Oklahoma Licensed and Certified Occupation 2013

Oklahoma Employment Security Commission

OKLAHOMA LICENSED AND CERTIFIED OCCUPATION 2013

Oklahoma Employment Security Commission
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Introduction

The Oklahoma Employment Security Commission (OESC) produced the *Licensed and Certified Occupations of Oklahoma*. The purpose of the handbook is to provide students, clients, counselors and other interested persons with information concerning occupations that require licensing and certification in Oklahoma.

While there are many additional occupations or careers that may require licensure in Oklahoma, we have limited the occupations in this handbook to those requiring licensure based upon successful completion of an examination and/or those requiring a licensing fee. Although there are many occupations that require licensure by federal regulatory agencies or national professional organizations, these occupations may not meet these criteria and, therefore, may not be included in this handbook.

The occupations included in this handbook are considered licensed and certified. To assist in your utilization of the handbook, understanding of the terminology is necessary. In general, a license grants an individual permission to engage in a given occupation after having obtained the minimum degree of competency necessary to ensure that the public's health, safety, and welfare will be reasonably well protected. A certificate grants an individual permission to use a specific title after having met predetermined qualifications established by the regulatory agency. In practice, few people differentiate between the two forms of award, and certain education, experience, and/or competency standards must typically be met in order to qualify for either award.

There are a variety of sources to obtain additional information on the occupations listed. Many of the licensing entities have web sites that will offer information. You may wish to visit the State of Oklahoma web site at http://www.state.ok.us. Sources for occupational information include the Occupational Outlook Handbook, which is normally available in the Reference section of the library or online at http://stats.bls.gov/ooh. There are of course other excellent sources available on the World Wide Web. The Oklahoma Employment Security Commission (OESC) web site offers links to even more web sites. You may visit the OESC site at http://www.ok.gov/oesc_web.

Note:

The following handbook contains wage information based on survey data from 2008 to 2010 obtained by the Bureau of Labor Statistics (BLS). The median wage known as the "middle" number, the median is the boundary between the highest 50% and lowest 50% paid in that occupation. Please consult additional wage resources for more precise information.

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Aboveground Storage Tank Installer

JOB DESCRIPTION

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An aboveground storage tank (AST) installer places tanks that contain regulated substances such as petroleum products in underground storage facilities. The installer may supervise the tank installation or may act as the level-off foreman who operates installation equipment. Hand and machine operated equipment are used by the installer to connect piping from the tank to the dispensing unit or to install monitoring wells on the tank's backfill area. After the installation is complete, the installer conducts integrating testing on the system. Contractors or service station equipment vendors normally employ underground storage tank installers. An aboveground storage tank license is required for an employee of a company to install aboveground storage tank systems. The installer must be on the job site during installation. The company itself does not have to be licensed.

SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level

- No formal education is required; however, a working knowledge of the occupation is necessary
- Knowledge areas include the standards and codes for underground and aboveground storage tank installation.

Continuing Education

- 4 hours every 2 years

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Two years of related work experience
- Experience in three AST activities, two of which must be installations
- Applicant must demonstrate that he/she has 2 years related AST work experience and show evidence that he/she has actively participated in completion of three (3) AST handling activities, two (2) of which must be installations. An Oklahoma AST licensee must supervise installation.

Restrictions

- None

License Duration

- Two years
- A renewal invoice is issued 60 days prior to the expiration date of the license. The renewal fee must be paid, as well as, receipt of required continuing education hours, to keep the license in force. If the license is allowed to lapse, the application process starts all over again.

Licensing Fees
- Application fee - $25
- Two-year License fee - $50 (due after successfully passing the test)

EXAMINATION REQUIREMENTS

Examination Title
- Aboveground Storage Tank Licensing Exam

Description
- Written (The applicant will be apprised of his/her test grade on the day of testing.)
- The questions cover such areas as tank installation, piping installation, corrosion protection, and monitoring well installation.
- The application is obtained by contacting the Oklahoma Corporation Commission's web page at www.occeweb.com. An informational sheet explains the process in detail, including sources of study material for the examination. An "approval to test" letter will be sent advising acceptance of the application. Testing is available Monday through Friday, 9:00 a.m. through 2 p. m.

Examination Fee
- $25 (due prior to testing) subject to change

Dates
- Daily

Passing Criteria
- The applicant will be apprised of his/her test grade the day of testing. A score of 80% or higher is required for issuance of the license. If a score of 80% is not achieved, the exam may be retaken in 30 days.

Reexamination
- Reexamination every 30 days and a fee is required.

OKLAHOMA WAGE

Median Hourly Wage
- $20.57

LICENSING AGENCY

Oklahoma Corporation Commission

Physical Address
2101 N. Lincoln Blvd.
Oklahoma City, OK 73105
Phone: (405) 521-4683
Fax: (405) 521-4945
Web: www.occ.state.ok.us/

Mailing Address.
P.O. Box 52000
Oklahoma City, OK 73152-2000

Accountant, Certified Public (CPA)

JOB DESCRIPTION

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Certified public accountants (CPA) are owners and staff members of public accounting firms. In order to be considered an active CPA, they are required to complete a specified amount of continuing professional education. A public practitioner must also hold a permit to practice public accounting. CPAs also are employed in business and industry, in government, and in education. They advise privately owned and publicly held companies, financial institutions, nonprofit organizations, individuals and all levels of government. CPAs follow a code of professional conduct which stresses independence, integrity, objectivity, technical competence and adherence to professional standards.

SOC 13-2011

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor's degree from accredited college
- 150 credit hours: at least 76 credit hours must be upper division level; 30 credit hours in accounting courses above principles and introductory accounting; one course must be in auditing; 9 hours shall be from the upper division level of business law, economics, statistics, finance, business management, marketing, business communication, MIS or computer science.

Continuing Education

- A minimum of 120 hours of continuing education, including 4 hours of professional ethics, must be completed within a rolling 3-year period with not less than 20 hours per year. A CPA involved in the supervision or review of compilation engagements for third party reliance must earn/report 4 hours of Compilation CPE annually. The Compilation CPE requirement is waived if the CPA works for a firm currently enrolled in a peer review program with an approved sponsor, or is a sole proprietor currently enrolled in a peer review program with an approved sponsor.
- Acceptable CPE subjects include accounting and auditing, advisory services, specialized knowledge and applications, practice management, personal development, taxation, and subjects specifically related to the industry. Other subjects may be acceptable to the Board if those subjects maintain or increase the technical and non-technical professional skills of the applicant for a permit.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- One year work experience in accounting, which equates to 1800 hours of full or part-time employment. Experience must be verified by a CPA, PA or other individual approved by the Board.
- Completion of AICPA Ethics examination with a grade of 90 or above is required for initial certification, and is also required to obtain an initial permit or renew a lapsed permit.
- Oklahoma resident (required for eligibility to take CPA exam as Oklahoma candidate, but not required for subsequent certification after passing exam)
- Good moral character

Restrictions
- Show cause hearing may be required if previously convicted of, or pled guilty or nolo contendere (no contest) to any felony or any crime involving dishonesty or fraud
- Accountant, Certified Public (CPA)

Certificate/License Duration
- Annual renewal of registration based on birth month

Certification Fees
- Registration Fee - $50 a year (annual renewal system)
- Permit Fee - $100 a year (annual renewal system)

EXAMINATION REQUIREMENTS

Examination Title
- Uniform Certified Public Accountant Examination

Description
- Computerized
- The examination for certification as a CPA shall be the Uniform Certified Public Accountant Examination prepared and graded by the American Institute of Certified Public Accountants. The examination subjects are (1) Regulation, (2) Auditing and Attestation (AUDIT), (3) Business Environment and Concepts (BEC), and (4) Financial Accounting and Reporting (FARE).

Application Fee
- $50

Dates
- January, February, April, May, July, August, October, November

Passing Criteria
- 75 on each section

Reexamination
- Application necessary for each reexamination. The examination may be passed in sections as set forth in the Oklahoma Administrative Code.

OKLAHOMA WAGE

Median Hourly Wage
- $24.38

LICENSING AGENCY

Oklahoma Accountancy Board

Physical Address
201 NW 63rd St., Ste. 210
Oklahoma City, OK 73116
Phone: (405) 521-2397
Fax: (405) 521-3118

Mailing Address
201 NW 63rd St., Ste. 210
Oklahoma City, OK 73116

Web: www.ok.gov/oab

Accountant, Public (PA)

JOB DESCRIPTION

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Public accountants (PA) are owners and staff members of public accounting firms. In order to be considered an active PA, they are required to complete a specified amount of continuing professional education. A public practitioner must also hold a permit to practice public accounting. PAs also are employed in business and industry, in government and in education. They advise privately owned and publicly held companies, financial institutions, nonprofit organizations, individuals and all levels of government.

SOC 13-2011

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor's Degree from an accredited four-year college or university.
- Completion of 30 semester hours of accounting course credits, including at least one auditing course.
- Completion of at least 18 semester hours in related subjects, which shall be in any or all of the subjects of economics, statistics, business law, finance, business management, marketing, business communication, financial information systems or computer science.

Continuing Education

- A minimum of 120 hours of continuing education, including 4 hours of professional ethics, must be completed within a rolling 3-year period with not less than 20 hours per year. A PA involved in the supervision or review of compilation engagements for third party reliance must earn/report 4 hours of Compilation CPE annually. The Compilation CPE requirement is waived if the PA works for a firm currently enrolled in a peer review program with an approved sponsor, or is a sole proprietor currently enrolled in a peer review program with an approved sponsor.
- Acceptable CPE subjects include accounting and auditing, advisory services, specialized knowledge and applications, practice management, personal development, taxation, and subjects specifically related to the industry. Other subjects may be acceptable to the Board if those subjects maintain or increase the technical and non-technical professional skills of the applicant for a permit.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- One-year work experience in accounting that equates to 1800 hours of full or part-time employment. Experience must be verified by a CPA, PA or other individual approved by the Board.
- Completion of "Professional Ethics: The AICPA's Comprehensive Course" with a grade of 90 or above is required for initial licensure, and is also required to obtain an initial permit or renew a lapsed permit.
- Oklahoma resident (required to take PA exam as an Oklahoma candidate, but not required for subsequent licensing after passing exam)
- Good moral character

Restrictions
- Show cause hearing may be required if previously convicted of, or pled guilty or nolo contendere (no contest) to any felony or any crime involving dishonesty or fraud
- Accountant, Public (PA)

License Duration
- Annual renewal of license registration based on birth month

Licensure Fees
- Registration Fee - $50 a year (annual renewal system)
- Permit Fee - $100 a year (annual renewal system)

EXAMINATION REQUIREMENTS

Examination Title
- Uniform Certified Public Accountant Examination

Description
- Computerized
- The examination for licensing as a PA includes three of the four sections of the Uniform Certified Public Accountants Examination prepared and graded by the American Institute of Certified Public Accountants. The examination subjects are (1) Regulation, (2) Auditing and Attestation (AUDIT) and (3) Business Environment and Concepts (BEC).

Application Fee
- $50

Dates
- January, February, April, May, July, August, October, November

Passing Criteria
- 75 on each section

Reexamination
- Application necessary for each reexamination. The examination may be passed in sections as set forth in the Oklahoma Administrative Code.

OKLAHOMA WAGE

Median Hourly Wage
- $24.38

LICENSING AGENCY

Oklahoma Accountancy Board

Physical Address
201 NW 63rd St., Ste. 210
Oklahoma City, OK 73116
Phone: (405) 521-2397
Fax: (405) 521-3118
Web: www.ok.gov/oab

Mailing Address
201 NW 63rd St., Ste. 210
Oklahoma City, OK 73116

Advanced Unlicensed Assistant

JOB DESCRIPTION

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An Advanced Unlicensed Assistant (AUA) builds upon job skills traditionally performed by nursing assistants. The AUA is trained to perform additional technical skills as designated on an approved skills list. The AUA works in acute care setting under the supervision of a Registered Nurse or Licensed Practical Nurse.

SOC 31-9092

EDUCATIONAL REQUIREMENTS

Education Level

- 200 contact hours of training in a program approved by the Oklahoma Board of Nursing or equivalent training.

Continuing Education

- Must maintain employment in an acute care setting as an AUA for a minimum of 12 months within the previous 24 months, or complete 12 hours of clinical in-service within the previous 24 months, or retake the certification exam and successfully complete both the written and core skills for renewal.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Training or experience as a nursing assistant

Restrictions

- Individual Board review for arrests or practice violations.
- After felony conviction, ineligible to apply for licensure for five years after sentence completion.

Certificate Duration

- 2 years

Certification Fees

- Certification Fee - $20
- Renewal Fee - $25

EXAMINATION REQUIREMENTS

Examination Title

- Oklahoma Board of Nursing Advanced Unlicensed Assistant Certification Examination

Description
- Written and skills

Examination Fee
- Current cost of examination

Dates
- Scheduled by candidate with testing center

Passing Criteria
- Pass/Fail

Reexamination
- After retesting three times, must repeat the course

OKLAHOMA WAGE

Median Hourly Wage
- $11.83

LICENSING AGENCY

Oklahoma Board of Nursing

Physical Address
2915 N. Classen Blvd., Ste. 524
Oklahoma City, OK 73106
Phone: (405) 962-1800
Fax: (405) 962-1821
Web: www.ok.gov/nursing

Mailing Address
2915 N. Classen Blvd., Ste. 524
Oklahoma City, OK 73106

AHERA Asbestos Inspector

JOB DESCRIPTION

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AHERA asbestos inspectors inspect public buildings for the presence of asbestos. AHERA asbestos inspectors take samples of findings and send the samples to an accredited laboratory for identification. AHERA asbestos inspectors work under the supervision of a licensed AHERA management planner.

SOC 13-1041

EDUCATIONAL REQUIREMENTS

Education Level
- 24 class-hour course for AHERA inspectors

Continuing Education
- Refresher training which fully meets The Oklahoma Accreditation Plan

ADDITIONAL REQUIREMENTS

Restrictions
- Inspector must repeat all AHERA training requirements if a refresher course is not completed within two years of previous training or refresher course.
- License and card must be available at job site upon inspection by the Department of Labor

Licensing Duration
- One year (No grace period wherein an inspector will be allowed to work with an expired license.)

Licensing Fee
- $25

EXAMINATION REQUIREMENTS

Examination Title
- AHERA Inspector Exam

Description
- Varies by school

Examination Fee
- Included in course fee (varies by school)

Dates
- Last day of course instruction

Passing Criteria
- 70%

Reexamination
- Upon completion of annual refresher course

OKLAHOMA WAGE

Median Hourly Wage
- $20.44

LICENSING AGENCY

Department of Labor
Asbestos Division

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212
Phone: (405) 521-6464
Fax: (405) 521-6025
Web: www.ok.gov/odol

Mailing Address
3017 S. Stiles, Suite 100
Oklahoma City, OK 73105

AHERA Asbestos Management Planner

JOB DESCRIPTION

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AHERA asbestos management planners prepare management plans specifying response actions for asbestos containing materials.

SOC 47-4041

EDUCATIONAL REQUIREMENTS

Education Level
- Bachelor's degree in a technical subject or equivalent
- 24 class-hour course for AHERA inspectors
- 16-hour course for asbestos management planner supplied by providers accredited by the EPA

Continuing Education
- Management planner refresher training

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- None

Restrictions
- Must repeat the AHERA training requirements if it has been more than two years since previous refresher training course or management planner training course

Licensing Duration
- One year (No grace period wherein a management planner will be allowed to work with an expired license.)

Licensing Fee
- $500 (If an applicant applies for both a Project Designer and Management Planner license, then they will only pay the $500 fee instead of the $1000 fee, basically getting two licenses for the price of one.)

EXAMINATION REQUIREMENTS

Examination Title
- AHERA Asbestos Management Planner Exam

Description
- Examination areas relate to areas of study in course

Examination Fee
- Included in course fee

Dates
- Last day of course instruction

Passing Criteria
- 70%

Reexamination
- Upon completion of annual refresher course

OKLAHOMA WAGE

Median Hourly Wage
- $15.09

LICENSING AGENCY

Department of Labor
Asbestos Division

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212
Phone: (405) 521-6464
Fax: (405) 521-6025
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212

AHERA Asbestos Project Designer

JOB DESCRIPTION

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AHERA asbestos project designers are responsible for the preparation of plan and/or specifications for response actions for asbestos-containing materials in any facility.

SOC 13-1111

EDUCATIONAL REQUIREMENTS

Education Level

- Must meet all requirements for accreditation for asbestos project designer.
- Bachelor's degree or advanced degree in architecture, engineering, or industrial hygiene, or an equivalent combination of education, training, and experience as determined by the Commissioner.

Continuing Education

- Required refresher training course

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- None

Restrictions

- Must repeat the AHERA training requirements if it has been more than two years since previous refresher training course or management planner training course

License Duration

- One year (No grace period wherein a project designer will be allowed to work with an expired license.)

Licensing Fees

- $500 (If an applicant applies for both a Project Designer and Management Planner license, then they will only pay the $500 fee instead of the $1000 fee, basically getting two licenses for the price of one.)

EXAMINATION REQUIREMENTS

Examination Title

- AHERA Designer Examination

Description

- Examination areas relate to areas of study in course

Examination Fee
- Included in course fee

Dates
- Last day of course instruction

Passing Criteria
- 70%

Reexamination
- Upon completion of annual refresher course

OKLAHOMA WAGE

Median Hourly Wage
- $30.36

LICENSING AGENCY

Department of Labor
Asbestos Division

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212
Phone: (405) 521-6464
Fax: (405) 521-6025
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212

Alternative Fuels Technician

JOB DESCRIPTION

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An alternative fuels certified technician is an automotive technician who services, repairs, modifies, or installs compressed natural gas (CNG), liquid petroleum gas (LPG) equipment/parts on vehicles or EV, electric vehicles.

SOC 19-4041

EDUCATIONAL REQUIREMENTS

Education Level

- CNG & LPG-Complete a state approved course/skill assessment test prior to sitting for the state certification written test.
- EV-Currently, EV testing is suspended until the course curriculum can be completed.

Continuing Education

- Training programs for both CNG and LPG technicians are available and highly recommended.

EXPERIENCE REQUIREMENTS

Provide one of the following:

- A certificate of completion from a NATEF certified electrical and engine performance course in automotive or heavy truck;
- One year documented experience in automotive or heavy truck repair and/or maintenance or equivalent to be determined by the Committee;
- ASE certification in automotive or heavy truck electrical course and engine performance courses.

Restrictions

- None

Certificate Duration

- Annual certification renewed September 1 of each year

Certification Fees

- Certification Fee - $50
- Renewal Fee - $50

EXAMINATION REQUIREMENTS

Examination Title

- Certified Natural Gas and/or Liquid Petroleum Gas Exam

Description
- 75 multiple-choice questions
- Examination areas include installation, state law, and NFPA 52 for CNG and NFPA 58 for LPG
- Examination Fee
- $50

Dates
- Dependent on course completion and testing site availability.

Passing Criteria
- 80% on both skill assessments and written test.

Re-examination
- After first attempt, the exam may be retaken after a minimum of 30 days.
- After second and subsequent attempts, 90 days must intervene between exams.

OKLAHOMA WAGE

Median Hourly Wage
- $23.32

LICENSING AGENCY

Oklahoma Division of Capital Assets Management (DCAM)
Committee of Alternative Fuels Technician Examiners (CAFTE)

Physical Address/Mailing Address
317 NE 31st Street, Suite A
Oklahoma City, OK 73105-4003
Phone: (405) 521-2052
Fax: (405) 525-2682
Web: www.ok.gov/DCS

Anesthesiologist Assistant

JOB DESCRIPTION

Return to Table of Contents

To perform medical services delegated and directly supervised by a supervising anesthesiologist.

SOC 29-1071

EDUCATIONAL REQUIREMENTS

- Graduate from an approved program for the education and training of anesthesiologist assistants.

ADDITIONAL REQUIREMENTS

- Certified in advanced cardiac life support, continuing education and malpractice insurance or proof of financial responsibility.

EXAMINATION

- Passing score on the examination administered through the National Commission for Certification of Anesthesiologist Assistants.

OKLAHOMA WAGE

Median Hourly Wage

- $41.06

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P. O. Box 18256
Oklahoma City, OK 73154-0256

Architect

JOB DESCRIPTION

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An architect plans and designs private as well as public buildings such as churches, factories, and hospitals. Architects organize all services necessary for construction. They can be involved during every phase of construction with the design, engineering, managerial, and supervisory responsibilities. Architects can practice privately or work for builders, real estate developers, and other businesses that have large construction programs.

SOC 17-1011

EDUCATIONAL REQUIREMENTS

Education Level

- A bachelor's degree in architecture from an accredited program or the substitution of equivalent standards as defined by Board. Foreign education evaluated by Board individually, as is pre-professional education.
- Areas of testing include pre-design; site planning; general structures; building planning; building technology; lateral forces; mechanical and electrical systems; materials and methods; and construction documents and services.
- Three years of approved training under an architect and completion of the Intern Development Program. Some training credit may be earned by working under the responsible control of an engineer, land surveyor, landscape architect or planner.

Continuing Education

- 24 hours of health, safety and welfare every two years

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good moral character
- 21 years of age
- Legal resident of Oklahoma (if applying for initial registration only)

Restrictions

- Fraud, deception, or misrepresentation in applying for a certificate of registration, certificate of authority, or in taking the examinations
- Noncompliance with statutory, rule, and regulation requirements for qualifying for licensure
- Violating the State Architectural Act or any rule, regulation, or order issued by the Board
- Conviction of a felony
- Mentally impaired
- Gross incompetence
- For additional grounds for denial, revocation, suspension, refusal to renew, orders, injunctions, civil and/or criminal penalties, see the Oklahoma Administrative Code, Title 55, for the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers of Oklahoma.

License Duration
- All licenses expire June 30 and are renewed every two years.

Licensing Fees *(subject to change)*
- Application Fee - $100
- License Fee - $325
- Renewal Fee - $325

EXAMINATION REQUIREMENTS

Examination Title
- Architect Registration Examination (ARE)

Description
- The ARE assesses a candidate's knowledge, skills, and abilities to provide various services required in the practice of architecture, concentrating on the professional services that affect the public health, safety, and welfare. The exam evaluates competence to protect the public by providing the architectural services of pre-design, site design, building design, building systems, and construction documents and services. ARE consists of the following seven divisions:
  - Programming, Planning & Practice
  - Site Planning & Design
  - Building Design & Construction Systems
  - Schematic Design
  - Structural Systems
  - Building Systems
  - Construction Documents & Services

Examination Fees *(subject to change)*
- $50 administrative/application fee
- $210 each division

Dates
- Entire exam – year round, by computer

Passing Criteria
- Pass/Fail basis

Reexamination
- Rolling Clock - five years of the first passed section
- Beginning July 1, 2009, all Architect Candidates shall individually appear and pass the required examinations and retain or forfeit grades according to the current policies and procedures adopted by NCARB and this Board.

OKLAHOMA WAGE

Median Hourly Wage
- $30.76

LICENSING AGENCY

Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers of Oklahoma

Physical Address
3555 N.W. 58th, Ste. 640
Oklahoma City, OK 73112
Phone: (405) 949-2383
Fax: (405) 949-1690
Web: www.ok.gov/architects

Mailing Address
P.O. Box 53430
Oklahoma City, OK 73152

Asbestos Abatement Contractor

JOB DESCRIPTION

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An asbestos abatement contractor hires and supervises the activities of workers engaged in the removal, encapsulation, or enclosure of asbestos and asbestos-containing materials found in ceilings, walls, floors, and other structures. The contractor is also responsible for ensuring that equipment and workers meet safety standards. Asbestos abatement contractors operate from licensed asbestos abatement companies.

SOC 47-4041

EDUCATIONAL REQUIREMENTS

Education Level

- Two courses in asbestos abatement accredited by the EPA, one of which must be contractor/supervisor course
- Possible areas of study include physical characteristics of asbestos, health hazards of asbestos, employee personal protection equipment and clothing, medical monitoring procedures, and the work practices for asbestos abatement, such as site preparation, operational procedures, OSHA, NIOSH, EPA, and DOL standards, and transport and transportation of asbestos.

Continuing Education

- Compliance with The Oklahoma Accreditation Plan

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Evidence of respiratory training and equipment operation
- Must be of good character
- The applicant shall designate a minimum of one, or a maximum of two, responsible parties to be named on the license. Such responsible parties shall have and maintain the training credentials required for licensing.

Restrictions

- No contractor may perform asbestos abatement after expiration of license.
- Conviction of a felony
- Notice of Violation (NOV) of NESHAP regulations
- Contractors whose license has expired for more than 30 days must meet all the requirements for a new license.

License Duration

- One year – new applicants have 120-day waiting period
- Any contractor not performing abatement work, which falls under the jurisdiction of the Commissioner during the period of the issued license, shall be considered a new applicant for purposes of licensing and training.

Licensing Fees

- License Fee – Initial $1,000 nonrefundable, additional $500 at the time license is issued ($1000 fee is a one-time fee unless the license has been lapsed for more than 30 days.)
- Renewal Fee - $500

EXAMINATION REQUIREMENTS

Examination Title

- Asbestos Abatement Contractor/Supervisor Examination

Description

- Written
- Examination areas relate to areas of study

Examination Fee

- Included in course fee

Dates

- Last day of course instruction

Passing Criteria

- 70%

Reexamination

- Upon completion of annual refresher course

OKLAHOMA WAGE

Median Hourly Wage

- $15.09

LICENSING AGENCY

Department of Labor
Asbestos Division

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212
Phone: (405) 521-6464
Fax: (405) 521-6025
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212

Asbestos Abatement Supervisor

JOB DESCRIPTION

Return to Table of Contents

An asbestos abatement supervisor supervises and coordinates activities of workers engaged in removing asbestos from ceilings, walls, floors, and other structures. The supervisor is also responsible for reviewing job specifications, inspecting work sites, and conferring with contracting agents to evaluate removal projects. An asbestos abatement supervisor hires new workers and instructs workers in safety and removal procedures.

SOC 47-1011

EDUCATIONAL REQUIREMENTS

Education Level

- Asbestos Abatement Supervisor's course supplied by providers accredited by the EPA
- Two-day course in confined space entry following the NIOSH curriculum in confined space entry
- NIOSH 582 course in analysis of airborne asbestos dust or a two-day course in air-monitoring techniques

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- CPR training by the American Heart Association, the American Red Cross, or approved provider
- First aid training by the American Heart Association, the American Red Cross, or approved provider
- Six-months experience as an asbestos abatement worker on job sites inspected by the Department of Labor

Restrictions

- Licenses are issued in the name of the applicant and shall be valid only when working for a licensed contractor.
- License card must be available on job site

License Duration

- One year (No grace period wherein a supervisor will be allowed to work with an expired license.)

Licensing Fees

- License Fee - $25
- Renewal Fee - $25

EXAMINATION REQUIREMENTS

Examination Title
- Asbestos Abatement Contractor/Supervisor Training Examination

Description
- Examination relates to areas of study in course

Examination Fee
- Included in course fee

Dates
- Last day of course instruction

Passing Criteria
- 70%

Reexamination
- Varies upon school

OKLAHOMA WAGE

Median Hourly Wage
- $25.57

LICENSING AGENCY

Department of Labor
Asbestos Division

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212
Phone: (405) 521-6464
Fax: (405) 521-6025
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212

Asbestos Abatement Worker

JOB DESCRIPTION

Return to Table of Contents

An asbestos abatement worker removes, encapsulates, or encloses asbestos and asbestos-containing material found in ceilings, walls, beams, boilers, and other structures. The worker follows hazardous waste handling guidelines while preparing the work area and surrounding the facility for abatement. The worker also operates and positions the asbestos removal equipment. A licensed asbestos abatement contractor employs an asbestos abatement worker.

SOC 47-4041

EDUCATIONAL REQUIREMENTS

Education Level

- 32-hour course in asbestos abatement at an accredited program with 16 hours related to hands-on, simulated work experience.
- Possible areas of study include physical characteristics of asbestos, health hazards of asbestos, employee personal protection equipment and clothing, medical monitoring procedures, and the work practices for asbestos abatement, such as site preparation, operational procedures, OSHA, NIOSH, EPA, and DOL standards and transport and transportation of asbestos.

Continuing Education

- Eight hours annually.
- Refresher course must be accredited

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Evidence of respiratory training and equipment operation

Restrictions

- Any worker who has not taken the required refresher-training course within two years of previous training or refresher course must repeat all training requirements.
- License valid only when working for a licensed contractor
- License cards must be available on job site

License Duration

- One year (No grace period wherein a worker will be allowed to work with an expired license.)

Licensing Fees

- License Fee - $25
- Renewal Fee - $25

EXAMINATION REQUIREMENTS

Examination Title
- Asbestos Abatement Worker Examination

Description
- Written
- Examination areas relate to areas of study

Examination Fee
- Included in course fee

Dates
- Last day of course instruction

Passing Criteria
- 70%

Reexamination
- Upon completion of annual refresher course

OKLAHOMA WAGE

Median Hourly Wage
- $15.09

LICENSING AGENCY

Department of Labor
Asbestos Division

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212
Phone: (405) 521-6464
Fax: (405) 521-6025
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105-5212

Athletic Trainer

JOB DESCRIPTION

Return to Table of Contents

An athletic trainer is a person whose major responsibility is the rendering of professional services for the prevention, emergency care, first aid, and treatment of injuries incurred by an athlete by whatever methods are available, upon written protocol from the team physician or consulting physician to effect care, or rehabilitation.

SOC 29-9091

EDUCATIONAL REQUIREMENTS

Education Level

- Successfully completed the athletic training curriculum requirements of an accredited college or university approved by the State Board of Medical Licensing and Supervision, or
- Hold a four-year degree from an accredited college or university and have completed at least two consecutive years as an apprentice athletic trainer directly supervised by a licensed athletic trainer (military duty accepted), or
- Be licensed or certified in physical therapy, having spent at least 800 hours working under the direct supervision of a licensed athletic trainer.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- None

Restrictions

- None

License Duration

- Expires annually on August 31

Licensing Fees

- Application Fee - $145
- Renewal Fee - $55

EXAMINATION REQUIREMENTS

Examination Title

- National Athletic Trainers Association Board of Certification (NATABOC)

Description

- The written exam consists of 150 questions covering the following six content areas: (1) prevention, (2) recognition and evaluation, (3) management/treatment of disposition, (4) rehabilitation, (5) organization and administration, and (6) education and counseling.

Examination Fee

- $225 - $275

Dates

- Four times a year: January, May, June, and September

Passing Criteria

- The passing point is set using a quota free process, off modified technique

Reexamination

- Upon failure to pass any part of the exam, an applicant may retake that part of the exam until such time that a passing score is obtained

OKLAHOMA WAGE

Median Annual Salary Wage

- $34,702

LICENSING AGENCY

State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P. O. Box 18256
Oklahoma City, OK 73154-0256

Athletic Trainer, Apprentice

JOB DESCRIPTION

Return to Table of Contents

An apprentice athletic trainer assists in the duties performed by an athletic trainer under the direct supervision of a licensed athletic trainer.

SOC 29-9091

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is preferred.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- None

License Duration

- Expires annually on August 31

Licensing Fees

- Application Fee - $30
- Renewal Fee - $15

OKLAHOMA WAGE

Median Annual Salary Wage

- $34,702

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P. O. Box 18256
Oklahoma City, OK 73154-0256

Attorney (Lawyer)

JOB DESCRIPTION

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An attorney, or lawyer, counsels people on their legal rights and obligations and suggests particular courses of action in business or personal matters. The attorney may represent one of the opposing parties in criminal and civil trials by presenting arguments that support the client in a court of law. Although most lawyers deal with many different areas of law, a significant number concentrate on a branch of law, such as probate, admiralty, or international law. Lawyers can practice privately or in a partnership with another attorney. Lawyers also find employment as law school professors, judges, or administrators in a variety of occupations.

SOC 23-1011

EDUCATIONAL REQUIREMENTS

Education Level

- Juris Doctor degree from an ABA-accredited law school
- Possible areas of study include fundamental courses such as constitutional law, contracts, property law, legal ethics, judicial procedures, and legal writing. Additional course work is based upon areas of specialization.

Continuing Education

- Twelve hours of approved continuing legal education is required annually
- One hour of the continuing education hours must cover the area of professional responsibility or legal ethics or legal malpractice prevention.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good moral character
- 18 years of age
- Due respect for the law
- Fitness to practice law
- Oath of office

Restrictions

- Individual Board review for Board violations

License Duration

- Lifetime

Licensing Fees

- Annual dues for OBA - $275

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma Bar Examination

Description
- Written
- Possible examination areas include code of professional responsibility, commercial law, property, procedural law, criminal law, business associations, constitutional and administrative law, torts, interstate succession, wills, conflicts of law, and family law.

Examination Fee
- $300

Dates
- Last Tuesday of February and the day following; Last Tuesday of July and the day following.

Passing Criteria
- 2,400 points (a scaled score of 135 on the Multi-state Bar Exam equals 1,200 points, 75% on the essay questions equals 1,200 points)

Reexamination
- Reexamination registration is required ten weeks prior to date of exam

OKLAHOMA WAGE

Median Hourly Wage
- $37.10

LICENSING AGENCY

Board of Bar Examiners of the State of Oklahoma

Physical Address
1901 N. Lincoln Blvd.
Oklahoma City, OK 73105
Phone: (405) 416-7075 or
1-800-522-8065 (In-state WATS)
Fax: (405) 528-4103
Web: www.okbbe.com

Mailing Address
P.O. Box 53036
Oklahoma City, OK 73152

Audiologist

JOB DESCRIPTION

Return to Table of Contents

An audiologist examines and evaluates persons who have or are suspected of having a hearing disorder. Audiologists are also concerned with the prevention of hearing impairment and the conservation of hearing in children and adults. They assess the type and degree of hearing impairment and add those findings to educational, medical, behavioral, and other diagnostic data to establish a program of auditory training, speech reading, or counseling for the individual. Educational institutions; speech, language, and hearing centers; and health care institutions largely employ audiologists.

SOC 29-1181

EDUCATIONAL REQUIREMENTS

Education Level

- Each audiology applicant shall hold not less than a post-baccalaureate residential professional doctor of audiology degree (Au.D) from a regionally accredited academic institution, a post-masters distance education professional doctor of audiology degree (Au.D.) from a regionally accredited academic institution, a Doctor of Philosophy degree (Ph.D.) with emphasis in audiology from a regionally accredited academic institution, or its equivalent as determined by the Board.
- Each audiology applicant seeking licensure shall submit a bona fide official academic transcript(s) and verification of (Academic Preparation and Practicum Form -Verification for Licensure Application) completion of at least 75 semester credit hours in graduate or professional courses from one or more accredited colleges or universities that reflect a well-integrated program of study dealing with the practice of audiology. Specific knowledge must be demonstrated in the following areas:
    (A) identification, diagnosis, assessment, measurement, testing, appraisal and evaluation related to hearing, vestibular function, equilibrium, balance and fall prevention;
    (B) prevention, treatment, intervention, management and counseling related to hearing, vestibular function, equilibrium, balance and fall prevention, and associated neural systems;
    (C) identification, evaluation and treatment of any abnormal condition related to auditory sensitivity, acuity, tinnitus, function or processing, speech, language or other aberrant behavior resulting from hearing loss;
    (D) designing, and implementing aural habilitation and rehabilitation or other related programs for the amelioration of disorders of hearing, vestibular function, equilibrium, balance, and fall prevention and associated neural systems;
    (E) measurement and interpretation of sensory and motor evoked potentials, electromyography, and other electro diagnostic tests for purposes of neurophysiologic intraoperative monitoring of central nervous system, spinal cord and cranial nerve function.

