ways to better attract/retain businesses that can utilize this important labor information.

RESIDENT SURVEY

Introduction

The Research Team conducted a random telephone survey of Los Alamos and Northern New Mexico Area residents in April 2010. The survey¹ was designed to gather information that identifies components of the workforce that are unemployed, underemployed, or available for work if the appropriate job were attainable. This information was then analyzed in order to determine how locating and expanding companies, particularly technology-based businesses, could best utilize it.

Surveying was done within an approximate 30-mile radius of Los Alamos based on population density (map below generally depicts the labor shed; blue shaded around and within Los Alamos Co. (yellow border).



¹ Copy found in the Appendix.

Any site selector and /or company viewing this information will feel comfortable that they are looking at the key labor shed and important areas adjacent to the shed. They will feel that they have all the data needed to make good decisions regarding your labor shed.

The Survey

After the labor shed was designed, our survey partner, Research and Polling, Inc. (RPI), conducted the telephone survey into households in April, 2010 (3/31/10 - 4/11/10). Working residents (18 and over) were interviewed using a random sampling method.

The survey produced a statistically valid 307 completions of the study area. A sample size at a 95% confidence level provides a maximum margin of error of approximately 5.6%. In theory, in 95 out of 100 cases, the results based on this sample will differ by no more than 5.6 percentage points in either direction from what would have been obtained by interviewing all adult residents in the study area.

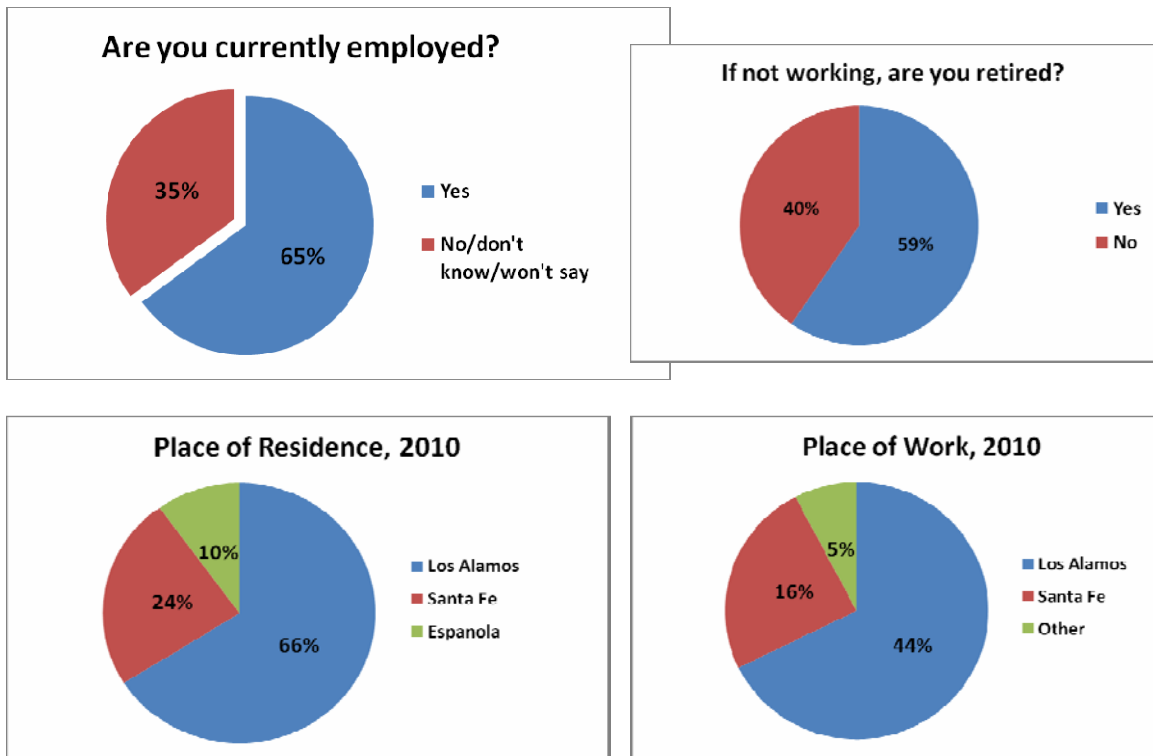
Select results were extrapolated from survey responses based on current population estimates. The 2009 estimated adult population in the study area was 98,457, according to RPI.

The survey (see Appendix) collected the following information from respondents:

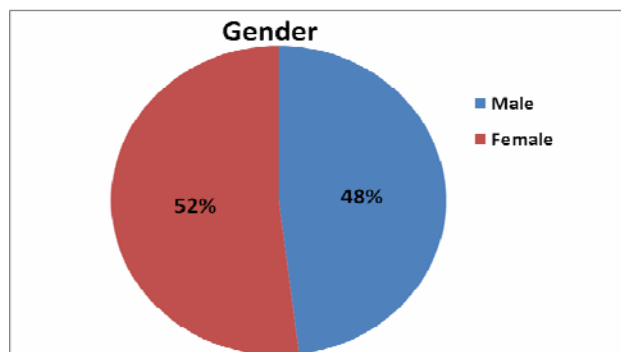
- Employment status
- Employment location
- Occupational background and skills
- Commuter patterns
- Willingness and interest in changing jobs
- Willingness and interest in reentering the workforce, if not employed.

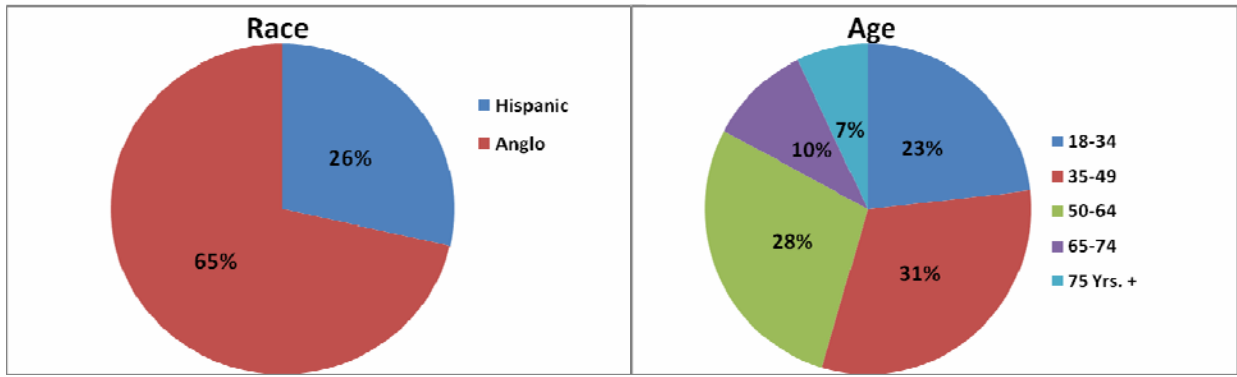
Survey Respondent Profile

Live/Work



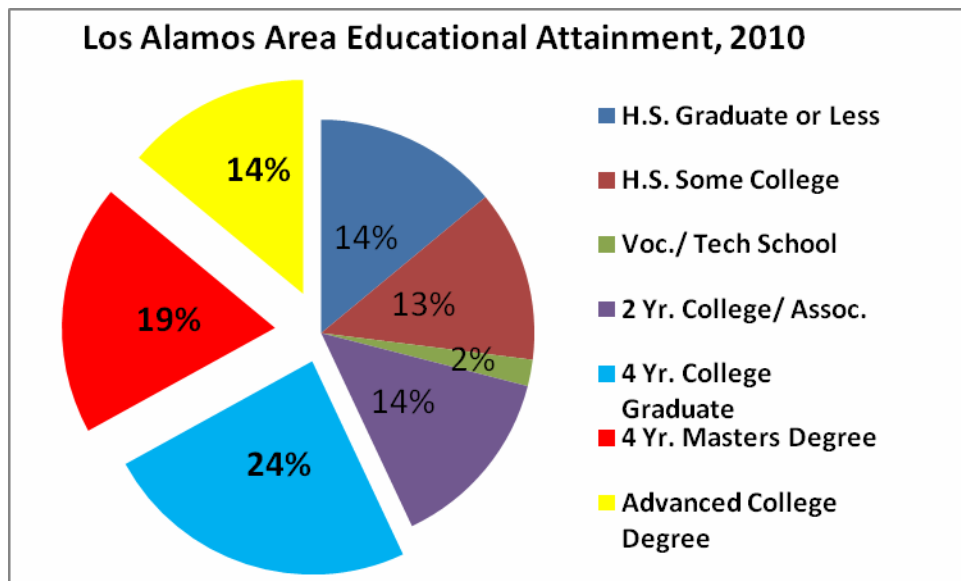
Age/Gender/Race





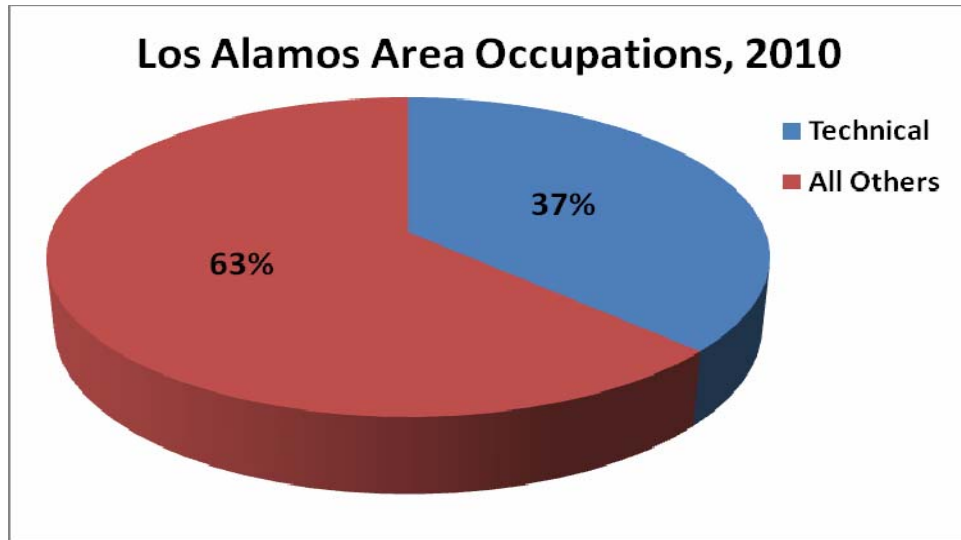
Educational Attainment

- **57% of the adult population living in the study area has a 4-year college degree, master's degree or advanced degree.** This compares to the: U.S. average- 37.6% and New Mexico average – 35% (2008).
 - **This potentially represents 56,120 study area residents.**

