



South Puget Sound Community College

2007 Graduate Survey Report



Prepared by the SPSCC Office of Institutional Research
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Executive Summary

The 2007 Graduate Survey was sent to 693 graduates who received a certificate or degree sometime during the 2006-07 academic year. The final response rate was 16.2%. The majority of the respondents had received an Associate of Arts degree, followed by an Associate Degree in Nursing. 43.8% of graduates are currently employed full-time, while 20.5% are currently pursuing further education. About 16% of graduates are not employed but seeking employment. The places of employment and types of jobs are varied, but the medical centers and nursing positions are the most common. Graduates' average income range was \$20,001 to \$30,000, and they reported having been with their employer for an average of 3 years.

Graduates reported that their income and the type of job they would receive following their education were about as expected (69% and 68%, respectively). 21% and 17%, respectively, indicated that they expected a higher income and a better job. About two-thirds of graduates reported working in a job either directly or indirectly related to their program. 60% of graduates reported feeling very well prepared for work. The remaining 40% reported some weaknesses and deficiencies, which included lack of internship/clinical experience, deficient math, interpersonal, leadership, writing, and computer skills.

For the 20.5% of graduates who went on to further their education, St. Martin's University in Lacey was the most common transfer institution. The majority of transfer-out students (77%) were awarded full credit for their transcript from SPSCC. The most common issue with transferring credits was that courses were only counted as electives in some cases. Graduates were asked which classes would have made their transfer easier, and several reported a religion class. Each of these graduates had transferred to St. Martin's. Graduates were generally satisfied with the assistance they received from SPSCC regarding transferring. About one-half of graduates reported feeling very well prepared for their upper division coursework. The remaining half felt they had some weaknesses and deficiencies coming out of SPSCC, which included lack of writing, math, presentation, critical thinking, and leadership skills. Graduates report doing well at their transfer institutions with an average GPA of 3.60.

Graduates were asked what they would do if they could start their education over again. About 70% reported that they would attend SPSCC again and either enroll in the same or different curriculum. On average, graduates felt that SPSCC provided valuable knowledge for their careers and further educations, and were satisfied with their coursework both inside and outside of their programs. Graduates also reported above average acquisition of general education content (College Wide Abilities) from SPSCC. In general, graduates of technical programs reported greater acquisition of these abilities than did graduates in a transfer program. Graduates were asked to rate their level of satisfaction for various campus services. Online registration had the highest level of satisfaction, while academic advising had the lowest. However, each service listed was given an above average rating. Finally, graduates were asked to provide comments about how SPSCC could better serve students in the future. There were several positive comments about the faculty, programs, and student services. However, there were also several negative comments and suggestions for improvement. The most common complaint was overpriced books and problems with the book store staff. Some graduates indicated dissatisfaction about some faculty's capabilities and attitudes and a desire for better organization within programs. Some graduates reported wishing there was more information available about transfer agreements, which coincides with the low level of satisfaction given to academic advising. The price and accessibility of parking was also mentioned as an area for improvement.

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The 2007 Graduate Survey was sent to 693 graduates in May of 2008. After two mailings in multiple delivery formats, the final number of surveys returned was 112 for a response rate of 16.2% (see Appendix A for details on survey administration). The following summarizes the findings of the survey (see Appendix C for the survey instrument).

Degree and Current Status

Each graduate’s survey response was matched with their degree using a tracking number to protect confidentiality of responses. Approximately 20% of respondents did not supply their tracking number with their survey. The majority of graduates who responded had received an Associate of Arts degree (43.8%), followed by an Associate Degree in Nursing (8.9%) (see Table 1.). The majority of graduates that responded are currently employed full-time (43.8%), followed by “student” status (20.5%) (see Table 2).