- Waiver of transcript. The Board shall waive the transcript requirement and grant a license to any applicant for licensure as an audiologist who holds the Certificate of Clinical Competence of the American Speech-Language-Hearing Association or its current

equivalent, provided that the current requirements for such certification are equivalent to or greater than those for licensure under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended.

Continuing Education
- Twenty clock hours per two-year interval

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Passing score – National Examination for Speech-Language Pathologists & Audiology (ETS)
- Minimum of three references from licensed audiologists

Restrictions
- None

License Duration
- One year

Licensing Fees
- $85

EXAMINATION REQUIREMENTS

Examination Title
- National Examination for Speech-Language Pathology & Audiology (ETS)

Description
- 150 multiple-choice examination – 2 hour time limit
- Possible examination areas include physiology, anatomy, and testing; industrial audiology; calibrations and measurement; hearing aid and amplification testing and fitting; and aural rehabilitation.

Examination Fee
- $45

Dates
- May, July, and November

Passing Criteria
- 600

Reexamination
- Upon payment of examination fee

OKLAHOMA WAGE

Median Hourly Wage
- $27.03

LICENSING AGENCY

State Board of Examination for Speech-Language Pathology and Audiology

Physical Address
3700 N. Classen Blvd., Ste. 248
Oklahoma City, OK 73118
Phone: (405) 524-4955
Fax: (405) 524-4985
Web: www.ok.gov/obespa

Mailing Address
P.O. Box 53592
Oklahoma City, OK 73152

Bail Bondsman

JOB DESCRIPTION

Return to Table of Contents

A bail bondsman investigates an arrested person to determine bondability based upon character and financial status. If approved for bond, the bondsman furnishes bond for fee upon determining the intention of the accused to appear in court. The bondsman posts and signs appearance bond with court clerk to obtain release of client and pays the court the face amount of the bond in the event of a forfeiture. A surety bondsman must be appointed by either an insurance company approved to write bail in the state of Oklahoma or a professional bondsman.

SOC 23-2099

EDUCATIONAL REQUIREMENTS

Education Level
- Sixteen hours of pre-license education sponsored by the Oklahoma Bondsman Association
- Possible areas of study include subjects pertinent to duties, responsibilities, and bail law.

Continuing Education
- Eight hours annually
- The Oklahoma Bondsman Association provides continuing education requirements.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Citizen of United States
- 21 years of age
- One year state residence required
- High school diploma or its equivalent

Restrictions
- Not previously convicted of, or pled guilty or nolo contendere (no contest) to any felony, or to a misdemeanor involving moral turpitude or dishonesty

License Duration
- Two years based on individual's birth month

Licensing Fees
- Application Fee - $450 (includes application, investigation, and examination fee)
- Renewal Fee - $200

EXAMINATION REQUIREMENTS

Examination Title
- Bail Bond License Examination

Description
- Written (multiple choice)
- Possible examination areas include procedures, duties, responsibilities, and bail bond law.
- Possible areas of emphasis for practical application exam include definitions, open and ongoing investigative files, licensing required, expiration date, contents of application fee, cash bondsman, examination fees, renewal licenses, violations and penalties, notice of violation, appeals, monthly reports, persons prohibited as bondsmen, signing of bonds, insurers to list bondsmen-appointments, discontinuance of writing bonds-notice, registration of license, affidavit of undertaking, property bonds, procedures for surrender of defendants, procedures for forfeitures, enforcement of liability, bail on personal recognizance, penalty for incurring forfeiture to comply with personal recognizance penalties for violations, use of telephone, access to jails, and persons excluded.

Examination Fee
- $100

Dates
- As scheduled. Applications are valid for six months after submission.

Passing Criteria
- 70%

Reexamination
- The failure of an applicant to pass an examination shall not preclude the applicant from taking subsequent examinations; provided, however, that at least thirty (30) days shall intervene between examinations; and provided further, after a third or subsequent examination failure, an applicant may not be examined for at least one (1) year after the last examination failure.

OKLAHOMA WAGE

Median Hourly Wage
- $21.14

LICENSING AGENCY

State of Oklahoma Insurance Department
Bailbond Division

Physical Address
3625 NW 56th Street, Ste 100
Oklahoma City OK 73112-4511
(405) 521-6610 Phone
(405) 522-6905 Fax
Web: www.bailbonds.oid.ok.gov

Mailing Address
3625 NW 56th Street, Ste 100
Oklahoma City OK 73112-4511

Barber

JOB DESCRIPTION

Return to Table of Contents

A barber, barber instructor, graduate apprentice barber, or an apprentice barber cuts, shampoos, or styles hair according to customer instructions. Barbers may also provide hair and scalp treatments, shaves, and facial massages. Barbers are responsible for maintaining their hair styling equipment and work area, and often for selling cosmetic products. Most barbers work in barbershops and beauty salons, but some find employment in department stores, hotels, and hospitals.

SOC 39-5011

EDUCATIONAL REQUIREMENTS

Education Level

- Graduate of a nine-month (1,500 clock hours) barber college or completion of 18 months (3,000 clock hours) as a barber apprentice
- Possible areas of study include chemistry of hair, sanitation of equipment, hair cutting, scalp care, shampooing, tinting, dyeing, bleaches, and permanent waves.

Continuing Education

- None

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 16 years of age
- Reading ability (English Language)
- Good moral character
- Must demonstrate competence in cutting, dyeing, and shampooing hair as well as giving permanents and facials

Restrictions

- None

License Duration

- One year (expires June 30 each year)

Licensing Fees

- License Fee - $25
- Renewal Fee - $25
- Instructor License Fee - $50
- Instructor Renewal Fee - $50
- Reciprocal License – Initial License Fee - $200
- Barber College Renewal Fee - $200
- Barber Apprentice Fee - $50
- Hardship Apprentice Fee - $25
- Graduate Apprentice Fee - $10

EXAMINATION REQUIREMENTS

Examination Title
- Barber's License Examination
- Instructor's License Examination

Description
- Both written and practical
- Written examination on curriculum in format of 100 multiple-choice questions
- Practical examination areas include giving a tapered haircut to a male model and a layered haircut to a female model.

Examination Fee
- Barber - $35
- Instructor - $50

Dates
- Barber – Every other month (6 times a year) for combination practical and written exam
- Barber – Every month (12 times a year) for written only retest
- Instructor – Every month (12 times a year) for required written only exam

Passing Criteria
- Barber – 70% on each part (3 part exam)
- Instructor – 70% written exam only

Reexamination
- 60-day intervention between examination attempts, for any combination practical and written exam
- 30-day intervention between examination attempts, for written only exams (includes barber retests and instructor exams)
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $10.91

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Blaster, Surface

JOB DESCRIPTION

Return to Table of Contents

A surface blaster determines the type and amount of explosives required to separate or fracture stone or minerals from solid formations. The blaster is in charge of or responsible for all phases of explosives used, materials, and blasting agents. This may include storage, transportation, and charging of blast holes. A surface blaster is employed in the mining industry and normally works at rock quarries, coalmines, or at the location of other mineral deposits.

SOC 47-5031

EDUCATIONAL REQUIREMENTS

Education Level
- Completion of a three day course at the Mining Institute
- Possible areas of study relate to Oklahoma State Mining rules and regulations.

Continuing Education
- An eight-hour refresher course is required every two years.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 21 years of age
- One year of experience under a certified blaster for Mine Blasting certification.

Restrictions
- Conviction of a felony

Certificate Duration
- Two years

Certification Fees
- Certification fee - $10

EXAMINATION REQUIREMENTS

Examination Title
- Surface Blasting Certification Exam

Description
- Written
- Possible examination areas relate to the Oklahoma State Mining Requirements Title 45 and Title 63.

Examination Fee
- Included in certification Fee

Dates
- Monthly for Refresher courses.
- Twice per year for Initial Certification.

Passing Criteria
- 76%

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.58

LICENSING AGENCY

Oklahoma Mining Commission

Physical Address
2915 N Classen Blvd Ste 213
Oklahoma City, OK 73106
Phone: (405) 427-3859
Web: www.ok.gov/mines

Mailing Address
2915 N Classen Blvd Ste 213
Oklahoma City, OK 73106

Body Piercing and Tattoo Artist

JOB DESCRIPTION

Return to Table of Contents

"Tattooing" means the practice of producing an indelible mark or figure on the human body by scarring or inserting a pigment under the skin using needles, scalpels, or other related equipment. "Body piercing" means a procedure in which an opening is created in a human body solely for the purpose of inserting jewelry or other decoration. A license for both tattooing and body piercing is required to practice either in the state of Oklahoma.

SOC 39-9099

EDUCATIONAL REQUIREMENS

Education Level
- Not applicable

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be at least eighteen (18)
- Must possess two (2) years license from another state (if state does not license, proof can be tax records, or shop inspections with individuals name included); or proof of a completed approved apprentice program verified by the Department of Health
- Must be affiliated with a body piercing or tattoo establishment that has a current license
- Current blood borne pathogen certification recognized from a nationally accredited program
- Current first aid certification
- Current CPR certification

Restrictions
- Not applicable

License Duration
- One year

License Fees for Body Piercing
- Initial license - $250
- Renewal - $250

License Fees for Tattoo Artist
- Initial license - $250
- Renewal - $250

EXAMINATION REQUIREMENTS

Exam Title
- Tattoo/Body Piercing Artist

Description
- Written
- Will include knowledge of anatomy, physiology, and disease; theory and application of ink; safety and aseptic technique; professionalism; and client consultation services.

Exam Fee
- $200

Dates
- Contact www.okcareertech.org for details.

Passing Criteria
- A candidate shall have a minimum passing score of 70%

Re-examination
- Candidates may retest up to two (2) times. A candidate who does not pass the written examination must wait at least seven (7) days before retesting. Any candidate who is unable to attain competency after there attempts shall be required to enroll or re-enroll in an apprentice program.

OKLAHOMA WAGE

Median Hourly Wage
- $8.80

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Broker-Dealer Agent

JOB DESCRIPTION

Return to Table of Contents

A broker-dealer agent is a securities sales representative who works for or represents a broker-dealer and who buys and sells securities for investors. In addition, an agent's responsibilities may include offering financial counseling and educating clients in trading practices. Agents and their broker-dealers may serve a variety of clients such as private investors or institutional investors. An agent or broker-dealer may choose to specialize in one or more specific financial products such as stocks, bonds, or options.

SOC 41-3031

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include uniform state securities laws and general securities knowledge.

Continuing Education

- As required by the Financial Industry Regulatory Authority (FINRA)

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Conviction of a felony
- Violation of securities laws
- Conviction of certain misdemeanors (< 10 years)
- Target of certain regulatory orders

License Duration

- One year (expires annually on December 31)

Licensing Fees

- License fee - $50
- Renewal fee - $50

EXAMINATION REQUIREMENTS

Examinations

- Go to www.securities.ok.gov then "Broker-dealer"

Description
- Written
- Possible examination areas include uniform state securities laws and general securities knowledge.

Examination Fee
- Established by FINRA

Dates
- Established by FINRA

Passing Criteria
- Varies by exam (generally 70%)

Reexamination
- Candidates who fail exams may retake an exam after a given waiting period.

OKLAHOMA WAGE

Median Hourly Wage
- $23.72

LICENSING AGENCY

Oklahoma Department of Securities

Physical Address
First National Center
120 N. Robinson, Ste. 860
Oklahoma City, OK 73102
Phone: (405) 280-7700
Web: www.securities.ok.gov

Mailing Address
First National Center
120 N. Robinson, Ste. 860
Oklahoma City, OK 73102

Building Inspector

JOB DESCRIPTION

Return to Table of Contents

A building inspector inspects new and existing residential, commercial, or industrial buildings to determine compliance of building plans, building specifications and standards, and zoning laws. Building inspectors are consulted during and after construction to inspect various construction components such as footings, framing, building materials, and the structural and environmental appropriateness of the site and structure. Building inspectors are employed largely by local and state governments or in the private construction industry.

SOC 47-4011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include understanding of Model Building Codes.

Continuing Education

- Five hours of continuing education per year
- Continuing education includes state-approved courses in the building trade.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Building inspectors employed by cities with populations greater than 10,000 must obtain a state license.

Restrictions

- None

License Duration

- Expires annually on licensee's birth month

Licensing Fees

- License fee - $35
- Renewal fee - $35 plus $35 late charge after expiration date

EXAMINATION REQUIREMENTS

Examination Title

- There is no state exam. The applicant must submit certification by a National Code organization such as International Code Council (ICC), which requires the ICC examination.

Description
- Written
- Possible examination areas include calculations and construction requirements found in International Building Code and International Residential Code.

Examination Fee
- $75-$160 (Varies by organization)

Dates
- Monday – Friday

Passing Criteria
- 75%

Reexamination
- Reexaminations may be taken each time the exam is offered.

OKLAHOMA WAGE

Median Hourly Wage
- $19.90

LICENSING AGENCY

Construction Industries Board
Building and Plumbing Division

Physical Address
2401 N.W. 23rd St., Ste. 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Toll Free (877) 484-4424
Fax: (405) 521-6525
Website: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Ste. 2F
Oklahoma City, OK 73107

Burglar Alarm Company Manager

JOB DESCRIPTION

Return to Table of Contents

A burglar alarm company manager directs the design and application of burglar alarm system sales, service, repair, or installation. Although management skills vary according to the industry, many managers are responsible for employee relations, record keeping, and office/industry operations. Licensed burglar alarm companies employ burglar alarm service and installation managers.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include design, operation, installation, and service of components and burglar alarm systems.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- 4 years' experience in alarm industry, including 2 years of technical experience
- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $100
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- Burglar Alarm Manager Examination

Description

- Computer
- Possible examination areas include the technical aspect of design, operation, installation, and service of components as well as complete systems in the burglar alarm industry. Test will also include general business questions concerning Unemployment laws, IRS, Workers Compensation and Alarm and Locksmith regulations for Oklahoma.

Examination Fee

- Included in Application Fee

Dates

- Contact agency for examination dates

Passing Criteria

- 70%

Reexamination

- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage

- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Burglar Alarm Company Salesperson

JOB DESCRIPTION

Return to Table of Contents

A burglar alarm salesperson presents information to consumers regarding burglar alarm products and services. The salesperson explains the cost, operation, and customer responsibilities for burglar alarm equipment and services. A licensed burglar alarm company employs a burglar alarm service and installation company salesperson.

SOC 41-3099

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include components and application of burglar alarm systems and services.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fee

- Application fee - $40
- License Fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Burglar Alarm Service and Installation Company Salesperson Examination

Description

- Computer

- Possible examination areas include components and application of complete burglar alarm systems and services. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $19.03

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

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Burglar Alarm Company Technician

JOB DESCRIPTION

Return to Table of Contents

A burglar alarm company technician installs, repairs, and services burglar alarm systems. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed burglar alarm company employs a burglar alarm service and installation company technician.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components as well as complete systems of all sources in the burglar alarm systems.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Burglar Alarm Service and Installation Company Technician Examination

Description

- Computer

- Possible examination areas include the technical aspects of operation, installation, and service of components as well as complete systems of all sources in the burglar alarm industry. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Burglar Alarm Company Trainee (Technician or Sales)

JOB DESCRIPTION

Return to Table of Contents

A burglar alarm company technician/sales trainee sells, installs, repairs, and services burglar alarm systems. A technician/sales trainee shall be employed by a licensed Oklahoma burglar alarm company and shall work under the direct supervision of a company manager, burglar alarm technician, or burglar alarm salesman.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- OSBI background check

Restrictions
- Conviction of a felony
- No more than three technician/salesman trainees per job site
- Must work under the direct supervision of a licensed company employee

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Certified Animal Euthanasia Technician (CAET)

JOB DESCRIPTION

Return to Table of Contents

A certified animal euthanasia technician is an employee of a law enforcement agency, an animal control agency, or animal shelter that is recognized and approved by the Board, who is certified by the Board and trained to administer sodium pentobarbital to euthanize injured, sick, homeless or unwanted domestic pets and other animals.

SOC 31-9096

EDUCATIONAL REQUIREMENTS

Education Level
- High school diploma or GED

Continuing Education
- Six hours per year

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Training and passing of state examination

Restrictions
- None

Certificate Duration
- One year

Certification Fees
- Certification fee - $200

EXAMINATION REQUIREMENTS

Examination Title
- CAET Written Exam
- CAET Practical

Description
- Both written and practical

Examination Fee
- $200

Dates
- As needed

Passing Criteria
- Written – 70%
- Practical – 100%

Reexamination
- Only if applicant does not pass with 70% or better

OKLAHOMA WAGE

Median Hourly Wage
- $11.55

LICENSING AGENCY

Oklahoma Board of Veterinary Medical Examiners

Physical Address
201 N.E. 38th Terrace, Ste. 1
Oklahoma City, OK 73105
Phone: (405) 524-9006
Fax: (405) 524-9012
Web: www.okvetboard.com

Mailing Address
201 N.E. 38th Terrace, Ste. 1
Oklahoma City, OK 73105

Chiropractor

JOB DESCRIPTION

Return to Table of Contents

A chiropractic physician examines patients to determine the nature and extent of disorders, using X-ray machines, electrocardiographs, otoscopes, protoscopes, or other instruments. A chiropractic physician treats patients using a holistic view that encourages the use of natural, non-drug and non-surgical health treatments. Depending on the diagnosis, a chiropractor often treats patients through manual manipulation; exercise; light and heat therapy; and the use of vitamins/minerals and food supplements.

SOC 29-1011

EDUCATIONAL REQUIREMENTS

Education Level

- Completion of 90 pre-chiropractic college hours
- Doctor of Chiropractic degree (four years of nine months each)

Continuing Education

- Sixteen hours per year for in-state doctors. Out-of-state doctors must meet the requirements of the state they practice in for license renewal.
- Continuing education must be Board approved for in-state doctors.
- Doctors must attend 8 hours of continuing education in the State of Oklahoma as presented by an association, and are allowed to take 8 hours of continuing education out of state if approved by the Board to maintain an active license status in Oklahoma.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Conviction of a felony
- Failure to comply with chiropractic laws in another state resulting in revocation of that license

License Duration

- Annual renewal due by June 30th of each year

Licensing Fees

- Renewal fee - $225 for in-state practicing doctors, $175 for out-of-state doctors, $100 for inactive resident, and $50 for retired doctors

EXAMINATION REQUIREMENTS

Examination Title

- The Oklahoma State Board of Chiropractic Examiners requires the successful completion of the National Board exams, which include part I, II, III, IV and physical therapy, prior to licensure if they have less than 5 years active practice. If an applicant has 5 years or more active practice and is considered in good standing in the state, territory or province in which they maintain a license all four parts of the National Boards are waived.
- The Oklahoma State Board Chiropractic Examination includes a written, jurisprudence examination for all applicants.

Examination Fee

- Application fee - $175
- Examination fee - $175

Dates

- Contact the Board office for examination dates.

Passing Criteria

- 75% or better

OKLAHOMA WAGE

Median Hourly Wage

- $24.12

LICENSING AGENCY

Oklahoma State Board of Chiropractic Examiners

Physical Address
201 N.E. 38th Terrace, Ste. 3
Oklahoma City, OK 73105
Phone: (405) 524-6223
Fax: (405) 524-9542
Web: www.ok.gov/chiropracticboard

Mailing Address
201 N.E. 38th Terrace, Ste. 3
Oklahoma City, OK 73105

Clinical Social Worker, Licensed

JOB DESCRIPTION

Return to Table of Contents

Clinical social work is practiced within a private office or under the auspices of public, voluntary, or proprietary agencies and institutions addressing familial, economic, health, recreational, religious, penal, judicial and educational concerns. Within the practice setting, the problem is identified, and a plan of intervention is designed and implemented with the client. The plan is supported by securing historical facts and clues to the latent forces within the individual that shape personality. Individual strengths in conjunction with community resources are activated and utilized to implement the client plan. Social workers using standardized assessment tools shall observe all requirements associated with the tool prior to administering the instrument.

SOC 21-1029

EDUCATIONAL REQUIREMENTS

Education Level

- Master's Degree in Social Work from an institution with a program accredited by the Council of Social Work Education or board approved social work program.
- Possible areas of study include human development and behavior; social, economic, and cultural institutions and forces; and the interaction of all of these factors.
- Two years' experience in the practice of social work under professional supervision of a person licensed under Board provisions is also required.

Continuing Education

- Sixteen hours annually, 3 of which must include ethics training

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Conviction of a felony and, after investigation, the Board finds that he/she has not been sufficiently rehabilitated to merit the public trust.
- Has been found guilty of fraud or deceit in connection with services rendered or in establishing needed qualifications under this act.
- Has knowingly aided or abetted a person, not licensed under the provisions, in representing himself/herself as licensed in this state.
- Has been found guilty of unprofessional conduct as defined by rules established by the Board.
- Has been found guilty of negligence or wrongful actions in the performance of his/her duties.

License Duration
- One year

Licensing Fees
- Application fee - $150
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Clinical Licensing Examination

Description
- ACT Computer Delivered
- Examination areas relate to the field of study.

Examination Fee
- $285

Dates
- Daily

Passing Criteria
- 70%

Reexamination
- Applicants may retake the exam as many times as needed; however, applicants must repay the examination fee each time the examination is taken.

OKLAHOMA WAGE

Median Hourly Wage
- $20.35

LICENSING AGENCY

Oklahoma State Board of Licensed Social Workers

Physical Address
4545 N. Lincoln Blvd. STE 162
Oklahoma City, OK 73105
Phone: (405) 521-3712
Fax: (405) 521-3713
Web: www.ok.gov/socialworkers

Mailing Address
P.O. Box 18817
Oklahoma City, OK 73154

Closed Circuit Television Manager

JOB DESCRIPTION

Return to Table of Contents

A closed circuit television company manager directs the design and application of closed circuit television system sales, service, repair, or installation. Although management skills vary according to the industry, many managers are responsible for employee relations, record keeping, and office/industry operations. Licensed closed circuit television companies employ closed circuit television service and installation managers.

SOC 11-1021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include design, operation, installation, and service of components of the closed circuit television category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $100
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- Closed Circuit Television Manager Examination

Description
- Computer
- Possible examination areas include the technical aspect of design, operation, installation, and service of components in the closed circuit television category activity. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $35.15

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Closed Circuit Television Salesperson

JOB DESCRIPTION

Return to Table of Contents

A closed circuit television salesperson presents information to consumers regarding closed circuit television products and services. The salesperson explains the cost, operation, and customer responsibilities for closed circuit television equipment and services. A licensed closed circuit television company employs a closed circuit television service and installation company salesperson.

SOC 41-4011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fee

- Application fee - $40
- License Fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Closed Circuit Television Salesperson Examination

Description

- Computer

- Possible examination areas include components and application of closed circuit television category equipment and services. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $27.13

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Closed Circuit Television Technician

JOB DESCRIPTION

Return to Table of Contents

A closed circuit television company technician installs, repairs, and services closed circuit television systems. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed closed circuit television company employs a closed circuit television service and installation company technician.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the closed circuit television category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Closed Circuit Television Technician Examination

Description

- Computer

- Possible examination areas include the technical aspects of operation, installation, and service of components in the Closed Circuit Television category activity. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Closed Circuit Television Trainee (Technician or Sales)

JOB DESCRIPTION

Return to Table of Contents

A closed circuit television technician/sales trainee sells, installs, repairs, and services closed circuit television systems. A technician/sales trainee shall be employed by a licensed Oklahoma closed circuit television company and shall work under the direct supervision of a company closed circuit television manager, technician, or salesperson.

SOC 41-4011
SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony
- No more than three technician/salesperson trainees per jobsite
- Must work under the direct supervision of a licensed company employee

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $27.13
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Commercial Drilling and Plugging of Groundwater Wells, Test Holes and Observation Wells

JOB DESCRIPTION

Return to Table of Contents

A groundwater well, test hole or observation well driller operates a portable drilling rig to drill groundwater wells. The well driller constructs the well, maintains equipment, and keeps records of the drilling process. The well driller also monitors water quality for contamination. A groundwater well, test hole and observation well driller may be self-employed or employed by private industry or state and local governments.

SOC 47-5021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Knowledge areas include basic math, physics, science and safety.

Continuing Education

- 8 hours for 2 year period

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 90-day residency unless reciprocity applies
- Two years experience in water well drilling for the responsible person for the firm and one-year experience for each licensed operator.

Restrictions

- If out of state must be licensed in drilling and plugging of groundwater wells, test holes and observation wells in state of residency.

License Duration

- Two years

Licensing Fees

- Application fee - $300
- Renewal fee - $200
- Indemnity fund - $100
- Each additional operator - $60
- Test - $50

EXAMINATION REQUIREMENTS

Examination Title
- Groundwater wells, Test Hole and Observation Well Drillers Examination

Description
- Written
- Possible examination areas include Oklahoma Water Resources Board rules and regulations, general drilling knowledge, groundwater wells, test holes and observation wells and plotting legal location of well.

Examination Fee
- $50

Dates
- Call between 8:00 a.m. and 3:00 p.m. to schedule exam time in field offices or call the Oklahoma City office to set up testing conducted on Wednesdays.

Passing Criteria
- 70% including 80% of legal description questions

Re-examination
- 30-day waiting period
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.78

LICENSING AGENCY

Oklahoma Water Resources Board

Physical Address
3800 N. Classen Blvd.
Oklahoma City, OK 73118
Phone: (405) 530-8800
Fax: (405) 530-8900
Web: www.owrb.ok.gov

Mailing Address
3800 N. Classen Blvd.
Oklahoma City, OK 73118

Commercial Drilling and Plugging of Heat Exchange Wells

JOB DESCRIPTION

Return to Table of Contents

A heat exchange well driller operates a portable drilling rig to drill wells for closed-loop or open-loop heat exchange wells for heating and cooling a building or house.

SOC 47-5021

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Knowledge areas include basic math, physics, science and safety.

Continuing Education
- 8 hours for a 2 year period

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 90-day residency unless reciprocity applies
- Two years experience in heat exchange drilling for the responsible person for the firm and one-year experience for each licensed operator.

Restrictions
- Must be licensed in drilling and plugging of heat exchange wells in state of residency.

License Duration
- Two years

Licensing Fees
- Application fee - $300
- Renewal fee - $200
- Indemnity fund - $100
- Each additional operator - $60
- Test - $50

EXAMINATION REQUIREMENTS

Examination Title
- Heat Exchange Well Driller Examination

Description
- Written
- Possible examination areas include Oklahoma Water Resources Board rules and regulations, general drilling knowledge of heat exchange wells, and plotting legal location of well.

Examination Fee
- $50

Dates
- Call between 8:00 a.m. and 3:00 p.m. to schedule exam time in field offices or call the Oklahoma City office to set up testing conducted on Wednesdays.

Passing Criteria
- 70% including 80% of legal description questions

Re-examination
- 30-day waiting period
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.78

LICENSING AGENCY

Oklahoma Water Resources Board

Physical Address
3800 N. Classen Blvd.
Oklahoma City, OK 73118
Phone: (405) 530-8800
Fax: (405) 530-8900
Web: www.owrb.ok.gov

Mailing Address
3800 N. Classen Blvd.
Oklahoma City, OK 73118

Commercial Installation of Water Well Pumps

JOB DESCRIPTION

Return to Table of Contents

A water well pump installer installs and adjusts groundwater well pumps to regulate water pressure for private residences and industrial/commercial properties. The installer uses hand and electric tools to cut threads and pipes, adjust pump level, and connect duets and couplings. The installer is often requested for repair work and may be required to order parts and equipment needed for adjustments to improve operations. The pump installer may be self-employed or employed in private industry.

SOC 47-5021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Knowledge areas include basic math, science, plumbing, electricity, and sanitation.

Continuing Education

- 8 hours for 2 year period

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- A 90-day residency is required unless reciprocity applies.
- Qualifications include two years experience in pump installation for the responsible person for the firm and one year for each licensed operator.
- Related education can substitute for one year of experience.

Restrictions

- If out of state must be licensed in commercial installation of water well pumps in state of residency.

License Duration

- Two years

Licensing Fees

- Application and license fee - $300
- Renewal fee - $200
- Indemnity Fund fee - $100
- Testing fee - $50

EXAMINATION REQUIREMENTS

Examination Title
- Pump Installer Examination

Description
- Written
- Examination areas include Oklahoma Water Resources Board rules and regulations, general knowledge of pump installation

Examination Fee
- $50

Dates
- Call between 8:00 a.m. and 3:00 p.m. to schedule exam time in field offices or call the Oklahoma City office to set up testing conducted on Wednesdays.

Passing Criteria
- 70%

Re-examination
- 30-day waiting period
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Range
- $18.78

LICENSING AGENCY

Oklahoma Water Resources Board

Physical Address
3800 N. Classen Blvd.
Oklahoma City, OK 73118
Phone: (405) 530-8800
Web: www.owrb.ok.gov

Mailing Address
3800 N. Classen Blvd.
Oklahoma City, OK 73118

Commercial Drilling and Plugging of Monitoring Well and Geotechnical Boring

JOB DESCRIPTION

Return to Table of Contents

A monitoring well and geotechnical boring driller operates a portable drilling rig to drill wells using monitoring well or geotechnical-boring techniques to penetrate the earth's surface. The well driller deals with construction of the well, equipment maintenance, record keeping of the drilling process, and geological data. The well driller also monitors water quality for contamination by collecting and inspecting core samples for pollutants. A monitoring well or geotechnical boring driller may be self-employed or employed by private industry or state and local governments.

SOC 47-5021

EDUCATION REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Knowledge areas include basic math, physics, science and safety.

Continuing Education

- 8 hours for 2 year period

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 90-day residency unless reciprocity applies.
- Two years experience in monitoring well drilling for the responsible person for the firm and one year experience for each licensed operator.

Restrictions

- If out of state must be licensed in drilling and plugging of groundwater wells, test holes and observation wells in state of residency.

License Duration

- Two years

Licensing Fees

- Application fee - $300
- Renewal fee - $200
- Indemnity Fund fee - $100
- Test - $50

EXAMINATION REQUIREMENTS

Examination Title
- Monitoring Well Drilling and Geotechnical Boring Examination

Description
- Written
- Examination areas include Oklahoma Water Resources Board rules and regulations, general monitoring well or geotechnical drilling knowledge and plotting legal location of well.

Examination Fee
- $50

Dates
- Call between 8:00 a.m. and 3:00 p.m. to schedule exam time in field offices or call the Oklahoma City office to set up testing conducted on Wednesdays.

Passing Criteria
- 70% including 80% of legal description questions

Re-examination
- 30-day waiting period
- Unlimited number of re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $18.78

LICENSING AGENCY

Oklahoma Water Resources Board

Physical Address
3800 N. Classen Blvd.
Oklahoma City, OK 73118
Phone: (405) 530-8800
Web: www.owrb.ok.gov

Mailing Address
3800 N. Classen Blvd.
Oklahoma City, OK 73118

Cosmetician

JOB DESCRIPTION

Return to Table of Contents

Cosmetician means a person licensed by the Board to perform patron services limited to hair arranging and application of makeup, including, but not limited to, using hairstyling tools and products. Services must be performed in a licensed establishment limited to photo studios and cosmetic studios.

SOC 39-5012

EDUCATIONAL REQUIREMENTS

Education Level
- Eighth-grade education or equivalent
- 600 hours of training in an approved cosmetology school or apprenticeship.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Is over the age of sixteen (16)

Restrictions
- None

Certificate Duration
- One year – renewal required on the last day of birthday month annually.

Certification Fees
- Application/Initial Fee - $25
- License Renewal Fee - $25

EXAMINATION REQUIREMENTS

Examination Title
- Cosmetician Test administered by the Oklahoma State Board of Cosmetology

Description
- Areas of study include make-up application (lipstick, eye shadow, eyeliner, mascara, and rouge), dry hair arranging (includes arranging of the hair using curling irons, hot rollers, combs, brushes, and products), sanitation and sterilization, business management, Oklahoma Cosmetology Law, and Board Rules and Regulations.

Examination Fee
- $15

Dates
- Contact licensing agency for dates

Passing Criteria
- 75%

Reexamination
- No information provided – contact licensing agency

OKLAHOMA WAGE

Median Hourly Wage
- $10.13

LICENSING AGENCY

Oklahoma State Board of Cosmetology

Physical Address
2401 N.W. 23rd St., Ste. 84
Oklahoma City, OK 73107
Phone: (405) 521-2441
Fax: (405) 521-2440
Web: www.ok.gov/cosmo

Mailing Address
2401 N.W. 23rd St., Ste. 84
Oklahoma City, OK 73107

Cosmetologist

JOB DESCRIPTION

Return to Table of Contents

A cosmetologist/hairdresser/hairstylist shampoos, cuts, and styles hair. The cosmetologist also analyzes the condition of hair and advises patrons on proper hair care. Some cosmetologists give manicures and scalp and facial treatments, provide makeup analysis for women, and clean and style wigs and hairpieces. The employer assigns additional responsibilities such as client scheduling. Most cosmetologists work in beauty salons, barbershops, department stores, and for products companies.

SOC 39-5012

EDUCATIONAL REQUIREMENTS

Education Level

- Eighth-grade education or equivalent
- 1,500 hours of training in an approved beauty school or an apprenticeship of 3,000 hours
- Possible areas of study include theory and practical training in hairstyling (cutting), finger waving, thermal, perms, and chemical hair relaxing; manicuring and pedicuring; scalp treatments; skin care, makeup; personality; shop management; beard grooming; and Oklahoma cosmetology law and board rules and regulations.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 16 years of age

Restrictions

- Must practice in a salon licensed by the Oklahoma State Board of Cosmetology

License Duration

- One year – renewal required on the last day of birthday month annually.

Licensing Fees

- Application/Initial fee - $25
- Renewal fee - $25

EXAMINATION REQUIREMENTS

Examination Title

- National Cosmetology Test (administered by the Oklahoma State Board of Cosmetology)

Description

- Both written and practical
- Possible written examination areas include scientific concepts, chemical services, physical services, and hair design (includes hair chemistry and electrical treatment information as applicable to listed categories).
- Possible practical examination areas include haircutting procedures, scalp massage, manicuring, basic set and comb-out, hair coloring treatment, finger waving, facial cleansing and massage, and permanent waving.