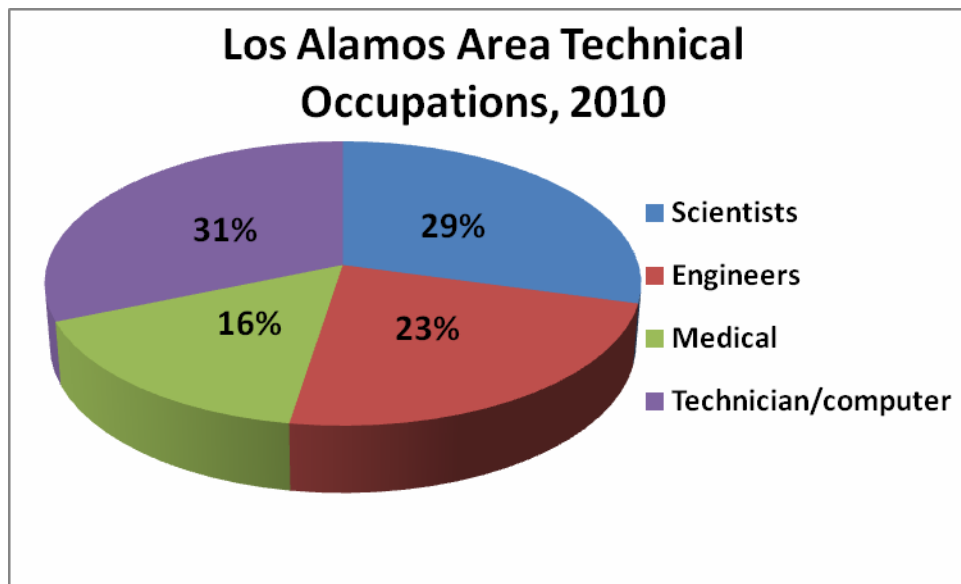


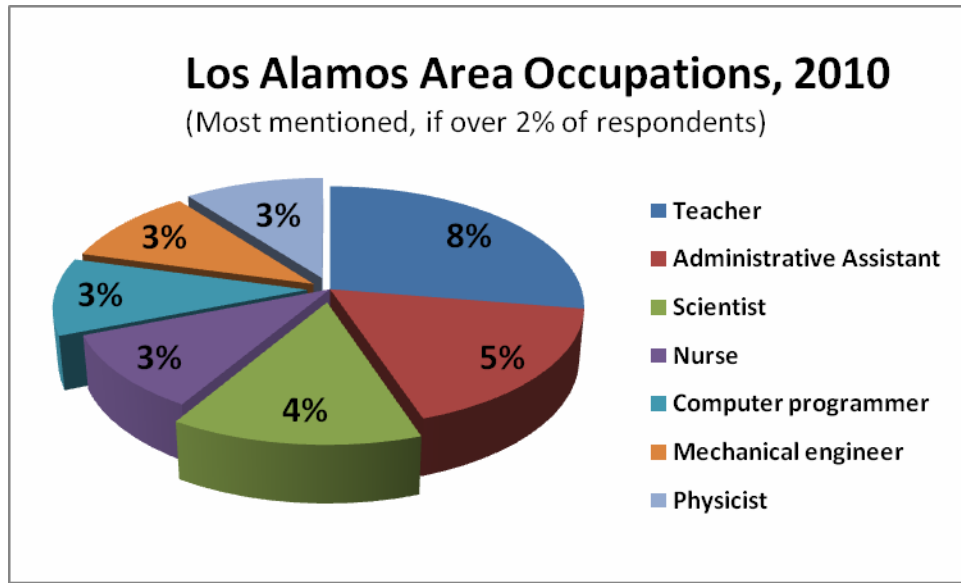
Employment

- **According to the survey, 37% of occupations** (of those currently employed and living in the study area) **are technical in nature** (scientist, engineer, medical or computer related), **potentially 23,679 workers.**



- **Technical occupations living in the study area.**
 - Scientists – 6,867
 - Engineers – 5,446
 - Medical technicians – 3,789
 - Computer related technicians, including programmers – 7,341

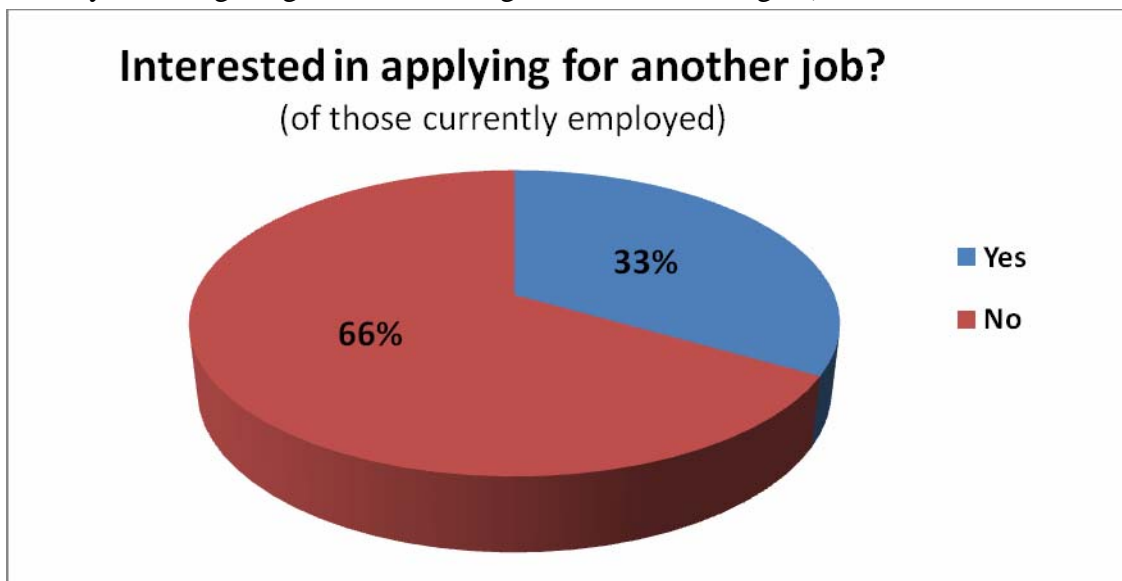




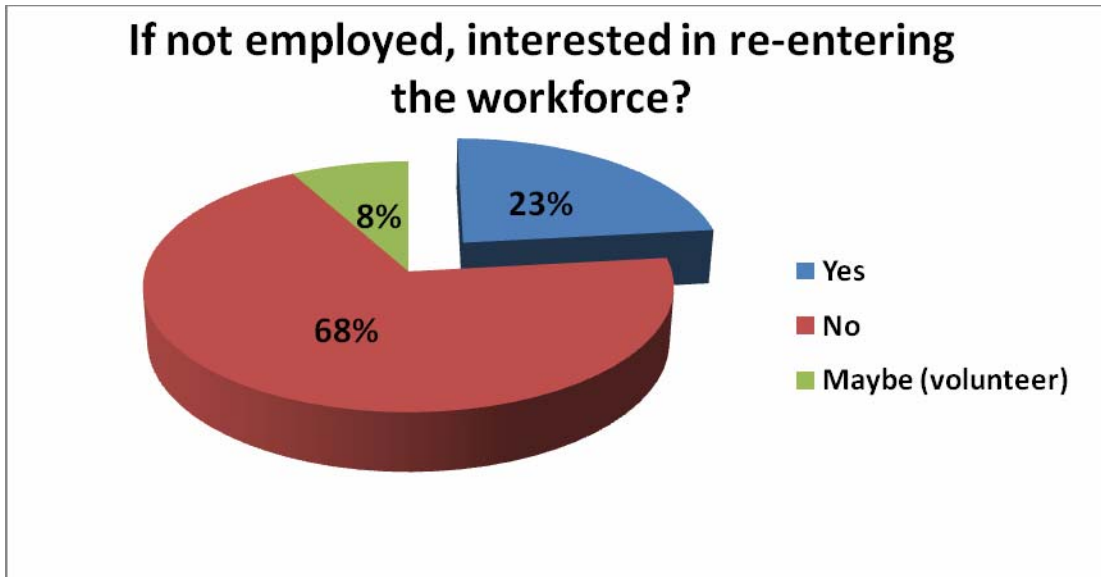
Potential Available Workforce in the Los Alamos Area

The potential available workforce consists of those 18 years of age and older that are willing to change jobs (potentially underemployed) and those unemployed (including retirees) that are still seeking employment and are willing to re-enter the work force.

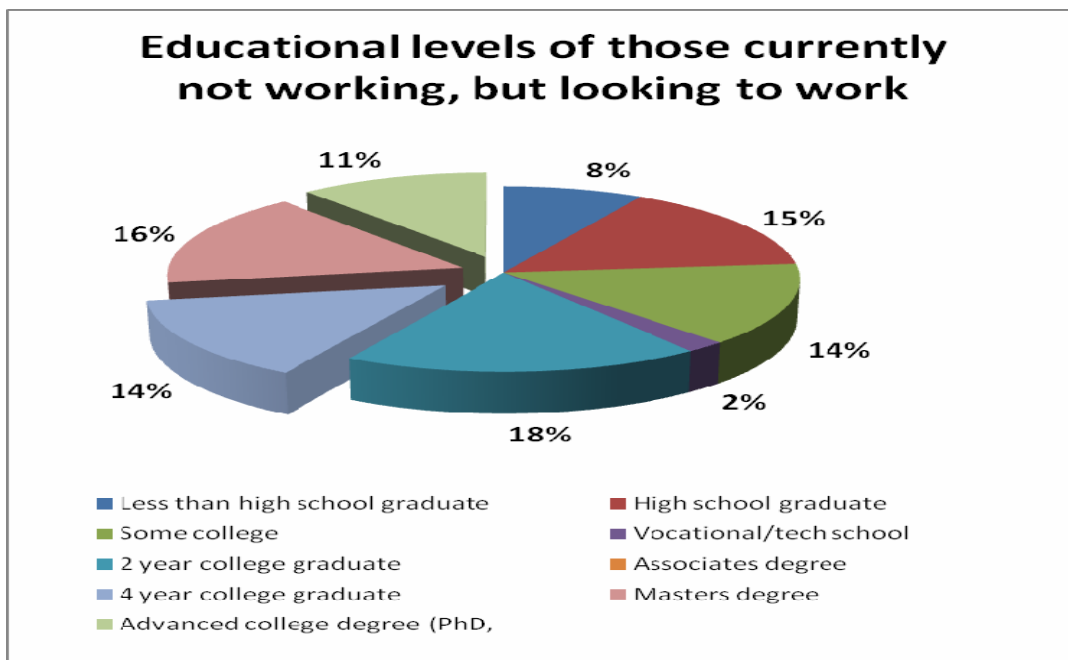
- **33% working respondents indicated a willingness to change jobs for the right opportunity, potentially 7,814 workers** (2,891 technical workers; 3,204 with 4-year college degree, master's degree or advanced degree).