Table 1. Degree and Program

		Degree			
		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Associate of Arts	49	43.8	43.8	43.8
	Degree unknown	23	20.5	20.5	64.3
	Associate Degree Nursing	10	8.9	8.9	73.2
	ATA-Paralegal	4	3.6	3.6	76.8
	ATA-Dental Assisting	3	2.7	2.7	79.5
	Associate of Business	2	1.8	1.8	81.3
	Associate of Science-1	2	1.8	1.8	83.0
	ATA-Computer Aided Drafting	2	1.8	1.8	84.8
	ATA-Early Childhood Ed	2	1.8	1.8	86.6
	ATA-Medical Assisting	2	1.8	1.8	88.4
	ATA-Office Administration-Admin	2	1.8	1.8	90.2
	Practical Nursing Certificate	2	1.8	1.8	92.0
	Associate of General Studies	1	.9	.9	92.9
	Associate of Science-2	1	.9	.9	93.8
	ATA-Computer Programming	1	.9	.9	94.6
	ATA-Culinary Arts	1	.9	.9	95.5
	ATA-Office Administration-Medical	1	.9	.9	96.4
	ATA-Office Administration-WEB	1	.9	.9	97.3
	ATA-Paraeducator	1	.9	.9	98.2
	Certificate- Horticulture	1	.9	.9	99.1
	Certificate Architectural Drafting	1	.9	.9	100.0
	Total	112	100.0	100.0	

Table 2. Current Status

		Employment Status			
		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Employed full-time	49	43.8	43.8	43.8
	Student	23	20.5	20.5	64.3
	Not employed, seeking employment	18	16.1	16.1	80.4
	Employed part time	12	10.7	10.7	91.1
	Not employed, not seeking employment	7	6.3	6.3	97.3
	Self-employed	3	2.7	2.7	100.0
	Total	112	100.0	100.0	

Employment

The graduates are employed with a wide range of companies. There was not a significant amount of overlap, but most common employers included SPSCC, Capital Medical Center, and Providence St. Peter Hospital (see Appendix D for complete list of employers and job titles). The average amount of time graduates had been with their current employer was 3 years. According to Figure 1 below, the average income range was \$20,001 to \$30,000.