Examination Fee

- $15

Dates

- Monday – Thursday; first three weeks of the month

Passing Criteria

- 75% on both the written and practical exam

Reexamination

- Registration is required at least 30 days prior to reexamination.
- After second failure, work permit is not issued; after four failures, review hours are required before registering.

OKLAHOMA WAGE

Median Hourly Wage

- $10.13

LICENSING AGENCY

Oklahoma State Board of Cosmetology

Physical Address
2401 N.W. 23rd St., Ste. 84
Oklahoma City, OK 73107
Phone: (405) 521-2441
Fax: (405) 521-2440
Web: www.ok.gov/cosmo

Mailing Address
2401 N.W. 23rd St., Ste. 84
Oklahoma City, OK 73107

Cosmetology Instructor

JOB DESCRIPTION

Return to Table of Contents

A cosmetology instructor conducts educational programs to introduce the fundamentals of cosmetology. These include cutting, styling, and coloring hair as well as skin and nail care practices. Cosmetology instructors are responsible for planning and presenting lessons, student evaluation, and monitoring students' practical experience with clients. Cosmetology instructors can also practice cosmetology in licensed salons. Private schools, vocational schools, and some public schools also employ cosmetology instructors.

Facial/esthetics and Manicurist Instructor Licenses also available. Same licensing information applies.

SOC 25-1194

EDUCATIONAL REQUIREMENTS

Education Level

- Hold a High School Diploma or a General education Development Certificate
- 1,000 hours of instructor courses at licensed school of cosmetology or 500 hours if 2 years of recent licensed experience is verified (or equivalent number of credit hours)
- Possible areas of study include cosmetology training curricula; introduction to teaching; course outlining and development; lesson planning; teaching techniques; aids and developing, administering and scoring of examinations; cosmetology law, board rules and regulations; and practice teaching in both theory and practical practices.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Is over the age of sixteen (16)
- Hold a current cosmetologist license at time of application

Restrictions

- Must practice in a salon or school licensed by the Oklahoma State Board of Cosmetology

License Duration

- One year – renewal required on the last day of birthday month annually.

Licensing Fees

- Application/Initial fee - $30
- Renewal fee - $30

EXAMINATION REQUIREMENTS

Examination Title
- National Cosmetology Teachers Test (administered by the Oklahoma State Board of Cosmetology)

Description
- Both written and practical
- Possible written examination areas include the professional teacher; student motivation and learning; methods, management, and materials; and testing and evaluation (includes classroom management and appropriate teaching materials).
- Possible practical examination areas include a presentation of a class (on a subject randomly selected), preparation of a lesson outline, completion of a board-approved attendance record (using information given a specific problem), and a question and answer session.

Examination Fee
- $15

Dates
- Monday – Thursday; first three weeks of the month

Passing Criteria
- 85% on written exam

Reexamination
- Registration is required at least 30 days prior to reexamination.
- After second failure, work permit is not issued upon registration (as with first two registrations); after four failures, review hours are required before registering.

OKLAHOMA WAGE

Median Hourly Wage
- $24.76

LICENSING AGENCY

Oklahoma State Board of Cosmetology

Physical Address
2401 N.W. 23rd St., Ste. 84
Oklahoma City, OK 73107
Phone: (405) 521-2441
Fax: (405) 521-2440
Web: www.ok.gov/cosmo

Mailing Address
2401 N.W. 23rd St., Ste. 84
Oklahoma City, OK 73107

Counselor, Licensed Professional

JOB DESCRIPTION

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Professional counselors assist individuals or groups through a counseling relationship to develop an understanding of personal problems, define goals, and plan actions based upon interests, abilities, aptitudes, and needs of the clients. Counseling is often related to personal or social concerns, educational progress, and occupation or career choices. Licensed professional counselors also may consult with individuals, groups, or organizations, make referral to other specialists, and conduct research. Depending on their area of expertise, professional counselors may be employed in a variety of areas such as school or college counseling, career counseling, rehabilitation, or mental health counseling.

SOC 21-1019

EDUCATIONAL REQUIREMENTS

Education Level

- Minimum of 60 hours in a counseling-related course of study
- Areas of study include human growth and development, abnormal human behavior, appraisal/assessment techniques, counseling theories, counseling techniques, research, and professional orientation/ethics
- Internship consisting of 300 clock hours under university supervision in a counseling setting

Continuing Education

- 20 clock hours for each 12 months preceding renewal, must include 3 clock hours of counseling ethics, as well as, 3 clock hours of counseling supervision for approved supervisors.
- Continuing education must relate to academic areas of human growth and development, abnormal human behavior, appraisal/assessment techniques, counseling theories, counseling techniques, research, and professional orientation/ethics. Continuing education must be targeted toward a professional audience and must be presented by a licensed or certified presenter.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- Good moral character
- Work experience includes three years of 3,000 clock hours of full-time, on-the-job experience in a counseling setting under the supervision of a licensed professional counselor.

Restrictions

- Each complaint evaluated individually by LPC Advisory Board

License Duration

- The first licensing period lasts for two years; licenses must be renewed annually thereafter.

Materials for Application
- Application form
- Official Graduate Transcripts
- Documents of Recommendation form (3)
- Internship/practicum documentation form.
- Fingerprints (2 classifiable sets)
- Fees
- All materials must be submitted 60 days prior to examination.

Licensing Fees
- Application fee - $145
- License fee - $90
- Renewal fee - $80

EXAMINATION REQUIREMENTS

Examination Title
- National Counselor Examination
- Oklahoma Legal and Ethical Responsibilities Examination

Description
- Computerized national exam
- Written Oklahoma exam covering Oklahoma Law and Regulation

Examination Fee
- NCE - $100

Dates
- First full week of each month.

Passing Criteria
- Angoff method used to determine the minimum passing score

Reexamination
- Must wait 90 days to retest.

OKLAHOMA WAGE

Median Hourly Wage
- $18.16

LICENSING AGENCY

Oklahoma State Department of Health
Professional Counselor Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-6030
Fax: (405) 271-1918
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Customer Service Representative

JOB DESCRIPTION

Return to Table of Contents

A customer service representative is an individual appointed by an insurance producer, surplus lines insurance broker, managing general agent, or insurance agency to assist the insurance producer, broker, or agency in transacting the business of insurance from the office of the insurance producer, broker, or agency and whose salary may vary based on the production or volume of applications or premiums.

SOC 41-9099 or 41-9799

EDUCATIONAL REQUIREMENTS

Education Level
- No specific requirements
- General knowledge of such areas of the insurance occupation as Life, Accident and Health, P&C Personal, P&C Combined, Title, and Aircraft Title.

Continuing Education
- Each customer service representative shall, biennially, complete not less than thirteen (13) clock hours of which at least two (2) of the hours must be "Legislative Updates" and at least three (3) of the hours must be "Ethics". All General CE hours must be Oklahoma Insurance Department "Producer" approved courses.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 18 years of age

Restrictions
- Conviction, plea of guilty, or nolo contendere (no contest) to a felony or a misdemeanor involving moral turpitude
- Appointed by the sponsoring insurance agent
- Restricted to working in the office of the sponsoring agent only
- Cannot receive commissions

License Duration
- Two years

Licensing Fees
- License - $40

Lines of Authority/Qualifications
- Life
- Accident & Health
- Title
- Aircraft Title

- P&C Personal
- Property (Personal and Commercial)
- Casualty (Personal and commercial)

EXAMINATION REQUIREMENTS

Examination Title
- Customer Service Representative Exam

Description
- Computerized
- Go to www.psiexams.com for more information and a list of testing centers

Examination Fee
- $45
- Test Vendor Information at the end of survey

Passing Criteria
- 70%

Reexamination
- $45

OKLAHOMA WAGE

Median Hourly Wage
- $10.67

LICENSING AGENCY

State Of Oklahoma Insurance Commission

Physical Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112
Phone: (405) 521-3916
Fax: (405) 522-3642
Web: www.ok.gov/oid

Mailing Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112

EXAMINATION SERVICE

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
Fax (702) 932-2666 * (800) 733-9267
Web: www.psiexams.com

PSI Testing Center - Oklahoma City
3800 N Classen Blvd, Suite C-20
Oklahoma City, OK 73118

PSI Testing Center - Tulsa
2816 East 51St Street, Suite 101
Tulsa, OK 74105

Dental Hygienist

JOB DESCRIPTION

Return to Table of Contents

Dental hygienists work under the supervision of a dentist to provide direct patient care. Dental hygienists remove deposits and stains from patients' teeth, expose and develop dental X-ray film, and perform various other preventatives and therapeutic services. They also help people develop and maintain good oral health by instructing individuals and groups in proper oral hygiene. Most dental hygienists work in private dental offices. Other places of employment include public health agencies, school systems, business firms, hospitals or clinics, and schools of dental hygiene.

SOC 29-2021

EDUCATIONAL REQUIREMENTS

Education Level

- Graduate of a two or four year accredited dental hygiene school
- Possible areas of study include general and dental anatomy, histology, pathology, radiology, chemistry, and nutrition.
- Dental Hygiene Program must be accredited by the Commission on Dental Accreditation of the American Dental Association.

Continuing Education

- 30 hours over a three-year reporting period

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Must have passed a theoretical exam such as the National Boards
- A clinical examination substantially equivalent to requirements recognized by Oklahoma

Restrictions

- Convicted of a crime involving moral turpitude
- Guilty of dishonorable or unprofessional conduct
- Menace to the public health by reason of a communicable disease or by reason of unsanitary offices, practices, or techniques
- Convicted of violating, or has willfully violated, the federal or state narcotic barbiturate laws or has been committed to an institution for treatment for drug addiction
- For additional restrictions, see State Dental Act.

Certification Duration

- One year

Certification Fees

- Application fee - $100
- Renewal fee - $65

EXAMINATION REQUIREMENTS

Examination Title
- Written and Clinical

Description
- National Boards – Written
- Western Regional Examining Board (WREB) – Clinical

Examination Fee
- $100

Dates
- Vary annually

Passing Criteria
- 75%

Reexamination
- Not available

OKLAHOMA WAGE

Median Hourly Wage
- $31.97

LICENSING AGENCY

Oklahoma Board of Dentistry

Physical Address
201 N.E. 38th Terrace, Suite 2
Oklahoma City, OK 73105
Phone: (405) 524-9037
Fax: (405) 524-2223
Web: www.dentist.state.ok.us

Mailing Address
201 N.E. 38th Terrace, Suite 2
Oklahoma City, OK 73105

Dentist

JOB DESCRIPTION

Return to Table of Contents

A dentist examines teeth and tissues of the mouth to diagnose and treat diseases or abnormalities. Dentists take X-rays, place protective plastic shields on children's teeth, fill cavities, straighten or repair teeth, treat gum disease, and perform corrective surgery of the gums and supporting bones. Dentists may be general practitioners, or they may specialize in one of the areas recognized by the American Dental Association such as pediatrics, dentistry, orthodontics (straightening teeth), and prosthodontics (making artificial teeth or dentures). The majority of dentists operate a private or group practice, but some are employed at schools of dentistry.

SOC 29-1021

EDUCATIONAL REQUIREMENTS

Education Level
- Applicant must be a graduate with a D.D.S. or D.M.D. degree from a school accredited by the Commission on Dental Accreditation of the American Dental Association
- Curriculum varies depending on the area of specialization

Continuing Education
- 60 hours every three years or during reporting period
- Continuing education relates to patient care

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must have passed a theoretical exam such as the National Boards

Restrictions
- Convicted of a crime involving turpitude
- Guilty of dishonorable or unprofessional conduct
- Menace to the public health by reason of a communicable disease or by reason of unsanitary offices, practices, or techniques
- Convicted of violating, or has willfully violated, the federal or state narcotic or barbiturate laws or has been committed for treatment for drug addiction to an institution
- For additional restrictions, see State Dental Act

License Duration
- One year

Licensing Fees
- Application fee - $200
- Renewal fee - $125

EXAMINATION REQUIREMENTS

Examination Title
- Written and Clinical

Description
- National Boards – Written
- Western Regional Examining Board (WREB) – Clinical

Examination Fee
- $200

Dates
- Vary annually

Passing Criteria
- 75%

Reexamination
- Maximum of three times

OKLAHOMA WAGE

Median Hourly Wage
- $68.29

LICENSING AGENCY

Oklahoma Board of Dentistry

Physical Address
201 N.E. 38th Terrace, Suite 2
Oklahoma City, OK 73105
Phone: (405) 524-9037
Fax: (405) 524-2223
Web: www.dentist.state.ok.us

Mailing Address
201 N.E. 38th Terrace, Suite 2
Oklahoma City, OK 73105

Dietitian, Licensed

JOB DESCRIPTION

Return to Table of Contents

A dietitian provides nutritional care to individuals and groups by applying the principles of good nutrition to food preparation and selection. A dietitian assesses individual nutritional needs, develops nutritional programs, and evaluates the client's response to the program. Many community dietitians promote sound health. Dietitians may direct food service operations of hotels, hospitals, nursing homes, and institutions such as schools, prisons, and hospitals.

SOC 29-1031

EDUCATIONAL REQUIREMENTS

Education Level

- Baccalaureate degree
- Area of specialization must include a minimum of 24 semester hours from the fields of human nutrition, food and nutrition, dietetics, or food management, or an equivalent course of study defined as a minimum of 30 semester hours specifically designated to train a person to apply and integrate scientific principles of human nutrition under different health, social, cultural, physical, psychological, and economic conditions to the proper nourishment, care, and education of individuals or groups through the life cycle.
- Internship normally lasts 9 to 22 months and is combined with clinical experience under the supervision of a qualified dietitian with some classroom work. Must be accredited by ADA.

Continuing Education

- A total of 75 hours must be completed within five years – preferably 15 hours annually

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Have completed an internship or preplanned professional experience program approved by the Committee.

Restrictions

- None

License Duration

- Expires annually on October 31

Licensing Fees

- Application fee - $120
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Registration Examination for Dietitians

Description
- Written
- Nutrition Services – 40% (96 items); Food Service Systems – 26% (62 items); Management – 18% (43 items); Education and Communication – 9% (22 items); and Evaluation and Standards – 7% (17 items).

Examination Fee
- Set by the Commission on Dietetic Registration

Dates
- Computerized – applicant sets up exam time

Passing Criteria
- Scaled score – ranging from 25 to 50

Reexamination
- Unlimited reexamination up to five years. Recent education is required after five years.

OKLAHOMA WAGE

Median Hourly Wage
- $22.09

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P. O. Box 18256
Oklahoma City, OK 73154-0256

Dietitian, Provisional Licensed

JOB DESCRIPTION

Return to Table of Contents

A provisional licensed dietitian is responsible for the development, management, and provision of nutritional services under the direct, personal supervision of a licensed dietitian.

SOC 29-1031

EDUCATIONAL REQUIREMENTS

Education Level

- Baccalaureate or post-baccalaureate degree with a major course of study in human nutrition, food and nutrition, dietetics, or food systems management.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Completion of an internship or preplanned professional experience program approved by the Committee

Restrictions

- None

License Duration

- Expires annually on October 31 (may only renew twice)

Licensing Fees

- Application fee - $30
- Renewal fee - $100

OKLAHOMA WAGE

Median Hourly Wage

- $22.09

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P. O. Box 18256
Oklahoma City, OK 73154-0256

Distribution and Collection Technician

JOB DESCRIPTION

Return to Table of Contents

Distribution and collection technicians may perform all duties related to operation and maintenance of storage and distribution systems. A Distribution and collection technician may also perform duties related to the operation and maintenance of total retention lagoon systems and collection systems. All duties must be performed under the general supervision of a DEQ certified operator.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 8 hours of related subject training
- Possible areas of study include general treatment, state regulation, groundwater, and disinfection.

Continuing Education
- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 18 years of age
- High school diploma or equivalent

Restrictions
- None

Certificate Duration
- One year (expires June 30 each year)

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Distribution and Collection Technician Examination

Description
- Online

- Possible examination areas include general treatment, state regulations, groundwater, and disinfections.

Examination Fee
- $62 (included in application fee)

Passing Criteria
- 70% and above

Reexamination
- 30-day waiting period must intervene between reexaminations unless additional training has been received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Distribution and Collection Operator

JOB DESCRIPTION

Return to Table of Contents

Distribution and collection operators may perform all duties related to operation and maintenance of storage and distribution systems. A Distribution and collection operator may also perform duties related to the operation and maintenance of total retention lagoon systems and collection systems.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 36 hours of related subject training
- Possible areas of study include general treatment, state regulation, groundwater, and disinfection.

Continuing Education
- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 1 years of related experience,
- 18 years of age
- High school diploma or equivalent

Restrictions
- None

Certificate Duration
- One year (expires June 30 each year)

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Distribution and Collection Operator Examination

Description
- Online

- Possible examination areas include general treatment, state regulations, groundwater, and disinfections.

Examination Fee
- $62 (included in application fee)

Passing Criteria
- 70% and above

Reexamination
- 30-day waiting period must intervene between reexaminations unless additional training has been received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Driver Education Instructor

(Private, Parochial, and Non-Public High School)

JOB DESCRIPTION

Return to Table of Contents

A private, parochial*, and non-public high school driver education instructor conducts classes and gives demonstrations on the operation of automobiles to students learning to drive or preparing to take an examination for a driver's license. An instructor prepares and assigns lessons, evaluates students; progress, and accompanies students while practicing skills.

SOC 25-3021

EDUCATIONAL REQUIREMENTS

Education Level

- Valid Oklahoma secondary, elementary-secondary, library media specialist, speech-language pathology, or vocational-technical license/certificate
- Credential in driver and traffic safety education

Continuing Education

- As required to maintain necessary certificates

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Possess a valid Oklahoma driver's license
- At least 21 years of age
- Good moral character
- Driving record must meet approval of the Department of Public Safety

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- None

EXAMINATION REQUIREMENTS

Examination Title

- Driver License Examination

Description

- Written, skill, and visual

- Written areas relate to motor vehicle traffic laws, road signs, and safe driving practices. Skills test is a standard road test to demonstrate expertise of motor vehicle operation.
- Standard vision test

Examination Fee
- No fee

Dates
- Appointment is scheduled upon receipt of application

Passing Criteria
- 80%

Reexamination
- After third failure, a three-month waiting period is required.

OKLAHOMA WAGE

Median Hourly Wage
- $18.07

ADDITIONAL INFORMATION

*Oklahoma does not have a specific license or certification for parochial schools. Each individual parochial school is to handle their driver's education instruction. If they need or want to be certified by the State they will follow the same procedures as those of the public and private school.

LICENSING AGENCY

Oklahoma State Department of Education
Teacher Certification Section

Physical Address
2500 N. Lincoln Blvd, Suite 212
Oklahoma City, OK 73105
Phone: (405) 521-3337
Web: www.ok.gov/sde

Mailing Address
2500 N. Lincoln Blvd, Suite 212
Oklahoma City, OK 73105

Driver Training Commercial School Instructor

JOB DESCRIPTION

Return to Table of Contents

Conducts classes and gives demonstrations on the operation of automobiles to students learning to drive or preparing to take an examination for a driver's license. An instructor prepares and assigns lessons, evaluates students' progress, and accompanies students while practicing skills.

SOC 25-3021

EDUCATIONAL REQUIREMENTS

Education Level
- High school diploma
- Minimum of six hours of Driver Education I and Driver Education II, and minimum of three semester hours of General Safety Education at an accredited college or university, or an equivalent course approved by the Department of Public Safety and offered by a nationally recognized commercial driver instructor.

Continuing Education
- Not required

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Valid Oklahoma driver's license
- At least 21 years of age
- Good moral character
- Driving record must meet approval of the Department of Public Safety
- No felony convictions

Restrictions
- None

License Duration
- Three year

Licensing Fees
- License fee - $5

EXAMINATION REQUIREMENTS

Examination Title
- Driver's License Examination

Description
- Written, skills, and visual
- Written areas relate to motor vehicle traffic laws, road signs, and safe driving practices. Skills test is a standard road test to demonstrate expertise of motor vehicle operation.
- Standard visual test
- Retesting for written, vision skills every three years.

Examination Fee
- No fee

Dates
- Appointment scheduled upon receipt of application

Passing Criteria
- 80%

Reexamination
- After third failure, a month waiting period is required on skills test
- Written exam failure, wait one day.

OKLAHOMA WAGE

Median Hourly Wage
- $18.07

LICENSING AGENCY

Oklahoma Department of Public Safety
Driver License Examining Division

Physical Address
3600 N. Martin Luther King Blvd.
Oklahoma City, OK 71111
Phone: (405) 425-7745
Fax: (405) 425-7747
Web: www.dps.state.ok.us

Mailing Address
PO Box 11415
Oklahoma City, OK 73136

Electrical Contractor (Limited)

JOB DESCRIPTION

Return to Table of Contents

An electrical contractor may operate as an individual, a firm, a partnership, or a corporation to engage in the electrical business of contracting for the construction of electrical facilities. Electrical contractors are responsible for furnishing labor and/or labor and materials for the installation, repair, maintenance, or renovation of electrical facilities, according to the requirements of the Electrical License Law. Limited electrical contractors is prohibited from engaging in the work of an apprentice or journeyman electrician

SOC 11-9021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include the National Electrical Code and basic electrical theory.

Continuing Education

- Six hours within one year of each code change.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- Degree in Electrical Engineering from an accredited college or university and an additional 8,000 hours of electrical experience in field construction, electrical estimating, electrical project management in commercial/industrial electrical work
- Or verify 16,000 hours experience in the electrical trade performing electrical work, estimating or project management in commercial/industrial work
- A person licensed as an electrical contractor must meet specific requirements in order to use the license, such as bond, insurance company name and address, tax number on file, etc. The license may be used as a journeyman license if above requirements are not met.

Restrictions

- None

License Duration

- License expires annually on the last day of the licensee's birth month

Licensing Fees

- Application fee - $30
- License fee - $300
- Renewal fee- $200 plus $100 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma Limited Contractors Electrician Examination
- Business and Law Exam

Description
- Computer based examination by testing agency
- Contractors Exam – 50 questions; 4 hour time limit
- Business & Law Exam - 50 questions; 2 hour time limit

Examination Fee
- $100

Dates
- Monday – Friday (varies by location)

Passing Criteria
- 75%

Reexaminations
- 30-day interval between first and second examination attempts
- 90-day interval for each subsequent reexamination attempt
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $32.76

LICENSING AGENCY

Construction Industries Board

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Fax: (405) 521-6525
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Electrical Contractor (Residential)

JOB DESCRIPTION

Return to Table of Contents

An electrical contractor may operate as an individual, a firm, a partnership, or a corporation to engage in the electrical business or in the business of contracting for the construction of electrical facilities. Electrical contractors are responsible for furnishing labor and/or materials for the installation, repair, maintenance, or renovation of electrical facilities, according to the requirements of the Electrical License Law. Residential electrical contractors are limited to wiring buildings as defined in NFPA, 70A, Electrical code for one- and two-family dwellings.

SOC 11-9021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include the National Electrical Code and electrical theory.

Continuing Education

- Six hours within one year of each code change

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- 4,000 hours of work experience
- Passed the Oklahoma Residential or Unlimited Journeyman Examination
- Have an additional 4,000 hours as a residential or unlimited journeyman electrician under the employment and supervision of an electrical contractor
- A person licensed as an electrical contractor must meet specific requirements in order to use the license, such as bond, insurance company name and address, tax number on file, etc. The license may be used as a journeyman license if above requirements are not met.

Restrictions

- None

License Duration

- License expires annually on the last day of the licensee's birth month

Licensing Fees

- Application fee - $30
- License fee - $300
- Renewal fee - $200 plus $100 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma Residential Contractors Electrician Examination
- Business Law Exam

Description
- Computer based examination by testing agency
- Contractors Exam - 80 questions: 3 ½ hour time limit
- Business and Law Exam – 50 questions: 2 hour time limit

Examination Fee
- $100

Dates
- Monday – Friday (varies by location)

Passing Criteria
- 75%

Reexamination
- 30-day interval between first and second examination attempts
- 90-day interval between each subsequent examination attempt
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $32.76

LICENSING AGENCY

Construction Industries Board

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Fax: (405) 521-6525
Web: www.ok.gov/cib

Mailing Address
2401 N. W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Electrical Contractor (Unlimited)

JOB DESCRIPTION

Return to Table of Contents

An electrical contractor may operate as an individual, a firm, a partnership, or a corporation to engage in the electrical business of contracting for the construction of electrical facilities. Electrical contractors may also furnish labor and/or labor and materials for the installation, repair, maintenance, or renovation of electrical facilities, according to the requirements of the Electrical License Law. Due to the widespread need for electrical services, electrical contractors are employed in virtually every industry such as factories, offices, and construction.

SOC 11-9021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include the National Electrical Code and basic electrical theory.

Continuing Education

- Six hours within one year of each code change.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- 12,000 hours experience in electrical construction; 4,000 hours must be experience in commercial/industrial construction
- Two years as a licensed journeyman. A person licensed as an electrical contractor must meet specific requirements in order to use the license, such as bond, insurance, etc. The license may be used as a journeyman license if above requirements are not met.

Restrictions

- None

License Duration

- License expires annually on the last day of the licensee's birth month

Licensing Fees

- Application fee - $30
- License fee - $300
- Renewal fee- $200 plus $100 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma Contractors Electrician Examination
- Business and Law Exam

Description
- Computer based examination by testing agency
- Contractors Exam – 100 questions: 4 hour time limit
- Business and Law Exam – 50 questions: 2 hour time limit

Examination Fee
- $100

Dates
- Monday – Friday (varies by location)

Passing Criteria
- 75%

Reexaminations
- 30-day interval between first and second examination attempts
- 90-day interval between each subsequent reexamination attempt
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $32.76

LICENSING AGENCY

Construction Industries Board

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-5217
Fax: (405) 521-5254
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Electrical Inspector

JOB DESCRIPTION

Return to Table of Contents

An electrical inspector inspects the installation of electrical systems to ensure compliance with electrical codes and standards and correct functioning. During construction or remodeling, the inspector visits the site of residential, commercial or industrial structures. The inspector normally reviews electrical plans, examines wiring and circuit capabilities, and advises construction supervisors if a violation exists. The inspector is also responsible for maintaining inspection records. Electrical inspectors are largely employed in local and state governments operating from building departments, with a small number employed in private industry.

SOC 47-4011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- One possible knowledge area is an understanding of the National Electrical Code.

Continuing Education

- Eight hours of continuing education per year
- Continuing education includes state-approved courses in the electrical trade.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Electrical inspectors employed by cities with populations greater than 10,000 must obtain a state license.
- Successful applicants must have three years' practical experience in cities with a population larger than 4,000. Cities with a population greater than 4,000 but less than 30,000 may combine the offices of electrical inspector and plumbing inspector into a single office of electrical and plumbing inspector. If duties are combined then experience requirement is waived when inspector obtains certification as an electrical inspector and a plumbing inspector within two years of initial employment. The inspector must obtain certification as an electrical inspector and a plumbing inspector by a nationally recognized model code organization within two years from the inspector's date of employment.

Restrictions

- None

License Duration

- License expires annually on the last day of the licensee's birth month

Licensing Fees

- License fee - $35
- Renewal fee - $35 plus $35 late charge after expiration date

EXAMINATION REQUIREMENTS

Examination Title

- There is no state exam. The applicant must submit certification by a National Code organization such as the International Code Council (ICC), which requires the ICC examination, or IAEI.

Description

- Written
- Possible examination areas include calculations and rule applications of the National Electrical Code, NFPA 70 (National Fire Protection Association 70) and International Residential Code, to include calculations, and rule applications.

Examination Fee

- $75 - $105 (Varies by Organization)

Dates

- Monday – Friday

Passing Criteria

- 70%

Reexamination

- Reexamination may be taken each time the exam is offered.

OKLAHOMA WAGE

Median Hourly Wage

- $19.90

LICENSING AGENCY

Construction Industries Board

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73105
Phone: (405) 271-5217
Fax: (405) 271-5254
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73105

Electrician Journeyman (Refinery)

JOB DESCRIPTION

Return to Table of Contents

A journeyman electrician (refinery) engages in the installation, alteration, repair, and/or renovation of electrical facilities. The electrician also consults with clients and follows electrical plans for proper installation. The electrician uses hand and power tools to connect electrical components and wiring. Due to the widespread need for electrical services, electricians are employed in a variety of settings such as industry, offices, and construction.

SOC 47-2111

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include the National Electrical Code.

Continuing Education

- Six hours within one year of each code change

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- Verifiable electrical license in a jurisdiction outside the state of Oklahoma

Restrictions

- A journeyman can use the license only while employed by an active electrical contractor and can only work in a refinery facility.

License Duration

- License expires annually on the last day of the licensee's birth month

Licensing Fees

- Application fee - $25
- License fee - $50
- Renewal fee- $75 plus $25 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title

- Oklahoma Journeyman Electrician Examination

Description
- Computer based examination by testing agency
- Exam is 100 questions: 4 hour time limit

Examination Fee
- $100

Dates
- Monday – Friday (varies by location)

Passing Criteria
- 75%

Reexamination
- 30-day intervention between first and second examination attempts
- 90-day intervention between each subsequent examination attempt
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $21.06

LICENSING AGENCY

Construction Industries Board

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Fax: (405) 521-6525
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Electrician Journeyman (Residential)

JOB DESCRIPTION

Return to Table of Contents

A journeyman electrician (residential) engages in or works at the actual installation, alteration, repair, and/or renovation of electrical facilities. The residential electrician is limited to buildings as defined in the NFPA, 70A, Electrical Code, for one- and two-family dwellings. The electrician consults with clients and follows electrical plans for proper installation. The electrician also operates and maintains hand and power tools to connect electrical components and wiring.

SOC 47-2111

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include the National Electrical Code for one- and two-family dwellings.

Continuing Education

- Six hours within one year of each code change

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- 4,000 hour of work experience as an apprentice

Restrictions

- License can be used only while a licensed electrical contractor employs licensee.

License Duration

- License expires annually on the last day of the licensee's birth month

Licensing Fees

- Application fee - $25
- License fee - $50
- Renewal fee - $75 plus $25 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title

- Oklahoma Residential Journeyman Electrician Examination

Description
- Computer based examination by testing agency
- Exam is 80 questions: 3 ½ hour time limit

Examination Fee
- $100

Dates
- Monday – Friday (varies by location)

Passing criteria
- 75%

Reexamination
- 30-day intervention between first and second examination attempts
- 90-day intervention between each subsequent examination attempt
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $21.06

LICENSING AGENCY

Construction Industries Board

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Fax: (405) 521-6525
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Electrician Journeyman (Unlimited)

JOB DESCRIPTION

Return to Table of Contents

A journeyman electrician (unlimited) engages in the installation, alteration, repair, and/or renovation of electrical facilities. The electrician also consults with clients and follows electrical plans for proper installation. The electrician uses hand and power tools to connect electrical components and wiring. Due to the widespread need for electrical services, electricians are employed in a variety of settings such as industry, offices, and construction.

SOC 47-2111

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include the National Electrical Code.

Continuing Education

- Six hours within one year of each code change

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- 8,000 hours experience; 4,000 hours in commercial/industrial construction

Restrictions

- A journeyman can use the license only while the employee of an active electrical contractor.

License Duration

- License expires annually on the last day of the licensee's birth month

Licensing Fees

- Application fee - $25
- License fee - $50
- Renewal fee - $75 plus $25 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title

- Oklahoma Journeyman Electrician Examination

Description
- Computer based examination by testing agency
- Exam is 100 questions: 4 hour time limit

Examination Fee
- $100

Dates
- Monday – Friday (varies by location)

Passing Criteria
- 75%

Reexamination
- 30-day intervention between first and second examination attempts
- 90-day intervention between each subsequent examination attempt
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $21.06

LICENSING AGENCY

Construction Industries Board

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Fax: (405) 521-6525
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Electronic Access Control Manager

JOB DESCRIPTION

Return to Table of Contents

An officer or manager of a company, corporation, partnership, or proprietorship with the authority to bind the company by contract and who provides direct supervision over the function and local operations of such electronic access control business or branch thereof.

SOC 11-1021

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include design, operation, installation, and service of components of the electronic access control category activity.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 21 years of age
- State and Federal criminal history check

Restrictions
- Conviction of a felony

License Duration
- One year

Licensing Fees
- Application fee - $100
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Electronic Access Control Manager Examination

Description
- Computer

- Possible examination areas include the technical aspect of design, operation, installation, and service of components in the electronic access control category activity. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates
- Electronic Access Control Manager

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $35.15

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Electronic Access Control Salesperson

JOB DESCRIPTION

Return to Table of Contents

An electronic access control salesperson presents information to consumers regarding electronic access control products and services. The salesperson explains the cost, operation, and customer responsibilities for electronic access control equipment and services. A licensed electronic access control company employs an electronic access control service and installation company salesperson.

SOC 41-4011

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony

License Duration
- One year

Licensing Fee
- Application fee - $40
- License Fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title
- Electronic Access Control Salesperson Examination

Description
- Computer

- Possible examination areas include components and application of electronic access control category equipment and services. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $27.13

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Electronic Access Control Technician

JOB DESCRIPTION

Return to Table of Contents

An electronic access control company technician installs, repairs, and services electronic access control systems. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed electronic access control company employs an electronic access control service and installation company technician.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the locksmith category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Electronic Access Control Technician Examination

Description

- Computer

- Possible examination areas include the technical aspects of operation, installation, and service of components in the locksmith category activity. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Electronic Access Control Trainee (Technician or Sales)

JOB DESCRIPTION

Return to Table of Contents

An electronic access control technician/sales trainee sells, installs, repairs, and services electronic access control systems. A technician/sales trainee shall be employed by a licensed Oklahoma electronic access control company and shall work under the direct supervision of a company electronic access control manager, technician, or salesperson.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony
- No more than three technician/salesperson trainees per jobsite
- Must work under the direct supervision of a licensed company employee

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Embalmer

JOB DESCRIPTION

Return to Table of Contents

An embalmer disinfects or preserves dead human remains by using chemical substances, fluids, or gases in the remains, or by introducing the same into the remains by vascular or hypodermic injection, or by direct application into organs or cavities. In addition, the embalmer may dress the deceased, deliver the deceased to the funeral and burial site, and maintain records. Embalmers are normally employed by funeral homes.

