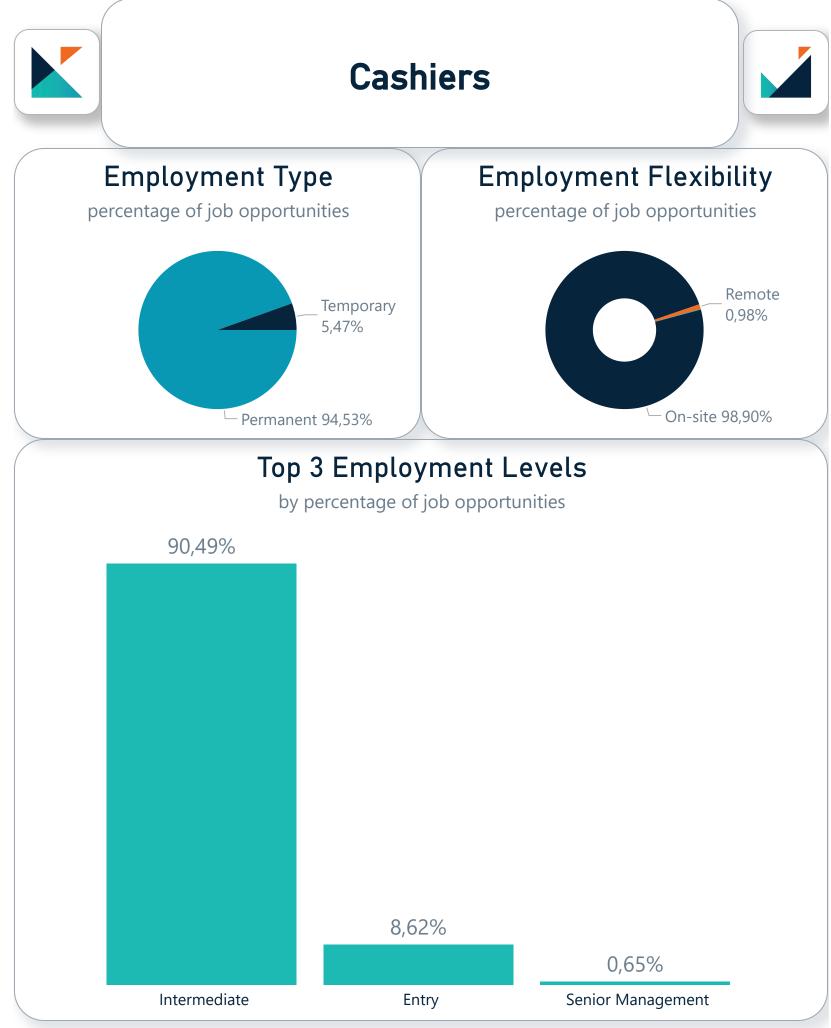




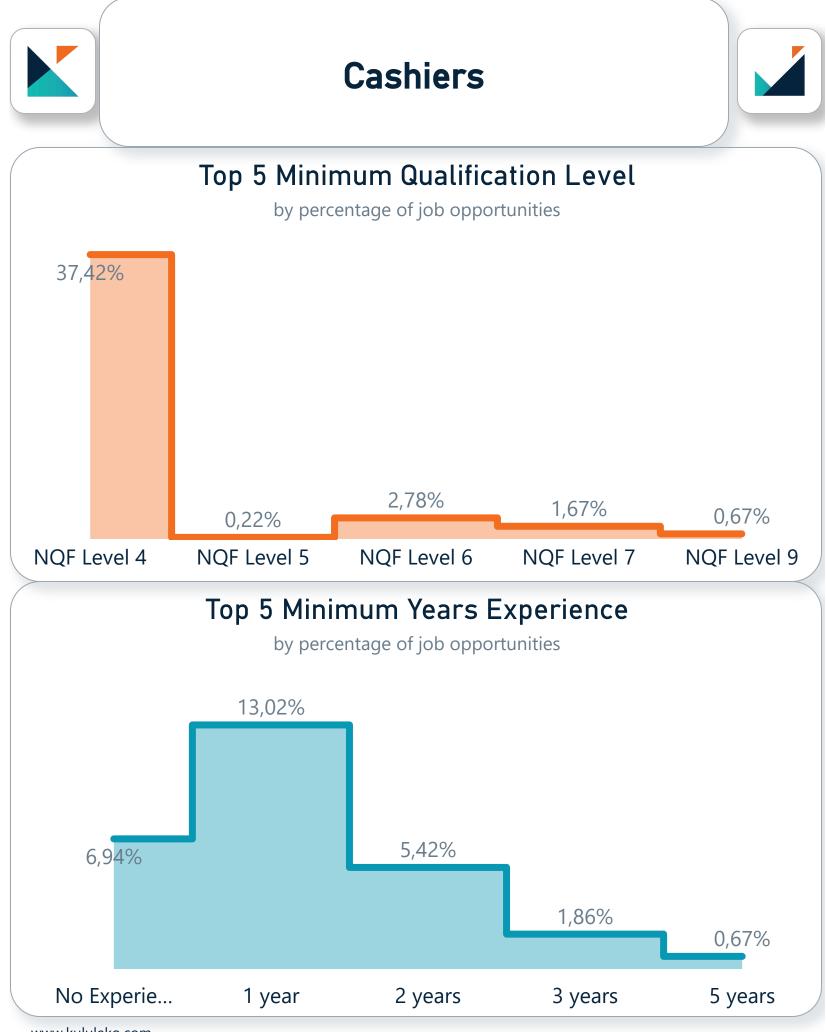


Top 5 Industries by percentage of job opportunities Wholesale and retail trade 59,50% Professional, scientific and technical activities 21,45% Administrative and support activities 3,51% Agriculture, forestry and fishing 3,41% Accommodation and food service activities 2,48% **Top 5 Company Types** by percentage of job opportunities • Public company 18,88% • Private company 6,31% Corporation 0.40% Sole proprietorship • Government agency Partnership ^L 21,43% **Top 5 Company Sizes** by percentage of job opportunities 1 to 100 8.89% 101 to 500 11,48% • 1,001 to 5,000 • 5,001 to 10,000 • 10,001 + 8,65% 4,12% 5,17% -

www.kululeko.com



www.kululeko.com



www.kululeko.com





Top 10 Required Skills

Service Orientation	
Actively looking for ways to help people.	1
Time Management	
Managing one's own time and the time of others.	2
Social Perceptiveness	
Being aware of others' reactions and understanding why they react as they do.	3
Speaking	
Talking to others to convey information effectively.	4
Monitoring	
Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.	5
Critical Thinking	
Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.	6
Active Learning	
Understanding the implications of new information for both current and future problem-solving and decision-making.	7
Active Listening	
Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.	7
Complex Problem Solving	
Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.	7
Learning Strategies	
Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.	7





1

2

3

4

5

Top 5 Required Knowledge Sales and Marketing Principles and methods for showing, promoting, and selling products or services. This includes marketing strategy and tactics, product demonstration, sales techniques, and sales control systems. **Customer and Personal Service** Principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction. **Administration and Management** Business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources. **English Language** The structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar. **Administrative** Administrative and office procedures and systems such as word processing, managing files and records, stenography and transcription, designing forms, and workplace terminology.





Top 10 Required Technology Skills

Internet browser software	
Google Chrome	1
Google	4
Spreadsheet software	
Microsoft Excel	2
Google Sheets	5
Word processing software	
Microsoft Word	3
Google Docs	5
Instant messaging software	
Instagram	7
Web page creation and editing software	
Instagram	7