Figure 1. Income

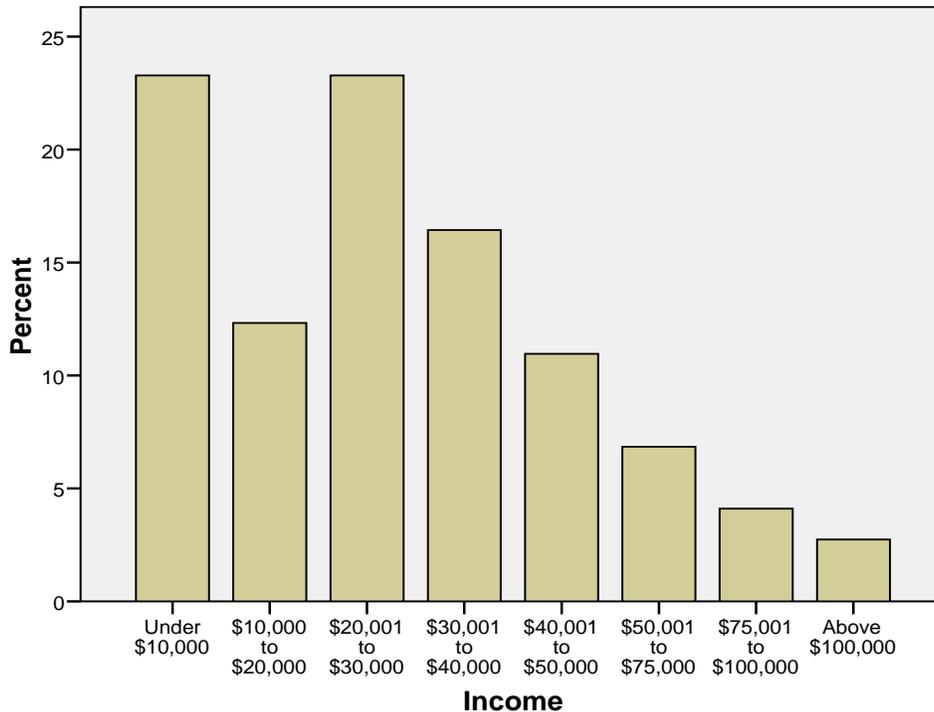


Figure 2. Expectation of Income to Program

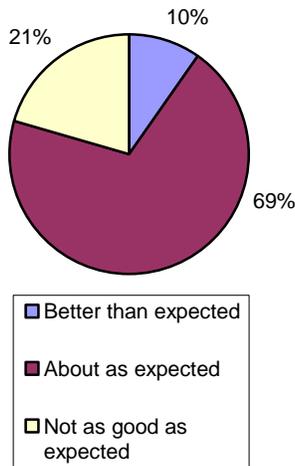
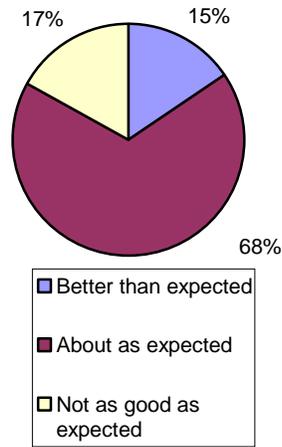


Figure 3. Expectation of Job to Program



Graduates' expectations about their income relative to their program at SPSCC were realistic as evidenced in Figure 2. 10% of graduates received a higher pay than they expected, and 21% received a lower pay than expected. Graduates were also asked how their job compared to the type of job they expected coming out of their program. Similar to income expectations, most graduates received the type of job they expected while 15% got a better job than they expected, and 17% did not get the type of job they expected.

Figure 4. Job Relation to Program

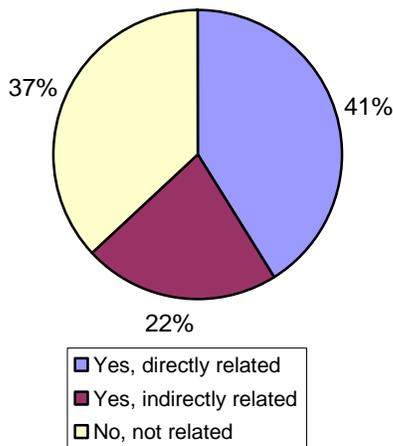
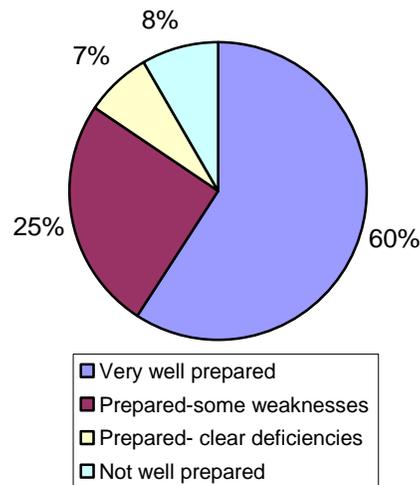


Figure 5. Preparation for Work



More than one-third of the graduates reported working in a field not related to their program. The majority of graduates felt very well prepared for work following completion of their program; however, some felt they had some weaknesses and deficiencies coming out of SPSCC that inhibited their work performance. Some examples of these weaknesses and deficiencies included lack of internship and clinical experience, and deficient math, interpersonal, leadership, writing, and computer skills.

Transfer Education

Approximately 20% of the graduates are currently pursuing additional education beyond their degree at SPSCC. The most common transfer institution was St. Martin's University, followed by Washington State and Western Washington Universities. Table 3 below shows all reported transfer institutions.

Table 3. Transfer Institutions

Saint Martin's University	10	22.2%
Washington State University	7	15.6%
Western Washington University	6	13.3%
Evergreen State College	4	8.9%
Central Washington University	3	6.7%
South Puget Sound CC	3	6.7%
University of Washington Tacoma	3	6.7%
Brigham Young University	1	2.2%
Colorado State	1	2.2%
Stanford University	1	2.2%
Strayer Online	1	2.2%
University of MCAT	1	2.2%
University of Puget Sound	1	2.2%
University of Utah	1	2.2%
University of Washington	1	2.2%
Yakima Valley Community College	1	2.2%
Total	45	100.0%

The following figures show that the majority of transfer institutions awarded full credit to graduates who transferred. A few graduates reported problems with transferring credits, such as their credits only being accepted as electives or general studies instead of core courses. Some courses not accepted included Writing 101, Core Legal, Biology 125, and Psychology 101 (at WWU and WSU). Only 9% of transfer graduates reported that certain courses would have made their transfer easier. The most frequently reported course was a religion class, all from graduates who had transferred to St. Martin's. Other courses included statistics, art, sociology, analytical chemistry, and accounting.