- **23% of those not working are interested in re-entering the workforce.**
 - Potentially 7,926 future workers.
 - 4,676 of those are retired
 - Likely 3,000+ are technical.



- 41% of those interested in re-entering the workforce has a 4-year college degree, master's degree or advanced degree. This represents 3,250 workers.



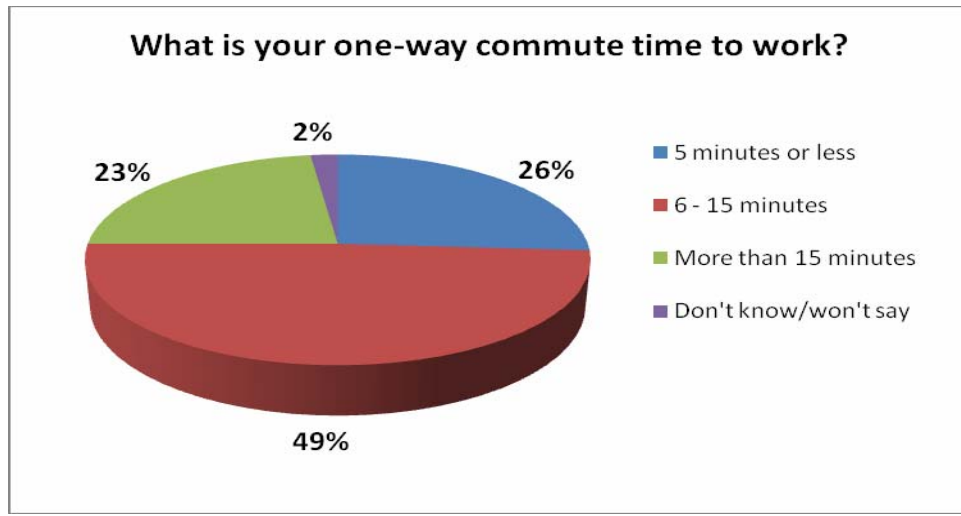
Conclusions

The potential workforce living in the Los Alamos labor shed is large, technically oriented and very well educated.

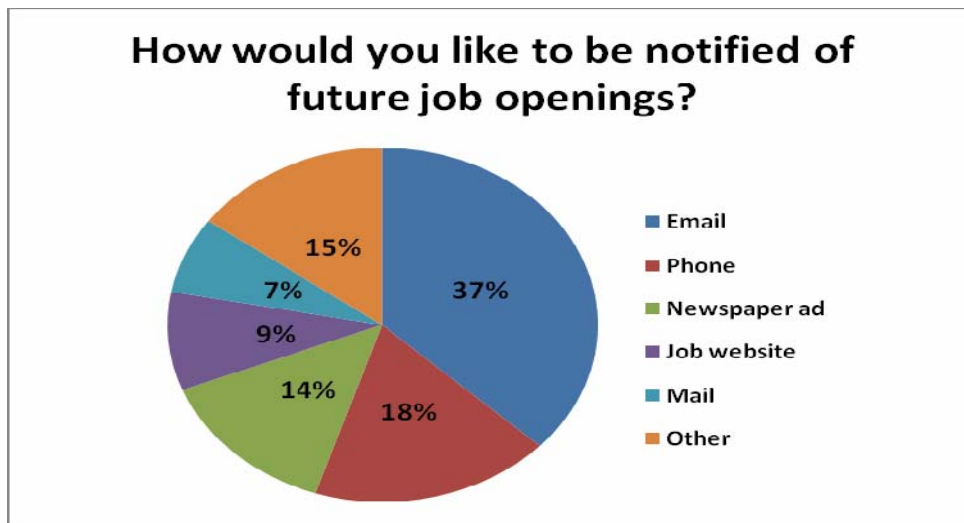
- **Total: 15,740**
- Technical occupational experience – 5,891
- 4-year college degree, master's degree or advanced degree – 6,454.

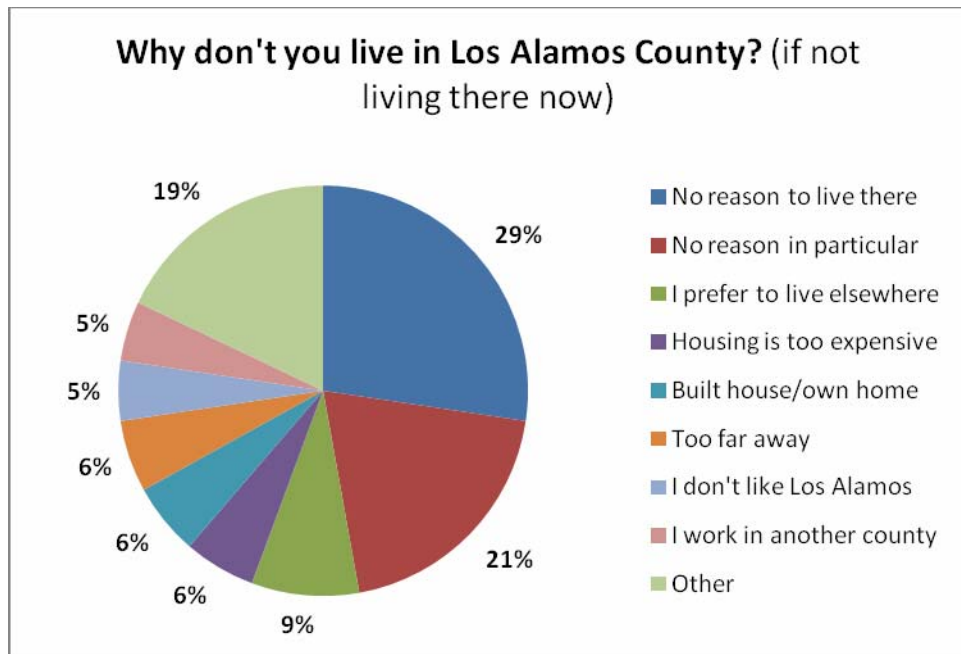
Other Job Related Survey Facts

- 75% of study area workers commute 15 minutes or less to/from work one-way.



- The majority (69%) of job seekers prefer to be notified of future job opening via e-mail, phone or newspaper ad.





LOS ALAMOS AREA EMPLOYER ANALYSIS

Introduction

The secondary objective of the study is to understand needs of employers in and around Los Alamos Area as they relate to the workforce. The Research Team conducted over 15 face-to-face interviews with employers (including the Los Alamos National Laboratory (LANL) and educators in April, 2010 in order to determine these needs. The objective of this analysis is to determine hiring trends; labor availability and quality; current salary/wages for select positions.

The survey process carefully collected labor market information such as: hiring trends, labor availability, labor quality and labor costs. A copy of the interview instrument is found in the Appendix.

In determining labor availability and quality, we used the identical methodology that we use in our site selection work. It is through one-on-one interviews with local employers that we are able to determine the labor situation in the area, now.

From these interview results, we created the *FCG Index*, which measures labor availability and quality on a one to ten point scale (1=very poor; 5=average; and 10=excellent). We use the same index in all our labor market analysis nation-wide and this gives a true “apples to apples” comparison of different communities. Generally, scores of 3 to 4 are below average, 5 to 6 are average; 6 to 7 above average; 7 to 8 are good, 8 to 9 are very good and 9 to 10 are excellent. The index measures:

- Availability - tied closely to the level of skills needed and wages offered.
- Labor quality characteristics include:
 - Turnover
 - Absenteeism
 - Attitudes – on-the-job
 - Trainability – employees response to training
 - Basic skills – math, English, grammar, blue print reading, etc. of applicants.
 - Communications – Employer/employee and employee/employee on-the-job.
 - Alcohol/drugs – Perceived situation.
 - Productivity – Employer’s measure.

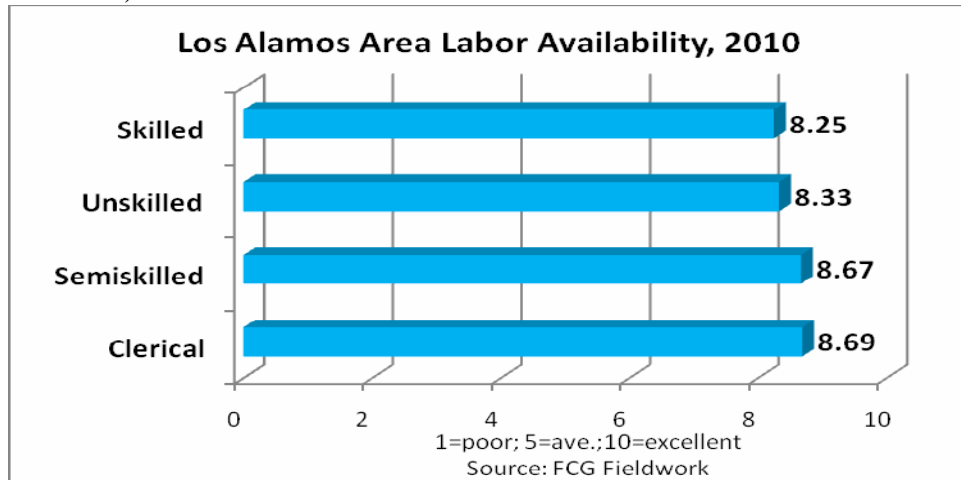
Next, we identified existing salary/wages from our national wage resource.² We selected median wages with one-year experience. We benchmarked Los Alamos against select competitors.

² Economics Research Institute (ERI), 2010.

Labor Availability

The ability to attract the right skills is critical to the success of any project. Skilled technology workers are essential for high-end projects.

- **Labor availability in the Los Alamos area market is currently rated “very good” (8.49 overall)**



- All sectors are in the “very good” range.
- Skilled workers include scientists, engineers, and other technical talent. Local employers have generally had very good luck filling needed positions. Areas of current and future need include:
 - Building related
 - Cyber-security related (i.e. sensors)
 - Data analytics
 - Energy (including renewables and nuclear) related
 - Environmental modeling/risk assessment
 - Hazard facility management
 - High performance computing
 - IT
 - Test technicians
- Toughest positions to fill today include:
 - Environmental modelers.
 - Executive positions/business managers
 - Facilities engineers (including hazardous materials related)
 - High performance computing (HPC) related (i.e. parallel computing; simulation modeling; related physicists)
 - Police officers that live in the County
 - Select scientists
 - Select service workers
 - Skilled secretarial with security clearances.

