Exploring Professional, Financial and IT Careers in Will County

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Industry Overview

It takes a network of connected and specialized services to make Will County thrive. Accountants, computer programmers, paralegals and tax preparers all provide a wide range of services that keep our community flourishing.

The professional services, financial and information technology (IT) services sector comprises establishments that specialize in performing a variety of services for businesses. These activities require a high degree of expertise and training. For workers in these areas, helping companies and communities is the core of their jobs.

- **Are you creative?**
- **Are you interested in the law?**
- **Do you have good attention to detail?**
- **Do you like math?**
- **Do you like to work in teams?**
- **Do you like writing?**
- **Do you like working with computers?**

In-Demand Professional Services Jobs

The Workforce Services Division of Will County has identified 16 high-demand jobs with available training programs in these professions which are listed on the back page with related wage and training information. Certain occupations may require testing or licensure. Most require drug testing and criminal background checks.

Outlook & Growth

In Will County, in-demand professional services jobs are projected to grow 7% through 2024, much faster than the average for all occupations, adding about 1,500 new jobs.

Training

Jobs in Will County's professional services, finance and IT industries do require education and training, yet they don't always require a four year degree. Depending on your career interests and goals, you can choose a training program from several weeks to more than four years. Here are some examples below:

1 Year or Less — Certificate Program
- Computer & Information Systems Manager
- Paralegal
- Tax Preparer

2 Years — Associate Degree
- Accountant/Auditor
- Computer Programmer
- Software Developers, Applications

Jobs4people.org provides information about careers in professional services, finance and IT. It also includes local Will County job postings, available training programs and advice on how to find financial aid. It is a resource which will introduce you to professional services jobs in Will County and help you figure out which ones could be the right fit for you.
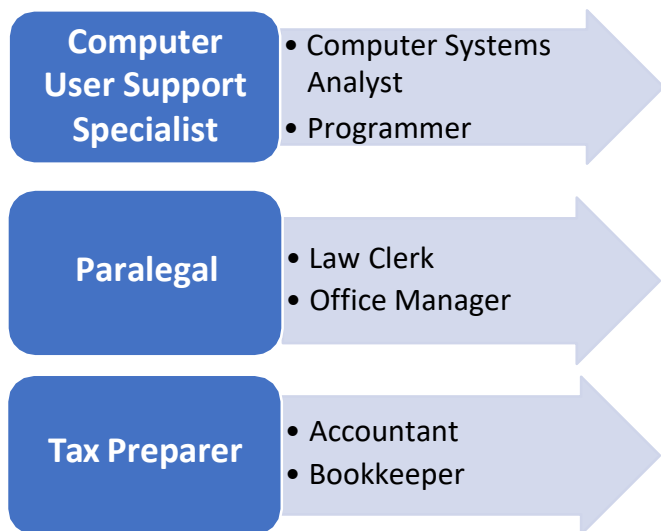
Career Opportunities

There are many job specializations and opportunities within these industries. Whether you are interested in website design, software development, accounting or paralegal work, you can choose from a variety of interesting and challenging careers to explore.

Of course, you don't have to stick to one career pathway. You may start in one career, and advance with experience and education into something different.

Here are some professional services career pathway examples:

Computer User Support Specialist	• Computer Systems Analyst • Programmer

Paralegal	• Law Clerk • Office Manager

Tax Preparer	• Accountant • Bookkeeper

These career pathway examples are just a way to get you started – the next step is up to you!

Required Skills & Abilities

Although completing the required technical training is critical to landing a job in in these professions, there are additional skills employers also look for. To move ahead in, and even begin your career, you will need to demonstrate good interpersonal and communication skills.

Below are some examples of interpersonal and communication skills in the professional services, finance and IT industries.

How many of these skills do you see in yourself?

- **Attention to detail - quality control, organization, analytical thinking**
- **Communication - writing, presenting, computer literacy**
- **Organization - time management, flexibility**
- **People management - teamwork, influencing, negotiation**

Will County In-Demand Professional Services, Finance & IT Jobs

Job Title	Annual Job Openings Chicago Metro	Annual Job Openings Will County	Average Starting Hourly Wage	Average Hourly Wage with Experience
Certificate				
Accountants and Auditors*	4,326	188	$19.87	$38.63
Bookkeeping, Accounting and Auditing Clerks*	316	234	$11.43	$20.50
Computer and Information Systems Managers	3,480	317	$36.57	$63.32
Computer Network Architects	290	12	$29.45	$50.49
Computer Programmers*	516	20	$14.76	$41.25
Computer Systems Analysts*	1,501	57	$22.40	$39.76
Database Administrators	206	8	$24.80	$43.07
Information Security Analysts*	265	9	$25.47	$43.42
Network and Computer Systems Administrators*	599	28	$23.59	$38.72
Paralegals and Legal Assistants*	351	28	$14.06	$25.53
Secretaries and Administrative Assistants	7,217	420	$9.50	$17.20
Software Developers, Applications*	2,373	81	$26.05	$42.94
Software Developers, Systems Software*	1,012	40	$28.72	$47.74
Supervisors of Office and Administrative Support Workers*	3,145	185	$15.00	$26.29
Tax Preparers	375	14	$8.25	$24.38
Web Developers	424	21	$13.49	$32.39

*Earning an associate degree will also satisfy educational requirements for this job.