Figure 6. Amount of transfer credit

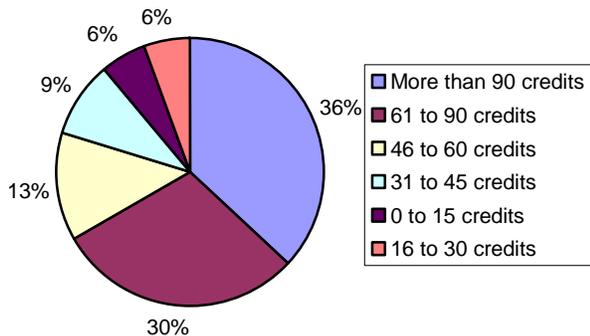


Figure 7. Acceptance of transfer credit

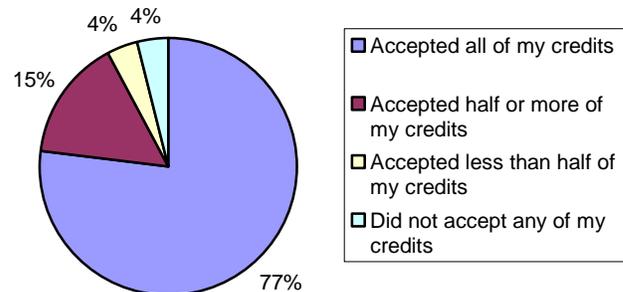


Figure 8. SPSCC Helpfulness in Transfer

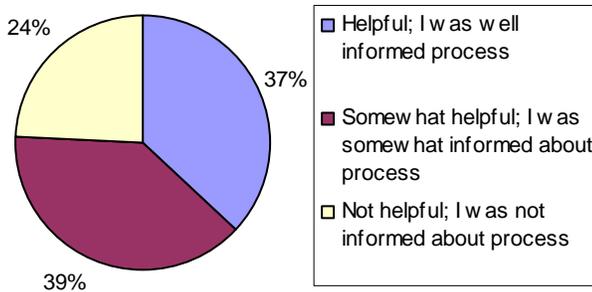


Figure 9. Preparation for Upper Division Coursework

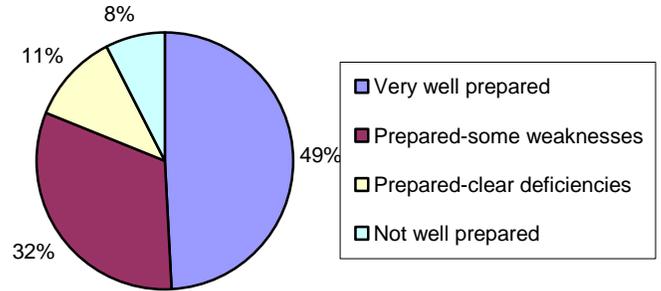


Figure 8 indicates that graduates were generally satisfied with the assistance they received from SPSCC regarding information about the transfer process. However, nearly one-fourth of graduates reported that SPSCC was not helpful in that they were not informed about which credits would transfer or how to transfer them. Figure 9 indicates that almost one-half of graduates felt well prepared for their upper division coursework. Only 8% reported not feeling well prepared at all. Graduates were asked to report what weaknesses and deficiencies in their program they felt contributed to their lack of preparation. Lack of writing skills was the most commonly mentioned weakness, followed by math, presentation, critical thinking, and leadership skills. One graduate reported they didn't get enough experience being held accountable for incomplete work at SPSCC, which was a challenge at the transfer institution. Another graduate reported not being prepared for the increase in homework. The above comments came from graduates from a variety of programs, both transfer and technical. Aside from these reported weaknesses and deficiencies, graduates appear to be happy about their transfer process and are doing well at their transfer institutions. The average reported GPA for transfer students is 3.60.

