Types of Employment

<table>
<thead>
<tr>
<th>HOURS/WEEK</th>
<th>SCHEDULE</th>
<th>WAGE/SALARY</th>
<th>PAYMENT</th>
<th>BENEFITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Time</td>
<td>Usually 35+ hours/week</td>
<td>Steady</td>
<td>Weekly or bi-weekly</td>
<td>Paid sick leave, vacation time, health insurance, retirement savings</td>
</tr>
<tr>
<td>Part-Time</td>
<td>Usually 10-35 hours/week</td>
<td>May vary</td>
<td>Usually hourly or bi-weekly</td>
<td>Usually none</td>
</tr>
<tr>
<td>Temp</td>
<td>As available</td>
<td>May vary</td>
<td>Hourly or bi-weekly</td>
<td>Usually none</td>
</tr>
<tr>
<td>Self-employed</td>
<td>May vary</td>
<td>May vary</td>
<td>Negotiate rate of pay</td>
<td>Usually none</td>
</tr>
</tbody>
</table>

How to Use This Brochure

Before you meet with this person, reread the brochure and write down any questions you have, for example:

- What do you spend your day doing in this job?
- How did you get started in this field?
- How much reading, writing or math do you do in your job?
- What kind of training do you need before you can do this job?
- What are the educational requirements or licenses needed to work in this field?
- What courses would I take in high school or college to prepare for this job?
- What is my next step after high school if I am interested in this field?
- Where can I find people who can help me learn more about this field?

Make sure to send a thank you note, and in no time you’ll be on your way. For more information about this industry and many others, you can visit [www.careerzone.ny.gov](http://www.careerzone.ny.gov).

Put Yourself on the Map:

- Find someone who works in the industry – ask your friends, parents, teachers and neighbors if they can introduce you.
- If they are willing to talk with you for a few minutes, this is called an “informational interview.” You’re not asking them to find you a job; you’re only asking to listen and learn about their experience. If you ask in a professional manner, many people are happy to speak with you. (If you’re nervous about this, ask a teacher, guidance counselor or parent to help.)
- Before you meet with this person, reread the brochure and write down any questions you have, for example:
  - What do you spend your day doing in this job?
  - How did you get started in this field?
  - How much reading, writing, or math do you do in your job?

For general career information, including videos of nearly 550 careers: [www.acinet.org](http://www.acinet.org)

Mapping Your Future

What is Travel and Transportation?

Travel and Transportation are about moving people and things across water, ground, and air. On the ground, there are trains, buses, limousines, vans, and taxis. Air transportation includes commercials, charters, and cargo planes. Water transportation includes leisure, commuter, and cargo boats and ships. New York City is one of the nation’s largest transportation and travel hubs. So, it offers many opportunities to work in this industry.

People are scheduled to work at all hours of the day. Most jobs require you to work a day or night shift – and sometimes even holidays and weekends. Many require a “light” driver’s license, even if the position doesn’t involve driving. Employers look for good problem solving and communication skills. For example, while you’re on the job, you might have to find the fastest way around traffic; or help a disgruntled customer who missed a flight.

Some jobs are customer service focused and others are technical. Customer service jobs include flight attendants and reservation agents. People in these jobs enjoy meeting people and working in a fast-paced setting. They also have patience and like to help people. People in technical jobs like to build and fix things and solve problems with their hands. Technical jobs include mechanics and engineers.

Safety and security is one of the highest priorities in the transportation industry and in the nation. Many jobs, especially in airports, require background checks and drug testing. Some jobs require you to be licensed to operate a vehicle. Licensed jobs include aerial pilots and ship’s captains.

While most jobs in the industry revolve working for a company, there are ways to be self-employed too. For example, you can own or operate trucks or airport shuttles. Many jobs in the industry are unionized.

For information about the DCE CTE Programs:
[http://schools.nyc.gov/ChoicesEnrollment/CTE/ParentsandStudents/default.htm](http://schools.nyc.gov/ChoicesEnrollment/CTE/ParentsandStudents/default.htm)
[http://CTECouncil.org](http://CTECouncil.org)

For additional information about careers in this industry:
[http://labor.ny.gov/stats/olcny/bus-driver.shtm](http://labor.ny.gov/stats/olcny/bus-driver.shtm)

For information about the DOE CTE Programs:
[http://www.careerzone.ny.gov](http://www.careerzone.ny.gov)

For general career information, including videos of nearly 550 careers: [www.acinet.org](http://www.acinet.org)
[Office of Postsecondary Readiness (OPSR)](http://www.careerzone.ny.gov)

New York City Department of Education
123 Chambers Street
New York, NY 10007
### Technical Jobs

#### Increasing Levels of Education/Training/Experiences

<table>
<thead>
<tr>
<th>Education</th>
<th>Experience</th>
<th>Salary Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School/No Experience</td>
<td><strong>Postsecondary or Specialized Training</strong></td>
<td>FAA-compliant Aircraft Maintenance Mechanic</td>
</tr>
<tr>
<td>College and/or Extensive Experience continued</td>
<td><strong>Flight Attendant</strong></td>
<td>Passenger/Customer Service Representative</td>
</tr>
<tr>
<td>College Plus Experience continued</td>
<td><strong>Dock Manager</strong></td>
<td>Airport Operations Manager</td>
</tr>
<tr>
<td>College Plus Experience</td>
<td><strong>Flight Attendant</strong></td>
<td>Passenger/Customer Service Representative</td>
</tr>
</tbody>
</table>

### Customer Service and Administration Jobs

<table>
<thead>
<tr>
<th>Service/Industry</th>
<th>Experience</th>
<th>Salary Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cabin Service/Interior Aircraft Cleaners</td>
<td>High School and Little/No Experience</td>
<td><strong>FAA-licensed Aircraft Mechanic</strong></td>
</tr>
<tr>
<td>Ground Crew</td>
<td><strong>Train Operator</strong></td>
<td>Ticket Agent/Reservationist</td>
</tr>
<tr>
<td><strong>GROUNDS, RAIL, and WATERWAYS</strong></td>
<td>Driver</td>
<td><strong>日电 来电</strong></td>
</tr>
<tr>
<td><strong>GROUND, RAIL, and WATERWAYS</strong></td>
<td>Utility Person</td>
<td><strong>Electrician</strong></td>
</tr>
<tr>
<td><strong>GROUND, RAIL, and WATERWAYS</strong></td>
<td>Postsecondary or High School plus Moderate Experience</td>
<td><strong>Security Guard</strong></td>
</tr>
<tr>
<td><strong>GROUND, RAIL, and WATERWAYS</strong></td>
<td><strong>Construction Manager</strong></td>
<td><strong>Customer Service Manager</strong></td>
</tr>
</tbody>
</table>

### Did you know?
- Almost every position requires a driver's license with a clean record, even jobs that don't involve driving.
- Some jobs require recognized credentials.
- Many jobs, especially those connected with the aviation industry, require background checks and pre-employment drug testing.
- Most jobs in this industry require working many night shifts and sometimes holidays and weekends.