Map to Success: Identifying Job Opportunities and Career Pathways

OKLAHOMA

- Immigration in Oklahoma
- Job Shortages
- Potential Career Advancement
Immigration in Oklahoma

The following are facts about the immigrant community in Oklahoma:

- Immigrants comprise roughly 6% of the state population and 8.3% of the Oklahoma labor force.

- Top industries of immigrant employment:
  - Accommodation and Food Services, 26,417 workers
  - Construction, 25,766 workers
  - Manufacturing, 22,251 workers
  - Health Care and Social Assistance, 13,594 workers
  - Retail Trade, 13,307 workers

- Nearly 18,118 immigrant business owners accounted for 9.1% of all self-employed Oklahoma residents.

- 33.3% of immigrants in Oklahoma are naturalized and another 41% are undocumented.

- Top foreign-born countries of origin:
  - Mexico, 48.5%
  - Vietnam, 6.9%
  - Guatemala, 3.7%
  - China, 3.6%
  - Philippines, 3.4%

- About 5% of native-born Oklahomans are children of an immigrant.

- Educational attainment of foreign-born adults in Oklahoma:
  - Low skill – 60.7%
  - Middle skill – 17.1%
  - High skill – 22.2%
    - Share of Brain Waste* - 24%

* Share of immigrant professionals who are unemployed, employed at poverty-level wages in low-skill jobs, or significantly underemployed in semi-skilled jobs.
## Job Shortages

<table>
<thead>
<tr>
<th>Rank</th>
<th>Occupation</th>
<th>Average Annual Job Openings 2016-2026</th>
<th>Median Hourly Wage*</th>
<th>Typical Skill Level Required **</th>
<th>Typical Entry Education Required</th>
<th>State Licensing Required</th>
<th>Potential Career Advancement with License or Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Cashiers</td>
<td>8,480</td>
<td>$9.44</td>
<td>Low</td>
<td>No formal education</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>2.</td>
<td>Combined Food Preparation and Serving Workers</td>
<td>7,630</td>
<td>$8.90</td>
<td>Low</td>
<td>No formal education</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>3.</td>
<td>Retail Salespersons</td>
<td>7,600</td>
<td>$10.93</td>
<td>Low</td>
<td>No formal education</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>4.</td>
<td>Waiters and Waitresses</td>
<td>5,850</td>
<td>$8.88</td>
<td>Low</td>
<td>No formal education</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>5.</td>
<td>Laborers and Freight, Stock, and Material Movers</td>
<td>4,190</td>
<td>$13.49</td>
<td>Low</td>
<td>No formal education</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>6.</td>
<td>Customer Service Representatives</td>
<td>4,100</td>
<td>$14.62</td>
<td>Low</td>
<td>High school diploma or equivalent</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>7.</td>
<td>General Office Clerks</td>
<td>3,830</td>
<td>$12.96</td>
<td>Low</td>
<td>High school diploma or equivalent</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>8.</td>
<td>Janitors and Cleaners</td>
<td>3,390</td>
<td>$10.82</td>
<td>Low</td>
<td>No formal education</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>9.</td>
<td>Heavy and Tractor-Trailer Truck Drivers</td>
<td>2,920</td>
<td>$20.07</td>
<td>Middle</td>
<td>Postsecondary nondegree award</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>10.</td>
<td>Secretaries and Administrative Assistants</td>
<td>2,900</td>
<td>$14.71</td>
<td>Low</td>
<td>High school diploma or equivalent</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

*Oklahoma Hourly Minimum Wage is $7.25 (Jan 2018)

** Skill level: Low – High school (HS) diploma or equivalent or less; Middle – More than HS diploma but less than bachelor’s degree; High – Bachelor’s degree or higher
Potential Career Advancement with License or Certification

Combined Food Preparation and Serving Workers

Job Description

- Perform duties which combine preparing and serving food and nonalcoholic beverages

Licensing/Certification Requirements

- Food Handler Certification – Oklahoma state law does not require food preparation and serving workers to obtain a food handler certification. However, certain Oklahoma counties and cities (Muskogee, Norman, Moore, Comanche, Tulsa) require it and some employers may either prefer or require it
  - Certification generally requires:
    - Training – approximately 2 hours
    - Exam – not required by law, but some training programs may require it
    - Fee – approximate cost of an online training program is $7.00
    - Renewal – every 3 years

For Immigrants

- Requirements for immigrants are the same as native-born residents
- Online training is also offered in foreign languages:
  - 360training.com, Inc. – Spanish
  - AboveTraining/StateFoodSafety.com – Spanish, Korean, Vietnamese, Chinese, Serbo-Croatian, Tagalog and American Sign Language
  - eFoodhandlers Inc. – Spanish
  - Food Handler Solutions LLC – Spanish
  - Food Safety Educators – Spanish
  - National Registry of Food Safety Professionals® – Spanish
  - National Restaurant Association – Spanish and Simplified Chinese

Useful Resources

- American National Standards Institute (ANSI)-accredited food handler online training programs
Potential Career Advancement:

Certified Food Protection Manager

Description

- A food protection manager is the person in charge of food safety for the facility and who has shown proficiency by passing a certified test from an accredited program
- Oklahoma requires a food protection manager to be on the premises of all retail food sellers at all hours of operation

Licensing/Certification Requirements

- National exam programs are those that have been approved by American National Standards Institute (ANSI) using the Conference of Food Protection certified food protection manager standards
  - A Food Protection Manager certification generally requires:
    - Training – an online course takes approximately 8 hours (not required for certification)
    - Exam – required
    - Fee – approximate costs of course and exam is $80 (exam only: $28)
    - Renewal – every 5 years

For Immigrants

- Requirements for immigrants are the same as native-born residents
- Exam and training may be offered in a foreign language (For more information see following section)

Useful Resources

- Nationally approved test providers:
  - Learn2Serve Food Protection Manager Certification Program - 360training.com, Inc.
  - Certified Food Protection Manager (CFPM) Exam - AboveTraining/StateFoodSafety.com – offered in Spanish
  - Food Protection Manager Certification Program or International Certified Food Safety Manager - National Registry of Food Safety Professionals – offered in Spanish
  - ServSafe Food Protection Manager Certification Program - National Restaurant Association
  - Food Protection Manager - Prometric Inc.
  - Oklahoma Food Code
Sources

Immigration in Oklahoma

Job Shortages
***2016-2026 statistics are not comparable to previous long term employment projections due to modification of U.S. Bureau of Labor’s methodology

Potential Career Advancement
O*Net Database, “Summary Report for: 35-3021.00 - Combined Food Preparation and Serving Workers, Including Fast Food”; https://www.onetonline.org/link/summary/35-3021.00