SOC 39-4011

EDUCATIONAL REQUIREMENTS

Education Level

- 60 accredited hours of study from an institution of higher education plus graduation from a school of mortuary science
- Possible areas of study include embalming technique; chemistry of embalming; color harmony; discoloration and its causes, effects, and treatment; treatment of special cases; restorative art; funeral management; professional ethics; anatomy; organic and inorganic chemistry; pathology; microbiology; sanitation and hygiene; public health regulations; and mortuary law and administration.
- An embalmer is required to complete a one-year apprenticeship under the supervision of a licensed embalmer.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 20 years of age
- Legal resident of Oklahoma
- Citizen of the United States
- Good moral character

Restrictions

- No Conviction of a felony
- No Conviction of a misdemeanor related to funeral service
- No Violation of any rules or regulations of the Board in administering the purpose of the Funeral Services Licensing Act
- No Violation of any of the provisions of the Funeral Service Licensing Act or any violation of Sections 201 through 235 of Title 8 of the Oklahoma Statutes

License Duration

- One year

Licensing Fee

- Application fee - $75
- License fee - $75

- Renewal fee - $75

EXAMINATION REQUIREMENTS

Examination Title
- National Examination
- State Law Examination

Description
- Written
- Examination areas include embalming, anatomy, pathology, microbiology, chemistry, restorative art, and law.

Examination Fee
- State Law Exam - $100
- National Board Science Exam - $200

Dates
- State Law Exam is scheduled during business hours
- National Board Examination – N/A

Passing Criteria
- 75%

Reexamination
- Unavailable

OKLAHOMA WAGE

Median Hourly Wage
- $19.64

LICENSING AGENCY

Oklahoma Funeral Board

Physical Address
4545 N. Lincoln Blvd., Suite 175
Oklahoma City, OK 73105
Phone: (405) 522-1790
Fax: (405) 522-1797
Web: www.okfuneral.com

Mailing Address
4545 N. Lincoln Blvd., Suite 175
Oklahoma City, OK 73105

Emergency Medical Technician

JOB DESCRIPTION

Return to Table of Contents

An emergency medical technician (EMT) administers stabilization, transportation, and medical care to sick or injured persons, working as a member of an emergency medical team. EMT's provide transportation both in a pre-hospital setting and during interfaculty transfers. An EMT is trained to determine the nature and extent of illness or injury, to follow treatment protocols issued by medical control, and to act as an extension of physicians. EMT jobs are found in licensed ambulance services, hospitals, and other affiliated health care services.

SOC 29-2041

EDUCATIONAL REQUIREMENTS

Education Level

- Approved Department of Transportation curriculum from an approved training institution
- EMT training is a minimum of 252 hours (216 hours didactic and 36 hours clinical).
- Possible areas of study include legal responsibilities, anatomy, diagnostic signs, triage, cardio respiratory system, circulatory system, basic life support, musculoskeletal system, gastrointestinal and genitourinary systems, medical emergencies, childbirth and pediatric problems, mental health problems, environmental injuries, emergency vehicles, equipment and extrication, emergency communications, and patient handling and transportation.

Continuing Education

- 48 hours of continuing education required during a two-year license period
- Continuing education adheres to the topics or subject matter covered during training or additional topics such as air ambulance care, child abuse, rape intervention, industrial accidents, explosion injuries, battered wives, rappelling, protective breathing apparatus, farm machinery extrication, and special rescue, etc.
- In addition to continuing education, EMTs are required to complete a 24-hour US Department of Transportation (USDOT) approved refresher course during a two-year period. A current CPR provider card must be submitted.
- Current provider level CPR certification from American Heart Association, the American Red Cross or the National Safety Council

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- Approved training within the past two years (state and national application)
- Must maintain CPR certification through the American Heart Association (for the Provider), Red Cross for Professional Rescuers, or National Safety Council (provider)

Restriction

- Individual Board review by the Oklahoma State Department of Health, Emergency Medical Service Division (OSDH/EMS) for felony convictions

- Contact OSDH/EMS for additional restrictions

License Duration
- Two years

Licensing Fees
- Application and License fee - $75 (required prior to licensure)
- Death Benefit Fee $10 (required prior to licensure)
- Renewal fee - $20 plus $2.50 for Death Benefit (required prior to licensure)

EXAMINATION REQUIREMENTS

Examination Title
- National Registry of Emergency Medical Technicians (NREMT) examination

Description
- Computer based test (CBT) and practical skills test
- Possible CBT examination areas include patient handling and transportation; anatomy and physiology; patient assessment; breathing/resuscitation; cardiac arrest and CPR; medical emergencies; soft tissue injuries; bleeding/shock/MAST; injuries to head, neck, face, chest, abdomen, and genitalia; fractures and dislocations; environmental emergencies; burns and hazardous materials; emergency childbirth; and psychological aspects.
- Possible practical and oral examination areas include patient assessment (4 skills), shock treatment (3 skills), CPR (4 skills), fracture immobilization (3 skills), and general knowledge.

Examination Fee
- $70 fee for certification paid on-line when National Registry application is done (This includes the Pearson Vue fee).

Dates
- Computer Based Tests (CBT) may be taken at any time, by appointment with the vendor, Pearson Vue Testing Centers. The application fee is made to the National Registry. The candidate must have a confirmation letter from the Registry to apply for the Pearson Vue CBT test.

Passing Criteria
- Successful completion of the National Registry of EMT's CBT for competency. (Pass/Fail)
- Practical – competency in all (practical exams are given at the approved training institutions)

Reexamination
- Three attempts are allowed for the CBT. After an EMT refresher, three additional attempts are allowed.
- Same-day Re-examination for the practical skills test is offered one time on the skills failed if three or less. If four or more skills are failed, the entire examination must be retaken.
- Candidates may attempt the practical examination as many times as necessary at an approved training institution or at a regularly scheduled practical exam for a two year period after successful completion of a state-approved course.

OKLAHOMA WAGE

Median Hourly Wage

- $13.64

LICENSING AGENCY

Oklahoma State Department of Health
Emergency Medical Services Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73152
Phone: (405) 271-4027
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73152

CERTIFICATION AGENCY

The National Registry of EMTs
6610 Busch Blvd.
Columbus, OH 43229

Mailing Address
P.O. Box 29233
Columbus, OH 43229

Emergency Medical Technician, Advanced

JOB DESCRIPTION

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An Advanced Emergency Medical Technician (AEMT) administers stabilization, transportation, and medical care to sick or injured persons, working as a member of an emergency medical team. AEMTs provide transportation both in a pre-hospital setting and during interfaculty transfers. An AEMT is trained to determine the nature and extent of illness or injury, to follow treatment protocols issued by medical control, and to act as an extension of physicians. Skills include advanced airway interventions and intravenous therapy. AEMT jobs are found in licensed ambulance services, hospitals, and other affiliated health care services.

SOC 29-2041

EDUCATIONAL REQUIREMENTS

Education Level

- Approved Department of Transportation curriculum from an approved training institution
- AEMT training is a minimum of 320 hours (180 hours didactic and 140 clinical).
- Possible areas of study include requirements of EMT administration of intravenous fluids and venipuncture, and the placement of advanced airway procedures.

Continuing Education

- 36 hours of continuing education required during the two-year license period
- Continuing education adheres to the topics or subject matter covered during the training or additional topics such as air ambulance care, child abuse, rape intervention, industrial accidents, explosion injuries, battered wives, rappelling, protective breathing apparatus, farm machinery extrication, and special rescue.
- In addition to continuing education, AEMTs are required to complete a 36-hour US Department of Transportation (USDOT) approved refresher course during a two-year period.
- Current provider level CPR certification from American Heart Association, the American Red Cross or the National Safety Council
- Continued competency in specific skills must be verified to the Oklahoma State Department of Health, Emergency Medical Services Division (OSDH/EMS) in writing by a physician. Skills for AEMT include primary survey, resuscitation, secondary survey and definitive pre-hospital care, esophageal obturator airway insertion, intravenous therapy, and pneumatic anti-shock garment.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- Approved training within the past two years (state and national applications)
- Must hold an EMT level license to qualify for candidacy
- Must maintain CPR certification through the American Heart Association, Red Cross for Professional Rescuers, or National Safety Council

Restrictions
- Individual Board review by the OSDH/EMS for felony convictions
- Contact OSDH/EMS for additional restrictions.

License Duration
- Two years

Licensing Fees
- Application and license fee - $150
- Death Benefit Fee $10 (required prior to licensure)
- Renewal fee $25 Plus $2.50 Death Benefit

EXAMINATION REQUIREMENTS

Examination Title
- National Registry of Emergency Medical Technicians – AEMT

Description
- Both Computer Based Test (CBT) and practical
- Possible CBT areas include EMT reassessment, roles and responsibilities, EMS systems, medical legal, medical terms, EMS communications, general patient assessment and initial management, airway management and ventilation, and assessment and management of shock.
- Possible practical examination areas include trauma assessment/management (4 skills), IV therapy and ET/EOA (3 skills), CPR (4 skills), and fracture immobilization (3 skills).

Examination Fee
- $100 certification fee paid on-line when completing National Registry application

Dates
- Tests are scheduled by the student at Pearson-Vue testing centers after successfully completing the course and completing the on-line application.
- Practical tests are conducted by the EMS division of the Oklahoma State Health Department on a monthly basis.

Passing Criteria
- Successful completion of the National Registry of EMT's Computer Based Test for competency. (Pass/Fail)
- Practical – Competency in all skills.

Reexaminations
- Three attempts to pass the CBT are allowed. After an AEMT refresher, two additional attempts are allowed.
- Same day re-examination for the practical examination is offered one time on the skills failed (if four or less). If five or more skills are failed, then the entire examination must be retaken.
- Candidates may attempt the practical examination a total of three entire tests (retest are not included)for a period of two years after successful completion of a state-approved course.

OKLAHOMA WAGE

Median Hourly Wage

- $13.64

LICENSING AGENCY

Oklahoma State Department of Health
Emergency Medical Services Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73152
Phone: (405) 271-4027
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73152

CERTIFICATION AGENCY

The National Registry of Emergency Medical Technicians

Physical Address
6610 Busch Blvd.
Columbus, OH 43229

Mailing Address
P.O. Box 29233
Columbus, OH 43229

Emergency Medical Technician, Paramedic

JOB DESCRIPTION

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A Paramedic administers life support care to sick and injured persons in a pre-hospital setting as authorized and directed by a physician. Duties are as follows: Assess nature and extent of illness or injury to establish and prioritize medical procedures to be followed or need for additional assistance. Restores and stabilizes heart rhythm on pulses, non-breathing patient, using defibrillator, or as directed by physician. Initiates intravenous fluids, performs endotracheal intubations to open airways, and administers injections of medications and drugs. Administers initial treatment at emergency scene and takes and records patient's vital signs. Assists in extricating trapped victims and transports sick and injured persons to treatment center and reports to physician patient's condition and reaction to drugs, treatments, and medically significant incidents.

SOC 29-2041

EDUCATIONAL REQUIREMENTS

Education Level

- Approved 1200 hour US Department of Transportation (USDOT)-approved curriculum presented by a state-approved training institution
- Areas of study should include requirements of EMT and AEMT, cardiology, pharmacology, expanded pathophysiological aspects, and treatment at all of the EMT topics.

Continuing Education

- 24 hours of continuing education required during the two-year license period
- Continuing education adheres to the topics or subject matter covered during the training or additional topics such as air ambulance care, child abuse, rape intervention, industrial accidents, explosion injuries, battered spouse care, rescue rappelling, protective breathing apparatus, farm machinery extraction, and special rescue, etc.
- In addition to continuing education, Paramedics are required to complete a 48-hour state approved refresher course during a two-year period.
- Current provider CPR certification and ACLS certification through the American Heart Association, Red Cross or National Safety Council
- Continued competency in specific skills must be verified to the Oklahoma State Department of Health, Emergency Medical Services Division (OSDH/EMS) in writing by a physician. Skills for a Paramedic include history taking, physical examination, CPR, infant resuscitation, advanced airway management interpretation and treatment of cardiac dysrhythmia via 12 lead electrocardiography, interpretation of ETCO2 care of respiratory emergencies, administration of narcotics and other therapeutic intravenous medications and other advanced interventions as specified in the treatment protocols approved by the physician medical director.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- Approved training within the past two years (state and national applications)
- EMT Level licensure
- CPR certification through the American Heart Association, Red Cross for Professional Rescuers, or National Safety Council
- Advanced Cardiac Life Support certification from the American Heart Association.

Restrictions
- Felony convictions, and such other issues as may render the individual unfit for licensure by the Oklahoma State Department of Health- EMS division (OSDH-EMS)
- Contact OSDH/EMS for additional restrictions

License Duration
- Two years

Licensing Fees
- Application and license fee $200
- Death Benefit Fee $10 (required prior to licensure)
- Renewal fee - $30 Plus $2.50 Death Benefit

EXAMINATION REQUIREMENTS

Examination Title
- National Registry of Emergency Medical Technicians Paramedic

Description
- Both Computer Based Testing (CBT) and practical skills examination
- Possible written examination areas include pre-hospital environment; preparatory; trauma; medical emergencies; cardiovascular; and obstetrics, gynecology, neonatal, and behavioral emergencies.
- Possible practical examination areas include trauma assessment/management (4 skills), static cardiology/medical emergencies (2 skills), cardiac arrest skills (4 skills), CPR (4 skills), and fracture immobilization (3 skills).

Examination Fee
- $110 certification fee paid to the National Registry on-line at time of application

Dates
- CBTs are scheduled by the student at Pearson-Vue testing centers after successfully completing the course and completing the on-line application.
- Practical tests are conducted by the EMS division of the Oklahoma State Health Department on a monthly basis.

Passing Criteria
- Successful completion of the National Registry of EMT's competency based Computer Adaptive Testing
- Practical – competency in all skills

Reexamination

- Three attempts are allowed to pass the Computer Adaptive Test for competencies are allowed. After an EMT Paramedic refresher, two additional attempts are allowed. OSDH/EMS permission is required for the sixth and final attempt.
- Same day re-examination for the practical skills test may be offered one time on the skills failed (if five or less). If six or more skills are failed, the entire exam must be retaken.
- Candidates may attempt the practical examination a total of three times for the full test for two years following the completion of a state-approved paramedic course. Specific skill retests are not included.

OKLAHOMA WAGE

Median Hourly Wage
- $13.64

LICENSING AGENCY

Oklahoma State Department of Health
Emergency Medical Services

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73152
Phone: (405) 271-4027
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73152

CERTIFICATION AGENCY

The National Registry of Emergency Medical Technicians

Physical Address
6610 Busch Blvd.
Columbus, OH 43229

Mailing Address
P.O. Box 29233
Columbus, OH 43229

Engineer Intern

JOB DESCRIPTION

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An intern engineer works under the supervision of a professional engineer to develop and design efficient and economical machinery, equipment, products, and electrical and waste systems. After a four- or six-year engineering or related college degree, the intern gains experience in planning and coordinating project development. This may include developing detailed drawings, conducing related research, consulting clients, and evaluating ideas and designs. The intern may choose to specialize in one of the 25 major areas of engineering such as civil, structural, or chemical engineering. Employment is based upon area of specialization, and interns are often employed in communication, transportation, and manufacturing industries.

SOC 17-2199

EDUCATIONAL REQUIREMENTS

Education Level

- Educational possibilities include four-year or graduate degrees from ABET or non-ABET accredited engineering curriculums or other science related areas.
- Applicants with an acceptable degree may, upon successful completion of the Fundamentals of Engineering, be certified as an Engineer Intern while acquiring the necessary experience to file for professional licensure.
- Areas of study relate to an area of specialization.
- Acceptable work experience is evaluated on an individual basis in accordance with requirements of the law.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good moral character
- Resident of Oklahoma or currently certified in state of residence

Restrictions

- None

Licensure Duration

- Two years

Licensing Fees

- Application fee - $25
- Renewal Fee is not required

EXAMINATION REQUIREMENTS

Examination Title
- Fundamentals of Engineering – 8 hours

Description
- Written
- Areas of examination relate to areas of specialization
- Possible examination areas include mathematics, electrical circuits, fluid mechanics, thermodynamics, dynamics, statics, chemistry, mechanics of materials, engineering economics, materials science/structure of matter, engineering mechanics, applied mathematics, electrical circuits, engineering economics, and thermodynamics/fluid mechanics.

Examination Fee
- $55 **subject to change*

Dates
- Twice a year in April and October (Application deadlines are February 5, and September 5 for full-time students; January 3 and June 1 for non- full time students)

Passing Criteria
- 70 points

Reexamination
- Applicants who score 50 to 69 percent may apply for reexamination at the next scheduled examination. Applicants who score less than 50 percent must wait one year and file a new application with fees.
- Reexamination is permitted on one application, after which a new application must be filed.

OKLAHOMA WAGE

Median Hourly Wage
- $41.58

LICENSING AGENCY

Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors

Physical Address
201 N.E. 27th St., Suite 120
Oklahoma City, OK 73105
Phone: (405) 521-2874
Web: www.ok.gov/pels

Mailing Address
201 N.E. 27th St., Suite 120
Oklahoma City, OK 73105

Engineer, Licensed Professional

JOB DESCRIPTION

Return to Table of Contents

A professional engineer designs machinery, equipment, products, and electrical and waste systems for efficient and economic performance. The engineer plans and coordinates the activities surrounding project development. This may include drafting, developing detailed drawings, conducting preliminary research, consulting clients, and evaluating and testing ideas. Most engineers specialize in one of the 25 major areas of engineering such as structural, chemical, or civil engineering. Employment is based on area of specialization, and engineers are often employed in manufacturing, communications, and architectural services.

SOC 17-2041 Chemical Engineer
SOC 17-2051 Civil Engineer
SOC 17-2071 Electrical Engineer

EDUCATIONAL REQUIREMENTS

Education Level

- Educational possibilities include four-year or graduate degrees from ABET or non-ABET accredited engineering curriculums or other science-related areas.
- Areas of study relate to area of specialization.
- Applicants with an acceptable degree and experience, upon successful completion of the Fundamentals of Engineering, and Principles and Practice of Engineering examinations are licensed as a professional engineer.

Continuing Education

- 30 PDH's per biennial renewal period

ADDITIONAL EXAMINATION

Qualifications/Experience

- Good character
- Resident of Oklahoma or currently licensed in state of residence
- Acceptable work experience is evaluated on an individual basis in accordance with requirements of the law.

Restrictions

- None

Licensure Duration

- Two years

Licensing Fees

- Application fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Principles and Practice of Engineering

Description
- Written
- Areas of examination relate to area of specialization.
- Possible examination areas include chemical, civil/structural I, structural II, electrical, mechanical, agricultural, fire protection, industrial, manufacturing, metallurgical, mining/mineral, nuclear, petroleum, and environmental engineering.

Examination Fee
- $125 **subject to change*

Dates
- Twice a year in April and October (Application deadlines are January 3, and June 1)

Passing Criteria
- 70 points

Reexamination
- Applicants who score 50 to 69 percent may apply for reexamination at the next scheduled examination. Applicants who score less than 50 percent must wait one year and file a new application with fees.
- Reexamination is permitted four times on one application, after which a new application must be filed, showing the applicant has gained additional education or experience.

OKLAHOMA WAGE

Median Hourly Wage
- Chemical Engineer: $38.29
- Civil Engineer: $35.29
- Electrical Engineer: $35.53

LICENSING AGENCY

Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors

Physical Address
201 N.E. 27th St., Suite 120
Oklahoma City, OK 73105
Phone: (405) 521-2874
Web: www.ok.gov/pels

Mailing Address
120 N.E. 27th St., Suite 120
Oklahoma City, OK 73105

Engineered Fire Suppression Salesperson

JOB DESCRIPTION

Return to Table of Contents

An engineered fire suppression systems salesperson presents information to consumers regarding engineered fire suppression systems products and services. The salesperson explains the cost, operation, and customer responsibilities for engineered fire suppression systems equipment and services. A licensed engineered fire suppression systems company employs an engineered fire suppression systems service and installation company salesperson.

SOC 41-4011

EDUCATIONAL REQUIREMENTS

Education Level

- Must obtain a NICET I in Special Hazards and pass an exam administered by the Department, and possess a commercial Fire Alarm Manager and/or Technician license

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Must obtain a NICET I in Special Hazards and pass an exam administered by the Department, and possess a commercial fire alarm manager and/or Technician license

Restrictions

- None

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Engineered Fire Suppression System Salesperson Examination

Description

- Computer

- Possible examination areas include the Fire Extinguisher Licensing Act and the Fire Extinguisher Industry Rules.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $27.13

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Engineered Fire Suppression Systems Designer

JOB DESCRIPTION

Return to Table of Contents

An engineered fire suppression systems designer directs the design and application of engineered fire suppression systems design.

SOC 17-2141

EDUCATIONAL REQUIREMENTS

Education Level
- Must obtain a NICET III in Special Hazards and pass an exam administered by the Department, and possess a commercial Fire Alarm Manager and/or Technician License

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must obtain a NICET III in Special Hazards and pass an exam administered by the Department, and possess a commercial fire alarm manager and/or Technician license

Restrictions
- None

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title
- Engineered Fire Suppression Systems Designer Examination

Description
- Computer
- Possible examination areas include the Fire Extinguisher Licensing Act and the Fire Extinguisher Industry Rules.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $35.31

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Engineered Fire Suppression Systems Qualified Agent

JOB DESCRIPTION

Return to Table of Contents

A person who designs engineered fire suppression systems on behalf of a licensed Oklahoma engineered fire suppression systems company.

SOC 17-2141

EDUCATIONAL REQUIREMENTS

Education Level

- Must possess a NICET III in Special Hazards and pass an exam administered by the Department and possess a Commercial Fire Alarm Manager and/or Technician license.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the engineered fire suppression systems.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Must obtain a NICET III in Special Hazards and pass an exam administered by the Department, and possess a Commercial Fire Alarm Manager and/or Technician license.

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Engineered Fire Suppression System Qualifying Agent Examination

Description

- Computer
- Possible examination areas include the Fire Extinguisher Licensing Act and the Fire Extinguisher Industry Rules.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 90%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $35.31

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Engineered Fire Suppression Systems Trainee

JOB DESCRIPTION

Return to Table of Contents

An engineered fire suppression systems company technician/sales trainee sells, installs, repairs, and services engineered fire suppression systems. A technician/sales trainee shall be employed by a licensed Oklahoma engineered fire suppression systems company and shall work under the direct supervision of a engineered fire suppression systems company manager, engineered fire suppression systems technician, or engineered fire suppression systems salesperson.

SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- None

Restrictions
- No more than three technician/salesperson trainees per jobsite
- Must work under the direct supervision of a licensed company employee

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $20.57

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Engineered Fire Suppression Technician

JOB DESCRIPTION

Return to Table of Contents

An engineered fire suppression systems company technician installs, repairs, and services engineered fire suppression systems. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed engineered fire suppression systems company employs an engineered fire suppression systems service and installation company technician.

SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level

- Must obtain a NICET II in Special Hazards and pass an exam administered by the Department. And possess a commercial fire alarm manager and/or Technician license

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Must obtain a NICET II in Special Hazards and pass an exam administered by the Department. And possess a commercial fire alarm manager and/or Technician license
- Possible examination areas include the Statue and the rules and regulation of the Fire Extinguisher Industry Act.

Restrictions

- None

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Engineered Fire Suppression Systems Technician Examination

Description

- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components in the locksmith category activity.
- Possible examination areas include the Fire Extinguisher Licensing Act and the Fire Extinguisher Industry Rules.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $20.57

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Facialist (Esthetician)

JOB DESCRIPTION

Return to Table of Contents

A facialist/facial operator performs skin care services, skin analysis consultations; massage, makeup application/facials; limited hair removal services (wax, depilatory and electronic tweezers procedures); and lash/brow tinting and arching. The employer assigns additional responsibilities such as client scheduling. Facialists work primarily in salons, cosmetic studios, at department store cosmetic counters, and for product companies.

SOC 39-5094

EDUCATIONAL REQUIREMENTS

Education Level

- Eighth-grade education or equivalent
- Complete 600 hours of study or equivalent number of credit hours.
- Possible knowledge areas include structure of skin and diseases; theory and practical training in skin care, makeup, and massage; hygiene, personality, salesmanship, and poise; sanitation and safety; electrical; chemistry and light therapy (pertaining to skin care); and cosmetology law, rules, and regulations.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Is over the age of sixteen (16)

Restrictions

- Must practice in a salon licensed by the Oklahoma State Board of Cosmetology

License Duration

- One year (expires last day of birth month)

Licensing Fees

- Application/Initial fee - $25
- Renewal fee - $25

EXAMINATION REQUIREMENTS

Examination Title

- The Oklahoma State Board Facialist Examination (administered by the Board)

Description

- Both written and practical
- Possible written examination areas include scientific concepts; physical services; chemistry and light therapy (includes sanitation and safety); diseases and disorders of the skin; anatomy, muscles, bones, nerves, and blood circulation; and skin care purpose and effect, supplies, and products.
- Possible practical application areas include draping/application and removal of cleansing cream and makeup; application of emollient creams, manipulations and removal of cream; complete daytime makeup application with verbal explanation of corrective makeup technique; and sanitary and safety procedures.

Examination Fee

- $15

Dates

- Monday – Friday; first three weeks of every month

Passing Criteria

- 75% on both the written and practical exams

Reexamination

- Registration is required at least 30 days prior to examination.
- After two failures, work permit is not issued; after four failures, review hours are required before reregistering

OKLAHOMA WAGE

Median Hourly Wage

- $8.89

LICENSING AGENCY

Oklahoma State Board of Cosmetology

Physical Address
2401 N.W. 23rd St., Suite 84
Oklahoma City, OK 73107
Phone: (405) 521-2441
Fax: (405) 521-2440
Web: www.ok.gov/cosmo

Mailing Address
2401 N.W. 23rd St., Suite 84
Oklahoma City, OK 73107

Fire Alarm Company Manager

JOB DESCRIPTION

Return to Table of Contents

A fire alarm company manager directs the design and application of fire alarm system sales, service, repair, or installation. Although management skills vary according to the industry, many managers are responsible for employee relations, record keeping, and office/industry operations. Licensed fire alarm companies employ fire alarm service and installation managers.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Residential (restricted to residential only)

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas are the National Fire Code and operations, service, and installation of fire alarm systems.

Commercial

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas are the National Fire Code and operations, service, and installation of fire alarm systems.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- Four years in fire alarm industry with a minimum of 2 years of technical experience
- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $100
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Commercial
- Fire Alarm Manager Examination Commercial (commercial and residential)

Residential
- Fire Alarm Residential Manager Examination (restricted to residential only)

Description
- Computer
- Possible knowledge areas include the technical aspects of design, operation, installation, and service of components and complete fire alarm systems and the National Fire Codes. Test will also include general business questions concerning Unemployment laws, IRS, Workers Compensation and Alarm and Locksmith regulations for Oklahoma.

Examination Fee
- Included in Application Fee
- Reexamination - $50

Passing Criteria
- 70%

Dates
- Contact agency for test date

Reexamination
- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Fire Alarm Company Salesperson

JOB DESCRIPTION

Return to Table of Contents

A fire alarm company salesperson presents information to consumers regarding fire alarm products and services. The salesperson explains the cost, operation, and customer responsibilities for fire alarm services and equipment. A licensed fire alarm company employs a fire alarm service and installation company salesperson.

SOC 41-3099

EDUCATIONAL REQUIREMENTS

Residential
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include components and applications of fire alarm systems and services and the National Fire Codes.

Commercial
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas are the National Fire Codes and operation, services, and installation of fire alarm systems.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title
Commercial
- Commercial Fire Alarm Company Salesperson Examination (commercial and residential)

Residential
- Residential Fire Alarm Service and Installation Company Salesperson Examination (restricted to residential only)

Description
- Computer
- Possible examination areas include the components and application of complete fire alarm systems and services and the National Fire Codes. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for test dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $19.03

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Fire Alarm Company Technician

JOB DESCRIPTION

Return to Table of Contents

A fire alarm company technician installs, repairs, and services fire alarm systems. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed fire alarm company employs a fire alarm service and installation company technician.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Residential (restricted to residential only)

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas are the National Fire Codes and operation, services, and installation of fire alarm systems.

Commercial

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas are the National Fire Codes and operation, services, and installation of fire alarm systems.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

Commercial
- Fire Alarm Technician Examination Commercial (Commercial and Residential)
- Fire Alarm Company Technician

Residential
- Fire Alarm Technician Examination (restricted to residential only)

Description
- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components and complete systems of all available sources of Fire Alarm Industry and the National Fire Codes. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Reexaminations
- $50 for each reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Fire Alarm Company Trainee (Technician or Sales)

JOB DESCRIPTION

Return to Table of Contents

A fire alarm company technician/sales trainee installs, repairs, and services fire alarm systems. A technician/sales trainee shall be employed by a licensed Oklahoma fire alarm company and shall work under the direct supervision of a licensed fire alarm company technician or fire alarm company salesperson. The trainee shall work only in the category for which the manager is licensed (Residential or Commercial).

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony
- No more than three technician/salesperson trainees per fire alarm company manager or fire alarm technician per jobsite.

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Fire Sprinkler Company Manager (Residential and Commercial)

JOB DESCRIPTION

Return to Table of Contents

A fire sprinkler company manager is a specialty contractor who directs the design and application of fire sprinkler system sales, service, repair, or installation. Although management skills vary according to the industry, many managers are responsible for employee relations, record keeping, and office/industry operations. Licensed fire sprinkler companies employ fire sprinkler service and installation managers.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Commercial
- NICET Level III Certification Sub-field of Automatic Sprinkler Systems Layout.
- Possible knowledge areas include components and application of fire sprinkler systems and services.

Residential
- NICET Level II Certification Sub-field of Automatic Sprinkler Systems Layout or registration as a professional engineer in the State of Oklahoma in the field of fire protection.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 21 years of age
- State administered exam. Test will also include general business questions concerning Alarm and Locksmith Statue and regulations for Oklahoma.

Restrictions
- None

License Duration
- One year

Licensing Fees
- Application fee - $100
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title

Commercial
- State Administered Exam (Fire Sprinkler Managers Exam)
- Or in lieu of State Exam an applicant can submit NICET Level III Certification Sub-field of Automatic Sprinkler Systems Layout.

Residential
- Certification of NICET Level II in the Sub-field of Inspection and Testing of Water Based Systems.

Description
- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components and complete systems of all available sources of Fire Sprinkler Industry and the National Fire Codes. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Fire Sprinkler Inspector

JOB DESCRIPTION

Return to Table of Contents

A fire sprinkler inspector inspects and tests fire sprinkler systems to determine if the system has been installed properly and is operating according to the appropriate code and standard before certifying the system. The fire sprinkler inspector shall work for a licensed Commercial sprinkler company.

SOC 47-2152

EDUCATIONAL REQUIREMENTS

Education Level
- A working knowledge of the occupation is necessary
- A possible knowledge area includes the National Fire Codes

Commercial
- NICET Level III Certification Sub-field in Inspection and Testing of Water Based Systems (accepted in lieu of State Administered Exam)
- Possible knowledge areas include components and application of fire sprinkler systems and services.

Residential
- NICET Level II Certification Sub-field of Automatic Sprinkler Systems Layout or registration as a professional engineer in the State of Oklahoma in the field of fire protection.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- None

Restrictions
- None

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

Commercial
- State Administered Exam (Fire Sprinkler Inspector Exam)
- Or in lieu of State Exam an applicant can submit Certification of NICET Level III in the Sub-field of Inspection and Testing of Water Based Systems.

Residential
- Certification of NICET Level II in the Sub-field of Inspection and Testing of Water Based Systems.

Examination Fee
- First attempt –Included in Application Fee (if not NICET Certified)

Reexaminations
- Unlimited reexaminations
- $50.00 per reexamination

Description
- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components and complete systems of all available sources of Fire Sprinkler Industry and the National Fire Codes. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

OKLAHOMA WAGE

Median Hourly Wage
- $18.61

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Fire Sprinkler Technician (Residential and Commercial)

JOB DESCRIPTION

Return to Table of Contents

A fire sprinkler technician installs, repairs, and services fire sprinkler systems. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed fire sprinkler company employs a sprinkler technician.

SOC 49-2098

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include components and application of fire sprinkler systems and services. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma. Another possible knowledge area includes the National Fire Codes.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Residential fire sprinkler technician requires certification by NFSA or ASFA in the installation of residential multi-purpose piping systems that serve both domestic water and fire protection needs for residential building and manufactured homes (minimum of 16 hours residential training required).

Restrictions

- None

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title
- Fire Sprinkler Technician Examination

Description
- Computer
- A possible examination area includes the National Fire Codes. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for test dates

Passing Criteria
- 70%

Reexamination
- Unlimited reexaminations
- Reexamination - $50

OKLAHOMA WAGE

Median Hourly Wage
- $14.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Funeral Director

JOB DESCRIPTION

Return to Table of Contents

A funeral director engages in the preparation, direction, and supervision for the burial or disposal of dead human remains. The funeral director further maintains the funeral establishment and sells funeral service merchandise to the public. In addition, funeral directors' responsibilities may include counseling and comforting relatives and friends, casket preparation, and transportation of the deceased for services and burial.

SOC 39-4831 (or see new SOC 39-4031)

EDUCATIONAL REQUIREMENTS

Education Level

- Requirements include 60 accredited hours of study from an accredited institute of higher education, plus graduation from a mortuary science program.
- Possible areas of study include mortuary management and administration, business education and business law, legal medicine, toxicology (as it pertains to funeral directing), public relations, psychology, public health, hygiene, and sanitary science.
- A funeral director is required to complete a 12-month apprenticeship under the direction of a licensed funeral director.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 20 years of age
- Legal resident of Oklahoma
- Citizen of the United States
- Good moral character

Restrictions

- No Conviction of a felony
- No Conviction of a misdemeanor involving funeral service
- No Violation of any rules or regulations of the Board in administering the purpose of the Funeral Services Licensing Act
- No Violation of any of the provisions of the Funeral Services Licensing Act or any violation of Sections 201 through 235 of Title 8 of the Oklahoma Statutes

License Duration

- One year

Licensing Fees

- Application fee - $75
- License fee - $75
- Renewal fee - $75

EXAMINATION REQUIREMENTS

Examination Title
- National Board Examination
- State Law Examination

Description
- Written
- Possible examination areas include sociology, psychology, accounting, law, and mortuary management.

Examination Fee
- State Law Exam - $100
- National Board Arts Exam - $200

Dates
- State and Board exams are scheduled during business hours
- National exam – N/A

Passing Criteria
- 75%

Reexamination
- Information unavailable

OKLAHOMA WAGE

Median Hourly Wage
- $22.05

LICENSING AGENCY

Oklahoma Funeral Board

Physical Address
4545 N. Lincoln Blvd., Suite 175
Oklahoma City, OK 73105
Phone: (405) 522-1790
Fax: (405) 522-1797
Web: www.okfuneral.com

Mailing Address
4545 N. Lincoln Blvd., Suite 175
Oklahoma City, OK 73105

Hair Braiding Technician

JOB DESCRIPTION

Return to Table of Contents

Hair Braiding Technician means a person licensed by the Board to perform hairbraiding techniques, and hair extensions in a licensed cosmetology establishment.