SPSCC Effectiveness

Graduates were asked the question, "If you were starting your education all over again, which of the following would you do?" Table 4 below shows their responses.

Table 4. Start Again

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Attend SPSCC and enroll in the same curriculum	58	51.8	55.8	55.8
	Attend SPSCC but enroll in a different curriculum	21	18.8	20.2	76.0
	Go directly to a four-year college/university	18	16.1	17.3	93.3
	Attend a different two-year college	5	4.5	4.8	98.1
	Not go to college at all	2	1.8	1.9	100.0
	Total	104	92.9	100.0	
Missing	System	8	7.1		
Total		112	100.0		

About 50% of graduates would not change anything about their educational process. 18% would enroll in a different curriculum, and 16% reported they would skip community college and go directly to a four-year. A small percentage reported they would go to a different community college or not go to college at all.

Table 5 below shows how graduates reported their feelings about the usefulness of their coursework to their work or further education, and how satisfied they were with their program and other courses. Graduates were asked to what degree they agreed with the following statements (scale of 1-5, where 1 is "strongly disagree" and 5 is "strongly agree"):

Table 5. Applicability and Satisfaction with Coursework at SPSCC

Descriptive Statistics					
	N	Minimum	Maximum	Mean	Std. Deviation
SPSCC courses provided knowledge for career	105	1	5	3.99	1.087
SPSCC courses provided knowledge for transfer	88	1	5	3.95	1.124
Satisfied with quality of instruction within program	103	1	5	4.06	1.127
Satisfied with quality of instruction outside program	100	1	5	3.98	1.044
Valid N (listwise)	87				

These mean scores are very similar, and indicate an average of “somewhat agree” for each part of the questions. Like previous questions, these results indicate that in general graduates are satisfied with each aspect of their education. The next set of questions asked graduates to indicate their degree to which they agreed or disagreed with the following statement, “ My experience at SPSCC enabled me to...” followed by each of the College Wide Abilities. These results are reported in Table 6, and are listed in order from the highest level of agreement to the lowest.

Table 6. Reflection on College Wide Abilities

	N	Minimum	Maximum	Mean	Std. Deviation
Demonstrate skills in dealing with differences and managing interpersonal relationships	104	1	5	4.15	.932
Integrate and synthesize knowledge	105	1	5	4.13	.921
Think logically and critically	105	1	5	4.11	.984
Understand myself and others in social, political, and economic world	105	1	5	4.07	.993
Communicate effectively	105	1	5	4.03	.945
Function more knowledgeably as responsible citizen	105	1	5	3.97	.995
Demonstrate knowledge of intellectual, cultural, and artistic heritages	104	1	5	3.97	.970
Apply fundamental quantitative and computation skills	104	1	5	3.97	.990
Understand ethical issues and their related responsibilities	103	1	5	3.96	1.084
Explain and apply natural laws and theories	104	1	5	3.72	.970
Valid N (listwise)	100				

Graduates reported the greatest level of agreement with “demonstrate skills in dealing with differences and managing interpersonal relationships.” Graduates reported the lowest level of agreement with “explain and apply natural laws and theories that model the natural world.” Overall, each mean score indicated a level of agreement greater than neutral, which indicates that the graduates’ experiences at SPSCC contributed to their level of skill in each of those areas in a meaningful way.

“Communicate effectively” scored about halfway down the list of all CWA’s, yet did not have a particularly low mean given that there were several comments about writing skills being a weakness in the curriculum. These mean scores were also compared between graduates of a technical program and graduates of a transfer program. Technical graduates reported higher acquisition of 8 out of 10 of the CWA’s. The exceptions were “demonstrate knowledge of intellectual, cultural, and artistic heritages” (equal score for both, 4.00), and “explain and apply natural laws and theories that model the natural world” (technical = 3.55, transfer = 3.82). This result makes sense given that these two CWA are not part of technical students’ general education curriculum.

The final set of questions asked graduates to indicate their level of satisfaction with various campus services. The results are shown in Table 7 ordered from highest satisfaction to lowest.