Available Retiree Workforce

As evidenced in the resident survey, there are a large number of retirees that wish to enter the workforce (potentially 4,676 workers; 1,730 who have technical backgrounds). According to our interviews with LANL and with TechSource (<http://techsource-inc.com/contact.html>), a Los Alamos-based consulting company that tracks and employs retirees, there are between 400 and 700 technically oriented retirees available for work assignments right now. LANL officials state that there will be 2,000 career employees eligible for retirement in the next five years. This large pool of retirees could be an excellent source of many types of technical assignments.

LANL Spousal Workforce

Local employers rave about the good availability of technical workers who are the trailing spouses of LANL hires. Although no official spousal inventory currently exists, LANL has recently completed an internal high skills inventory.

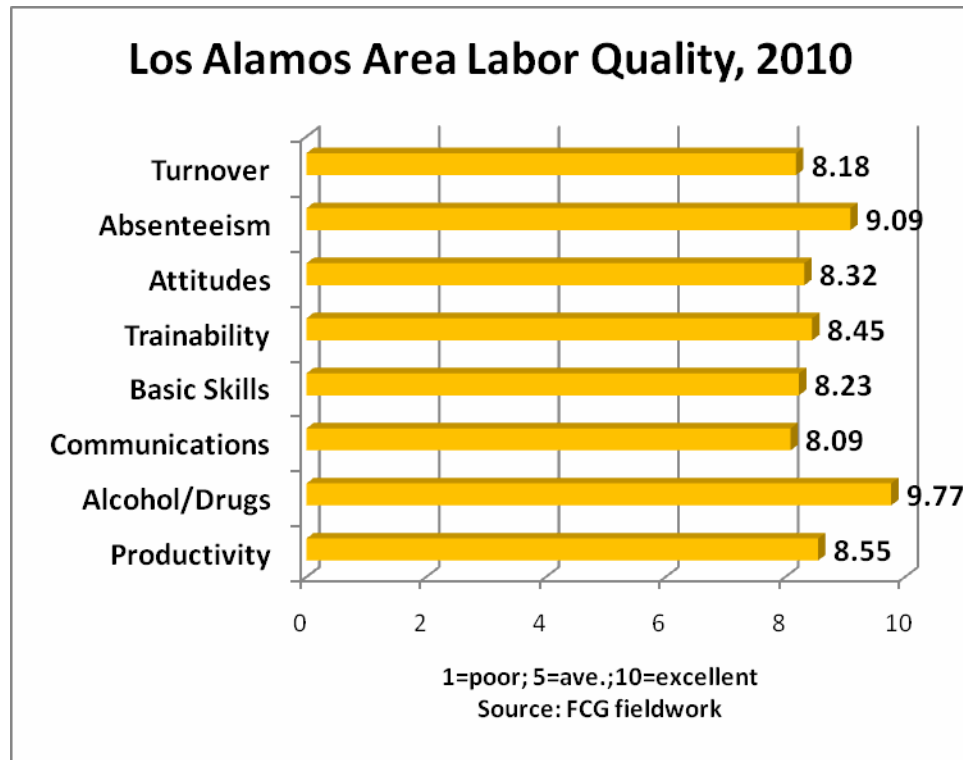
Sample employer quotes regarding availability:

- *Even for a retail store there is well-educated labor force with a good applicant pool. I get 45 applicants a week.*
- *We have had good luck hiring; nice environment; we have stacks of applications.*
- *Have no problem finding engineers and scientists; in fact, we have people volunteering with the hope of gaining employment.*
- *Key is LANL spouses to fill hiring gaps.*
- *Many in market are underemployed by choice...they love to live here.*
- *More applications to choose from due to the economy; improved pool.*
- *Our retired candidates would be great additions to your proposal, Mr. Contractor.*
- *The spouses of LANL employees become great teachers, especially in math and the sciences.*
- *The town must grow more critical mass, and we need more biotech companies, and they have every reason to be here.*
- *We could find 100 assembly workers and 15 test techs today.*
- *We get plenty of applications.*

Labor Quality

The ability to find quality workers is critical to the success of any project. Expanding and locating companies generally seek communities with above average to good quality workers.

- **Los Alamos area market labor quality is rated “very good” (8.59 overall)**



- All factors are rated “very good to excellent”, exceptionally high scores.
- These are some of the highest quality scores that we have seen in over 15 years.
- Very low turnover and absenteeism points toward a satisfied workforce.
- Basic skills scores are impressively high; scores over 8 are unheard of today.
- There are virtually no alcohol/drug problems, very unusual today.
- The productivity rating depicts a successful hard working job base.

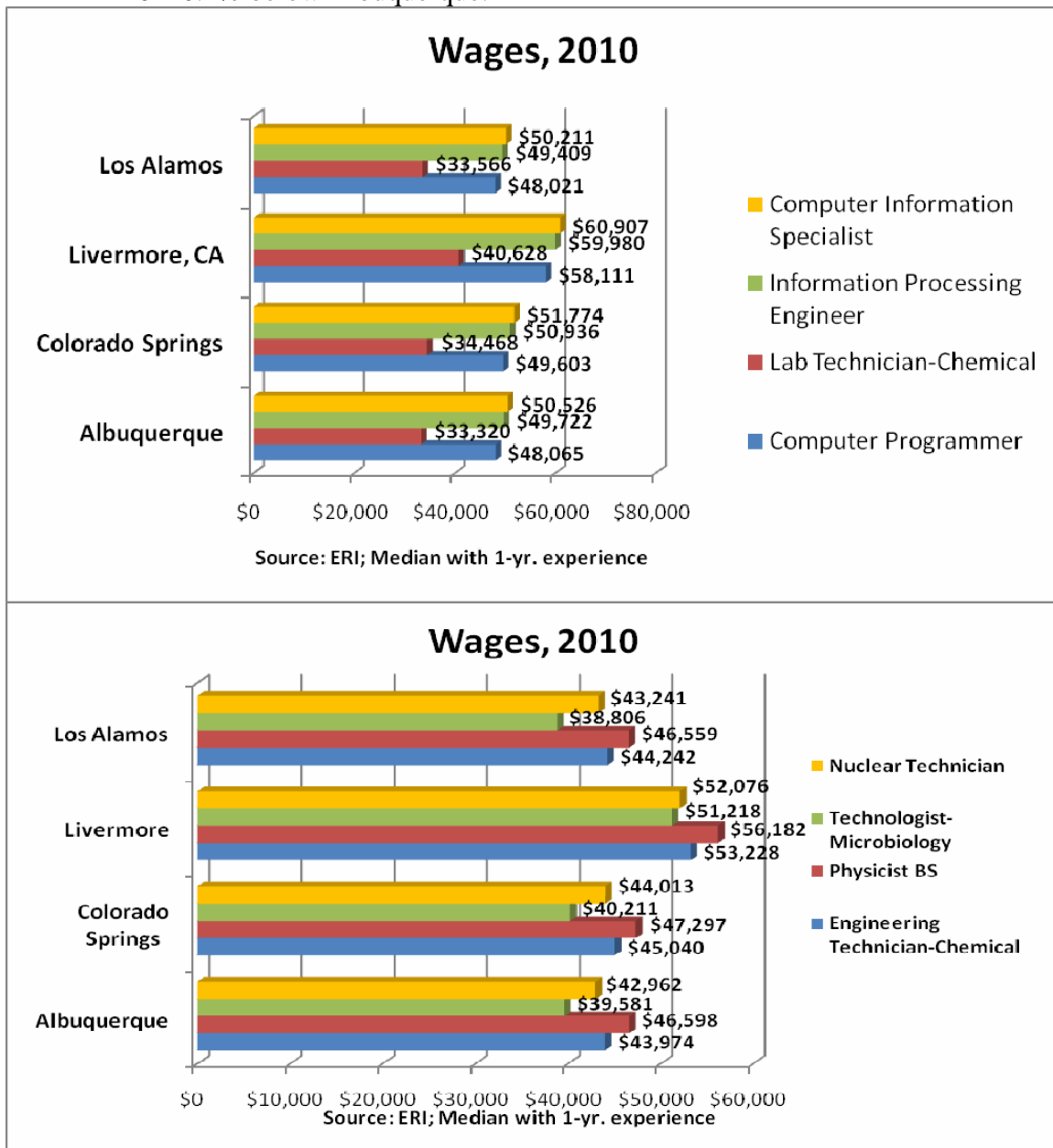
Sample employer quotes regarding quality:

- *Attitudes are very good; grateful to have a job; high job satisfaction.*
- *Basic skills are good and have improved recently; we use skills tests.*
- *Incredible employees; provide outstanding services to County residents.*
- *Jobs can be attracted here due to scientific community culture.*
- *More PhDs here per capita than any place on earth.*
- *Research networking “overglow” attracts talent.*
- *We decided to stay and grow our business here because of the people.*

Wages/Salaries

Wage rates and salaries are the single most important labor factor in site selection, both affecting the availability of good quality workers in a marketplace and affecting a company's competitive position. Up to 80% of the annual operating costs of a project can be labor.

- **Los Alamos area technical wages/salaries are very competitive, well below Livermore, CA.**
 - 22% below Livermore
 - 3% below Colorado Springs
 - 0.2% below Albuquerque.



Secondary and Higher Education

Today's students are tomorrow's workforce. Educational aspects of a community are critically important in hiring, relocating, and retaining employees.

Secondary Education

- **Los Alamos has one of the finest secondary educational systems in the State of New Mexico.**
 - Los Alamos is the highest rated school district (K-12) in the state in all categories in academic achievement, athletics and the arts.
 - Dual credit (or advancement placement) with University of New Mexico at Los Alamos is very strong, and they are pushing more opportunities.
 - Many teachers are very well educated spouses of LANL workers, which accentuate the excellence of the faculty. Some are reaching retirement age, but there is a long line looking for employment,
 - Los Alamos Public Schools has started student teaching programs with Northern New Mexico College.
 - Los Alamos Public Schools have day care agreements with the YMCA that helps local employers.