SOC 39-5012

EDUCATIONAL REQUIREMENTS

Education Level
- Has completed the eighth grade.
- Complete 600 hours of study or equivalent number of credit hours
- Because there are no schools offering a hair braiding course in Oklahoma, the Oklahoma Board of Cosmetology will reciprocate licenses from other states. Contact board for details.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Is over the age of sixteen (16)
- Mentally competent with the ability to profit from instruction

Restrictions
- Must practice under a licensed cosmetologist

License Duration
- One year

License Fees
- Application/Initial fee - $25
- License Renewal fee - $25

EXAMINATION REQUIREMENTS

Examination Title
- Hair Braiding Technician (administered by the Oklahoma State Board of Cosmetology)

Description
- 600 hours of training in an approved cosmetology school. Areas of study include hair braiding/hair weaving skills (includes purpose and effect, repair, removal of weft), sizing and finishing, extension and maintenance/care of braids/weaves. Sanitation and sterilization, business management, Oklahoma Law and Board Rules and Regulations.

Examination Fee
- $15

Dates
- Contact licensing agency for test dates

Passing Criteria
- 75%

Reexamination
- Unavailable

OKLAHOMA WAGE

Median Hourly Wage
- $10.13

LICENSING AGENCY

Oklahoma State Board of Cosmetology

Physical Address
2401 N.W. 23rd St., Suite 84
Oklahoma City, OK 73107
Phone: (405) 521-2441
Fax: (405) 521-2440
Web: www.ok.gov/cosmo

Mailing Address
2401 N.W. 23rd St., Suite 84
Oklahoma City, OK 73107

Hearing Aid Dealer and Fitter

JOB DESCRIPTION

Return to Table of Contents

A hearing aid dealer and fitter examines and confers with customers about individual hearing needs and sells customers the appropriate hearing aid. A hearing aid dealer and fitter may also be responsible for demonstrating, repairing, and replacing hearing aids. Ordinarily, they are self-employed and occasionally are required to visit customers in their homes.

SOC 41-2031

EDUCATIONAL REQUIREMENTS

Education Level
- A high school graduate or the equivalent
- Knowledge of hearing loss measurement and the ability to make ear impressions

Continuing Education
- Ten (10) clock hours each year
- Continuing education relates to the measurement of hearing loss and the proper fitting of hearing aids

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 18 years of age

Restrictions
- None

License Duration
- One year

Licensing Fees
- License fee - $50
- Renewal fee - $50

EXAMINATION REQUIREMENTS

Examination Title
- International Licensing Examination for the Hearing Instrument Dispenser

Description
- Both written and practical
- Possible examination areas include troubleshooting, ear impressions, and audiometer.

Examination Fee
- $95

Dates
- Contact agency for test dates

Passing Criteria
- 70% overall score

Reexamination
- Reexaminations may be taken each time the exam is offered.

OKLAHOMA WAGE

Median Hourly Wage
- $9.45

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Hoisting Engineer, Underground

JOB DESCRIPTION

Return to Table of Contents

A hoisting engineer operates and controls an electrically driven hoist to control the movement of cages, skips (box-like containers), and mine cars. They are also responsible for inspecting and maintaining their equipment, which may require adjustments or minor repairs. Underground hoisting engineers are employed in the mining industry to assist in the removal of minerals such as coal, ore, and copper.

SOC 53-7032

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Knowledge of hoisting techniques and the ability to read is necessary.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State resident and employment in Oklahoma
- One year of practical hoisting experience

Restrictions
- Conviction of a felony may be cause for revocation of certificate.

Certificate Duration
- Lifetime

Certification Fees
- Certification fee - $10

EXAMINATION REQUIREMENTS

Examination Title
- Hoisting Engineer Examination

Description
- Both written and oral
- Written and oral examination areas pertain to the requirements and qualifications of underground miners as determined necessary by the Mining Commission.

Examination Fee
- $10

Dates
- Third Tuesday of every month

Passing Criteria
- 75%

Reexamination
- A 60-day waiting period is required after initial exam before a reexamination can be scheduled.
- Two reexaminations are allowed.

OKLAHOMA WAGE

Median Hourly Wage
- $14.65

LICENSING AGENCY

Oklahoma Mining Commission

Physical Address
2915 N Classen Blvd, Suite 213
Oklahoma City, OK 73106
Phone: (405) 427-3859
Web: www.ok.gov/mines

Mailing Address
2915 N Classen Blvd, Suite 213
Oklahoma City, OK 73106

Home Inspector

JOB DESCRIPTION

Return to Table of Contents

A home inspector may operate as an individual, firm, partnership, or corporation to engage in the business of conducting home inspections, which include a visual examination of any or all of the readily accessible physical real property and improvements to real property consisting of four or fewer dwelling units.

SOC 47-4011

EDUCATIONAL REQUIREMENTS

Education Level
- Completion of 90 clock hours of approved home inspection training.

Continuing Education
- Eight hours annually prior to renewal of license

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 18 years of age
- Comprehensive general liability insurance of no less than $50,000 combined single limit for bodily injury and property damage

Restrictions
- None

License Duration
- Twelve months from date of issuance

Licensing Fees
- Initial application and license fee - $280
- Renewal fee - $150

EXAMINATION REQUIREMENTS

Examination Title
- National Home Inspector Examination given by the Examination Board of Professional Home Inspectors

Description
- Written

- Possible examination consists of 175 scored and 25 field test multiple choice questions covering the four major areas of inspection methods, building systems, reporting, and professional practice.

Examination Fee
- $200

Dates
- Contact agency for information

Passing Criteria
- Established by examination entity

Reexamination
- 30-day interval between examination attempts

OKLAHOMA WAGE

Median Hourly Wage
- $19.90

LICENSING AGENCY

Oklahoma Construction Industries Board

Physical Address
2401 NW. 23rd St. Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Fax: (405) 521-6525
www.cib.state.ok.us

Mailing Address
2401 NW. 23RD St. Suite 2F
Oklahoma City, OK 73107

Horse Racing Authorized Agent

JOB DESCRIPTION

Return to Table of Contents

A horse racing authorized agent is given the authority to act on the behalf of an owner or trainer by a written, notarized document.

SOC 13-1011

EDUCATIONAL REQUIREMENT

Education Level
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 18 years of age or older
- Authorized in writing to represent a licensed owner or trainer

Restrictions
- None

License Duration
- One year

Licensing Fees
- License fee - $50
- Renewal fee - $50

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Annual Salary Wage
- $32,749

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Web: www.ohrc.org

Horse Racing Blacksmith

JOB DESCRIPTION

Return to Table of Contents

A horseracing blacksmith makes, repairs, and/or fits horseshoes for racehorses.

SOC 39-2021

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 18 years of age or older
- Must provide documentation of credentials
- Must provide three letters of recommendations from licensed trainers

Restrictions
- None

License Duration
- Annual or triennial

Licensing Fees
- License fee - $50 annual or $120 triennial
- Renewal fee - $50 annual or $120 triennial

Fingerprinting
- $41.00 processing fee if applicable

EXAMINATION REQUIREMENTS

Description
- The Commission and/or the Stewards may require the applicant to demonstrate his/her knowledge or qualifications for any license.

OKLAHOMA WAGE

Median Hourly Wage

- $8.94

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Horse Racing Bloodstock Agent

JOB DESCRIPTION

Return to Table of Contents

A horse racing bloodstock agent is approved by an organization licensee to provide a service that may include but not be limited to the buying, selling, transporting, etc., of horses within the enclosure of a racetrack.

SOC 13-1011

EDUCATIONAL REQUIREMENTS

Education Level
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 18 years of age or older
- Approval by an organization licensee

Restrictions
- None

License Duration
- One year

Licensing Fees
- License fee - $50
- Renewal fee - $50

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage
- $13.54

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Web: www.ohrc.org

Horse Racing Commission Racing Official

JOB DESCRIPTION

Return to Table of Contents

A racing official is employed by the Horse Racing Commission to perform the duties described in the Rules of Racing such as Steward, Official Veterinarian, or Horse Identifier.

SOC 27-2023

EDUCATIONAL REQUIREMENTS

Education Level
- High school diploma or GED equivalent
- Experience and physical capabilities such as eyesight and hearing abilities in accordance with the provisions of the Oklahoma Horse Racing Act

Continuing Education
- National RCI accreditation for Stewards

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 18 years of age or older
- Employed by the Oklahoma Horse Racing Commission

Restrictions
- No racing official may serve in that capacity during any race meeting at which is entered a horse owned by the official or by a member of the official's family or in which the official has any financial interest.
- No person may serve as a Steward in a race where that person is the owner or part owner of the sire or dam of any horse in the race.

License Duration
- One year

Licensing Fees
- Licensing Fee – $50
- Renewal Fee – $50

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Annual Salary Wage
- $36,111

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Horse Racing Commission
Track Racing Official

JOB DESCRIPTION

Return to Table of Contents

The track racing official is employed by a licensed organization to perform the duties described in the Rules of Racing such as placing judge, starter, clerk of scales, or racing secretary.

SOC 27-2023

EDUCATIONAL REQUIREMENTS

Education Level
- As determined by the racetrack organization licensee

Continuing Education
- As determined by the racetrack organization licensee

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 18 years of age or older
- Employed by a licensed racetrack

Restrictions
- License restricted to racetrack where employed.
- No track racing official may serve in that capacity during any race meeting where a horse owned by the official or by a member of the official's family is entered or in which the official has any financial interest.

License Duration
- One year

Licensing Fees
- License fee - $50
- Renewal fee - $50

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Annual Salary Wage
- $36,111

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Horse Racing Exercise Rider

JOB DESCRIPTION

Return to Table of Contents

A horse racing exercise rider may ride a horse in schooling races and during morning workouts only. This person must meet the qualifications and requirements of a jockey except for the weight requirement, which may be exceeded if approved by the stewards.

SOC 39-2021

EDUCATIONAL REQUIREMENTS

Education Level
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 16 years of age or older
- Required proof of a physical within the past 12 months

Restrictions
- Can ride a horse only in schooling races
- Required helmet and safety vest

License Duration
- One year

Licensing Fees
- License fee - $25
- Renewal fee - $25

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage
- $8.94

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Web: www.ohrc.org

Horse Racing Gaming Employee

JOB DESCRIPTION

Return to Table of Contents

A gaming employee is any employee of a racetrack gaming operator licensee who works in any capacity within the confines of the gaming facility. Maybe an employee of a Manufacturer, Distributor, Manufacturer/Distributor or Vendor licensed to operate within the confines of the gaming facility.

SOC 39-3019

EDUCATION REQUIREMENT

Education Level

- Varies with job assignment

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Must be 18 years of age or older
- Authorized in writing by employer to work within the confines of the gaming facility.

Restrictions

- None

License Duration

- Annual (Expiration 12/31 of each year)

Licensing Fee

- License fee - $50.00 plus Background investigation - $50.00
- Fingerprint fee (if necessary) - $41.00

EXAMINATION REQUIREMENTS

None

OKLAHOMA WAGE

Median Hourly Wage

- $9.80

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 NW 23rd Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 NW 23rd Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474

Horse Racing Groom/Hotwalker

JOB DESCRIPTION

Return to Table of Contents

A horse racing groom/hotwalker is employed by an owner to assist in the care of a horse(s) or maintenance of the stable area.

SOC 39-2021

EDUCATIONAL REQUIREMENTS

Education Level
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 16 years of age or older
- Employed by a licensed owner or trainer

Restrictions
- None

License Duration
- One year

Licensing Fees
- License fee - $25
- Renewal fee - $25

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage
- $8.94

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Web: www.ohrc.org

Horse Racing Organization Employee

JOB DESCRIPTION

Return to Table of Contents

This person is employed by the organization licensee to provide service, including but not limited to clerical, accounting, administrative, food service, housekeeping, security, mutuals, outriders, valets, parking attendants, etc.

SOC 39-3019

EDUCATIONAL REQUIREMENTS

Education Level
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 16 years of age or older
- Employed by the organization licensee

Restrictions
- License restricted to track where employed

License Duration
- One year

Licensing Fees
- License fee - $25
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $9.80

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Web: www.ohrc.org

Horse Racing Pony Rider

JOB DESCRIPTION

Return to Table of Contents

A horse racing pony rider must have satisfactorily demonstrated before the stewards or their representative(s) the ability to pony racehorses during a race.

SOC 39-2021

EDUCATIONAL REQUIREMENTS

Education Level
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 16 years of age or older

Restrictions
- Requires Helmet and Safety vest

License Duration
- One year

Licensing Fees
- License fee - $25
- Renewal fee - $25

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage
- $8.94

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Web: www.ohrc.org

Horse Racing Track Manager

JOB DESCRIPTION

Return to Table of Contents

A horse racing track manager is employed by an organization licensee to fill key positions in management, including but not limited to department heads, director of security, director of operations, director of media relations, mutuals manager assistant general manager, and general manager.

SOC 11-9199

EDUCATIONAL REQUIREMENTS

Education Level
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 18 years of age or older
- Experience as determined by the organization licensee, the Horse Racing Commission, and the Commission's Director of Law Enforcement.

Restrictions
- None

License Duration
- One year

Licensing Fees
- License fee - $50
- Renewal fee - $50

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage
- $42.39

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Horse Racing Vendor

JOB DESCRIPTION

Return to Table of Contents

A horseracing vendor is the organization's responsible party to provide goods or services to the organization licensee and who has written approval from the organization to conduct business within the racetrack enclosure.

SOC 41-4012

EDUCATIONAL REQUIREMENTS

Education Level
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 18 years of age or older
- Must have written approval from the organization licensee to conduct business within the racetrack enclosure.

Restrictions
- All vendor licenses are restricted to the track where employed.
- Vendors, by virtue of the types of goods or services provided, have access to restricted areas.
- Requires proof of Worker's Comp Insurance.

License Duration
- One year

Licensing Fees
- License fee - $50
- Renewal fee - $50

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage
- $21.63

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Horse Racing Vendor Employee

JOB DESCRIPTION

Return to Table of Contents

A horse racing vendor employee is employed by a licensed vendor to deliver goods or services on behalf of the vendor within the racetrack enclosure and has the written approval of the organization licensee.

SOC 41-4012

EDUCATIONAL REQUIREMENTS

Education Level
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 16 years of age or older
- Employed by a licensed vendor
- Has written approval of the organization licensee

Restrictions
- Issued to the employees of licensed vendors only

License Duration
- One year

Licensing Fees
- License fee - $25
- Renewal fee - $25

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage
- $21.63

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Web: www.ohrc.org

Horse Racing Veterinarian

JOB DESCRIPTION

Return to Table of Contents

A horseracing veterinarian must provide evidence of an Oklahoma license to practice veterinary medicine.

SOC 29-1131

EDUCATIONAL REQUIREMENTS

Education Level
- Must be licensed by the State of Oklahoma to practice veterinary medicine.

Continuing Education
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Evidence of Oklahoma license to practice veterinary medicine

Restrictions
- May not be licensed as an Owner or in any other capacity while licensed by the Commission as a practicing Veterinarian.

License Duration
- Annual or triennial

Licensing Fees
- License fee - $50 annual or $120 triennial
- Renewal fee - $50 annual or $120 triennial

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage
- $34.69

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Insurance Adjuster

JOB DESCRIPTION

Return to Table of Contents

An Insurance adjuster is any person, firm, association, company, or legal entity that acts in this state for an insurer, and that investigates claims, adjusts losses, negotiates claim settlements, or performs incidental duties arising pursuant to the provisions of insurance contracts on behalf of an insurer and includes: "independent adjusters", meaning any insurance adjuster that suggests or presents to the insurance industry and public that said adjuster acts as an adjuster for a fee or other compensation, and "company or staff adjusters", meaning adjusters who engage in the investigation, adjustment, and negotiation of claims as salaried employees of an insurer;

A Public adjuster is any person, firm, association, company, or corporation that suggests or presents to members of the public that said public adjuster represents the interests of an insured or third party for a fee or compensation. Public adjusters may investigate claims and negotiate losses to property only;

SOC 13-1031

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge, experience or special education or training of sufficient duration and extent with reference to the handling of loss claims pursuant to insurance contracts to make the applicant competent to fulfill the responsibilities of an adjuster is necessary;
- Possible knowledge areas Property (Including Motor Vehicle Physical Damage), Casualty, Workers Compensation, Crime and Fidelity Bonds, Crop Hail and Multi Peril Crop Hail Insurance (Requires National CAPP Exam).
- A six-month apprentice adjuster license is available for residents of Oklahoma however it is not required to obtain a resident adjuster license.

Continuing Education

- Insurance Adjusters shall, biennially, complete not less than twenty-four (24) clock hours of which at least two (2) of the hours must be “Legislative Updates” and at least three (3) of the hours must be “Ethics”.
- All General CE hours must be Oklahoma Insurance Department “Adjuster” approved courses.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age

Restrictions

- Criminal convictions are reviewed individually.

License Duration
- Two years

Licensing Fees
- Application fee - $30 for one line and $50 for two or more lines
- Renewal fee - $30 for one line and $50 for two or more lines

Classes of Business
- Property (Includes Motor Vehicle Physical Damage)
- Casualty
- Workers Compensation
- Crime & Fidelity Bonds
- Crop/Hail
- Multi Peril Crop/Hail (National CAPP exam required to obtain license)

EXAMINATION REQUIREMENTS

Examination Title
- Insurance Adjuster Exam

Description
- Computerized
- Possible examination areas include Property (Includes Motor Vehicle Physical Damage), Casualty, Workers Compensation, Crime and Fidelity Bonds, and Crop Hail insurance.
- Go to www.psiexams.com for more information and a list of testing centers

Examination Fee
- $20 – one class of business
- $40 – two or more classes of business

Passing Criteria
- 70%

Reexamination
- $20 – one line
- $40 – two or more

OKLAHOMA WAGE

Median Hourly Wage
- $23.97

LICENSING AGENCY

State of Oklahoma Insurance Commission

Physical Address
5 Corporate Plaza
3625 NW 56th, Suite 100

Mailing Address
5 Corporate Plaza
3625 NW 56th, Suite 100

Oklahoma City, OK 73112
Phone: (405) 521-3916
Web: www.ok.gov/oid

Oklahoma City, OK 73112

EXAMINATION SERVICE

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
Fax (702) 932-2666 * (800) 733-9267
Web: www.psiexams.com

PSI Testing Center - Oklahoma City
3800 N Classen Blvd, Suite C-20
Oklahoma City, OK 73118

PSI Testing Center - Tulsa
2816 East 51St Street, Suite 101
Tulsa, OK 74105

Insurance & Title Producers

JOB DESCRIPTION

Return to Table of Contents

An Insurance producer is a person required to be licensed under the laws of the state to sell, solicit or negotiate insurance. The term "insurance agent" has the same meaning as the term "insurance producer";

SOC 41-3021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include Life, Accident and Health, Property (Personal and Commercial), Casualty (Personal and Commercial), P&C Personal Lines, Variable Life/Variable Annuity, Title, and Aircraft Title.

Continuing Education for Agents/Producers

- Insurance Producers shall, biennially, complete not less than twenty-four (24) clock hours of continuing education, in which at least two (2) of the hours must be "Legislative Updates" and at least three (3) of the hours must be "Ethics".
- Title and Aircraft Title Producers shall, biennially, complete not less than sixteen (16) clock hours of continuing education, in which at least two (2) of the hours must be "Legislative Updates" and at least two (2) of the hours must be "Ethics"

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age

Restrictions

- Conviction, plea of guilty, or nolo contendere (no contest) to a felony will be reviewed.

License Duration

- Two years
- A 180 day temporary license is available, but only under certain circumstances

Licensing Fees

- Fees range from $60 to $120 based upon line(s) of insurance
- Renewal fees range from $60 to $120 based upon line(s) of insurance
- $20 fee for temporary license
- All initial license fees are prorated to move the expiration date to licensees birth month

Lines of Authority/Qualifications

- Life

- Accident & Health
- Property (Includes Personal and Commercial Lines)
- Casualty (Includes Personal and Commercial Lines)
- P&C Personal
- Variable Life/Variable Annuity
- Title
- Aircraft Title

EXAMINATION REQUIREMENTS

Examination Title
- Insurance Producer Exam (Same as license type)

Description
- Computerized
- Possible examination areas include issues related to Life, Accident and Health, Property (Includes Personal and Commercial), Casualty (Includes Personal and Commercial), P&C Personal Lines, Title, and Aircraft Title Insurance.
- No state examination required for the Variable Life/Variable Annuity Line however licensee must hold an active Life producer license and must also be FINRA registered and hold their Securities licensure for a Series 6 or 7 and a Series 63 or 67 to receive line of authority.
- Go to www.psiexams.com for more information and a list of testing centers

Examination Fee
- $45 – one or more lines

Passing Criteria
- 70%

Reexamination
- Reexamination may be scheduled within 24 hours of an examination failure
- Reexamination requires $45 examination fee

OKLAHOMA WAGE

Median Hourly Wage
- $18.21

LICENSING AGENCY

State of Oklahoma Insurance Commission

Physical Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112
Phone: (405) 521-3916
Fax: (405) 522-3642
Web: www.ok.gov/oid

Mailing Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112

EXAMINATION SERVICE

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
Fax (702) 932-2666 * (800) 733-9267
Web: www.psiexams.com

PSI Testing Center - Oklahoma City
3800 N Classen Blvd, Suite C-20
Oklahoma City, OK 73118

PSI Testing Center - Tulsa
2816 East 51St Street, Suite 101
Tulsa, OK 74105

Insurance Consultant

JOB DESCRIPTION

Return to Table of Contents

An Insurance consultant means an individual or legal entity who, for a fee, is held out to the public as engaged in the business of offering any advice, counsel, opinion or service with respect to the benefits, advantages, or disadvantages promised under any policy of insurance that could be issued or delivered in this state;

SOC 41-3021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include Life, Accident and Health, Property (Personal and Commercial), Casualty (Personal and Commercial), and P&C Personal Lines

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age

Restrictions

- Conviction, plea of guilty, or nolo contendere (no contest) to a felony or a misdemeanor involving moral turpitude will be reviewed.
- May not hold an agent's license or be affiliated with an agent, agency, or insurance company.

License Duration

- Two years

Licensing Fees

- Application fee - $100
- Renewal fee - $100

Lines of Authority/Qualifications

- Life
- Accident & Health
- Property (Include
- Property
- Casualty

EXAMINATION REQUIREMENTS

Examination Title

- Insurance Consultant's Exam (Pertains to the Producer Lines of Authority/Qualifications licensee wishes to consult for) No exam required if the person already holds a producer license with same line of authority/qualifications.

Description

- Computerized
- Possible examination areas include (same as insurance producer)
- Examination Fee (Refer to p. 179 for additional test vendor information)
- Go to www.psiexams.com for more information and a list of testing centers

Examination Fee

- $45 – one or more lines

Passing Criteria

- 70%

Reexamination

- Reexamination may be taken within 30 days
- $45

OKLAHOMA WAGE

Median Hourly Wage

- $18.21

LICENSING AGENCY

State of Oklahoma Insurance Commission

Physical Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112
Phone: (405) 521-3916
Fax: (405) 522-3642
Web: www.ok.gov/oid

Mailing Address
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EXAMINATION SERVICE

PSI Services LLC
3210 E Tropicana
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Web: www.psiexams.com

PSI Testing Center - Oklahoma City
3800 N Classen Blvd, Suite C-20
Oklahoma City, OK 73118

PSI Testing Center - Tulsa
2816 East 51St Street, Suite 101
Tulsa, OK 74105

Interior Designer, Registered

JOB DESCRIPTION

Return to Table of Contents

A registered interior designer provides services such as programming, space planning, specifying interior finishes and furnishings, and preparing construction documents for fabrication of non-structural elements within interior spaces of a building. Registered interior designers may practice privately, work for office furniture dealerships, or be employed by architectural firms that offer interior design services, as well as work in other related fields.

SOC 27-1025

EDUCATIONAL REQUIREMENTS

Education Level

- Holds an accredited professional degree in interior design from an interior design program accredited by the Foundation for Interior Design Education Research, or its successor, or from an interior design program determined by the Board to be substantially equivalent to an accredited program

Continuing Education

- None

ADDITIONAL REQUIREMENTS

Restrictions

- Fraud, deception, or misrepresentation in applying for a certificate of registration, certificate of authority, or in taking the examinations.
- Noncompliance with statutory, rule, and regulation requirements for qualifying for licensure.
- Violating the State Architectural Act or any rule, regulation, or order issued by the Board
- Conviction of a felony
- Mentally impaired
- Gross incompetence
- For additional grounds for denial, revocation, suspension, refusal to renew, orders, injunctions, civil and/or criminal penalties, see the Oklahoma Administrative Code, Title 55, of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers of Oklahoma

Registration Fees *(subject to change)*

- Application Fee - $100
- Registration Fee - $325
- Renewal Fee - $325

License Duration

- All Registrations expire June 30 and are renewed every two years.

EXAMINATION REQUIREMENTS

Examination Title
- National Council for Interior Design Qualification

Examination Description
- The exam covers areas in programming, schematic design, design development, contract documents, contract administration and professional practice.

Examination Fees *(subject to change)*
- $50 administrative/application fee
- Section I - $240
- Section II - $200
- Section III - $375

Date
- Given twice a year, once in April and once in October

Passing Criteria
- Pass/Fail basis

Reexamination
- Unlimited

OKLAHOMA WAGE

Median Hourly Wage
- $18.23

LICENSING AGENCY

Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers of Oklahoma

Physical Address
3555 N.W. 58th, Suite 640
Oklahoma City, OK 73112
Phone: (405) 949-2383
Fax: (405) 949-1690
Web: www.ok.gov/architects

Mailing Address
P.O. Box 53430
Oklahoma City, OK 73152

Investment Adviser Representative

JOB DESCRIPTION

Return to Table of Contents

An investment adviser representative provides guidance to clients regarding the value of securities such as stocks and bonds. Duties of an investment adviser representative may include educating and counseling clients on the sale or purchase of securities. The representative also may analyze and report securities information to clients personally or through written communication. Investment adviser representatives are employed by business entities registered as investment advisers. Such firms may be independent investment adviser firms or dually-registered as broker-dealers.

SOC 13-2052

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Conviction of a felony
- Violation of securities laws
- Conviction of certain misdemeanors (< 10 years)
- Target of certain regulatory orders

License Duration

- One year – expires annually on December 31

Licensing Fees

- License fee - $50
- Renewal fee - $50

EXAMINATION REQUIREMENTS

Examinations

- Go to www.securities.ok.gov then "Investment Adviser"

Description
- Written

Examination Fee
- Established by FINRA

Dates
- Established by FINRA

Passing Criteria
- Varies by exam (generally 70%)

Reexamination
- Candidates who fail the exams may retake the exam after a given waiting period.

OKLAHOMA WAGE

Median Hourly Wage
- $25.90

LICENSING AGENCY

Oklahoma Department of Securities

Physical Address
First National Center
120 N. Robinson, Ste. 860
Oklahoma City, OK 73102
Phone: (405) 280-7700
Fax: (405) 280-7742
Web: www.securities.ok.gov

Mailing Address
First National Center
120 N. Robinson, Ste. 860
Oklahoma City, OK 73102

Issuer Agent

JOB DESCRIPTION

Return to Table of Contents

An issuer agent works for or represents an issuer of securities. The issuer agent negotiates the purchase or sale of the securities, bonds, or other specialized financial products of the issuer.

SOC 41-3021

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not applicable

Restrictions
- Conviction of a felony
- Violation of securities laws
- Conviction of certain misdemeanors (< 10 years)
- Target of certain regulatory orders

License Duration
- One year – expires 12 months from the date issued

Licensing Fees
- License fee - $50
- Renewal fee - $50

EXAMINATION REQUIREMENTS

Examinations
- Go to www.securities.ok.gov then "Broker-dealer"

Description
- Written
- Possible examination areas include uniform state securities laws and general securities

Examination Fee
- Established by FINRA

Dates
- Established by FINRA

Passing Criteria
- Varies by exam (generally 70%)

Reexamination
- Candidates who fail exams may retake the exam after a given waiting period.

OKLAHOMA WAGE

Median Hourly Wage
- $18.21

LICENSING AGENCY

Oklahoma Department of Securities

Physical Address
First National Center
120 N. Robinson, Ste. 860
Oklahoma City, OK 73102
Phone: (405) 280-7700
Fax: (405) 280-7742
Web: www.securities.ok.gov

Mailing Address
First National Center
120 N. Robinson, Ste. 860
Oklahoma City, OK 73102

Jockey

JOB DESCRIPTION

Return to Table of Contents

A jockey rides racehorses at the racetrack and confers with training personnel to plan a strategy for the race, based on the ability and peculiarities of their own and other horses in competition. A jockey mounts the horse in the paddock after weighing-in and rides the horse to a specified numbered stall of the starting gate. A jockey races from the starting gate to the finish line and talks to training personnel after the race to analyze the horse's performance.

SOC 27-2021

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education
- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 16 years of age or older
- Proof of physical examination within the past 12 months
- Weight not to exceed 130 pounds at the time of licensure
- Has ridden more than 40 winners or for a period of more than three years
- Registered with the Board of Stewards

Restrictions
- Individuals on probation for controlled dangerous substances or controlled weapons
- Conviction cases are reviewed individually
- A jockey may not be licensed in any other capacity while holding an Oklahoma Horse Racing Commission jockey license

License Duration
- Annual or triennial

Licensing Fees
- License fee - $50 annual or $120 triennial
- Renewal fee - $50 annual or $120 triennial

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Annual Salary Wage

- Not available

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W.23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Jockey Agent

JOB DESCRIPTION

Return to Table of Contents

A jockey agent represents riders of racehorses in negotiations with owners to arrange for riding engagements at racetracks. A jockey agent contacts riders to ascertain races and dates they are available for hire, confers with owners of horses scheduled to race to inform them of riders available, and negotiates with owners for riding fees. A jockey agent records the name of the owner, horse, date, and the number of the race in an engagements book. A jockey agent notifies riders of contracted engagements and terms agreed on. Notifies riders to report to the owner for the briefing on the horse's temperament and behavior and other riding instruction, and collects hiring fees from riders.

SOC 13-1011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Must be 18 years of age or older
- Authorized by a licensed jockey
- Must register with the steward as a jockey agent
- May require written jockey agent examination

Restrictions

- No jockey agent shall represent more than two jockeys and one apprentice jockey at the same time.
- A jockey agent shall not give to anyone, directly or indirectly, any information or advice pertaining to a race or engage in the practice commonly known as "touting" for purpose of influencing any person or do anything that would tend to do so in the making of a wager on the result of any race.

License Duration

- Annual

Licensing Fees

- License fee - $50
- Renewal fee - $50

Fingerprinting

- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Hourly Wage

- $13.54

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W.23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Jockey, Apprentice

JOB DESCRIPTION

Return to Table of Contents

A person who has met the qualifications of a jockey and who (1) has ridden less than 40 winners or (2) has ridden for a period of less than three years since first having been licensed in any racing jurisdiction.

SOC 27-2021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 16 years of age or older
- Proof of physical examination within the past 12 months
- Has ridden less than 40 winners or less than three years since first having been licensed in any racing jurisdiction.

Restrictions

- None

License Duration

- Annual or Triennial

Licensing Fees

- License fee - $50 annual or $120 triennial
- Renewal fee- $50 annual or $120 triennial

Fingerprinting

- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Annual Salary Wage

- Not available

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W.23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Land Surveyor, Intern

JOB DESCRIPTION

Return to Table of Contents

A land surveyor intern works under the supervision of a land surveyor to determine official land and water boundaries by establishing measurement points, elevation lines, areas, and land contours. The intern also plans fieldwork for survey parties; researches survey documents, and prepares charts and reports for clients. The intern has many of the same responsibilities of the land surveyor; however, an intern is unable to sign or seal plates and specifications. Most intern land surveyors are employed by engineering, architectural, and survey firms or by public utility companies.

SOC 17-1022

EDUCATIONAL REQUIREMENTS

Education Level

- Educational possibilities include land-surveying degrees from land surveying curriculums, ABET-accredited, and civil engineering degrees.
- Certification may also be based on experience and examination.
- Possible areas of study relate to degrees selected.
- Applicants with an acceptable degree may, upon successful completion of the Fundamentals of Land Surveying, be certified as a land surveyor intern while acquiring the necessary experience to file for professional registration.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good character
- Resident of Oklahoma or currently certified in state of residence.
- Acceptable work experience evaluated on an individual basis in accordance with requirements of the law

Restrictions

- None

License Duration

- Two years

Licensing Fees

- Application fee - $25
- No renewal fee required

EXAMINATION REQUIREMENTS

Examination Title
- Fundamentals of Land Surveying – 8 hours

Description
- Written
- Possible examination areas include trigonometry, algebra, optics, definitions of terms, economics, surveying (instruments, orientation, horizontal-vertical-angular measurements, triangulation, note keeping, route surveying, etc.), and plane coordinate calculations.

Examination Fee
- $60 **subject to change*

Dates
- Twice a year – in April and October (Application deadlines are Feb. 5, and Sep. 5 for full-time students and January 3 and June 1 for non-full-time students)

Passing Criteria
- 70 points

Reexamination
- Applicants who make 50 to 69 percent may apply for reexamination at the next scheduled examination. Applicants who make less than 50 percent must wait one year and file a new application.

OKLAHOMA WAGE

Median Hourly Wage
- $22.46

LICENSING AGENCY

Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors

Physical Address
201 N.E. 27th St., Suite 120
Oklahoma City, OK 73105
Phone: (405) 521-2874
Web: www.ok.gov/pels

Mailing Address
201 N.E. 27th St., Suite 120
Oklahoma City, OK 73105

Land Surveyor, Licensed

JOB DESCRIPTION

Return to Table of Contents

Land surveyors establish official land and water boundaries; write descriptions of land for deeds, leases, and other legal documents; and measure construction and mineral sites. They plan the fieldwork, select survey reference points, and determine the precise location of natural and constructed features of the survey project area. Land surveyors also record results of the survey and verify accuracy of the data through research and often prepare plans, maps, charts, and reports for legal documents. Engineering, architectural and surveying firms, state and local agencies, or public utility companies employ most land surveyors.

SOC 17-1022

EDUCATIONAL REQUIREMENTS

Education Level

- Educational possibilities include land-surveying degrees from land surveying curriculums and ABET- accredited civil engineering degrees.
- Licensure may also be based on experience and examination or on long-established practice and examination (Long established practice will expire in 2014).
- Possible areas of study relate to educational selection.
- Applicant with an acceptable degree may, upon successful completion of the Fundamentals of Land Surveying, be certified as a land surveyor intern while acquiring the necessary experience to file for professional registration.