Table 7. Satisfaction with Campus Services

	N	Minimum	Maximum	Mean	Std. Deviation
Online registration	100	1	5	4.45	.770
Computer labs	80	2	5	4.15	.813
Enrollment Services	105	1	5	4.11	.944
Campus security	93	1	5	3.98	.872
Financial aid office	64	1	5	3.94	1.283
Cafeteria	81	1	5	3.70	1.054
Placement testing	93	1	5	3.66	1.147
Bookstore	105	1	5	3.56	1.270
Academic Advising	100	1	5	3.49	1.243
Valid N (listwise)	48				

The services with a low “N” indicate that many graduates chose the option “not applicable.” This was most common for financial aid. Graduates were most satisfied with the online registration process, and least satisfied with academic advising. Similar to the graduates’ report on the CWA’s, each mean is above “neutral” which indicates an overall satisfaction with each campus service.

Comments

All comments from the entire survey (including weaknesses and deficiencies identified above) were delineated by division and each division dean was provided with the comments verbatim. The wording of the question asking for general comments invited more recommendations than commendations, although those graduates who had compliments were very happy with their time at SPSCC. Two such comments were “I wouldn’t know how to tell you how to improve, I think SPSCC is absolutely wonderful!” and “SPSCC has great teachers who care about students.”

Alternatively, graduates made several suggestions about how SPSCC could better serve students in the future. The most common complaint was overpriced books and problems with the book store staff. The next two most common were complaints about faculty’s capabilities and attitudes, and the cost and accessibility of parking. The rest of the comments were varied, and included things like wanting more specific skills in a program, a mentoring program, better program organization, better advising, and more help from the financial aid office. One recommendation was to change the time of evening classes, as they are too late for people who work early in the morning. One comment was a complaint, but was a good one in that it validated the College’s decision to remove the exit exam as a graduation requirement. This person said, “The exit exam was pointless. I didn’t even care to read the questions.”

Appendix A: Survey Administration Procedure

The 2007 SPSCC Graduate Survey was administered to 693 graduates who received their degrees during the 2006-07 academic year. The mailing list was received from Enrollment Services, and degrees conferred were verified through the COMPLETIONS database. The first mailing included a cover letter (see Appendix B), a survey in a scantron format (see Appendix C), and a business reply envelope with a tracking number. The cover letter included instructions on how to complete an online version of the survey which was also available through Survey Monkey. The tracking number was in place so the graduate's responses could be linked to their degree program. Graduates were asked to supply this tracking number within the online survey as well.

Approximately three weeks after the first mailing, a second mailing was sent in four different modes. The first was an email reminder to those graduates who had an email address on file (approximately 430). The second was a reminder letter about the previously sent survey and an additional reminder about the online version. No paper survey was included (71). The third was a non-scantron version of the survey along with a stamped reply envelope (69). The fourth was a non-scantron version of the survey along with a business reply envelope (56).

For the surveys that were able to be tracked, the following gives the response rate for each mode of delivery within the first and second mailings:

First mailing:

Scantron survey-	40 (5.7% of first pool)
Online survey-	19 (2.7% of first pool)

Second mailing:

Email reminder-	17 (2.6% of second pool)
Reminder letter-	3 (<1% of second pool)
Reminder letter, survey, and stamped reply	7 (1.1%)
Reminder letter, survey, and business reply	6 (<1%)
Total tracked surveys	92
Non-tracked surveys	20

Total responses 112 (Overall response rate 16.2%)

Appendix B: Cover Letter

SOUTH PUGET SOUND
COMMUNITY COLLEGE



Office of Institutional Research
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May 5, 2008

Dear 2007 SPSCC Graduate,

I am writing you today to invite you to participate in our 2007 Graduate Survey. The purpose of the survey is to obtain your opinion about SPSCC and your experience as a student. We would also like to know about your job or transfer experience following your time at SPSCC. The information we collect from our graduates will help inform how well we are doing in meeting the growing and changing needs of our students.

