



O*NET Frequently Asked Questions



What is O*NET?

O*NET is an abbreviation for the Occupational Information Network, which is sponsored through the U.S. Department of Labor's Employment and Training Administration. It is a database of occupational titles, necessary skill sets, and knowledge required for each job. The O*NET system, which includes the O*NET database, O*NET Online and O*NET Career Exploration Tools, standardizes the language and terminology used to describe occupational requirements. The O*NET system is periodically updated and enhanced.

Who uses O*NET?

O*NET is used by jobseekers, employers, service providers, educators and employment services professionals.

What is the relationship between O*NET and OSOS?

OSOS uses O*NET's Standard Occupational Classification (O*NET-SOC) for recording information such as Job Title(s) in a customer's Work History, Desired O*NET Title, and describing training services. Employment services professionals can add specific O*Net information by clicking the O*Net Titles button and using a drill through menu hierarchy or typing in a keyword search. Once the appropriate job title has been identified, it can be saved to the customer's record. Staff can also utilize the Details tab of the O*NET pop-up to view a description for a job title and access further online resources and information related to a specific title. O*NET maintains this information for more than 900 key occupations.

What kinds of features does O*NET have that could be helpful for me?

Employment services staff using OSOS can utilize the Details tab of the O*NET pop-up to access information about a particular occupation via O*NET's Code Connector. They can also reference O*NET's Online Summary Report for a given occupation, which breaks down an occupational title into its associated description, tasks, knowledge, skills, abilities, work activities, work context, interests, work styles, wage and employment trends and related occupations. This is a highly effective tool to both help jobseekers describe previous jobs they've held in standardized terms (e.g., in resumes and job interviews) and to also allow job seekers to more thoroughly investigate possible future career paths.

O*NET provides crosswalks between the O*NET-SOC and other classification systems, such as military, education and apprenticeship programs. It provides cost-free and interactive access to occupational information and printable reports for occupations of interest. These reports include national wage and employment information including wage, employment, projected growth and projected need.

How can O*NET Online be used to benefit job seekers?

O*NET offers a variety of helpful tools to help jobseekers with preparing for and looking for work. Keyword searches can be conducted by job title, knowledge, skills, abilities or interests to return relevant occupational information. These functionalities use standardized language, which can be useful in creating resumes. Job seekers can take advantage of self-directed career exploration tools such as the Interest and Abilities Profilers and *My Next Move* (<http://mynextmove.org>)

O*NET also provides accommodation features and information to assist in counseling people with disabilities in using O*NET Online.

*More information about O*NET is available online at www.onetcenter.org*