Continuing Education

- 30 PDH's per biennial renewal period

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good character
- Resident of Oklahoma or currently licensed in state of residence
- Work experience is evaluated on an individual basis in accordance with requirements of the law

Restrictions

- None

License Duration

- Two years

Licensing Fees

- Application fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Fundamentals of Land Surveying – 8 hours
- Principles and Practice of Land Surveying – 6 hours
- Oklahoma Law and Surveying Examination – 2 hour

Description
- Written
- Possible examination areas covered on the Fundamentals of Land Surveying exam include trigonometry, algebra, optics, definition of terms, economics, surveying (instruments, orientation, horizontal-vertical-angular measurements, triangulation, note keeping, route surveying, etc.), and plane coordination calculations.
- Possible examination areas covered on the Principles and Practice of Land Surveying exam include professional principles, property survey descriptions, and subdivision planning and design.

Examination Fee
- Fundamentals of Land Surveying - $60 **subject to change*
- Principles of Land Surveying and Public Domain - $125 **subject to change*
- Oklahoma Examination - $50 **subject to change*

Dates
- Twice a year – in April and October (Application deadlines are Jan. 3 and June 1)

Passing Criteria
- 70 points

Reexamination
- Applicants who make 50 to 69 percent may apply for reexamination at the next scheduled examination. Applicants who make less than 50 percent must wait one year and file a new application with fees.
- Reexamination is permitted twice on one application, after which a new application must be filed.

OKLAHOMA WAGE

Median Hourly Wage
- $22.46

LICENSING AGENCY

Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors

Physical Address
201 N.E. 27th St., Suite 120
Oklahoma City, OK 73105
Phone: (405) 521-2874
Web: www.ok.gov/pels

Mailing Address
201 N.E. 27th St., Suite 120
Oklahoma City, OK 73105

Landscape Architect

JOB DESCRIPTION

Return to Table of Contents

A landscape architect plans and designs the development of land areas such as residential and recreational areas, parks, and public facilities. A landscape architect strives to develop land areas that are attractive, functional, and environmentally appropriate for the site. The landscape architect analyzes the natural elements such as climate, drainage, soil, and vegetation to develop a detailed proposal for clients. The landscape architect draws or constructs a three-dimensional plan indicating new topography, vegetation, walkways, and landscape amenities. Various types of firms such as private landscape architect firms, construction contractors, and municipalities employ landscape architects.

SOC 17-1012

EDUCATIONAL REQUIREMENTS

Education Level

- Applicants graduating after July 1, 1989 must have an accredited degree in landscape architecture and three years of approved training. If the candidate met statutory requirements prior to July 1, 1986, a degree is not required, but three years of approved training are required.
- Major areas of study include the history and theory of landscape architecture, horticulture, agriculture, engineering, etc.
- An internship of three years of training under the responsible control of a landscape architect is required. Partial credit may be earned under an architect, engineer, land surveyor, or planner.
- Three years completion of I.D. P. (Intern Development Program)

Continuing Education

- 24 hours every two years in health, safety, welfare

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good moral character
- 21 years of age
- Legal resident of Oklahoma (if applying for initial registration)

Restrictions

- Fraud, deception, or misrepresentation in applying for a certificate of registration, certificate of authority, or in taking the examinations.
- Noncompliance with statutory, rule, and regulation requirements for qualifying for licensure.
- Violating the State Architectural Act or any rule, regulation, or order issued by the Board
- Conviction of a felony
- Mentally impaired
- Gross incompetence

- For additional grounds for denial, revocation, suspension, refusal to renew, orders, injunctions, civil and/or criminal penalties, see the Oklahoma Administrative Code, Title 55, of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers of Oklahoma.

License Duration
- All licenses expire June 30 and are renewed every two years.

Licensing Fees *(subject to change)*
- Application fee - $100 for reciprocal license
- License fee - $325
- Renewal fee - $325

EXAMINATION REQUIREMENTS

Examination Title
- Landscape Architectural Registration Exam (L.A.R.E.)

Description
- Both written and practical
- Written examination areas include legal and administrative aspects of practice, analytical aspects of practice, conceptualization and communication, structural consideration and materials, methods of construction, grading and drainage, and storm water management, as well as state exam components – Oklahoma Plant Materials, Art and Rules Exam.
- Possible practical examination areas include conceptualization and communication, design synthesis, integration of technical and design requirements, and grading and drainage sections that require graphic presentations of exam questions and problems.

Examination Fee *(subject to change)*
- Total cost for multiple choice sections $711
- Total cost for graphics sections $540
- $50 administration/application fee
- $90 State Plant Exam

Dates
- Graphic sections twice a year in mid-June and mid-December
- Computerized section in March and October

Passing Criteria
- 75% on each section

Reexamination
- Candidate must pass all five sections or all credits are forfeited and the candidate must take the complete examination over.
- Beginning July 1, 2007, all new Candidates for licensing as Landscape Architects shall begin on a five (5) year rolling clock. The clock begins from the date the Candidate passes the first section. The passing grade for any section shall be valid for five (5) years only, after which time the section shall be retaken if the remaining sections have not been passed within the five (5) year period. If a Candidate fails to pass all remaining sections within the initial five (5) year period, the Candidate is given a new five (5) year period from the date of the second oldest passed section and so on. After passage of all sections of the examinations within five

(5) years, and prior to licensing, all Candidates shall take and pass an examination on the Act and these Rules. In addition, Landscape Architect Candidates shall take and pass an examination on Oklahoma plant materials prior to licensing. Beginning July 1, 2012, all new Candidates and those with expired rolling clock authorizations shall begin taking and passing the CLARB examinations on their current and changing provisions.

OKLAHOMA WAGE

Median Hourly Wage

- $26.04

LICENSING AGENCY

Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers of Oklahoma

Physical Address
3555 N.W. 58th, Suite 640
Oklahoma City, OK 73112
Landscape Architect
Phone: (405) 949-2383
Fax: (405) 949-1690
Web: www.ok.gov/architects

Mailing Address
P.O. Box 53430
Oklahoma City, OK 73152

Lead-Based Paint Abatement Worker

JOB DESCRIPTION

Return to Table of Contents

A lead-based paint abatement worker conducts abatement in accordance with the procedures and requirements of the pre-abatement plan.

SOC 47-4041

EDUCATIONAL REQUIREMENTS

Education Level

- Successful completion of a DEQ accredited Lead-Based Paint Abatement Worker training course.

Continuing Education

- Successful completion of an annual DEQ accredited Lead-Based Paint Abatement Worker Refresher training course.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- None

Certificate Duration

- Certifications are valid from date of authorization until March 31 immediately following the authorization.

Certification Fee

- Certificate fee - $30
- Renewal fee - $15

EXAMINATION REQUIREMENTS

Examination

- No exam required

OKLAHOMA WAGE

Median Hourly Wage

- $15.09

LICENSING AGENCY

Department of Environmental Quality
Air Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101
Phone: (405) 702-4100
Fax: (405) 702-4101
Web: www.deq.state.ok.us/

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Lead-Based Paint Inspector

JOB DESCRIPTION

Return to Table of Contents

A lead-based paint inspector measures the concentration of lead in paint through a surface-by-surface investigation. The inspector determines the exact locations of lead-based paint and performs clearance testing.

SOC 13-1041

EDUCATIONAL REQUIREMENTS

Education Level

- Successful completion of an annual DEQ accredited Lead-Based Paint Inspector training course.

Continuing Education

- Successful completion of an annual DEQ accredited Lead-Based Paint Inspector Refresher training course.
- Successful completion of a Lead-Based Paint Inspector Exam is required only if certification is allowed to lapse.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- No additional experience requirements are necessary

Certificate Duration

- Certifications are valid from the date of authorization until March 31 immediately following the authorization.

Certification Fees

- Certificate fee - $200
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- Lead-Based Paint Inspector Certification Exam

Description

- 100 multiple choice questions

Examination Fee

- $50 per certification exam per individual

Reexamination

- No re-exam required unless certification is allowed to lapse.

OKLAHOMA WAGE

Median Hourly Wage

- $20.44

LICENSING AGENCY

Department of Environment Quality
Air Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101
Phone: (405) 702-4100
Fax: (405) 702-4101
Web: www.deq.state.ok.us/

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Lead-Based Paint Inspector/Risk Assessor

JOB DESCRIPTION

Return to Table of Contents

A lead-based paint Inspector/Risk Assessor identifies the existence, nature, severity, source, and location of lead-based paint hazards; conducts visual inspections and testing to determine the presence of lead based paint hazards in dust and soil and recommends options to control hazards. A certified LBP Inspector and Risk Assessor writes reports, maintains records and can also perform LBP Inspections.

SOC 13-1041

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor's degree and one year of experience in a related field (e.g., lead, asbestos, environmental remediation work, or construction), or
- Associate's degree and two years of experience in a related field (e.g., lead, asbestos, environmental remediation work, or construction), or
- Certification as an industrial hygienist, professional engineer, registered architect and/or certification in a related engineering/health/environmental health field (e.g. safety professional, environmental scientist), or
- A high school diploma (or equivalent), and at least three years of experience in a related field (e.g., lead, asbestos, environmental remediation work, or construction)

Continuing Education

- Successful completion of an annual DEQ accredited Lead-Based Paint Inspector/Risk Assessor Refresher training course.
- Successful completion of a Lead-Based Inspector/Risk Assessor Exam is required only if certification is allowed to lapse.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Successful completion of a DEQ accredited Lead-Based Paint Inspector training course and a DEQ accredited Lead-Based Paint Risk Assessor training course.

Certificate Duration

- Certifications are valid from the date of authorization until March 31 immediately following the authorization.

Certification Fees

- Certificate fee - $300
- Renewal fee - $150

EXAMINATION REQUIREMENTS

Examination Title
- Lead-Based Paint Inspector/Risk Assessor Certification Exam

Description
- 110 multiple choice questions

Examination Fee
- $50 per certification exam per individual

Passing Criteria
- 70%

Reexamination
- No re-exam required unless certification is allowed to lapse.

OKLAHOMA WAGE

Median Hourly Wage
- $20.44

LICENSING AGENCY

Department of Environmental Quality
Air Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101
Phone: (405) 702-4100
Fax: (405) 702-4101
Web: www.deq.state.ok.us/

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Lead-Based Paint Project Designer

JOB DESCRIPTION

Return to Table of Contents

A lead-based paint project designer designs abatement projects for target housing buildings with 10 or more units and all projects in public buildings. Prepares a pre-abatement plan for all designed projects. For large-scale abatement projects: develops and implements an occupant protection plan; develops lead-based paint abatement and lead-based paint hazard reduction methods, including restricted practices; develops interior dust abatement/cleanup or lead hazard control and reduction methods; develops clearance standards and testing; and formulates the integration of lead-based paint abatement methods with modernization and rehabilitation projects.

SOC 47-1011

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor's degree in engineering, architecture, or a related profession, and one year of experience in building construction and design or a related field; or

Continuing Education

- Successful completion of an annual EPA accredited Lead-Based Paint Project Design Refresher course.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Four years' experience in building construction and design or a related field.
- Successful completion of a DEQ accredited Lead-Based Paint Supervisor training course and an EPA accredited Lead-Based Paint Project Designer training course.

Certificate Duration

- Certifications are valid from the date of authorization until March 31 immediately following the authorization.

Certification Fees

- Certificate fee - $500
- Renewal fee - $250

OKLAHOMA WAGE

Median Hourly Wage

- $25.57

LICNSING AGENCY

Department of Environmental Quality
Air Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101
Phone: (405) 702-4100
Fax: (405) 702-4101
Web: www.deq.state.ok.us/

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Lead-Based Paint Supervisor

JOB DESCRIPTION

Return to Table of Contents

A lead-based supervisor ensures that abatement activities are conducted in accordance with regulatory requirements. In projects involving the abatement of less than 10 units, develops a written pre-abatement planned abatement report for each assigned unit. Maintains accessibility at all times when abatement activities are being conducted. Ensures completion of all abatement activities according to applicable standards. Develops and implements an occupant protection plan.

SOC 47-1011

EDUCATIONAL REQUIREMENTS

Education Level

- Successful completion of a DEQ accredited Lead-Based Paint Supervisor Training course.

Continuing Education

- Successful completion of an annual DEQ accredited Lead-Based Paint Supervisor Refresher training course.
- Successful completion of the Lead-Based Paint Supervisor Exam is required only if certification is allowed to lapse.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- One year of experience as a certified lead-based paint abatement worker, or
- At least two years of experience in a related field (e.g., lead, asbestos, environmental remediation work, or construction) or in the building trades.

Certificate Duration

- Certifications are valid from the date of authorization until March 31 immediately following authorization.

Certification Fees

- Initial certification - $150
- Renewal fee - $75

EXAMINATION REQUIREMENTS

Examination Title

- Lead-Based paint Supervisor Certification Exam

Description

- 100 multiple choice questions

Examination Fee
- $50 per certification per individual

Passing Criteria
- 70%

Reexamination
- No reexamination required unless certification is allowed to lapse, amended 2004

OKLAHOMA WAGE

Median Hourly Wage
- $25.57

LICENSING AGENCY

Department of Environmental Quality
Air Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101
Phone: (405) 702-4130
Fax: (405) 702-4101
Web: www.deq.state.ok.us/

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101

Licensed Behavioral Practitioner

JOB DESCRIPTION

Return to Table of Contents

A Licensed behavioral practitioner (LBP) offers professional behavioral health services to any person and is licensed pursuant to the provisions of the Licensed Behavioral Practitioner Act. LBPs facilitate human development and adjustment throughout the life span, prevent, diagnose, or treat mental, emotional, or behavioral disorders or associated distress which interfere with mental health, conduct assessments or diagnoses for the purpose of establishing treatment goals and objectives, and plan, implement, or evaluate treatment plans using behavioral treatment interventions. Behavioral Treatment Intervention means the application of empirically validated treatment modalities, including, but not limited to, operant and classical conditioning techniques, adherence/compliance methods, habit reversal procedures, cognitive behavior therapy, biofeedback procedures and parent training. Such interventions are specifically implemented in the context of a professional therapeutic relationship

SOC 19-3039

EDUCATIONAL REQUIREMENTS

Education Level

- Successfully completed at least sixty (60) graduate semester hours (ninety (90) graduate quarter hours) of behavioral science-related course work. These sixty (60) hours shall include at least a master's degree from a program in psychology. All courses shall be earned from a regionally accredited college or university. The Board shall define what course work qualifies as "behavioral science-related"; and
- Three (3) years of supervised full-time experience in professional behavioral health services subject to the supervision of a licensed mental health professional pursuant to conditions established by the Board. One (1) or two (2) years of experience may be gained at the rate of one (1) year for each thirty (30) graduate semester hours earned beyond the master's degree, provided that such hours are clearly related to the field of psychology or behavioral sciences and are acceptable to the Board. The applicant shall have no less than one (1) year of supervised full-time experience in behavioral science.

Continuing Education

- 10 clock hours for each 12 months preceding renewal
- Continuing education must be earned from courses on empirically validated procedures, taught by instructors certified by the North American Association of Masters in Psychology, its designees or successors.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- Good moral character
- Work experience includes 3,000 clock hours of full-time, on-the-job experience, which is supervised by an approved LBP supervisor.

Restrictions
- Each complaint evaluated individually by the LBP advisory Board.

License Duration
- The first licensing period is for two years; licenses must be renewed annually thereafter.

Materials for Application
- Application form
- Official Graduate Transcripts
- Documents of Recommendation form (3)
- Internship/practicum documentation form.
- Fingerprints (2 classifiable sets)
- Fees
- All materials must be submitted 60 days prior to examination.

Licensing Fees
- Application fee - $275
- License fee – none
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Practitioner's Examination of Psychological Knowledge
- Oklahoma State Standards Test

Description
- Written national exam
- Written Oklahoma exam covering Oklahoma Law and Regulations

Examination Fee
- $75 (PEPK)

Dates
- Spring and fall of every year

Passing Criteria
- 70%

Reexamination
- Six-month interval after first examination attempt.

OKLAHOMA WAGE

Median Hourly Wage
- $41.97

LICENSING AGENCY

Oklahoma State Department of Health
Professional Counselor Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-6030
Fax: (405) 271-1918
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Licensed Genetic Counselor

JOB DESCRIPTION

Return to Table of Contents

Licensed Genetic Counselors assess individual or family risk for a variety of inherited conditions, such as genetic disorders and birth defects. Provide information to other healthcare providers or to individuals and families concerned with the risk of inherited conditions. Advise individuals and families to support informed decision-making and coping methods for those at risk. May help conduct research related to genetic conditions or genetic counseling.

SOC 29-9799 (or new SOC 29-9090)

EDUCATIONAL REQUIREMENTS

Education Level

- Successful completion of a master's degree in genetic counseling training program that is accredited by the American Board of Genetic Counseling or an equivalent entity or doctoral degree from a medical genetics training program accredited by the American Board of Medical Genetics or an equivalent entity.

Continuing Education

- LGCs shall complete and furnish documentation to the Department of thirty (30) clock hours of continuing education in each preceding two-year licensing cycle. Continuing education must be appropriate for maintenance of certification for at least 10 of the 30 clock hours. The remaining twenty hours may consist of professional continuing education.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- Good moral character

Restrictions

- Each complaint investigated individually by the Licensed Genetic Counselor Advisory Board.

License Duration

- Two years

Materials for Application

- Application form
- Official transcript, mailed from a genetic counseling training program accredited by the ABGC or ABMG
- Documents of Recommendation form (3)
- Verification of certification by the ABGC or ABMG, or verification of active candidate status conferred by the ABGC, ABMG, or an equivalent acceptable entity.
- Two (2) classifiable sets of fingerprints
- Fees.

Licensing Fees
- Application fee - $300
- License fee - none
- Renewal fee - $200

EXAMINATION REQUIREMENTS

Examination Title
- ABGC Genetics Counseling Certification Examination prior to application for licensure.
- For current details go The American Board of Genetic Counseling Certification website: www.abgc.net

Description
- The ABGC Certification Examination consists of 200 multiple-choice questions (170 scored items; 30 pre-test items).You will have 4 hours to complete the examination. You will be asked to select the one best answer from four options provided for each question.

Examination Fee
- $1,300

Dates
- Application must be postmarked on or before the first business day of July.
- Testing window is the first business day of August through the last business day of August.
- Examination is administered by appointment only, Monday through Saturday, 9am-1:30pm.

Passing Criteria
- Pass/Fail

Reexamination
- $1,200 Repeat Applicants
- Three examination attempts allowed in a five-year cycle.

OKLAHOMA WAGE

Median Hourly Wage
- $14.30

LICENSING AGENCY

Oklahoma State Department of Health
Marital and Family Therapist, Licensed
Professional Counselor Licensing

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-6030
Fax: (405) 271-1918
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Licensed Remediation Consultant

JOB DESCRIPTION

Return to Table of Contents

Firms, corporations, and individuals doing business in Oklahoma as a Licensed Remediation Consultant should have a Licensed Remediation Consultant on staff and in supervisory control of job sites during UST sampling, sampling at UST closure, investigations and remediation or other activities directed by the Oklahoma Corporation Commission for any work performed after January 1, 1994. A remediation consultant license is required for a person to supervise underground storage tank (UST) and aboveground storage tank (AST) sampling, investigations and remediation at UST and AST closures. A UST closure occurs when the UST is either being extracted from the ground or filled up with an inert material and left in the ground.

SOC 19-4091

EDUCATIONAL REQUIREMENTS

Education Level

- Four-year degree from accredited college or university in a physical, natural, biological science or engineering field. Must have completed the 40-hour OSHA training course (Hazwoper) (2910.120) and an eight-hour refresher course.

Continuing Education

- Must have completed the 40-hour OSHA training course (Hazwoper) (2910.120) and an eight-hour refresher course, and the ORBCA Course
- 16 hours every 2 years

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Three years of total environmental experience with two years at regulated UST facilities for degreed personnel
- Seven years of experience with two years at a regulated UST facility for personnel without a degree
- Provide proof of attending an ORBCA (Oklahoma Risk-Based Corrective Action) School.
- Along with a completed application, the applicant must do 1 plus either 2, 3 or 4:
- Copy of 40-hour HAZWOPER certificate, copy of 8-hour annual update certificate, copy of 8-hour supervisor course certificate and original transcript with school seal, if applicable.
- Have 7 years environmental experience with at least 2 years' experience at a regulated UST facility and pass an exam.
- Have a 4-year degree in physical, natural, biological science or engineering with 3 years' experience, 2 of which must be at a regulated UST facility.
- Be a registered professional engineer with 2 years' experience at a regulated UST facility.

Restrictions
- If a person is a registered PE, only two years of experience at a regulated UST facility will be required.

Certificate Duration
- Two years
- A renewal invoice is issued 60 days prior to the expiration date of the license. The renewal fee must be paid, as well as, receipt of required continuing education hours, to keep the license in force. If the license is allowed to lapse, the application process starts all over again.

Certification Fees
- Application fee - $25
- Two-year license - $50 (due after successfully passing the test)

EXAMINATION REQUIREMENTS

Examination Title
- Exam for Licensed Remediation Consultant

Description
- Questions covering health and safety, investigations, regulatory issues, remediation, and hydrology.
- The applicant will be apprised of his/her test grade on the day of testing.

Examination Fee
- $25 (due prior to testing) subject to change

Dates
- Daily

Passing Criteria
- The applicant will be apprised of his/her test grade the day of testing. A score of 80%or higher is required for issuance of the license. If a score of 80% is not achieved, the exam may be retaken in 6 months.

Reexamination
- Once every six months - additional fee for each reexamination

OKLAHOMA WAGE

Median Hourly Wage
- $21.31

ADDITIONAL INFORMATION

- Must apply on special state-supplied application form. References must be listed and will be contacted by mail with a questionnaire.

- The application is obtained by contacting the Oklahoma Corporation Commission's web page at www.occeweb.com. An informational sheet explains the process in detail, including sources of study material for the examination. An "approval to test" letter will be sent advising acceptance of the application. Testing is available Monday through Friday, 9:00 a.m. through 2 p. m.

LICENSING AGENCY

Oklahoma Corporation Commission

Physical Address
2101 N. Lincoln Blvd..
Oklahoma City, OK 73105
Phone: (405) 521-4683
Fax: (405) 521-4945
Web: www.occ.state.ok.us/

Mailing Address
P.O. Box 52000
Oklahoma City, OK 73152-2000

Limited Lines Insurance Producer

JOB DESCRIPTION

Return to Table of Contents

A Limited lines producer is a person who is authorized by the state of Oklahoma Insurance Commissioner to sell, solicit or negotiate limited lines insurance. The term "limited insurance representative" has the same meaning as the term "limited lines producer".

SOC 41-3021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include Credit, Car Rental, Crop, Travel, Surety, and Pre-Paid Legal insurance. Limited line credit insurance includes credit life, credit disability, credit property, credit unemployment, involuntary unemployment, mortgage life, mortgage guaranty, mortgage disability, guaranteed automobile protection insurance, known as "gap" insurance, and any other form of insurance offered in connection with an extension of credit that is limited to partially or wholly extinguishing that credit obligation that the Insurance Commissioner determines should be designated a form of limited line credit insurance

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age

Restrictions

- Conviction, plea of guilty, or nolo contendere (no contest) to a felony will be reviewed.

License Duration

- Two years

Licensing Fees

- Application fee - $40
- Renewal fee - $40

Lines of Authority/Qualifications

- Credit
- Car Rental
- Crop
- Travel
- Surety

- Pre-Paid Legal

EXAMINATION REQUIREMENTS

Examination Title
- No examination required.

Description
- N/A

OKLAHOMA WAGE

Median Hourly Wage
- $18.21

LICENSING AGENCY

State of Oklahoma Insurance Commission

Physical Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112
Phone: (405) 521-3916
Fax: (405) 522-3642
Web: www.ok.gov/oid

Mailing Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112

Locksmith Company Manager

JOB DESCRIPTION

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A Locksmith company manager directs the design and application of locksmithing sales, service, repair, or installation. Although management skills vary according to the industry, many managers are responsible for employee relations, record keeping, and office/industry operations. Licensed locksmith companies employ locksmith service and installation managers.

SOC 49-1011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include design, operation, installation, and service of components of the locksmith category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $100
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- Locksmith Manager Examination

Description

- Computer

- Possible examination areas include the technical aspect of design, operation, installation, and service of components as well as complete systems in the Locksmith Industry. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each re-examination.
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $26.36

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Locksmith Company Salesperson

JOB DESCRIPTION

Return to Table of Contents

A locksmith salesperson presents information to consumers regarding locksmithing products and services. The salesperson explains the cost, operation, and customer responsibilities for locksmith equipment and services. A licensed locksmith company employs a locksmith service and installation company salesperson.

SOC 41-2021

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony

License Duration
- One year

Licensing Fee
- Application fee - $40
- License Fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title
- Locksmith Salesperson Examination

Description
- Computer
- Possible examination areas include components and application of locksmith industry equipment and services. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $9.42

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Locksmith Company Technician

JOB DESCRIPTION

Return to Table of Contents

A locksmith company technician installs, repairs, and services locksmithing equipment. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed locksmith company employs a locksmith service and installation company technician.

SOC 49-9094

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the locksmith category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Locksmith Technician Examination

Description

- Computer

- Possible examination areas include the technical aspects of operation, installation, and service of components in the locksmith category activity. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $16.90

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Locksmith Trainee (Technician or Sales)

JOB DESCRIPTION

Return to Table of Contents

A locksmith company technician/sales trainee sells, installs, repairs, and services locksmithing equipment burglar alarm systems. A technician/sales trainee shall be employed by a licensed Oklahoma locksmith company and shall work under the direct supervision of a company manager, locksmith technician, or locksmith salesperson.

SOC 41-2021
SOC 49-9094

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony
- No more than three technician/salesperson trainees per jobsite
- Must work under the direct supervision of a licensed company employee

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $9.42
- $16.90

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Long Term Care Administrator

JOB DESCRIPTION

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A long term care administrator directs the medical, nursing, and administrative activities of a long term care facility to ensure that patients receive quality care and staff has the facilities, equipment, and support necessary to meet that goal. An administrator is responsible for developing policies and procedures for long term care activities, establishing and following budgeting guidelines, and personnel management. The majority of long term care administrators are employed at private nursing homes as nursing home administrators but there are 4 long term care administrator licensure types in Oklahoma: Nursing Home Administrators (NHAs), Residential Care and Assisted Living (RC/AL) Administrators, Residential Care (RC) Administrators, and Adult Day Care Administrators.

SOC 11-9111

EDUCATIONAL REQUIREMENTS

Education Level

- 4 year College degree (NHA only)
- Possible areas of study include community health and related resource programs/relationships; nursing home law; nursing home economics and finance; the physical, psychological, and social aspects of aging; personnel management and group dynamics; nursing home administration; special health studies and health care delivery; and inter-professional relationships.
- 560 hours of Administrator In-Training internship (NHA only)
- "Administrator University" – an 18 week long (one day a week) course that exposes the student to many aspects of state and federal requirements and prepares them for the State State Standards exam (NHA only)
- All others receive specialized training for the type of administrator they are applying to become from an institute of higher learning or from a nationally recognized source that has been approved by the Board

Continuing Education (varies by licensure type)

- 24 hours/year (NHA)
- 18 hours/year (RC/AL)
- 16 hours/year (RC)
- 12 hours/year (Adult Day Care)
- Oklahoma State Board of Examiners must approve continuing education hours for Nursing Home Administrators or the courses must be approved by NAB (NCERS).

ADDITIONAL REQUIREMENTS

General Qualifications/Experience

- 21 years of age
- Sound physical and mental health

- Passing the applicable National Association of Board (NAB) and/or State Standards Examinations
- No criminal background
- All current requirements can be reviewed at OAC 490, Chapter 10 or online at www.ok.gov/osbeltca

Restrictions
- Obtaining or attempting to obtain a license by fraud or deceit
- Habitual indulgence in the use of narcotic drugs or alcohol
- Judicial determination of incompetence
- Gross negligence, fraud, dishonesty, malfeasance, or cheating in the management of a nursing home
- Suffering from an illness or injury for which the Health Department prohibits engagement in practice of Nursing Home Administration as approved by the Board

License Duration
- One year (calendar year renewals)

Licensing Fees
- Application fee - $100
- License fee - $200/year
- Renewal fee - $200/year (NHA)
- RC/AL - $175/year
- RC and Adult Day Care - $100/year
- Original license - $200
- All applicable training fees and exam fees paid separately

EXAMINATION REQUIREMENTS

Examination Title
- NHA applicants must pass the NAB NHA Examination and the NHA State Standards Examination
- RC/AL applicants must pass the NAB RC/AL Examination and the RC/AL State Standards Examination
- RC and Adult Day Care applicants must pass the applicable State Standards Examination (there is no NAB exam for these two licensure types)

Description
- Possible examination areas include patient care, personnel management, financial management, marketing, public relations, physical resource management and law, and Codes Governing Board. The State Standards Examinations focus on the state statutes and rules governing the facility type(s) for which the applicant will be licensed. The NAB exams focus on Federal aspects and the Domains of Practice associated with those licensure types.

Examination Fee
- NAB Exam - $285
- State Standards Exam - $100
- State Standards Review - $100

Dates
- Available approximately four times a year; can be scheduled at other times for a fee

Passing Criteria
- 75% on all exams

Reexamination
- On a case-by-case basis

OKLAHOMA WAGE

Median Hourly Wage
- $33.78

LICENSING AGENCY

Oklahoma State Board of Examiners for Long Term Care Administrators (OSBELTCA)

Physical Address
2401 N. W. 23rd, Suite 62
Oklahoma City, Oklahoma 73107
Phone: (405) 522-1616 and (405) 522-1619
Fax: (405) 522-1625
Web: www.ok.gov/osbeltca

Mailing Address
2401 N. W. 23rd, Suite 62
Oklahoma City, Oklahoma 73107

Manicurist

JOB DESCRIPTION

Return to Table of Contents

A manicurist cleans and shapes fingernails and toenails using appropriate remover and swabs, scissors, files, and emery boards. Also, a manicurist softens cuticles with cosmetic preparations such as water and oil and polishes fingernails and toenails using powdered polish and buffer. Manicurists are often responsible for cleaning and maintaining their equipment, organization of their work area, and client recruitment and scheduling. Most manicurists work in beauty salons, barbershops, and department stores. Many manicurists also practice cosmetology.

SOC 39-5092

EDUCATIONAL REQUIREMENTS

Education Level

- Has completed the eighth grade
- 600 hours at an approved beauty school or equivalent number of credit hours
- Possible areas of study include nail structure, composition and diseases, hygiene, personality, salesmanship, poise, and sanitation and safety procedures specific to manicuring and pedicuring. Theory and clinic practice includes artificial nail application and care, cosmetology law, and board rules and regulations.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Is over the age of sixteen (16)

Restrictions

- Must practice in a salon licensed by the Oklahoma State Board of Cosmetology

License Duration

- One year

Licensing Fees

- Application/Initial fee - $25
- Renewal fee - $25

EXAMINATION REQUIREMENTS

Examination Title

- National Manicuring and Sculptured Nail Test (administered by the Oklahoma State Board of Cosmetology)

Description

- Both written and practical
- Possible written examination areas include scientific concepts, manicuring skills, and artificial nails (includes sanitation, nail structure, and growth; irregularities and nail disease, skin, muscles, bones, nerves, and blood circulation; manicuring purposes and effect, supplies, and products; and varied procedures.)
- Possible practical applications include arrangement of table (implements, sanitation, and sterilization); removal of polish, filing, and shaping of nails; treatment of cuticle; proper use of implements; application of emollient cream and hand and arm massage; and application of two sculptured nails and polish.

Examination Fee

- $15

Dates

- Monday – Thursday; First three weeks of the month

Passing Criteria

- 75% on both the written and practical exam

Reexamination

- Registration is required at least 30 days prior to reexamination
- After second failure, work permit is not issued; after four failures, review hours are required before registering

OKLAHOMA WAGE

Median Hourly Wage

- $8.87

LICENSING AGENCY

Oklahoma State Board of Cosmetology

Physical Address
2401 N.W. 23rd St., Suite 84
Oklahoma City, OK 73107
Phone: (405) 521-2441
Fax: (405) 521-2440
Web: www.ok.gov/cosmo

Mailing Address
2401 N.W. 23rd St., Suite 84
Oklahoma City, OK 73107

Marital and Family Therapist, Licensed

JOB DESCRIPTION

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Marital and family therapy means the treatment of disorders, whether cognitive, affective, or behavioral, within the context of marital and family systems. Marital and family therapy involves the professional application of family systems theories and techniques in the delivery of services to individuals, marital pairs, and families for the purpose of treating such disorders. Such services are offered to the general public directly or through public and private organizations, for a fee, monetary or otherwise.

SOC 21-1013

EDUCATIONAL REQUIREMENTS

Education Level

- Minimum of a master's degree in marital and family therapy or equivalent. Areas of study include theoretical foundations, assessment and treatment, human development, abnormal human behavior, ethics and professional studies, and research. Internship consisting of 300 clock hours under university supervision in a counseling setting.

Continuing Education

- 20 clock hours for each 12 months preceding renewal which includes 3 hours of mental health ethics, as well as, 3 hours every 3 years, in therapy supervision for approved supervisors. Continuing education must relate to academic areas of theoretical foundations, assessment and treatment, ethics and professional studies, human development and research. Continuing education must be targeted toward a professional audience and must be presented by a licensed or certified presenter.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- Good moral character
- Work experience includes two years of full-time marital and family therapy under the supervision of an approved supervisor.

Restrictions

- Each complaint evaluated individually by the Licensed Marital and Family Therapy Advisory Board

License Duration

- The first licensing period is for two years; licenses must be renewed annually thereafter.

Materials for Application

- Application form
- Official Graduate Transcripts

- Documents of Recommendation form (3)
- Internship/practicum documentation form.
- Fingerprints (2 classifiable sets)
- Fees
- All materials must be submitted 60 days prior to examination.

Licensing Fees
- Application fee - $200
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Examination in Marital and Family Therapy

Description
- Computerized national exam
- Oral exam covering Oklahoma Licensed Marital and Family Therapy Law and Regulations and psychopathology.

Examination Fee
- National Exam - $295

Dates
- Three testing windows: mid-January – mid-February, mid -May – mid-June, and mid-September – mid-October

Passing Criteria
- 64%

Reexamination
- Three-month interval after first examination attempt

OKLAHOMA WAGE

Median Hourly Wage
- $17.46

LICENSING AGENCY

Oklahoma State Department of Health
Professional Counselor Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-6030
Fax: (405) 271-1918
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Master's Social Worker, Licensed

JOB DESCRIPTION

Return to Table of Contents

A licensed master's level social worker may practice under the auspices of public, voluntary, or proprietary agencies and institutions addressing familial, economic, health, recreational, religious, penal, judicial and educational concerns. Within the practice setting, the social worker may be involved in community organization, program planning and development, administration of community services or programs, assessment of client needs for community programs or services, coordination and/or evaluation of service delivery, advocacy on behalf of persons or groups with unmet needs, social welfare policy, organizational analysis, and, provision of training about community needs and/or problems. Social workers using standardized assessment tools shall observe all requirements associated with the tool prior to administrating the instrument.