Your responses will be kept confidential. The data will be summarized in aggregate form only so no individual responses can be identified. Your participation in the survey is voluntary, and we very much appreciate your taking a few minutes to share your thoughts. Please use a number 2 pencil to complete the survey, and when you have finished, please return it to the College in the provided prepaid envelope. The survey is also available online on the College's website at www.spscc.ctc.edu. The link is on the main page under "News and Events," and is called "2007 Graduate Survey." The password for the online survey is SPSCC. The last question of the online survey asks for a tracking number, which is located at the bottom of this letter. Please enter this number so we can verify that you have responded so you will not receive any follow up correspondence. Once we see that you have responded, the number will be removed from the survey file and will not be linked to your responses in any way.

Thank you very much for helping us identify how we can make improvements to help current and future students. If you have any questions or comments about the survey, please feel free to contact me at the above email address or phone number.

Sincerely,

Darby Kaikkonen
Director of Institutional Research

Appendix C: 2007 Graduate Survey

Section I. Current Status

1. Which of the following best describes your current status?

- a) Employed full-time, b) Employed part-time, c) Student, d) Not employed, seeking employment, e) Self-employed, f) Not employed, not seeking employment, g) Retired, h) Other _____

Section II. Employment

If you are currently employed, please provide the following information about your employer. If you are not currently employed, please skip to Section III.

2. Name of your employer _____

Job title _____

State and county where your employer is located _____

3. How long (in years) have you been with this employer? _____

4. What is your annual income?

- a) Under \$10,000, b) \$10,000-\$20,000, c) \$20,001-\$30,000, d) \$30,001-\$40,000, e) \$40,001-\$50,000, f) \$50,001 - \$75,000, g) 75,001-\$100,000, h) Above \$100,000

5. How does this pay compare to what you expected as a result of completing your SPSCC program?

- a) Better than expected b) About as expected c) Not as good as expected

6. Is your current job related to the program in which you received your degree?

- a) Yes, directly related b) Yes, indirectly related c) No, not related

7. How does your current job compare to the type of job you expected to have as a result of completing your SPSCC program?

- a) Better than expected b) About as expected c) Not as good as expected

8. How well did SPSCC prepare you for your work responsibilities?

- a) I was very well prepared, b) I was generally well prepared with some weaknesses, c) I was moderately well prepared with some clear deficiencies, d) I was not well prepared (Please list weaknesses or deficiencies _____)

Section III. Transfer Education

If you are continuing your education, please answer the following questions about your transfer experience. If you are not continuing your education, please skip to Section IV.

9. What is the name of the college or university you are currently attending? _____

10. How much transfer credit did you receive for your SPSCC coursework?

- a) 0 – 15 credits, b) 16-30 credits, c) 31-45 credits, d) 46-60 credits, e) 61-90 credits, f) More than 90 credits

11. Are there specific courses that would have made your transfer to a 4 year school easier?

- a) No, b) Yes (please list suggested courses _____)

12. Please select the option below that best describes your transfer of credits:

- a) My transfer institution accepted all of my credits, b) My transfer institution accepted half or more of my credits, c) My transfer institution accepted less than half of my credits, d) My transfer institution did not accept any of my credits
Please list any courses that your transfer institution did not accept: _____

13. How helpful was SPSCC in informing you about your transfer credits and the transfer process?

- a) Helpful; I was well informed about which credits would count for my transfer and how to transfer
b) Somewhat helpful: I was somewhat informed about which credits would count and how to transfer
c) Not helpful: I was not informed about which credits would count or how to transfer

14. How well did your coursework at SPSCC prepare you for your upper division coursework?

- a) I was very well prepared, b) I was generally well prepared, with some weaknesses, c) I was moderately well prepared with some clear deficiencies, d) I was not well prepared (Please list weaknesses or deficiencies _____)

15. What is your current cumulative GPA at your transfer institution? _____

Section IV. SPSCC Effectiveness:

16. If you were starting your education all over again, which would you do?

- a) Attend SPSCC and enroll in the same curriculum
 b) Attend SPSCC but enroll in a different curriculum
 c) Attend a different two-year college
 d) Go directly to a four-year college/university
 e) Not go to college at all

17. How strongly do you agree or disagree with the following statements?

		Strongly Agree	Somewhat Agree	Neutral	Somewhat Disagree	Strongly Disagree	N/A
a.	The courses I have taken provided me with valuable knowledge for my chosen career or research field.						
b.	The courses I have taken provided me with the necessary skills to be successful at my transfer institution.						
c.	I was satisfied with the overall quality of the instruction <u>within</u> my major field.						
d.	I was satisfied with the overall quality of the instruction <u>outside</u> my major field.						