Higher Education

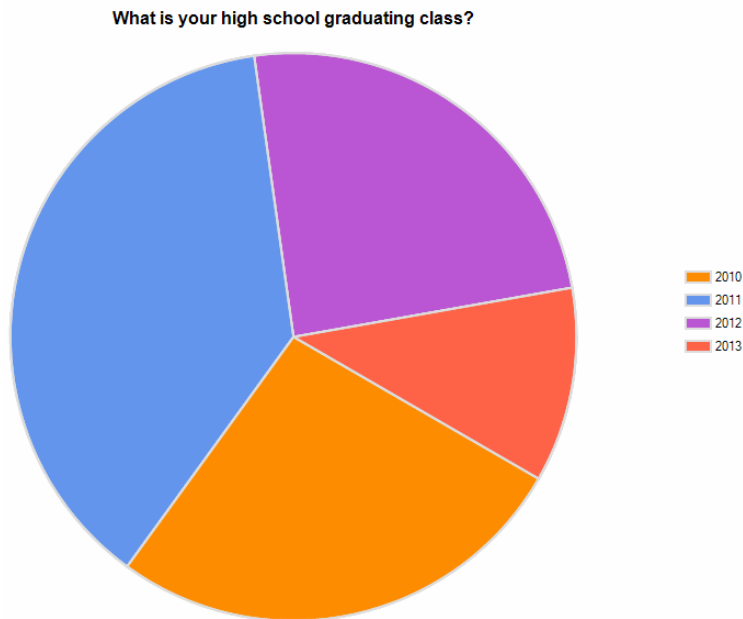
- **Los Alamos area universities and colleges focus on technical education.**
 - The mission at University of New Mexico at Los Alamos (UNMLA) is to emphasize math, science and applied technologies, as well as manufacturing technology, renewable energy technology, and nanotechnology.
 - UNMLA is a 2 yr. branch of UNM with 800 students.
 - Established mainly to service LANL employees and spouses, however, it has direct linkages to the main campus in Albuquerque for Masters Level classes and degrees.
 - The head count will continue to grow and LANL will continue to push UNM to add more faculty and resources.
 - Dual credit programs with Los Alamos Public Schools are plentiful, with several high school graduates having many base classes completed before they enter college.

- Northern New Mexico College, a four year college in Espanola, has six distinct colleges that each offer at least one baccalaureate degree. The goal is to expand quality education regionally while maintaining the community college mission.
 - The college offers career and technical training which can lead to a four year or two year degrees, including Information Engineering Technology and Software Technology.
 - They offer a number of training programs designed for partnership with local industry.
 - They have a new President and will work closely with LANL, UNMLA, Los Alamos Public Schools and Espanola Valley Schools.
- A community/educational needs survey completed for LANL was pointed out the needs for management courses. This, in turn, has generated a closer working relationship with the Masters of Business Administration program at the Anderson School of Business at UNM Albuquerque.
- In the next few months there may be an increase in environmental engineering classes because of the construction at LANL with emphasis in environmental remediation, groundwater sampling, soil sampling.

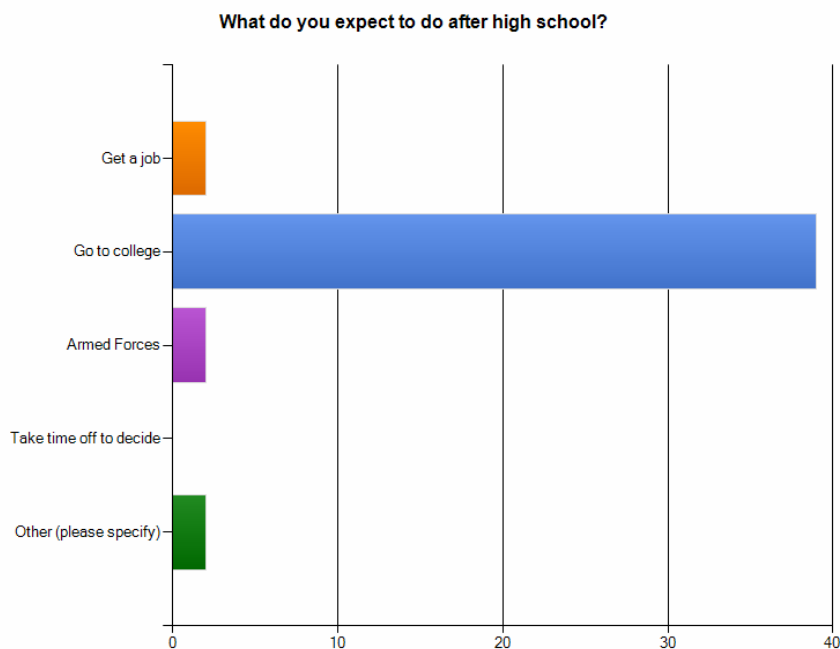
STUDENT SURVEY

An additional population surveyed was Los Alamos High School students. All students were invited to respond and 45 responses were received, about a 3% sample.

Composition of Respondents

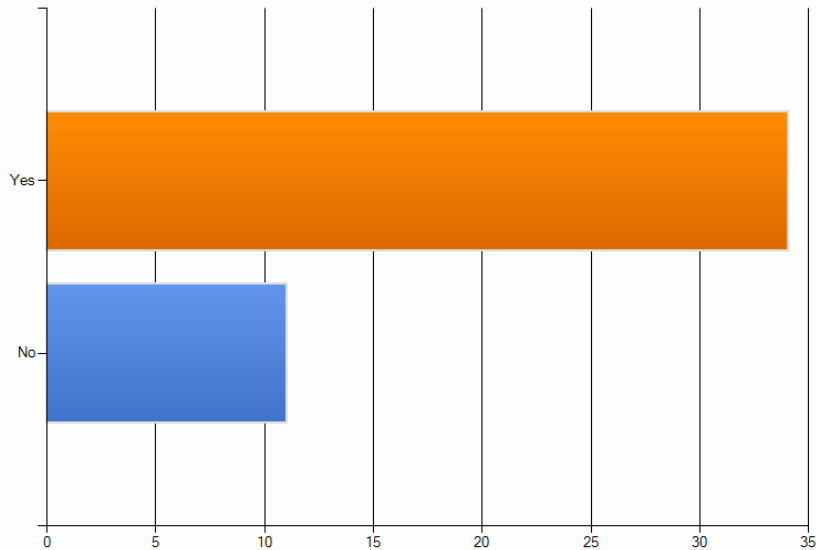


Plans After High School

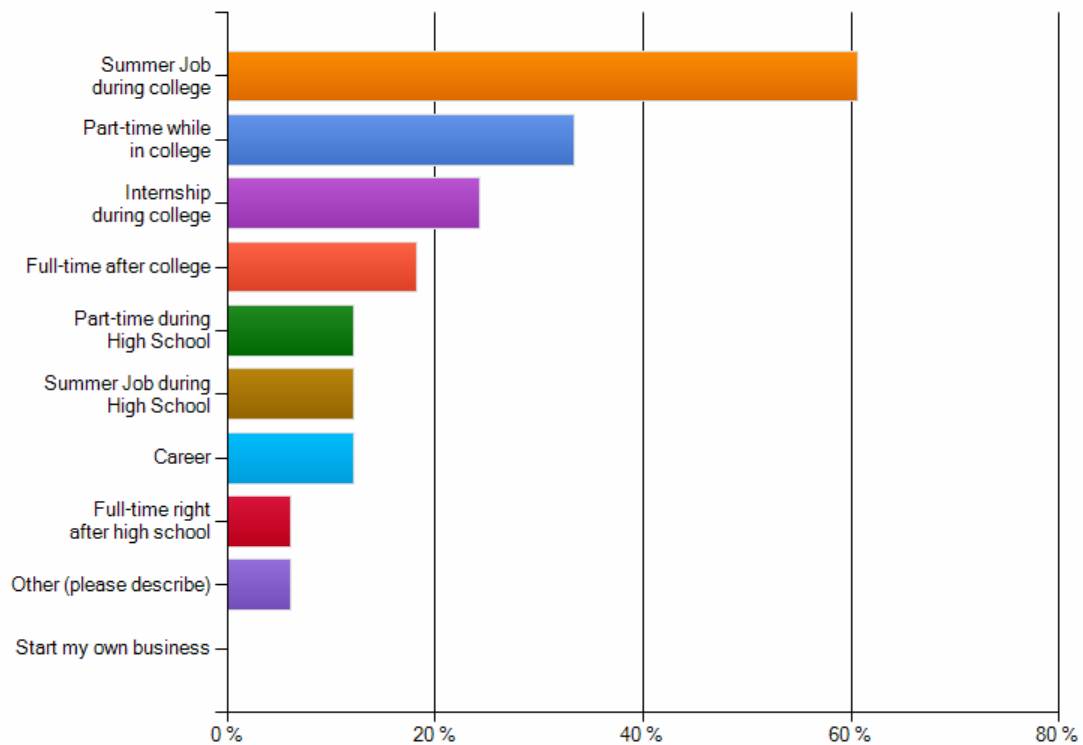


Interest in Working in Los Alamos

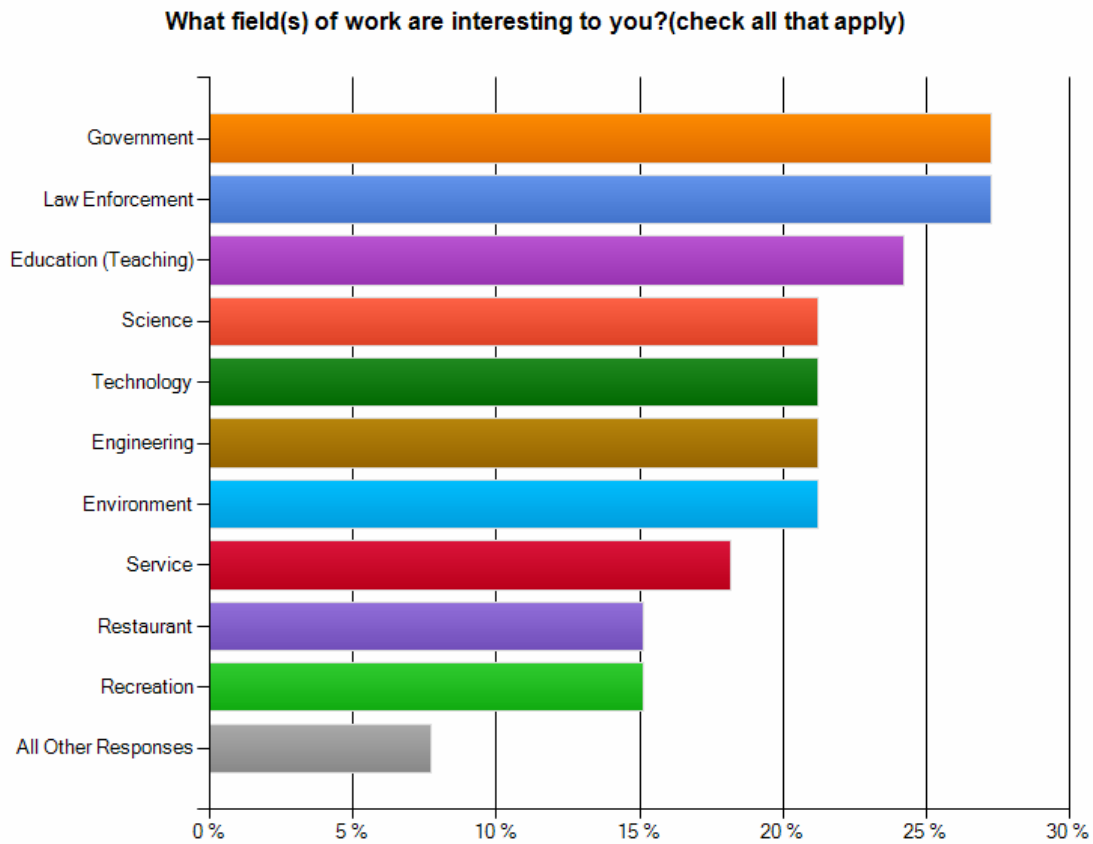
Can you envision working in the Los Alamos area in the future? (This could be a summer job, internship, part-time work, full-time work, or career.)