SOC 21-1029

EDUCATIONAL REQUIREMENTS

Education Level

- Master's Degree in Social Work from a program accredited by the Council on Social Work Education or board approved social work program
- Possible areas of study include human development and behavior; social, economic, and cultural institutions and forces; and the interaction of all of these factors.

Continuing Education

- Sixteen hours annually, 3 of which must include ethics training

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Convicted of a felony and, after investigation, the Board finds that he/she has not been sufficiently rehabilitated to merit the public trust.
- Found guilty of fraud or deceit in connection with services rendered or in establishing needed qualifications under this act.
- Knowingly aided or abetted a person, not licensed under the provisions, in representing himself/herself as licensed in this state.
- Found guilty of unprofessional conduct as defined by rules established by the Board.
- Found guilty of negligence or wrongful actions in the performance of his/her duties.

License Duration

- One year

Licensing Fees
- Application fee - $150
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Master's level exam offered through ASWB

Description
- Pearson Vue computer delivered
- Examination areas relate to the area of specialization

Examination Fee
- $265

Dates
- Daily

Passing Criteria
- 70%

Reexamination
- Every 90 days until passed; however, applicants must repay the examination fee with each time examination is taken.

OKLAHOMA WAGE

Median Hourly Wage
- $20.35

LICENSING AGENCY

Oklahoma State Board of Licensed Social Workers

Physical Address
4545 N. Lincoln Blvd. Suite 162
Oklahoma City, OK 73105
Phone: (405) 521-3712
Fax: (405) 521-3713
Web: www.ok.gov/socialworkers

Mailing Address
P.O. Box 18817
Oklahoma City, OK 73154

Mechanical Contractor

JOB DESCRIPTION

Return to Table of Contents

A mechanical contractor works on the installation, assembly, or repair of heating and air conditioning, gas piping, sheet metal, or refrigeration systems. Mechanical contractors supervise and manage activities or personnel, supply material, and solicit mechanical contracts. A mechanical contractor may operate as an individual, firm, partnership, or corporation installing mechanical equipment in residential, commercial, and industrial buildings.

SOC 11-9021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the profession is necessary.
- Possible knowledge areas include heating, air conditioning, sheet metal, refrigeration, and natural gas piping.

Continuing Education

- Six (6) hours of continuing education per code cycle is required. All six hours may consist of code updates from any of the three codes adopted by the Construction Industries Board; however, not more than two hours may consist of manufacturer installation education. Prior to enrolling in a class, verify with the sponsor that the Construction Industries Board has approved the class.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 19 years of age
- Four years' experience in the field
- Two years' experience may be substituted for approved classroom training

Restrictions

- None

License Duration

- Expires annually on licensee's birth month

Licensing Fees

- Application fee - $30
- License fee - $300
- Renewal fee - $200 plus $100 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title
- Contractor Mechanical Exam
- Business Law Exam

Description
- Computer based examination by testing agency
- Computer based examination areas relate to the International Mechanical Code, including heating requirements, air conditioning requirements, sheet metal requirements, refrigeration requirements, natural gas piping requirements, process piping requirements, business laws and regulations.

Examination Fee
- $100

Dates
- Monday – Friday (depending on location)

Passing Criteria
- 70%

Reexamination
- 30-day waiting period between first and second exams; 90-day waiting period between all subsequent exams.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $32.76

LICENSING AGENCY

Construction Industries Board
Mechanical Division

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107-2431
Phone: (405) 521-6550
Fax: (405) 521-6525
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107-2431

Mechanical Inspector

JOB DESCRIPTION

Return to Table of Contents

A mechanical inspector specializes in the inspection of heating and air conditioning, gas piping, sheet metal, or refrigeration systems. The inspector examines and operates installed mechanical equipment, appliances, and devices to determine proper functioning and compliance with construction standards and codes. Generally, the inspector inspects the condition and position of assembled parts, quality of workmanship, and the compliance of assembly plants. Local and state governments often employ mechanical inspectors.

SOC 51-9061

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- One possible knowledge area is an understanding of the International Mechanical Codes

Continuing Education

- Five hours of continuing education annually.
- Continuing education includes state-approved courses in the mechanical trade.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Mechanical Inspectors employed by cities with populations greater than 10,000 must obtain a state license.

Restrictions

- None

License Duration

- Expires annually on licensee's birth month

Licensing Fees

- License fee - $35
- Renewal fee - $35 plus $35 late charge after expiration date

EXAMINATION REQUIREMENTS

Examination Title

- There is no state exam. The applicant must submit certification by a National Code organization, such as the International Code Council (ICC), which requires the ICC examination

Description
- Written
- Possible examination areas include calculations and rule applications of the Model Mechanical Code, International Fuel Gas Code and International Residential Code, gas requirements; venting of appliances; and installation of refrigeration, heating and air conditioning.

Examination Fee
- $75 - $105; Varies by organization

Dates
- Monday – Friday

Passing Criteria
- 75%

Reexamination
- Reexaminations may be taken each time the exam is offered.

OKLAHOMA WAGE

Median Hourly Wage
- $17.73

LICENSING AGENCY

Construction Industries Board
Mechanical Division

Physical Address
2401 N.W. 23rd St., Suite F2
Oklahoma City, OK 73107-2431
Phone: (405) 521-6550
Fax: (405) 521-6525
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107-2431

Mechanical Journeyman

JOB DESCRIPTION

Return to Table of Contents

A mechanical journeyman specializes in the installation, alteration, and repair of heating and air conditioning, gas piping, sheet metal, or refrigeration systems. The mechanical journeyman uses hand and power tools to connect and assemble mechanical components. Mechanical journeyman also follows design and assembly plans and test mechanical functioning. Mechanical journeymen must be employed by a mechanical contractor and may work on residential, commercial, and industrial installations.

SOC 49-9021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include heating, air conditioning, sheet metal, refrigeration, natural gas piping and process piping.

Continuing Education

- Six (6) hours of continuing education per code cycle is required. All six hours may consist of code updates from any of the three codes adopted by the Construction Industries Board; however, not more than two hours may consist of manufacturer installation education. Prior to enrolling in a class, verify with the sponsor that the Construction Industries Board has approved the class.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- Three years' experience in the field
- Two years' experience may be substituted for approved classroom training

Restrictions

- None

License Duration

- Expires annually on licensee's birth month

Licensing Fees

- Application fee - $25
- License fee - $50
- Renewal fee - $75 plus $25 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title
- Journeyman Mechanical Exam

Description
- Computer based examination by testing agency
- Computer based examination areas include heating, air conditioning, sheet metal, refrigeration, natural gas piping, process piping

Examination Fee
- $100

Dates
- Monday – Friday

Passing Criteria
- 70%

Reexamination
- 30-day waiting period between first and second exams; 90-day waiting period between all subsequent exams.
- Unlimited reexaminations.

OKLAHOMA WAGE

Median Hourly Wage
- $17.75

LICENSING AGENCY

Construction Industries Board
Mechanical Division

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107-2431
Phone: (405) 521-6550
Fax: (405) 521-6525
Web: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107-2431

Mine Fire Boss (Underground)

JOB DESCRIPTION

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A fire boss inspects underground mines, work sites, intake/return air passageways, and travel ways before each work shift to ensure that there is no collection of mine gases. The fire boss also must make daily reports on all findings. A fire boss works in the mining industry in a variety of underground mines such as coal and copper mines.

SOC 17-2151

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include mine gases, ventilation, apparatus and instruments, electricity as applied to mining, mine explosions and fires, explosives and blasting, general mining, and first aid to the injured.
- Students who have completed an accredited two-year or four-year mining program are credited one year of experience toward a fire boss.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State resident and employment in Oklahoma
- Must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the Oklahoma Mining Commission.
- Two years of practical underground experience

Restrictions

- Conviction of a felony may be cause for revocation of certificate
- Violation of restrictions on the handling of explosives as per BATF P4500.7.

Certificate Duration

- Lifetime

Certification Fees

- Certification fee - $10

EXAMINATION REQUIREMENTS

Examination Title
- Fire Boss Examination

Description
- Both written and oral
- Written and oral examinations pertain to the requirements and qualifications of Underground Miners.
- Possible examination areas include mine gases, ventilation, apparatus and instruments, electricity as applied to mining, mine explosions and fires, explosives and blasting, general mining, and first aid to the injured

Examination Fee
- $10

Dates
- Third Tuesday of every month

Passing Criteria
- 75%

Reexamination
- A 60-day waiting period is required after initial exam before a reexamination can be scheduled
- Two reexaminations are permitted

OKLAHOMA WAGE

Median Hourly Wage
- $56.27

LICENSING AGENCY

Oklahoma Mining Commission

Physical Address
2915 N Classen Blvd Suite 213
Oklahoma City, OK 73106
Phone: (405) 427-3859
Web: www.ok.gov/mines

Mailing Address
2915 N Classen Blvd Suite 213
Oklahoma City, OK 73106

Mine Foreman (Underground)

JOB DESCRIPTION

Return to Table of Contents

A mine foreman coordinates the activities of personnel, inspects mines, and instructs supervisors to take necessary measures to improve production and working conditions. A mine foreman also directs the opening of new underground rooms and passageways and the construction and installation of equipment as designated by the mine superintendent. Mine foremen in the mining industry often concentrate on one area such as coal, copper, or metallic ore mining.

SOC 47-1011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include mine gases, ventilation, apparatus and instruments, electricity as applied to mining, mine explosions and fires, explosives and blasting, general mining, and first aid application.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Resident of the state of Oklahoma and employed in Oklahoma
- Must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the Oklahoma Mining Commission
- A student who has completed an accredited two-year or four-year mining program shall be credited one year of experience.
- Three years of practical underground experience

Restrictions

- Conviction of a felony may be cause for revocation of certificate
- Violations of restrictions on the handling of explosives as per BATF P4500.7

Certificate Duration

- Lifetime

Certification Fees

- Certification fee - $15

EXAMINATION REQUIREMENTS

Examination Title
- Mine Foreman Certificate of Competency

Description
- Both written and oral
- Examination areas relate to requirements and qualifications of Underground Miners covering areas such as mine gases, ventilation, apparatus and instruments, electricity as applied to mining, mine explosions and fires, explosives and blasting, general mining, and first aid

Examination Fee
- $15

Dates
- Third Tuesday of every month

Passing Criteria
- 75%

Reexamination
- A 60-day waiting period is required after initial exam before a reexamination can be scheduled
- Two reexaminations are allowed

OKLAHOMA WAGE

Median Hourly Wage
- $25.57

LICENSING AGENCY

Oklahoma Mining Commission

Physical Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106
Phone: (405) 427-3859
Web: www.ok.gov/mines

Mailing Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106

Mine Shot Firer (Underground)

JOB DESCRIPTION

Return to Table of Contents

A mine shot firer determines strength and pattern of blast required, then charges and detonates explosives to fracture or separate stone or minerals from solid formations. The mine shot firer must prepare the work site for the explosion, including determining the appropriate location, installing explosives, and ensuring all safety laws are followed. An underground mine shot firer works in underground mines, pits, or quarries.

SOC 47-5031

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary
- Knowledge areas are related to requirements and qualifications of underground miners.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- Must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the Oklahoma Mining Commission
- One year of practical underground experience

Restrictions

- Conviction of a felony
- Violations of restrictions on the handling of explosives

Certificate Duration

- Lifetime

Certification Fees

- Certification fee - $10

EXAMINATION REQUIREMENTS

Examination Title

- Shot Firer Examination

Description
- Both written and oral
- Examination areas are related to the requirements and qualifications of Underground Miners.

Examination Fee
- $10

Dates
- Third Tuesday of every month

Passing Criteria
- 75%

Reexamination
- A 60-day waiting period is required after initial exam before a reexamination can be scheduled.
- Two reexaminations are allowed.

OKLAHOMA WAGE

Median Hourly Wage
- $18.58

LICENSING AGENCY

Oklahoma Mining Commission

Physical Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106
Phone: (405) 427-3859
Web: www.ok.gov/mines

Mailing Address
2915 N Classen Blvd. Suite 213
Oklahoma City, OK 73106

Mine Superintendent (Underground)

JOB DESCRIPTION

Return to Table of Contents

A mine superintendent plans and coordinates activities of mining personnel. The superintendent studies survey data and confers with engineers and mining personnel to determine the excavation and operation plans for the development of the mine. Monitoring the observance of mining laws, safety procedures, and excavation is also the responsibility of the underground superintendent. Underground superintendents are normally employed in the mining industry and supervise the excavation of minerals such as coal, ore, or rock.

SOC 11-1021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include mine gases, ventilation, apparatus and instruments, electricity as applied to mining, mine explosions and fires, explosives and blasting, general mining, and first-aid application.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Resident of the state of Oklahoma and employed in Oklahoma
- Must hold a first-aid certificate issued within one year prior to the date of examination by an organization recognized by the Oklahoma Mining Commission.
- A student who has completed an accredited two-year or four-year mining program shall be credited one year of experience.
- Five years of practical underground experience.

Restrictions

- Conviction of a felony may be cause for revocation of certificate.
- Violations of restriction on the handling of explosives

Certificate Duration

- Lifetime

Certification Fees

- Certification fee - $20

EXAMINATION REQUIREMENTS

Examination Title
- Superintendent Examination

Description
- Both written and oral
- Examination questions relate to requirements and qualifications of Underground Miners and cover such areas as mine gases, ventilation, apparatus and instruments, electricity as applied to mining, mine explosions and fires, explosives and blasting, general mining, first aid.

Examination Fee
- $20

Dates
- Third Tuesday of every month

Passing Criteria
- 75%

Reexamination
- A 60-day waiting period is required after initial exam before a reexamination can be scheduled.
- Two reexaminations are allowed.

OKLAHOMA WAGE

Median Hourly Wage
- $35.15

LICENSING AGENCY

Oklahoma Mining Commission

Physical Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106
Phone: (405) 427-3859
Web: www.ok.gov/mines

Mailing Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106

Mine Surface Supervisor

JOB DESCRIPTION

Return to Table of Contents

A surface supervisor coordinates the activities of mine or quarry workers operating equipment used to move personnel, machinery, and supplies to various levels at a mine. The supervisor is responsible for personnel management, monitoring of machinery maintenance, and enforcement of safety procedures and practices. Surface supervisors work in the mining industry and often concentrate on the extraction of rock.

SOC 47-1011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include foreman responsibilities, ground control and fire prevention, explosives and drilling, transportation and travel ways, electricity, equipment operation, personal protection, auger mining general rules, first aid, mine gases, principles of mine rescue, and reclamation.

Continuing Education

- Refresher classes are given annually for supervisors.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Must hold a first-aid certificate issued within two years prior to the date of the examination by an organization recognized by the Oklahoma Mining Commission.
- One-year experience working in the mining industry.

Restrictions

- Conviction of a felony may be cause for revocation of certificates.

Certificate Duration

- Two years

Certification Fees

- Certification fee - $5

EXAMINATION REQUIREMENTS

Examination Title

- Surface Supervisor Certification Examination

Description
- Written
- A possible examination area in Title 45, Mining Statutes (Oklahoma)

Examination Fee
- $5

Dates
- Monthly as required at the Oklahoma Miner Training Institute and at the request of mine companies.

Passing Criteria
- 76%

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $25.57

LICENSING AGENCY

Oklahoma Mining Commission

Physical Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106
Phone: (405) 427-3859
Web: www.ok.gov/mines

Mailing Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106

Miner, Practical (Underground)

JOB DESCRIPTION

Return to Table of Contents

A practical miner extracts minerals from underground mines. The miner uses hand or power tools and explosives to expose the minerals, then secures the area by installing supportive wall structures. The practical miner also makes it possible to accommodate equipment by laying mining tracks. A practical miner is employed in the mining industry and may specialize in the extraction of one mineral such as ore, coal, or rock.

SOC 47-5081

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include mine gases, ventilation, apparatus and instruments, electricity as applied to mining, mine explosions and fires, explosives and blasting, general mining, and first-aid application.
- One year of practical experience as an underground miner.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Resident of the state of Oklahoma and employed in Oklahoma
- Must hold a first-aid certificate issued within one year prior to the date of examination by an organization recognized by the Oklahoma Mining Commission
- One year of practical experience as a miner or equivalent experience as defined by the Mining Commission.

Restrictions

- Conviction of a felony may be cause for revocation of certificate
- Violations of handling of explosives

Certificate Duration

- Lifetime

Certification Fees

- Certification fee - $5

EXAMINATION REQUIREMENTS

Examination Title
- Practical Miner Certificate of Competency

Description
- Both written and oral
- Examination questions relate to requirements and qualifications of Underground Miners, covering such areas as mine gases, ventilation, apparatus and instruments, electricity as applied to mining, mine explosions and fires, explosives and blasting, general mining, first aid

Examination Fee
- $5

Dates
- Third Tuesday of every month

Passing Criteria
- 75%

Reexamination
- A 60-day waiting period is required after initial exam before a reexamination can be scheduled.
- Two reexaminations are allowed.

OKLAHOMA WAGE

Median Hourly Wage
- $16.44

LICENSING AGENCY

Oklahoma Mining Commission

Physical Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106
Phone: (405) 427-3859
Web: www.ok.gov/mines

Mailing Address
2915 N Classen Blvd., Suite 213
Oklahoma City, OK 73106

Monitoring Well Technician

JOB DESCRIPTION

Return to Table of Contents

Is responsible for the monitoring of vapor or groundwater wells for the purpose of monthly release detection of underground storage tanks (UST's) must be performed by an individual (not company) licensed by the Oklahoma Corporation Commission.

SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level

- No formal education is required; however, a working knowledge of the occupation is necessary
- Knowledge areas include the standards and codes for underground storage tank installation.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Two years of related work experience
- Experience in three UST activities, two of which must be installations
- Vapor Monitoring Well Technicians must be able to demonstrate competence in the use of their equipment. Equipment must be factory-calibrated in accordance with manufacturer requirements prior to your appointment. Groundwater Technicians must attach a written explanation to the application of the procedures they follow.

Restrictions

- None

License Duration

- Two years
- A renewal invoice is issued 60 days prior to the expiration date of the license. The renewal fee must be paid, as well as, receipt of required continuing education hours, to keep the license in force. If the license is allowed to lapse, the application process starts all over again.

Licensing Fees

- Application fee - $25
- Two-year License fee - $50 (due after successfully passing the test)

EXAMINATION REQUIREMENTS

Examination Title
- Underground Storage Tank Licensing Exam

Description
- Written (The applicant will be apprised of his/her test grade on the day of testing.)
- The questions cover such areas as tank installation, piping installation, corrosion protection, and monitoring well installation.
- The application is obtained by contacting the Oklahoma Corporation Commission's web page at www.occeweb.com. An informational sheet explains the process in detail, including sources of study material for the examination. An "approval to test" letter will be sent advising acceptance of the application.

Examination Fee
- $25 (due prior to testing) subject to change

Dates
- Monday through Friday, 9:00 a.m. through 2 p. m.

Passing Criteria
- The applicant will be apprised of his/her test grade the day of testing.

Reexamination
- Reexamination every 30 days and a fee is required.

OKLAHOMA WAGE

Median Hourly Wage
- $20.57

LICENSING AGENCY

Oklahoma Corporation Commission

Physical Address
2101 N Lincoln Blvd.
Oklahoma City, OK 73105
Phone: (405) 521-4683
Fax: (405) 521-4945
Web: www.occ.state.ok.us/

Mailing Address
P.O. Box 52000
Oklahoma City, OK 73152-2000

Motor Service Club Agent

JOB DESCRIPTION

Return to Table of Contents

A motor service club agent is a limited insurance representative who solicits the purchase of service contracts or transmits for another any such contract, or application therefore, to or from the company, or acts or aids in any manner in the delivery or negotiation of any such contract, or in the renewal or continuance. This, however, does not include any person performing only work of a clerical nature in the office of the motor club.

SOC 41-3021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas Motor Club products.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age

Restrictions

- Conviction, plea of guilty, or nolo contendere (no contest) to a felony will be reviewed.

License Duration

- Two years

Licensing Fees

- Application fee - $40
- Renewal fee - $40

Lines of Authority/Qualifications

- Motor Club

EXAMINATION REQUIREMENTS

Examination Title

- No examination required.

Description

- N/A

OKLAHOMA WAGE

Median Hourly Wage
- $18.21

LICENSING AGENCY

State of Oklahoma Insurance Commission

Physical Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112
Phone: (405) 521-3916
Fax: (405) 522-3642
Web: www.ok.gov/oid

Mailing Address
5 Corporate Plaza
3625 NW 56th, Suite 100
Oklahoma City, OK 73112

Motorcycle Training School Instructor, Commercial

JOB DESCRIPTION

Return to Table of Contents

A motorcycle training school instructor conducts classes and demonstrates the operation of motorcycles for new or experienced riders so they can obtain a license and/or become safer riders. An instructor prepares and assigns lessons, evaluates student progress, and observes students practicing skills.

SOC 25-3021

EDUCATIONAL REQUIREMENTS

Education Level
- High school diploma or equivalent
- Instructor's certificate issued by the Motorcycle Safety Foundation

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Valid Oklahoma driver's license with motorcycle endorsement
- At least 21 years of age
- Good moral character
- Driver record must meet approval of the Department of Public Safety

Restrictions
- Conviction of a felony

License Duration
- Three year

Licensing Fees
- License fee - $5

EXAMINATION REQUIREMENTS

Description
- Written vision and driving test every three years
- Retesting for written, vision skills every three years.

OKLAHOMA WAGE

Median Hourly Wage

- $18.07

LICENSING AGENCY

Oklahoma Department of Public Safety
Driver License Examining Division

Physical Address
3600 N. Martin Luther King Blvd.
Oklahoma City, OK 71111
Phone: (405) 425-7745
Fax: (405) 425-7747
Web: www.dps.state.ok.us

Mailing Address
PO Box 11415
Oklahoma City, OK 73136

Nurse Anesthetist, Certified Registered

JOB DESCRIPTION

Return to Table of Contents

A certified registered nurse anesthetist (CRNA) is an advanced practice nurse who specializes in anesthesia care to prevent pain during surgical operations, deliveries, or other medical and dental procedures. The CRNA must administer prescribed anesthesia under the supervision of a doctor and monitor patient's pre-anesthetic, anesthetic, and post-anesthetic condition. A CRNA also informs the physician of the patient's condition. CRNA's are normally employed in hospitals, health care centers, offices of dentistry, and surgery centers. CRNA's may also apply for their own authority to order, select, obtain and administer drugs, devices and medical gases in the pre-anesthetic, anesthetic and post-anesthetic phases of care, under the supervision of a doctor.

SOC 29-1111

EDUCATIONAL REQUIREMENTS

Education Level

- Completion of an educational program of a school of nurse anesthetists accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs/Schools
- Possible areas of study include anatomy, physiology, microbiology, chemistry, nutrition, psychology, and behavioral science.
- Supervised clinical experience in health facilities
- Completion of licensing requirements for a registered nurse
- Effective January 1, 2016, the applicant for initial licensure or licensure by endorsement as a CRNA must hold a graduate-level degree from a program preparing the graduate for certification as a nurse anesthetist accredited by the American Association of Nurse Anesthetists' Council on Accreditation of Nurse Anesthesia Educational Programs.

Continuing Education

- As required by national certifying body
- To maintain prescriptive authority (optional), 15 units in administration of advanced pharmacology related to the administration of anesthesia (for initial application) as recognized by the American Association of Nurse Anesthetists or within an approved nurse anesthetist education program, 8 units for renewal, approved by AANA

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Current Oklahoma license to practice registered nursing.
- Certification in the specialty area by a national certifying body
- Current certificate of recognition from Oklahoma Board of Nursing

Restrictions

- Individual Board review for arrests or practice violations

- National Certificate Duration
- Two years

National Certification Fees
- Renewal fee for national certification established by the Council on Accreditation of Nurse Anesthesia

Certificate of Recognition Fees
- Application Fees - $70 (must maintain Oklahoma RN licensure)
- Renewal - $40 every two years
- Optional Authority to order, select, obtain and administer drugs- $85
- Renewal of Authority to order, select, obtain and administer drugs - $40 every two years

EXAMINATION REQUIREMENTS

Examination Title
- Certification examination for Nurse Anesthetists

Description
- Computerized
- Possible examination areas include anatomy, physiology, chemistry, psychology, pharmacology, and principles of professional practice.

Examination Fee
- As established by the national certifying body.

Dates
- As established by the national certifying body.

Passing Criteria
- Determined by the Council on Certification/Recertification of Nurse Anesthetists

OKLAHOMA WAGE

Median Hourly Wage
- $26.51

LICENSING AGENCY

Oklahoma Board of Nursing

Physical Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106
Phone: (405) 962-1800
Fax: (405) 962-1821
Web: www.ok.gov/nursing

Mailing Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106

Nurse Call Manager

JOB DESCRIPTION

Return to Table of Contents

A nurse call company manager directs the design and application of nurse call system sales, service, repair, or installation. Although management skills vary according to the industry, many managers are responsible for employee relations, record keeping, and office/industry operations. Licensed nurse call companies employ nurse call service and installation managers.

SOC 11-1021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include design, operation, installation, and service of components of the nurse call category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $100
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- Nurse Call Manager Examination

Description

- Computer

- Possible examination areas include the technical aspect of design, operation, installation, and service of components in the nurse call category activity. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $35.15

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Nurse Call Salesperson

JOB DESCRIPTION

Return to Table of Contents

A nurse call salesperson presents information to consumers regarding nurse call products and services. The salesperson explains the cost, operation, and customer responsibilities for nurse call equipment and services. A licensed nurse call company employs a nurse call service and installation company salesperson.

SOC 41-4011

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony

License Duration
- One year

Licensing Fee
- Application fee - $40
- License Fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title
- Nurse Call Examination

Description
- Computer
- Possible examination areas include components and application of nurse call category equipment and services. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $27.13

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Nurse Call Technician

JOB DESCRIPTION

Return to Table of Contents

A nurse call company technician installs, repairs, and services nurse call systems. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed nurse call company employs a nurse call service and installation company technician.

SOC 49-2022

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the nurse call category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- State and Federal criminal history check

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Nurse Call Technician Examination

Description

- Computer

- Possible examination areas include the technical aspects of operation, installation, and service of components in the nurse call category activity. Test will also include questions concerning the Alarm and Locksmith Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination dates

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $19.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Nurse Call Trainee (Technician or Sales)

JOB DESCRIPTION

Return to Table of Contents

A nurse call company technician/sales trainee sells, installs, repairs, and services nurse call systems. A technician/sales trainee shall be employed by a licensed Oklahoma nurse call company and shall work under the direct supervision of a company manager, nurse call technician, or nurse call salesperson.

SOC 41-4011
SOC 49-2022

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- State and Federal criminal history check

Restrictions
- Conviction of a felony
- No more than three technician/salesperson trainees per jobsite
- Must work under the direct supervision of a licensed company employee

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $27.13
- $19.93

LICENSING AGENCY

Oklahoma Department of Labor
Alarm and Locksmith Industry

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
(405) 521-6100
888-269-5353
Fax (405) 521-6018
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Nurse, Licensed Practical

JOB DESCRIPTION

Return to Table of Contents

A licensed practical nurse (LPN) cares for ill, injured, convalescent, and/or handicapped patients under the direction of physicians, dentists, or registered nurses. LPN's contribute to the patient's assessment and implementation of the plan of care. An LPN may also be required to assist with patient care by dressing wounds, bathing, or administering prescribed medications. Licensed practical nurses are employed in hospitals, clinics, private homes, long-term care facilities, and home health agencies.

SOC 29-2061

EDUCATIONAL REQUIREMENTS

Education Level

- Completion of a state-approved practical nurse program
- Areas of study include nursing courses, body structure and function, basic nutrition, and personal/vocational relationships.
- Supervised clinical experience in care of adults, care of children, and maternal-newborn nursing.

Continuing Education

- As required by employer to maintain competency in practice.
- Effective January 1, 2014, each licensee shall demonstrate evidence of continuing qualifications for practice through completion of one or more of the following requirements within the past two years prior to the expiration date of the license:
- Verify employment in a position that requires a practical nurse license with verification of at least 520 hours; or
- Verify the completion of at least twenty-four (24) contact hours of continuing education applicable to nursing practice; or
- Verify current certification in a nursing specialty area; or
- Verify completion of a Board-approved refresher course; or
- Verify completion of at least six (6) academic semester credit hours of nursing coursework at the licensee's current level of licensure or higher.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Meet criteria for admission into a college or university.

Restrictions

- After felony conviction, ineligible to apply for licensure for five years after sentence completion.
- Individual Board review for previous history of other arrests or disciplinary action on any other health care license

License Duration
- Two years

Licensing Fees
- Application and license fee - $85
- Renewal fee - $75

EXAMINATION REQUIREMENTS

Examination Title
- National Council Licensure Examination for Practical Nurses

Description
- Computerized
- Examination areas include nursing, body structure and function, medications, and basic nutrition.

Examination Fee
- Testing Service - $200

Dates
- Individually scheduled

Passing Criteria
- Pass/Fail

Reexamination
- Unlimited reexaminations. If the examination is not passed within two years of graduation, additional education is required.

OKLAHOMA WAGE

Median Hourly Wage
- $16.84

LICENSING AGENCY

Oklahoma Board of Nursing

Physical Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106
Phone: (405) 962-1800
Fax: (405) 962-1821
Web: www.ok.gov/nursing

Mailing Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106

Nurse-Midwife, Certified

JOB DESCRIPTION

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A certified nurse-midwife is a registered nurse who has successfully completed a recognized program of study and clinical experience in obstetrics and is qualified to provide care for expectant mothers whose pregnancies are apparently normal. The certified nurse-midwife furnishes professional medical care during the pregnancy, labor, delivery, and after-birth phases for both the mother and newborn infant. Certified nurse-midwives normally operate out of specialized health care facilities or work independently.

SOC 29-1111

EDUCATIONAL REQUIREMENTS

Education Level

- Completion of a program of nurse midwifery accredited by the American College of Nurse-Midwives
- Possible areas of study include anatomy, physiology, chemistry, labor and delivery, family planning and gynecology, postpartum, and newborn and professional issues.
- Completion of licensing requirements for a registered nurse.
- Effective January 1, 2016, the applicant shall have completed an accredited graduate level advanced practice registered nursing education program in at least one of the following population foci: family/individual across the lifespan, adult-gerontology (acute and/or primary), neonatal, pediatrics (acute and/or primary), women's health/gender related, or psychiatric/mental health.
- Completion of a graduate level advanced practice registered nursing education program that included an academic course in pharmacotherapeutic management and didactic and clinical preparation for prescribing incorporated throughout the program.

Continuing Education

- As required by national certifying body
- To maintain prescriptive authority (optional), 45 contact hours in pharmocotherapeutics for initial application, 15 hours for renewal

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Current license to practice registered nursing in Oklahoma
- Certification in the specialty area by a national certifying body
- Current certificate of recognition from the Oklahoma Board of Nursing

Restrictions

- Individual Board review for arrests or practice violations

National Certificate Duration
- Lifetime with maintenance requirements

Certification of Recognition Fees
- Application fee - $70 (must maintain Oklahoma RN Licensure)
- Renewal fee - $40 every two years
- Prescriptive authority initial application fee - $85
- Prescriptive authority renewal fee - $40 every two years

EXAMINATION REQUIREMENTS

Examination Title
- National Certification Examination in Nurse-Midwifery and Midwifery

Description
- Written
- Possible examination areas include prenatal, postnatal, labor and delivery, family planning and gynecology, newborn, and professional issues.

Examination Fee
- As established by the national certifying body

Dates
- As established by the national certifying body

Passing Criteria
- Based on individual review, standard scale

Reexamination
- As established by the national certifying body

OKLAHOMA WAGE

Median Hourly Wage
- $26.51

LICENSING AGENCY

Oklahoma Board of Nursing

Physical Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106
Phone: (405) 962-1800
Fax: (405) 962-1821
Web: www.ok.gov/nursing

Mailing Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106

Nurse Practitioner, Certified

JOB DESCRIPTION

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A Certified Nurse Practitioner (CNP) is a registered nurse with advanced educational preparation that is qualified to perform in an expanded nursing role. An advanced registered nurse practitioner often performs physical examinations and orders and interprets diagnostic tests, records findings, and discusses these with physicians. The CNP usually specializes in one of several areas: primary care, family practice, pediatric care, adult health care, or gerontological care. The CNP normally treats patients in facilities such as public or private clinics, health centers and agencies, and private practices.

SOC 29-1111

EDUCATIONAL REQUIREMENTS

Education Level

- Completion of a formal educational nurse practitioner program accredited by the National League for Nursing Accrediting Commission or the Commission on Collegiate Nursing Education.
- Possible knowledge areas include communication, interviewing, basic physical exam, pathophysiology, health maintenance, management of chronic illness, and health teaching and counseling.
- Supervised clinical experience in health facilities.
- Completion of licensing requirements for a registered nurse.
- Effective January 1, 2016, the applicant shall have completed an accredited graduate level advanced practice registered nursing education program in at least one of the following population foci: family/individual across the lifespan, adult-gerontology (acute and/or primary), neonatal, pediatrics (acute and/or primary), women's health/gender related, or psychiatric/mental health.
- Completion of a graduate level advanced practice registered nursing education program that included an academic course in pharmacotherapeutic management and didactic and clinical preparation for prescribing incorporated throughout the program.

Continuing Education

- As required by national certifying body
- To maintain prescriptive authority (optional), 45 contact hours or equivalent of pharmacotherapeutics for initial application, 15 contact hours for renewal

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Current license to practice registered nursing in Oklahoma
- Certification in the specialty area by a national certifying body
- Current certificate of recognition by the Oklahoma Board of Nursing

Restrictions
- Individual Board review for arrests or practice violations

Certificate of Recognition Fees
- Application fee - $70 (must maintain Oklahoma RN licensure)
- Renewal fee - $40 every two years
- Prescriptive authority initial application fee - $85
- Prescriptive authority renewal fee - $40 every two years

EXAMINATION REQUIREMENTS

Examination Title
- Varies depending on national certifying Body

Examination Fee
- As established by the national certifying body

Dates
- As established by the national certifying body

Passing Criteria
- As established by the national certifying body

OKLAHOMA WAGE

Median Hourly Wage
- $26.51

LICENSING AGENCY

Oklahoma Board of Nursing

Physical Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106
Phone: (405) 962-1800
Fax: (405) 962-1821
Web: www.ok.gov/nursing

Mailing Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106

Nurse, Registered

JOB DESCRIPTION

Return to Table of Contents

A registered nurse (RN) provides services for purposes of nursing diagnosis and treatment of human responses to actual or potential health problems consistent with education preparation. Knowledge and skill are the basis for assessment, analysis, planning, intervention, and evaluation used in the promotion and maintenance of health and nursing management of illness, injury, infirmity, restoration or optimal function, or death with dignity. Registered nurses may work in hospitals, nursing homes, clinics, schools, retirement communities, health maintenance organizations, industry, private homes, home health or any other setting, which may require nursing knowledge.

