



Occupation Skills Transferability Guide

This guide is designed to help job seekers coming from a specific occupation see potentially compatible alternative occupations. This is useful for those looking for a career change, looking for career growth, or those who are struggling to find employment in their previous occupation that want to explore additional options. Occupations listed will require varying levels of additional training, skills, and experience but provides a solid starting point to explore additional options or see what specific training opportunities exist to help make these transitions. This guide is part of our series on skills-based career pathways shifting away from career navigation by industry towards an understanding of how individuals can navigate across multiple industries depending on their individual skill sets and experience.

2023 Edition

Human Resources Specialists

Charlotte MSA



Overview		Education	
Median Hourly Earnings:	\$31.10/hr	Master's Degree	24.9%
2021 Jobs:	6,574	Post-Baccalaureate Certificate - awarded for completion of an organized program of study; designed for people who have completed a Baccalaureate degree but do not meet the requirements of academic degrees carrying the title of Master.	1.7%
2021-2032 Change:	670	Bachelor's Degree	46.6%
2021-2032 Estimated Annual Openings:	717	Associate's Degree (or other 2-year degree)	7.2%
		Some College Courses	4.8%
		Post-Secondary Certificate - awarded for training completed after high school (for example, in agriculture or natural resources, computer services, personal or culinary services, engineering technologies, healthcare, construction trades, mechanic and repair technologies, or precision production)	1.3%
		High School Diploma - or the equivalent (for example, GED)	13.5%

Compatible Occupations				
O*NET Occupation	Median Hourly Earnings	2021 Jobs	2032 Expected Growth	
Paralegals and Legal Assistants	\$24.00		3,944	17.5%
Loan Counselors	\$20.50		207	13.1%
Loan Interviewers and Clerks	\$23.16		2,913	7.0%
Correspondence Clerks	\$19.67		49	3.5%
Eligibility Interviewers, Government Programs	\$19.11		677	1.1%
Labor Relations Specialists	\$29.92		312	0.9%
Human Resources Assistants, Except Payroll and Timekeeping	\$19.45		1,004	0.2%
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	\$19.02		14,371	-2.1%
Insurance Underwriters	\$36.75		1,492	-3.3%
Executive Secretaries and Executive Administrative Assistants	\$30.33		3,742	-12.2%

Top 10 Competencies		
Knowledge	Skill	Ability
Personnel and Human Resources	Writing	Oral Comprehension
Clerical	Critical Thinking	Deductive Reasoning
Education and Training	Speaking	Written Comprehension
Administration and Management	Reading Comprehension	Oral Expression
Customer and Personal Service	Active Listening	Speech Recognition
English Language	Social Perceptiveness	Written Expression
Law and Government	Monitoring	Speech Clarity
Computers and Electronics	Coordination	Problem Sensitivity
Psychology	Judgment and Decision Making	Near Vision
Communications and Media	Active Learning	Inductive Reasoning