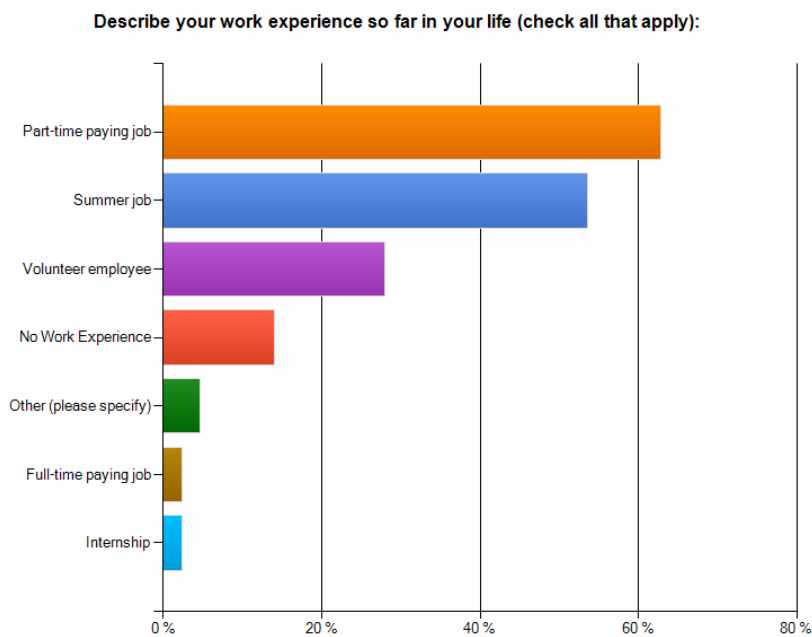
What kind of position in the Los Alamos area would you be interested in? (check all that apply)



Career Interests



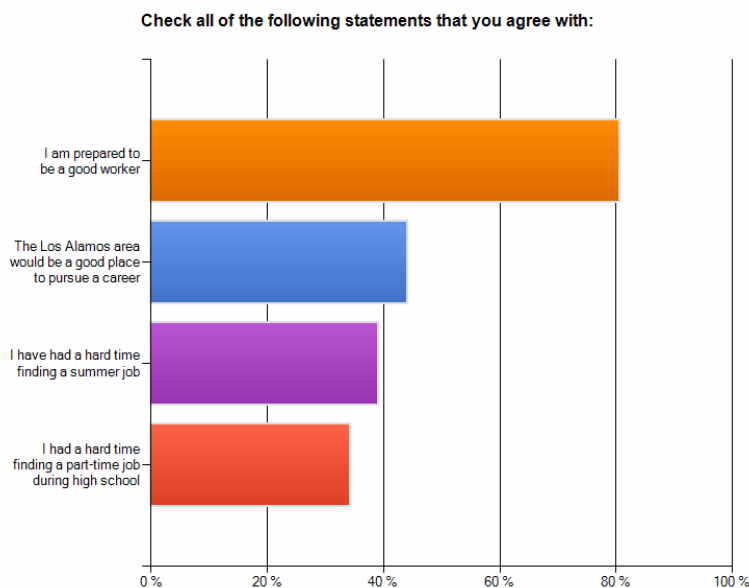
Work Experience



Work Experience Desired Through On-the-Job Training (open-ended)

- *How to machine things at the Los Alamos National Lab.*
- *Business management, financial stuff*
- *I would like to experience how to best apply my knowledge and skills to real-time problem solving situations.*
- *personnel skills*
- *Computer maintenance.*
- *All of them*
- *Medical skills*
- *i don't exactly know because i don't know exactly what i want to do yet*
- *technical*
- *skills that could be used in other jobs*
- *Communication skill and helping people skills*
- *I would like to learn how to improve my creative writing, manage money, learn more about space science in general.*
- *i want to know how to arrange things well and manageable.*
- *more hands on experience....*
- *Basically anything that would involve interacting with people.*
- *How to work on golf carts at the golf course.*
- *Customer service, computer skills, cooking.*
- *I would like to learn how to be as efficient as possible and also how to react with people (if the job worked with younger people).*
- *Anything pertaining to that field of work, being creative, teamwork*
- *Anything beneficial to help with the job, and future knowledge for any type of job*
- *Organization and Communication*
- *Any lab skills, Medical skills, learning tasks throughout the higher level jobs to help decide career choices.*
- *Skills that would help me become a better doctor.*
- *social, computer, managing*
- *How to work for people... people skills*

Experience in Seeking Jobs



CONCLUSIONS - Summary

- The following are the important conclusions drawn from all aspects of this analysis:
- **The Los Alamos Area workforce is very well educated.** 57% of the adult population living in the study area has a 4-year college degree, master's degree or advanced degree.
- **37% of the workforce is technical in nature** (scientist, engineer, medical or computer related), **potentially 23,679 workers.**
- **The potential workforce living in the Los Alamos labor shed is large, technically oriented and very well educated** (15,740 total workers ; technical occupational experience – close to 6,000; 4-year college degree, master's degree or advanced degree – 6,000+).
 - Willing to change jobs – 7,814 workers (2,891 technical workers; 3,204 with 4-year college degree, master's degree or advanced degree).
 - Willing to re-enter if unemployed or retired - 7,926 workers (4,676 retired; 3,000+ are technical).
- **Labor availability in the Los Alamos area market is rated “very good”.**
- **Los Alamos area market labor quality is rated “very good”.**
- **Los Alamos area technical wages/salaries are very competitive, well below Livermore, CA.**
- **Los Alamos has one of the finest secondary educational systems in the State of New Mexico.**
- **Los Alamos area universities and colleges focus on technical education.**
- **High School students are interested in local employment opportunities but have had difficulty connecting up with them.**

RECOMMENDATIONS

The following recommendations are designed to help the Los Alamos community to better establish workforce goals for the future:

Education/Business

- **Encourage and facilitate a regional approach to workforce development initiatives. Seek to make the Los Alamos area a “region of choice” for the workforce needed for economic development.**
 - Encourage collaboration and coordination between key business leaders; Chambers of Commerce; LANL officials; school superintendents of Espanola Valley and Los Alamos; Northern New Mexico College (NNMC) and University of New Mexico-Los Alamos (UNMLA) officials; workforce officials and key economic development officials to work together on key issues/problems confronting the Los Alamos area.
 - Develop compacts between the UNMLA and NNMC and other groups to eliminate duplication of services and unnecessary programs.
 - Develop long-term program of enhancing youth awareness of careers and world of work. Support implementation of readiness to work programs such as ACT WorkKeys.
 - Support the development of STEM (Science, Technology, Engineering and Math) programs in grades K-12.

Skill Needs

- **Encourage the recruitment and training (and/or relocation) of new skilled workers where future needs exist, particularly:**
 - Building related
 - Cyber-security related (i.e. sensors)
 - Data analytics
 - Energy (including renewables and nuclear) related
 - Environmental modeling/risk assessment
 - Hazard facility management
 - High performance computing
 - Other IT.
- **Help local employers and prospects to attract skills; Establish a Los Alamos Job Board capability to make it easier for employers to publicize all types of positions and to provide a mechanism for job-seekers (including retired trailing**

spouses, and students) to track and receive information about potential job opportunities.

Research, Planning and Marketing

- **Get important data from this report into the hands of local companies and prospects.**
 - **Develop cost comparison reports for your top targets.** Each report would take a hypothetical project and compare costs and conditions in Los Alamos versus select competitors and source cities.³ Labor force/skills from this report will be a valuable additions.
 - **Develop new marketing pieces that sell your technical skills, competitive wages, very good labor availability and very good labor quality.**
 - **Conduct an analysis to determine “wage thresholds”⁴ for key positions.**
- **Update this report periodically (target at least every three years).**

LACDC is available to assist with any or all of these recommendations.

³ Metro areas where target companies are present.

⁴ The “wage threshold” is the ideal wage for attracting and retaining employees. Offering below the threshold will result in poorer recruiting and loss of employment to better paying local companies. Offering above the threshold will result in excellent recruiting (including “pirating” from other local companies) and retention, but will be too costly to the company.

For More Information Regarding This Report, Please Contact:

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Appendix

**Los Alamos Labor Market Study
March 2010
FINAL**

N=300 Adult Residents in Labor Shed (Los Alamos/SF Area/Espanola)

Hello. My name is **YOUR NAME** from Research & Polling, Inc., New Mexico's largest public opinion research company.

We're conducting a short survey among adults in your area and would like to ask you questions regarding your work experience and background. The survey has been commissioned by Los Alamos Commerce and Development Corporation and will take approximately 5 minutes to complete. All of your answers will be kept confidential. The information gathered will be used to further economic development efforts in your region. OK?