18. How strongly do you agree or disagree with the following statements?

	My experience at SPSCC enabled me to...	Strongly Agree	Somewhat Agree	Neutral	Somewhat Disagree	Strongly Disagree	N/A
a.	Communicate effectively						
b.	Apply fundamental quantitative and computation skills. Understand mathematical relationships						
c.	Demonstrate knowledge of, or practice in, intellectual, cultural, and artistic heritages						
d.	Explain and apply natural laws and theories that model the natural world						
e.	Understand myself and others as I interact in a social, political, and economic world						
f.	Think logically and critically						
g.	Integrate and synthesize knowledge						
h.	Function more knowledgeably as a responsible citizen in our democratic society						
i.	Demonstrate skills in dealing with differences and managing interpersonal relationships						
j.	Understand fundamental ethical issues and their related responsibilities and liabilities.						

19. In thinking about your experience at SPSCC, please indicate your level of satisfaction with each of the following services:

		Very Satisfied	Satisfied	Neutral	Somewhat Dissatisfied	Very Dissatisfied	N/A
a.	Academic advising						
b.	Enrollment services						
c.	Financial aid office						
d.	Online registration						
e.	Computer labs						
f.	Placement testing						
g.	Cafeteria						
h.	Bookstore						
i.	Campus security						

20. Please provide any other comments or feedback you may have about how we can better serve students in the future:

Appendix D: Employers and Job Titles (Listed alphabetically)

Ahelton Health and Rehab
 Armada Corp
 Association of Washington School Principals
 Back on Track Chiropractic and Massage
 Beiss and Sreen, CPA
 Budd Bay Cafe
 Capital Medical Center
 Cedar Park Christian Schools
 Clover Park Tech College
 Continuant
 Cooper Point Dental
 Covent Methodist home
 Dermatology and Allergy Clinic
 DSHS
 Dupont Dental
 Electrocom
 Gastroenterology Associates
 Great Wolf Resort
 Group Health
 H&R Block & Graham Leader
 Independent Owner with Quixtar/Amway Contract
 Key Bank
 Knight Lawyers, Inc.
 North Thurston Public Schools
 Olympia Neurology
 Olympia School District
 Peter Kiewit & Sons Construction
 Private Doctor/Other Employer
 Providence Health Systems
 Providence St. Peter Hospital
 Recon.com
 Remedy
 Safeway
 Self
 South Puget Sound Community College
 St. Joseph Medical Center
 State Of Washington (OFM, L&I, DOT, HEC)
 Tacoma General
 Talbots
 Thurston County Sheriff's Office
 UW-Info Services
 WA State Patrol
 WA State Supreme Court
 Wal-Mart
 Washington Restaurant Association
 Washington State Senate
 Western Washington University

Academic Advising Assistant
 Admin Professional
 Administrative Assistant 4
 Application Developer
 Caregiver
 Checker
 Child Care
 Classroom and Inst Tech
 Clerical assistant
 Client Relations Representative
 Communications Manager
 Courtesy Associate
 Customer Service Rep.
 Data entry
 Deli clerk
 Dental assistant
 Deputy
 Detailer
 Financial advisor
 Fiscal Tech 1
 Horse back riding instructor/horse trainer
 Instructional Tech
 IT Administration
 Lead cook
 Legal Assistant
 Legislative Assistant
 Low Volatage Electrician
 LPN
 Massage Therapist
 Medical assistant
 Nanny
 Office Assistant 2
 Office Assistant 3
 Paraeducator
 Permit Processing Coordinator
 Preschool teacher
 Professional Development Coordinator
 Receptionist
 Registered Nurse
 Sales associate
 Secretary Senior
 Senior legal secretary
 Senior tax preparer & classifieds manager
 Server
 Student Manager
 Trooper
 WCA 2