A. Component

1. Los Alamos County (n=195)
2. Santa Fe area (n=75)
3. Espanola (n=30)

1. Are you currently employed?

1. Yes (*CONTINUE*)
2. No/don't know/won't say (*SKIP TO Q.25*)

2. What type of business or organization do you currently work for? (DO NOT READ CATEGORIES) (TAKE UP TO 2 RESPONSES)

- | | |
|--|---|
| 001. National defense/research laboratory (LANL) | 008. Finance |
| 002. Healthcare | 009. Retail |
| 003. Education | 010. Food service |
| 004. Government | 011. Professional services (legal, accounting, real estate, etc.) |
| 005. Manufacturing | 012. Not-For-Profit |
| 006. Licensed trade (plumber, electrician, etc.) | 013. Hospitality |
| 007. Insurance | 014. Entertainment |

500. Don't know/won't say

Other (*SPECIFY*) _____

3. What city and zip code are you currently employed in? (DO NOT READ CATEGORIES) (TAKE ONE RESPONSE FOR EACH QUESTION)

3A. CITY

- | | |
|--------------------------|-----------------|
| 01. Los Alamos | 04. Española |
| 02. White Rock | 05. Pojoaque |
| 03. Santa Fe | 06. Albuquerque |
| 99. Don't know/won't say | |

Other (SPECIFY) _____

3B. Zip Code

- | | |
|--------------------------|-----------|
| 01. 87544 | 08. 87506 |
| 02. 87545 | 09. 87507 |
| 03. 87501 | 10. 87508 |
| 04. 87502 | 11. 87509 |
| 05. 87503 | 12. 87532 |
| 06. 87504 | 13. 87533 |
| 07. 87505 | |
| 99. Don't know/won't say | |

Other (SPECIFY) _____

4. How many years have you worked for your current employer?

00. Less than one year
- ____ (ENTER NUMBER OF YEARS, USE TWO DIGITS)
99. Don't know/won't say

5. What is your current occupation? (DO NOT READ CATEGORIES) (TAKE ONE RESPONSE ONLY)

NOTE TO INTERVIEWER: Capture "primary job" and get very specific information

- | | |
|--|---------------------|
| 001. Accountant | 005. Office manager |
| 002. Administrative Assistant | 006. Police officer |
| 003. Banker | 007. Retail clerk |
| 004. Fireman | 008. Teacher |
| 009. Manager/VP/President
(SPECIFY area/occupation) _____ | |

500. Don't know/won't say

Other (SPECIFY) _____

6. **What are the most important skills or knowledge base associated with this occupation? (*Probe*) Anything else? (TAKE UP TO TWO VERBATIM RESPONSES)**

Response #1: _____

Response #2: _____

500. Don't know/won't say

7. **How many years of experience do you have in your current occupation?**

00. Less than one year

____ (ENTER NUMBER OF YEARS, USE TWO DIGITS)

99. Don't know/won't say

8. **Is your current job full-time or part time?**

1. Full-time

2. Part-time

3. Don't know/won't say

9. **Is your current job year-round or seasonal?**

1. Year-round

2. Seasonal

3. Don't know/won't say

10. **Are you paid on an hourly or salary basis?**

1. Hourly

2. Salary (annual)

3. Don't know/won't say

11. **What is your approximate hourly or annual wage or salary received from your current job?** *(if refused, remind them of confidentiality and that only aggregate data by occupation will be reported)*

ENTER ONLY ONE CATEGORY BELOW

10A. Hourly \$ ____ ____ ____ • ____ ____

10B. Annual \$ ____ ____, ____ ____ ____, ____ ____ ____

10C. Other \$ _____ (SPECIFY TYPE) _____

99. Don't know/won't say

12. **How many miles do you currently drive or commute to this job, one way?**

000. Less than one mile

____ ____ ____ (ENTER NUMBER OF MILES, USE THREE DIGITS)

999. Don't know/won't say

13. **What is your average commute time to work, one way?**

000. Less than one minute

____ ____ ____ (ENTER NUMBER OF MINUTES, USE THREE DIGITS)

999. Don't know/won't say

14. **Even though you are currently employed, do you have interest in applying for a different job?**

1. Yes

2. No (SKIP TO Q.19)

3. Don't know

4. Won't say (SKIP TO Q.19)

15. **What type of job/occupation are you primarily interested in applying for?** *(TAKE ONE VERBATIM RESPONSE ONLY)*

NOTE TO INTERVIEWER: Capture "primary job/occupation"

Response: _____

500. Don't know/won't say

- 16. If a position in the job area you are interested in were available, how would you like to be notified about it? (DO NOT READ CATEGORIES) (TAKE UP TO 3 RESPONSES) CLARIFY IF NECESSARY:** Through which sources would you prefer to be notified or find out about a position?

- | | |
|--------------|-------------------------------|
| 01. Email | 05. Job search website |
| 02. Mail | 06. Newspaper ad |
| 03. Phone | 07. Employment agency |
| 04. Job fair | 08. Friends/family/associates |

98. Would not like to be notified at all

99. Don't know/won't say

Other (SPECIFY) _____

- 17. What is the lowest hourly or annual wage or salary you would accept for a new job? (if refused, remind them of confidentiality and that only aggregate data by occupation will be reported)**

ENTER ONLY ONE CATEGORY BELOW

15A. Hourly \$____ • _____

15B. Annual \$____, _____, _____

15C. Other \$_____ (SPECIFY TYPE) _____

99. Don't know/won't say

- 18. What is the maximum distance in miles you would be willing to travel for a new job, one way?**

000. Less than one mile

____ (ENTER NUMBER OF MILES, USE THREE DIGITS)

999. Don't know/won't say

- 19. Do you have work experience in another occupation other than the one you are currently employed in?**

1. Yes
2. No (SKIP TO Q.44)
3. Don't know/won't say (SKIP TO Q.44)

20. What is that other occupation? (DO NOT READ CATEGORIES) (TAKE ONE RESPONSE ONLY)

NOTE TO INTERVIEWER: Capture “primary job” and get very specific information
CLARIFY IF NECESSARY: Most recent if more than one

001. Accountant

005. Office manager

002. Administrative Assistant

006. Police officer

003. Banker

007. Retail clerk

004. Fireman

008. Teacher

009. Manager/VP/President

(SPECIFY area/occupation) _____

500. Don't know/won't say

Other (SPECIFY) _____

21. What are the most important skills or knowledge base associated with this occupation? (Probe) Anything else? (TAKE UP TO TWO VERBATIM RESPONSES)

Response #1: _____

Response #2: _____

500. Don't know/won't say

22. How many years of experience do you have in that occupation?

00. Less than one year

____ (ENTER NUMBER OF YEARS, USE TWO DIGITS)

99. Don't know/won't say

23. What type of business or organization did you work for in this occupation? (DO NOT READ CATEGORIES) (TAKE UP TO 2 RESPONSES)

- | | |
|--|---|
| 001. National defense/research laboratory (LANL) | 008. Finance |
| 002. Healthcare | 009. Retail |
| 003. Education | 010. Food service |
| 004. Government | 011. Professional services (legal, accounting, real estate, etc.) |
| 005. Manufacturing | 012. Not-For-Profit |
| 006. Licensed trade (plumber, electrician, etc.) | 013. Hospitality |
| 007. Insurance | 014. Entertainment |
| 500. Don't know/won't say | |

Other (SPECIFY) _____

24. Would you be willing to accept a job in this other occupation if the pay and benefits were satisfactory?

1. Yes (**SKIP TO Q.44**)
2. No (**SKIP TO Q.44**)
3. Don't know/won't say (**SKIP TO Q.44**)

25. How many years has it been since the last time you worked?

00. Less than one year

____ (ENTER NUMBER OF YEARS, USE TWO DIGITS)

97. 97 years or more

98. Never worked (SKIP TO Q.27)

99. Don't know/won't say

26. Are you retired?

1. Yes

2. No

4. Don't know/won't say

27. Are you interested in entering/re-entering the workforce in the next year?

1. Yes (SKIP TO Q.29)

2. Maybe (VOLUNTEERED) (SKIP TO Q.29)

3. No

4. Don't know/won't say

28. What is the highest level of education that you have completed? (READ CATEGORIES)

1. Less than high school graduate (SKIP TO Q.48)

2. High school graduate (SKIP TO Q.48)

3. Some college (SKIP TO Q.48)

4. Vocational/tech school graduate (SKIP TO Q.48)

5. 2 year college graduate/Associates (SKIP TO Q.48)

6. 4 year college graduate/Bachelors (SKIP TO Q.48)

7. Masters degree (SKIP TO Q.48)

8. Advanced college degree (PhD, etc.) (SKIP TO Q.48)

9. Won't say (DO NOT READ) (SKIP TO Q.48)

29. Are you interested in full-time or part-time employment?

1. Full-time

2. Part-time

3. Either (VOLUNTEERED)

4. Don't know/won't say

30. Are you currently looking or planning to look for employment within the next year?

1. Yes

2. No

3. Don't know/won't say

31. **What type of job/occupation are you primarily interested in applying for? (Probe) Anything else? (TAKE UP TO TWO VERBATIM RESPONSES)**

NOTE TO INTERVIEWER: Capture "primary job/occupation"

Response: _____

500. Don't know/won't say

32. **If a position in the job area you are interested in were available, how would you like to be notified about it? (DO NOT READ CATEGORIES) (TAKE UP TO 3 RESPONSES) CLARIFY IF NECESSARY: Through which sources would you prefer to be notified or find out about a position?**

- | | |
|--------------|-------------------------------|
| 01. Email | 05. Job search website |
| 02. Mail | 06. Newspaper ad |
| 03. Phone | 07. Employment agency |
| 04. Job fair | 08. Friends/family/associates |

98. **Would not like to be notified at all**

99. Don't know/won't say

Other (SPECIFY) _____

33. **What has been your primary occupation? (DO NOT READ CATEGORIES) (TAKE ONE RESPONSE ONLY)**

NOTE TO INTERVIEWER: Capture "primary job" and get very specific information

- | | |
|-------------------------------|---------------------|
| 001. Accountant | 005. Office manager |
| 002. Administrative Assistant | 006. Police officer |
| 003. Banker | 007. Retail clerk |
| 004. Fireman | 008. Teacher |

009. Manager/VP/President
(SPECIFY area/occupation) _____

500. Don't know/won't say

Other (SPECIFY) _____

34. **What are the most important skills or knowledge base associated with this occupation? (Probe) Anything else? (TAKE UP TO TWO VERBATIM RESPONSES)**

Response #1: _____

Response #2: _____

500. Don't know/won't say

35. How many years of experience do you have in that occupation?

00. Less than one year

____ (ENTER NUMBER OF YEARS, USE TWO DIGITS)

99. Don't know/won't say

36. What type of business or organization did you work for in this occupation? (DO NOT READ CATEGORIES) (TAKE UP TO 2 RESPONSES)

001. National defense/research laboratory (LANL)

008. Finance

002. Healthcare

009. Retail

003. Education

010. Food service

004. Government

011. Professional services (legal, accounting, real estate, etc.)

005. Manufacturing

012. Not-For-Profit

006. Licensed trade (plumber, electrician, etc.)

013. Hospitality

007. Insurance

014. Entertainment

500. Don't know/won't say

Other (SPECIFY) _____

37. Do you have experience in another occupation? If so, what is that occupation? (DO NOT READ CATEGORIES) (TAKE ONE RESPONSE ONLY)

NOTE TO INTERVIEWER: Capture "primary job" and get very specific information

001. Accountant

005. Office manager

002. Administrative Assistant

006. Police officer

003. Banker

007. Retail clerk

004. Fireman

008. Teacher

009. Manager/VP/President

(SPECIFY area/occupation) _____

499. No, do not have experience in another occupation (SKIP TO Q.41)

500. Don't know/won't say

Other (SPECIFY) _____

38. What are the most important skills or knowledge base associated with this occupation? (TAKE UP TO TWO VERBATIM RESPONSES)

Response #1: _____

Response #2: _____

500. Don't know/won't say

39. How many years of experience do you have in that occupation?

00. Less than one year

____ (ENTER NUMBER OF YEARS, USE TWO DIGITS)

99. Don't know/won't say

40. What type of business or organization did you work for in this occupation? (DO NOT READ CATEGORIES) (TAKE UP TO 2 RESPONSES)

001. National defense/research laboratory (LANL)

002. Healthcare

003. Education

004. Government

005. Manufacturing

006. Licensed trade (plumber, electrician, etc.)

007. Insurance

008. Finance

009. Retail

010. Food service

011. Professional services (legal, accounting, real estate, etc.)

012. Not-For-Profit

013. Hospitality

014. Entertainment

500. Don't know/won't say

Other (SPECIFY) _____

41. Would you be willing to accept a job in one of these occupations if the pay and benefits were satisfactory?

1. Yes

2. No (SKIP TO Q.44)

3. Don't know

4. Won't say (SKIP TO Q.44)

42. What is the lowest hourly or annual wage or salary you would accept for a new job? (if refused, remind them of confidentiality and that only aggregate data by occupation will be reported)

ENTER ONLY ONE CATEGORY BELOW

10A. Hourly \$____ • ____

10B. Annual \$____, _____, _____

10C. Other \$_____ (SPECIFY TYPE)_____

99. Don't know/won't say

43. What is the maximum distance in miles you would be willing to travel for a new job, one way?

000. Less than one mile

____ (ENTER NUMBER OF MILES, USE THREE DIGITS)

999. Don't know/won't say

44. What is the highest level of education that you have completed? (READ CATEGORIES)

1. Less than high school graduate (*SKIP TO Q.48*)
2. High school graduate (*SKIP TO Q.48*)
3. Some college (*SKIP TO Q.48*)
4. Vocational/tech school graduate
5. 2 year college graduate/Associates
6. 4 year college graduate/Bachelors
7. Masters degree
8. Advanced college degree (PhD, etc.)
9. Won't say (*DO NOT READ*) (*SKIP TO Q.48*)

45. What was your primary area of study? (TAKE ONE VERBATIM RESPONSE ONLY)

Response: _____

500. Don't know/won't say

46. What other areas do you have education or formal training in? (TAKE UP TO 3 VERBATIM RESPONSES)

Response #1: _____

Response #2: _____

Response #3: _____

500. Don't know/won't say

47. Have you earned any special certifications? IF YES, ASK...) Which special certifications have you earned? (TAKE UP TO 3 VERBATIM RESPONSES)

Response #1: _____

Response #2: _____

Response #3: _____

499. No, have not earned any special certifications

500. Don't know/won't say

48. Into which age category do you fit? (READ CATEGORIES)

1. 18 to 34 years
2. 35 to 49 years
3. 50 to 64 years
4. 65 to 74 years
5. 75 years or older
6. Won't say (*DO NOT READ*)

49. Do you consider yourself to be: (READ CATEGORIES)

1. Hispanic
2. Anglo/Caucasian
3. Black/African-American
4. Native American Indian
5. Or of other descent?
6. Won't say (*DO NOT READ*)

NOTE TO POLLER: Does respondent live in Los Alamos County (from list)?

1. Yes, Los Alamos County (*SKIP TO END*)
2. No (*CONTINUE*)

50. May I ask the reasons why you do not live in Los Alamos County? (DO NOT READ CATEGORIES) (TAKE UP TO 3 RESPONSES)

- | | |
|--|-----------------------------------|
| 01. No reason to live there | 06. Too remote |
| 02. I don't like Los Alamos (in general) | 07. Housing is too expensive |
| 03. I prefer to live in another county | 08. There is no housing available |
| 04. I work in another county | 09. Bad experiences there |
| 05. Too far away | |
| 98. No reason in particular | |
| 99. Don't know/won't say | |

Other (*SPECIFY*)

51. *(IF CALLING ESPANOLA ASK)* What county do you live in?

1. Santa Fe
2. Rio Arriba
3. Don't know/won't say

THIS CONCLUDES OUR SURVEY. THANK YOU FOR YOUR TIME. HAVE A GOOD DAY.

NOTE TO INTERVIEWER, WAS RESPONDENT:

1. Male
2. Female

Respondent's Phone Number _____

Respondent's City _____

Respondent's County _____

Respondent's Zip Code _____

Interviewer Name _____

Interviewer Code _____

Los Alamos Labor Analysis - Employer Questionnaire

Company: **Cluster:**

Interviewee: Title:

Location:

Phone: Interview Date:

Function of Company:

Facility:

Date Established Locally: This Site:

Present Size (sq ft). plant: office:

Last Expansion: Date: sq.ft.

Growth Plans: (Expansion locally? Relocation?):

Employment: Current Total: % male % female % part-time

% Exempt (salaried): % Nonexempt (hourly):

Peak employment? Year?

on layoff? Length of layoff?

Labor-Management Relationships

Present Union: Contract Date:

Year organized or organizing attempts (union, year, vote):

Strikes (date, length, cause):

Grievances (#/month): Arbitrations (#/yr.)

Hours of Work

Number of Shifts: Shift Premiums:

Willingness to work overtime:

Wages/Availability (Rate 1-10)

Plant-wide average earnings: \$ per hour/per diem.

Most Prominent Positions (and #) Availability Rating #s Available?

Skilled:

_____	\$per hour
_____	\$per hour
_____	\$per hour
_____	\$per hour

Semi-skilled

_____	\$per hour
_____	\$per hour
_____	\$per hour
_____	\$per hour

Unskilled

_____	\$per hour
_____	\$per hour
_____	\$per hour
_____	\$per hour

Other

_____	\$per hour
_____	\$per hour
_____	\$per hour

Last general increase (date):	Amount:
Next general increase (date):	Amount:

Labor Characteristics (rate 1 to 10)

Overall Labor Quality of Workers (poor = 1, average = 5, excellent = 10):

Turnover:

Absenteeism:

Attitudes

Trainability:

Basic Skills:

Communications:

Alcohol/Drugs:

Labor Productivity:

Other Comments:

Fringe Benefits:

As percentage of total wage package: %

Fringe benefit details - list (* if new program)

Recruiting Experience

Profile of today's applicants (older? military spouses? etc.)

Toughest jobs to fill?:

Most sought after skills now?

In 2 years?

Satisfaction with training?

Commuting/Underemployment

Maximum # of miles/minutes employee will commute one way:

Patterns?:

Percentages commuting: 1-15 miles ____%; 16-30 miles ____%; 31-45____% 45-60____ miles %:
over 60____%

What % of employees travel to and from work with more than one in car?

Number of underemployed workers applying for jobs (1=very low; 10=very high):

Comments:

Training Capabilities and Programs

Outside training assistance utilized and who?

If yes, adequacy of local training capabilities? (poor = 1, average = 5,
excellent = 10)

Community Colleges?
Technical Schools?
High Schools?
Comments:

Use of Agencies:
Temporaries?
Management Recruiters?

Suppliers/Customers

Type of new industry that you would like to see in the area compatible to your operations (Linkages)?

Other factors: Overall Rating? (poor = 1, average = 5, excellent = 10)

Schools:
Medical Services:
Housing Availability and Affordability:
Day Care:
Roads:
Electric Power:
Other utilities:
Air service:
Recreation:
Cultural Facilities:

Overall, what are the positive aspects of hiring here? (including relocation issues)

Overall, what are the negative aspects of hiring here? (including relocation issues)

What advice would you give to another company in your line of business considering a location in this area?

STUDENT SURVEY

1. Introduction

★ 1. What is your high school graduating class?

☐ 2010

☐ 2011

☐ 2012

☐ 2013

★ 2. What is your home zipcode?

★ 3. What do you expect to do after high school?

☐ Get a job

☐ Go to college

☐ Armed Forces

☐ Take time off to decide

☐ Other (please specify)

★ 4. Can you envision working in the Los Alamos area in the future? (This could be a summer job, internship, part-time work, full-time work, or career.)

☐ Yes

☐ No

If no, why not?

2. Working in Los Alamos County

1. What kind of position in the Los Alamos area would you be interested in? (check all that apply)

- ☐ Part-time during High School
- ☐ Summer Job during High School
- ☐ Summer Job during college
- ☐ Part-time while in college
- ☐ Internship during college
- ☐ Full-time right after high school
- ☐ Full-time after college
- ☐ Career
- ☐ Start my own business
- ☐ Other (please describe)

	5
	6

2. What field(s) of work are interesting to you?(check all that apply)

☐ Business/Management

☐ Finance

☐ Marketing

☐ Sales

☐ Accounting

☐ Retail

☐ Hotel

☐ Restaurant

☐ Recreation

☐ Service

☐ Entrepreneurship

☐ Science

☐ Technology

☐ Engineering

☐ Education (Teaching)

☐ Environment

☐ Government

☐ Law Enforcement

☐ Healthcare/Medical

☐ Not-for-profit

☐ Other (please describe)

	5
	6

3. Final questions

1. What kind of skills would you like to learn if on-the-job training was offered by an employer?

	5
	6

2. Describe your work experience so far in your life (check all that apply):

- ☐ Part-time paying job
- ☐ Full-time paying job
- ☐ Summer job
- ☐ Internship
- ☐ Volunteer employee
- ☐ No Work Experience
- ☐ Other (please specify)

--

3. Check all of the following statements that you agree with:

- ☐ I have had a hard time finding a summer job
- ☐ I had a hard time finding a part-time job during high school
- ☐ I am prepared to be a good worker
- ☐ The Los Alamos area would be a good place to pursue a career

4. Other Comments

	5
	6