SOC 29-1111

EDUCATIONAL REQUIREMENTS

Education Level

- Associate or Bachelor's Degree in nursing from a state-approved nursing education program
- Possible areas of study include biological and physical sciences, social and behavioral sciences, in addition to nursing courses.
- Supervised clinical experience in care of adults, care of children, maternal-newborn nursing, and psychiatric-mental health nursing

Continuing Education

- As required by employer to maintain competency in practice
- Effective January 1, 2014, each licensee shall demonstrate evidence of continuing qualifications for practice through completion of one or more of the following requirements within the past two years prior to the expiration date of the license:
- Verify employment in a position that requires a practical nurse license with verification of at least 520 hours; or
- Verify the completion of at least twenty-four (24) contact hours of continuing education applicable to nursing practice; or
- Verify current certification in a nursing specialty area; or
- Verify completion of a Board-approved refresher course; or
- Verify completion of at least six (6) academic semester credit hours of nursing coursework at the licensee's current level of licensure or higher.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Meet criteria for admission into a college or university

Restrictions

- After felony conviction, ineligible to apply for licensure for five years after sentence completion.

- Individual Board review of other arrests or previous disciplinary action on any other health care license

License Duration
- Two years

Licensing Fees
- Application and license fee - $85
- Renewal fee - $75

EXAMINATION REQUIREMENTS

Examination Title
- National Council Licensure Examination for Registered Nurses

Description
- Computerized
- Possible examination areas include mental health, pharmacology, nutrition, body structure and function, pathophysiology, asepsis, growth and development, documentation, communication, and teaching in addition to all areas of nursing.

Examination Fee
- Testing Service - $200

Dates
- Individually scheduled

Passing Criteria
- Pass/Fail

Reexamination
- Unlimited reexaminations. If the examination is not passed within two years of graduation, additional education is required.

OKLAHOMA WAGE

Median Hourly Wage
- $26.51

LICENSING AGENCY

Oklahoma Board of Nursing

Physical Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106
Phone: (405) 962-1800
Fax: (405) 962-1821
Web: www.ok.gov/nursing

Mailing Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106

Nurse Specialist, Clinical

JOB DESCRIPTION

Return to Table of Contents

A Clinical Nurse Specialist is a registered nurse with a master's degree in nursing that provides direct nursing care to a selected population of patients and manages the care of patients with complicated nursing problems. The CNS has clinical specialization preparation to function in an expanded role as an expert clinician in a variety of patient care settings.

SOC 29-1111

EDUCATIONAL REQUIREMENTS

Education Level

- Master's Degree in Nursing with clinical specialization preparation
- Specialty certification by a national certifying body
- Supervised clinical experience in health facilities
- Completion of licensing requirements for registered nurse
- Effective January 1, 2016, the applicant shall have completed an accredited graduate level advanced practice registered nursing education program in at least one of the following population foci: family/individual across the lifespan, adult-gerontology (acute and/or primary), neonatal, pediatrics (acute and/or primary), women's health/gender related, or psychiatric/mental health.
- Effective January 1, 2016, completion of a graduate level advanced practice registered nursing education program that included an academic course in pharmacotherapeutic management and didactic and clinical preparation for prescribing incorporated throughout the program.

Continuing Education

- As required by national certifying body
- To maintain prescriptive authority (optional), 45 contact hours or equivalent of pharmacotherapeutics, plus two credit hours or 30 contact hours specific to the specialty area, and 320 contact hours of precepted clinical experience prescribing drugs for initial application; 15 hours for renewal

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Current license to practice registered nursing in Oklahoma
- Certification in the specialty area by a national certifying body
- Current certificate of recognition from the Oklahoma Board of Nursing

Restrictions

- Individual Board review for arrests or practice violations

Certificate of Recognition Fees

- Application fee - $70

- Renewal fee - $40 every two years
- Prescriptive authority initial fee - $85
- Prescriptive authority renewal fee - $40 every two years

EXAMINATION REQUIREMENTS

Examination Title
- National Certifications required – varies according to specialty

Examination Fee
- As established by the national certifying body

Dates
- As established by the national certifying body

Passing Criteria
- As established by the national certifying body

OKLAHOMA WAGE

Median Hourly Wage
- $26.51

LICENSING AGENCY

Oklahoma Board of Nursing

Physical Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106
Phone: (405) 962-1800
Fax: (405) 962-1821
Web: www.ok.gov/nursing

Mailing Address
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106

Occupational Therapist

JOB DESCRIPTION

Return to Table of Contents

An occupational therapist is a registered health professional who plans, organizes, and provides a program of services to individuals whose lives have been impaired by physical, psychological, or developmental problems. The therapist usually works as part of a medical team to analyze patients' needs and to select appropriate activities designed to help patients develop independence, return to work, restore basic functions, and adjust to disabilities. Occupational therapists are employed largely in hospitals, schools, nursing homes, community health centers, and residential care facilities.

SOC 29-1122

EDUCATIONAL REQUIREMENTS

Education Level

- Successful completion of an educational program in occupational therapy accredited by the Committee on Allied Health Education/American Medical Association in collaboration with the American Occupational Therapy Certification Board.
- Possible areas of study include physical, biological, and behavioral sciences and the application of occupational therapy theory and skills.
- Six months of supervised fieldwork.

Continuing Education

- Twenty contact hours every two years

ADDITIONAL REQUIREMENTS

Restrictions

- Policy violations are reviewed individually by the American Occupational Therapy Certifying Board.

License Duration

- Expires annually on October 31

Licensing Fees

- Application fee - $120
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- Certified Occupational Therapist Examination

Description
- Written
- Possible examination components include sensory motor components, cognitive component, psychosocial components, independent living-daily living skills, and program support.

Examination Fee
- Set by NBCOT

Dates
- Computerized: applicants set up exam time

Passing Criteria
- Score of 450 or higher

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $31.37

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P. O. Box 18256
Oklahoma City, OK 73154-0256

Occupational Therapist Assistant

JOB DESCRIPTION

Return to Table of Contents

An occupational therapist assistant works under the direction of a professional occupational therapist in carrying out rehabilitation programs. The assistant helps the therapist plan and carry out educational, vocational, and recreational activities aimed at helping patients regain use of those capacities impaired. Occupational therapy assistants are employed largely in hospitals, schools, nursing homes, community health centers, and residential care facilities.

SOC 31-2011

EDUCATIONAL REQUIREMENTS

Education Level

- Successful completion of a program in occupational therapy approved by the American Occupational Therapy Association, verified by a photocopy of American Occupational Therapy Certification Board card.
- Possible areas of study include physical, biological, and behavioral sciences and application of occupational therapy theory and skills.
- Two months of supervised fieldwork.

Continuing Education

- Twenty contact hours every two years

ADDITIONAL REQUIREMENTS

Restrictions

- Policy violations are reviewed individually by the American Occupational Therapy Certifying Board.

License Duration

- Expires annually on October 31

Licensing Fees

- Application fee - $120
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- Certified Occupational Therapy Assistant Examination

Description

- Written

- Possible examination components include independent living-daily living; physical, psychological, and emotional independent living-daily living; independent living-daily living; work; independent living-daily living; play-leisure; sensory motor components; psychosocial components; cognitive components; and program support.

Examination Fee
- Set by NBCOT

Dates
- Computerized: applicants set up exam time

Passing Criteria
- Score of 450 or higher

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $22.43

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P. O. Box 18256
Oklahoma City, OK 73154-0256

Operation and Maintenance (O&M) Contractor

JOB DESCRIPTION

Return to Table of Contents

A special, restricted contractor's license may be issued to a facility owner for the purpose of asbestos abatement for operation and maintenance purposes only. Any such asbestos abatement activity performed under an operation and maintenance license shall be limited to the scope of work described, in a site-specific operations and maintenance program, approved by, and at the discretion of the Commissioner.

SOC 47-4041

EDUCATIONAL REQUIREMENTS

Education Level

- The responsible party, designated by the applicant, must have successfully completed and have documentation provided for an asbestos abatement supervisor course supplied by providers accredited by the EPA and all subsequent refresher training.

Continuing Education

- Responsible parties must complete required refresher training.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Contractor must have a respirator program meeting all requirements of the OSHA (Occupational Safety and Health Administration) of the United State Department of Labor and of the DOL (Oklahoma State Department of Labor).
- Must have an approved operations and maintenance program

Restrictions

- The applicant shall designate one responsible party to be named on the license.
- Responsible parties shall be issued, at no charge, a DOL identification card, which must be available at the job site for inspection by the Department of Labor

License Duration

- One year. No asbestos abatement will be permitted after the expiration of a contractor's O&M license.
- Any contractor not performing abatement work, which falls under the jurisdiction of the Commissioner during the period of the issued license, shall be considered a new applicant for purposes of licensing and training.

Licensing Fees

- License Fee – Initial $1,000 nonrefundable, additional $500 at the time license is issued
- Renewal Fee - $500

- Responsible parties may be changed or added to the license at any time by paying a fee of $50 per change and addition.

EXAMINATION REQUIREMENTS

Examination Title
- Asbestos Abatement Supervisor's Exam

Description
- Varies depending upon school

Examination Fee
- Included in course fee

Dates
- Last day of course instruction

Passing Criteria
- 70%

Reexamination
- Upon completion of annual refresher course

OKLAHOMA WAGE

Median Hourly Wage
- $15.09

LICENSING AGENCY

Department of Labor
Asbestos Division

Physical Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105
Phone: (405) 521-6464
Fax: (405) 521-6025
Web: www.ok.gov/odol

Mailing Address
3017 N. Stiles, Suite 100
Oklahoma City, OK 73105

Optometrist

JOB DESCRIPTION

Return to Table of Contents

The practice of optometry is defined to be the science and art of examining the human eye and measurement of the powers of vision by the employment of any means, including the use of furnishing of any self-testing device, the use of any computerized or automatic refracting device, the use of pharmaceutical agents, the diagnosis of conditions of the human eye and the correcting and relief of ocular abnormalities by means including but not limited to prescribing and adaptation of lenses, contact lenses, spectacles, eyeglasses, prisms and the employment of vision therapy or orthoptics for the aid thereof, low vision rehabilitation, laser surgery procedures, excluding retina, laser in-situ keratomileusis (LASIK), and cosmetic lid surgery. The practice of optometry is further defined to be nonlaser surgery procedures as authorized by the Oklahoma Board of Examiners in Optometry, pursuant to rules promulgated under the Administrative Procedures Act. The practice of optometry shall also include the prescribing of dangerous drugs and controlled dangerous substances for all schedules specified in the Uniform Controlled Dangerous Substances Act except Schedules II and I for the purpose of diagnosis and treatment of ocular abnormalities. The practice of optometry shall not include the dispensing of drugs but may include the dispensing of professional samples to patients.

SOC 29-1041

EDUCATIONAL REQUIREMENTS

Education Level

- Doctor of Optometry degree from a COE accredited school of optometry
- Areas of study include general and ocular pharmacology, anatomy of the eyes, use of the ophthalmoscope, retinoscope and the use of trial lenses, general anatomy, physiology, physics, chemistry, biology, bacteriology, ocular pathology, ocular neurology, ocular mycology, psychology, physiological optics, optometrical mechanics, clinical optometry, visual field charting and orthoptics, general laws of optics and refraction, and CPR.

Continuing Education (18 hours + CPR Certification)

- Any three-day or more course in an optometry college accredited by the American Optometric Council on Education, or
- Any three or more day educational course sponsored by the American Optometric Association, or an affiliate of the American Optometric Association, or
- College of Optometrists in Vision Development
- Annual convention of the American Optometric Association
- Annual convention of the Oklahoma Association of Optometric Physicians
- Session of a regional congress of an Optometric Extension Program
- State seminar of the graduate Clinic Foundation of O.E.P.
- Post-graduate course of any Class A college or university teaching optometry
- Annual convention of any of the various State Optometric Associations of the United States
- Post-graduate course sponsored by the American Academy of Optometrists
- Southwest Council of Optometry
- Southwest Contact Lens Society
- Hear of America Contact Lens and Primary Care Congress
- Training from an approved medical college

- Post-graduate course sponsored by the American Academy of Ophthalmology

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 21 years of age
- Good moral character
- Four years undergraduate
- Four years Graduate School with Doctor of Optometry Degree

Restrictions
- The Board shall have the power to revoke or suspend any certificate granted by it pursuant to the provisions of the Board for fraud, conviction of crime, unprofessional and unethical conduct, habitual drunkenness, exorbitant charges, false representation of goods, gross incompetence, contagious disease, or any violation of any rule or regulation promulgated by the Board.

Certificate Duration
- One year

Certification Fees
- License fee - $300
- Renewal fee - $300

Re-certification Requirements
- 18 hours of Continuing Education
- Current CPR card

EXAMINATION REQUIREMENTS

Prerequisites
- Successful Passage of National Board of Examiners in Optometry (Parts I, II, and III)
- Successful completion of Laser Course administered by Northeastern State University College of Optometry

Examination Title
- Examination required by Board of Examiners in Optometry

Description
- Written, Practical and Oral
- Possible examination areas include general and ocular pharmacology; anatomy of the eyes; use of the physiology; physics, chemistry, biology; bacteriology; ocular pathology; ocular neurology; ocular mycology, psychology; physiological optics, optemtrical mechanics, clinical optometry, visual field charting and orthoptics, the general laws of optics and refraction and CPR.

Examination Fee
- $200

Dates

- Third weekend in July for examination, Fourth weekend in January for reexamination

Passing Criteria

- 75%

Reexamination

- Reexamination is offered on the subjects failed at the January Board meeting for a fee of $200
- If passing grades are not made on the second examination, a new application for the entire examination is required with an examination fee of $200

OKLAHOMA WAGE

Median Hourly Wage

- $39.15

LICENSING AGENCY

Board of Examiners in Optometry

Physical Address
2008 S. Post Road, Suite 200
Midwest City, OK 73130
Phone: (405) 733-7836
Fax: (405) 741-3060
Web: www.optometry.state.ok.us

Mailing Address
2008 S. Post Road, Suite 200
Midwest City, OK 73130

Orthotist/Prosthetist

JOB DESCRIPTION

Return to Table of Contents

"Orthotics" means the science and practice of evaluating, measuring, designing, fabricating, assembling, fitting, adjusting, or servicing an orthosis under a prescription from a licensed physician for the correction or alleviation of neuromuscular or musculoskeletal dysfunction, disease, injury, or deformity.

"Prosthetics" means the science and practice of evaluating, measuring, designing, fabricating, assembling, fitting, adjusting, or servicing prostheses under a prescription from a licensed physician.

SOC 29-2091

EDUCATIONAL REQUIREMENTS

Educational Level
- Baccalaureate degree

Continuing Education
- Thirty hours every two years or proof of current certification by the American Board for Certification in Orthotics, Prosthetics and Pedorthics (ABC) or the Board for Orthotist/Prosthetist Certification (BOC)

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Certification by the American Board for Certification in Orthotics, Prosthetics and Pedorthics (ABC) or the Board for Orthotist/Prosthetist Certification (BOC)

Restrictions
- Individual Board review of license violations

License Duration
- Renewed biennially

Licensing Fees
- Application fee - $300
- Renewal fee - $150

EXAMINATION REQUIREMENTS

Examination Title

- The American Board for Certification in Orthotics, Prosthetics & Pedorthics (ABC) or Board for Orthotist/Prosthetist Certification (BOC)

Examination Fee
- Set by ABC or BOC

OKLAHOMA WAGE

Median Hourly Wage
- $31.15

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Osteopathic Physician (D.O.)

JOB DESCRIPTION

Return to Table of Contents

Osteopathic physicians diagnose and treat disorders of the human body. Osteopathic medicine holds that the body is capable of making its own remedies against disease and other toxic conditions when it is in normal structural relationship and has favorable environmental conditions and adequate nutrition. Osteopathic physicians use generally accepted physical, pharmacological, and surgical methods of diagnosis and therapy while placing strong emphasis on the importance of body mechanics and manipulative methods to detect and correct faulty structure and functions.

SOC 29-1069

EDUCATIONAL REQUIREMENTS

Education Level

- Doctor of Osteopathic Medicine degree (D.O.)
- The curriculum includes all subjects commonly and generally taught by an accredited college of osteopathic medicine.
- A one-year, AOA-approved rotating internship or the equivalent thereof is also required.

Continuing Education

- Sixteen hours of American Osteopathic Association category 1 continuing medical education is required annually.
- Every other year one (1) hour of continuing medical education must be devoted to the proper prescribing of controlled substances.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- Good moral character
- Postgraduate training

Restrictions

- None

License Duration

- Permanent with annual renewal

Licensing Fees

- Application/license fee - $575
- License renewal fee for in-state practice - $225
- License renewal fee for out-of-state practice - $150

EXAMINATION REQUIREMENTS

Examination Title
- COMLEX-USA (National Board of Osteopathic Medical Examiners)

Description
- Three-part comprehensive examination addressing basic sciences, clinical science, and clinical competence.

Examination Fee
- Not available

Dates
- Not available

Passing Criteria
- 75%

Reexamination
- Not available

OKLAHOMA WAGE

Median Hourly Wage
- $41.01

LICENSING AGENCY

Oklahoma Board of Osteopathic Examiners

Physical Address
4848 N. Lincoln Blvd., Suite 100
Oklahoma City, OK 73105-3321
Phone: (405) 528-8625
Fax: (405) 557-0653
Web: www.ok.gov/osboe/

Mailing Address
4848 N. Lincoln Blvd., Suite 100
Oklahoma City, OK 73105-3321

Peace Officer

JOB DESCRIPTION

Return to Table of Contents

A peace officer is defined as an appointed or elected officer whose duties are to preserve the public peace, protect life and property, prevent crime, serve warrants, and enforce laws and ordinances of the state or any political subdivision thereof.

SOC 33-3051

EDUCATIONAL REQUIREMENTS

Education Level
- High school diploma or GED
- Some law enforcement agencies within the state required a minimum number of college hours or a degree for employment.

Continuing Education
- Active, full-time peace officers must attend a total of 25 hours of continuing education approved by CLEET, two of which must be related to mental health training annually.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 21 years of age
- Psychological examination
- All trainees shall be capable of full participation in all Basic Academy Activities.
- Any trainee unable to physically or academically participate in all aspects of the Basic Academy shall not be able to satisfactorily complete the requirements for basic peace officer certification

Restrictions
- Conviction of a felony or crime involving moral turpitude, or crime of domestic violence would disqualify participant.
- Individuals must be employed as a peace officer to attend the state-conducted academy.

Certificate Duration
- Not available

Certification Fees
- None

EXAMINATION REQUIREMENTS
(Two examinations)

Examination Title I
- Oklahoma Basic Peace Officer Certification Examination

Description

- This examination is a final comprehensive examination administered to each trainee who otherwise successfully completes all phases of the Basic Academy. No person shall receive peace officer certification until satisfactorily passing such examination

Examination Fee

- No fee

Dates

- Upon successful completion of the unit

Passing Criteria

- 80%

Reexamination

- Trainees who fail the certification examination will be permitted to retake the examination within 10 working days. If a trainee fails the certification examination a second time, the trainee's agency head must petition the director in writing to request a third attempt.

Examination Title II

- Basic Peace Officer Examination

Description

- Each topic of instruction is taught as a separate unit within the functional area and a test method will be administered at designated intervals during the academy to determine the trainee's achievement of objectives.

Examination Fee

- No fee

Dates

- Upon successful completion of the unit

Passing Criteria

- First Aid – 80%
- Standardized Field Sobriety Tests – 80%
- Other examinations and Proficiency Tests – 75%

Reexamination

- Any trainee who fails a specific block examination will be permitted to retake the block examination a second time within five days of the first examination. If the trainee fails the block examination a second time, the trainee will be required to repeat the entire block of instruction and the block examination. If the trainee fails the block examination a third time, the trainee's agency head must petition the director stating the reasons why the trainee should be permitted to take the block examination a fourth time or repeat the block of instruction a third time.

ADDITIONAL INFORMATION

- Effective July 1, 1994, a new program known as the Collegiate Officer Program (COP) was implemented. This program is designed to provide an alternative route to peace officer certification through COP courses, which are sponsored by interested colleges and universities. By participating in Collegiate Officer Programs, criminal justice/police science students will have an opportunity to complete mandatory peace officer training prior to being commissioned by a municipal, county, or state entity of government.

OKLAHOMA WAGE

Median Hourly Wage

- $17.31

LICENSING AGENCY

Council on Law Enforcement Education and Training

Physical Address
2401 Egypt Rd.
Ada, OK 74820-0669
Phone: (405) 239-5100
Fax: (405) 239-5180
Web: www.ok.gov/cleet

Mailing Address
2401 Egypt Rd.
Ada, OK 74820-0669

Pedorthist

JOB DESCRIPTION

Return to Table of Contents

The practice of pedorthics means the practice, pursuant to a written prescription from a physician when addressing a medical condition, of evaluating, planning treatment, measuring, designing, fabricating, assembling, fitting, adjusting, managing of the patient, or servicing necessary to accomplish the application of a pedorthic device for the prevention or amelioration of painful and/or disabling conditions of the foot and ankle.

SOC 29 – 2091

EDUCATIONAL REQUIREMENTS

Educational Level
- Completion of a Pedorthic program

Continuing Education
- Eleven hours every year or proof of current certification by the American Board for Certification in Orthotics, Prosthetics and Pedorthics

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not available

Restrictions
- Individual Board review of license violations

License Duration
- Expires annually on January 31

Licensing Fees
- Application fee - $180
- Renewal fee - $60

EXAMINATION REQUIREMENTS

Examination Title
- The American Board for Certification in Orthotics, Prosthetics & Pedorthics (ABC) –previously Board for Certification in Pedorthics (BCP)

Examination Fee
- Set by ABC

OKLAHOMA WAGE

Median Hourly Wage

- $31.15

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Perfusionist, Licensed

JOB DESCRIPTION

Return to Table of Contents

A licensed perfusionist is involved in the functions necessary for the support, treatment, measurement, and supplementation of the cardiovascular system, circulatory, and respiratory systems to ensure the safe management of physiologic functions by monitoring the parameters of the system under the supervision of a physician.

SOC 29-2031

EDUCATIONAL REQUIREMENTS

Education Level
- Completion of a perfusion education program approved by the Board.

Continuing Education
- Re-certification by American Board of Cardiovascular Perfusionists or evidence equivalent thereto

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- None

License Duration
- Renewed annually

Licensing Fees
- License fee - $400
- Renewal - $200

EXAMINATION REQUIREMENTS

Examination Title
- Certification of examination given by the American Board of Cardiovascular Perfusionist

Description
- Not available

Examination Fee
- The American Board of Cardiovascular Perfusionists assesses the cost of the examination.

Reexamination
- Not available

OKLAHOMA WAGE

Median Hourly Wage

- $19.14

LICENSING AGENCY

State Board of Examiners of Perfusionists

Physical Address
101 NE 51st Street
Oklahoma City, OK 73118
Phone: (405) 962-1400
Fax: (405) 962-1440
www.okperfusionists.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Pesticide Applicator, Commercial (Certified)

JOB DESCRIPTION

Return to Table of Contents

A certified pesticide applicator applies pesticide or herbicide to kill pests that infest buildings or weeds in surrounding areas, and agricultural settings. The pesticide applicator applies the pesticide or herbicide through chemical spraying, dusting, or spreading granular materials. The pesticide applicator may also clean areas that harbor pests, select appropriate extermination methods and chemicals, and counsel clients on prevention and control of pests. A pesticide applicator certified to work the commercial sector travels to commercial properties such as restaurants, office buildings, educational institutions, or agricultural settings. A pesticide applicator may be self-employed or operate from an established firm.

SOC 37-3012

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary for examination.
- Applicant must pass both the written and practical examinations.
- Possible areas of study include pesticide laws, rules, safety, use, disposal, worker protection, ground water, and endangered species.

Continuing Education

- Continuing education varies as to category of pest control (from 5 to 20 hours for each certification period)
- Areas of study for continuing education should relate to laws and regulations, pesticides, application equipment, pests, handling and storage, ground water, endangered species, worker protection and identification of hazardous areas.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Applicants are required to hold a certified applicator license.

Restrictions

- Violation of state law or of regulations or standards prescribed by the Board.

Certificate Duration

- One year. Renewable December 31 each year.

Certification Fees

- License/Certification/Registration fee - $100 per category not more than $500
- Renewal fee - $100 per category not more than $500

EXAMINATION REQUIREMENTS

Examination Title
- General Certification Exam and "Category" Exam
- Pesticide Applicator, Commercial (Certified)

Description
- Both written and practical
- Possible examination areas include pesticide laws, rules, safety, use, disposal, worker protection, ground water and endangered species.
- Some areas of certification require actual hands-on demonstration of skills and on-the-job observation.

Examination Fee
- $50

Dates
- Contact Department of Agriculture

Passing Criteria
- 70%

Reexamination
- Must wait 30 days before reexamination

OKLAHOMA WAGE

Median Hourly Wage
- $9.17

LICENSING AGENCY

Oklahoma Department of Agriculture

Physical Address
2800 N. Lincoln Blvd.
Oklahoma City, OK 73105-4298
Phone: (405) 522-5979
Fax: (405) 522-4584
Web: www.oda.state.ok.us/

Mailing Address
2800 N. Lincoln Blvd.
Oklahoma City, OK 73105-4298

Pesticide Applicator, Non-Commercial (Certified)

JOB DESCRIPTION

Return to Table of Contents

A non-commercial certified pesticide applicator applies pesticide or herbicide to kill pests that infest buildings or weeds in surrounding areas as part of their job. The pesticide applicator applies the pesticide or herbicide through chemical spraying, dusting, or spreading granular materials and does not receive any additional payment other than their regular salary. The pesticide applicator may also clean areas that harbor pests, select appropriate extermination methods and chemicals, and counsel clients on prevention and control of pests. A pesticide applicator certified to work non-commercially may utilize pesticides only in specified areas like apartments, government owned parks and golf courses, and city & county employees performing duties in line with their work.

SOC 37-3012

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible areas of study include pesticide laws, rules, safety, pesticide use, disposal, worker protection, ground water, and endangered species.

Continuing Education

- Continuing education varies as to category of pest control (from 5 to 20 hours for each re-certification period)
- Areas of study for continuing education should relate to laws and regulations, pesticides, application equipment, pests, handling and storage, ground water, endangered species, worker protection, and identification of hazardous areas.

ADDITIONAL REQUIREMENT

Qualifications/Experience

- Applicants are required to hold a certified applicator license

Restrictions

- Violation of state law or of regulations or standards prescribed by the Board

Certificate Duration

- One year

Certification Fees

- Certification fee - $50 per category not more than $250
- Renewal fee - $50 per category not more than $250

EXAMINATION REQUIREMENTS

Examination Title
- General Certification Exam and "Category" Exam
- Pesticide Applicator, Non-Commercial (Certified)

Description
- Both written and practical
- Possible examination areas include pesticide laws, rules, safety, use, disposal, worker protection, ground water, and endangered species.
- Some areas of certification require actual hands-on demonstration of skills and on-the-job observation.

Examination Fee
- $50

Dates
- Contact Department of Agriculture

Passing Criteria
- 70%

Reexamination
- Must wait 30 days before reexamination

OKLAHOMA WAGE

Median Hourly Wage
- $9.17

LICENSING AGENCY

Oklahoma Department of Agriculture

Physical Address
2800 N. Lincoln Blvd.
Oklahoma City, OK 73105-4298
Phone: (405) 522-5979
Web: www.oda.state.ok.us/

Mailing Address
2800 N. Lincoln Blvd.
Oklahoma City, OK 73105-4298

Pharmacist

JOB DESCRIPTION

Return to Table of Contents

A pharmacist interprets prescriptions, compounds medications, and dispenses medications ordered by physicians, dentists, or other authorized prescribers to patients. A pharmacist may be asked to advise patients on the therapeutic values, contents, and uses of drugs and related devices. A pharmacist is also responsible for maintenance and review of the patient's prescription records and the storing and preservation of medications. The majority of pharmacists practice in community pharmacies, which are either independent or chain owned. Others work in hospitals, as a consultant pharmacist, or are self-employed.

SOC 29-1051

EDUCATIONAL REQUIREMENTS

Education Level

- Requirements include a PharmD degree in pharmacy from an accredited and approved school or college of pharmacy and 1,500 hours of Board approved experience.

Continuing Education

- Fifteen clock hours of continuing education must be obtained each calendar year through the satisfactory completion of an accredited program of continuing professional education for annual renewal.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good moral character
- Non-impaired (e.g., alcohol or drugs)

Restrictions

- Any drug or alcohol related charges or convictions under any federal, state, or local law.
- Suspension or revocation or other disciplinary action by federal, state, or local government of any license especially for the distribution of any drugs including CDS
- False or fraudulent material made to the Board

License Duration

- License expires annually on the last day of birth month, eligible to renew the first day of preceding month.

Licensing Fees

- Licensure by Examination - $150 plus purchase price of the exam
- Licensure by Reciprocity - $200
- Licensure by Score Transfer - $200
- Annual Renewal of Pharmacist License - $100
- Inactive Renewal Certificate (RPH) (cannot practice in Oklahoma) - $100

- Senior Inactive (over 65 years) annual renewal of Pharmacist (cannot practice in Oklahoma) - $20
- Intern License - $100

EXAMINATION REQUIREMENTS

Examination Title
- NAPLEX (North American Pharmacist Licensure Exam)
- MPJE (Multistate Pharmacy Jurisprudence Exam)

Description
- The NAPLEX is a computer-based exam that uses adaptive technology to deliver selected response and contrasted-response questions, many of which are asked in a scenario-based format. The 185-question exam tests a prospective pharmacist's ability to measure pharmacotherapy and therapeutic outcomes, prepare and dispense medications, and implement and evaluate information for optimal health care.
- The MPJE is a two-hour, computer-adaptive examination that consist of 90 multiple-choice test questions. The examination is administered at Pearson VUE testing centers. Among other things, the MPJE tests candidates on:
  - Legal aspects of pharmacy practice, including responsibilities with regard to the distribution and dispensing of pharmaceuticals and for the care of patients
  - Licensure, registration, certification, and operational requirements
  - Regulatory structure and terms of the laws and rules that regulate or affect pharmacists, pharmacies, manufacturers, and distributors.

Examination Fee
- NAPLEX - $485
- MPJE - $200

Dates
- Year round

Passing Criteria
- 75 minimum passing score

OKLAHOMA WAGE

Median Hourly Wage
- $50.97

LICENSING AGENCY

Oklahoma State Board of Pharmacy

Physical Address
4545 N. Lincoln Blvd., Suite 112
Oklahoma City, OK 73105-3488
Phone: (405) 521-3815
Fax: (405) 521-3758
Web: www.pharmacy.ok.gov

Mailing Address
4545 N. Lincoln Blvd., Suite 112
Oklahoma City, OK 73105-3488

Pharmacy Technician

JOB DESCRIPTION

Return to Table of Contents

A pharmacy technician performs any combination of the following nonjudgmental duties to assist a pharmacist in a hospital or retail establishment: (1) fill bottles with prescribed tablets and capsules, and type labels for bottles, (2) assists the pharmacist to dispense medication, (3) receives and stores incoming supplies, (4) counts stock and enters data in the computer to maintain inventory records, (5) process records of medication and equipment dispensed to hospital patients, computes charges, and enters data in computer, (6) prepackages (e.g. unit doses) and properly labels medication, (7) reconstitutes medication (e.g. liquid antibiotics), (8) limited bulk compounding, and (9) limited functions in preparation of parental products while using sterile technique.

SOC 29-2052

EDUCATIONAL REQUIREMENTS

Education Level

- High school graduate or GED
- Complete Phase I of the Board-approved on-the-job training program prior to receiving technician permit
- Complete Phase II of the Board-approved pharmacy technician on-the-job training (OJT) program within 90 days after receipt of the pharmacy technician permit to be fully permitted.

Continuing Education

- Participates in continuous on-the-job training.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good moral character
- Non-impaired (e.g. alcohol or drugs)
- Compliance with permitting requirements under previously granted permits, if any
- Adequate education to perform assigned duties
- Verification from pharmacist, pharmacy manager, or designated pharmacist of satisfactorily completing Phase I of a Board-approved pharmacy technician OJT program meeting the minimum standards set out by the Board in the "Pharmacy Technician Training Guidelines"
- Completion of Phase II within 90 days.

Restrictions

- Any drug or alcohol-related charges or convictions under any federal, state, or local laws
- Suspension or revocation by federal, state, or local government of any license currently or previously held by the applicant especially for the distribution of any drugs, including controlled substances.
- False or fraudulent material in any application made to the Board.

- The Board shall have the right to deny a permit to an applicant if it determines that the granting of such a permit would not be consistent with the public health and safety.

Permit Duration

- Expires annually on the last day of birth month, eligible to renew on the first day of preceding month.

Permit Fee

- Permit fee - $40

OKLAHOMA WAGE

Median Hourly Wage

- $11.82

LICENSING AGENCY

Oklahoma State Board of Pharmacy

Physical Address
4545 N. Lincoln Blvd., Suite 112
Oklahoma City, OK 73105-3488
Phone: (405) 521-3815
Fax: (405) 521-3758
Web: www.pharmacy.ok.gov

Mailing Address
4545 N. Lincoln Blvd, Suite 112
Oklahoma City, OK 73105-3488

Physical Therapist

JOB DESCRIPTION

Return to Table of Contents

A physical therapist is a professional health-care practitioner who plans, monitors, and administers physical therapy for patients to restore bodily functions, relieve pain, and prevent disability due to disease, injury, or other disabilities. After physician referral, the therapist reviews and evaluates a patient's medical record and often consults with the patient's physician in determining treatment. A variety of methods are used by the therapist in treatment such as exercise, massage, or the application of electrical impulses or ultraviolet rays. Physical therapists work at hospitals, rehabilitation centers, nursing homes, home-health agencies, or in private practices.

SOC 29-1123

EDUCATIONAL REQUIREMENTS

Educational Level

- Graduation from a school of physical therapy approved by a national accrediting body recognized by the Board
- Possible areas of study include anatomy, physiology, neuroanatomy, and neurophysiology along with specialized courses such as biomechanics, human growth and development, manifestations of disease and trauma, and therapeutic procedures.
- Students receive supervised clinical experience in hospitals and other treatment centers

Continuing Education

- Forty hours every two years

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good moral character

Restrictions

- Individual Board review of license violations

License Duration

- Expires annually on January 31

Licensing Fees

- Application fee - $150
- Renewal fee - $90

EXAMINATION REQUIREMENTS

Examination Title

- National Physical Therapy Examination (NPTE)

Description
- Written
- Examination areas relate to curriculum

Examination Fee
- Set by FSBPT

Dates
- Computerized: application set-up exam time

Passing Criteria
- Criteria Reference: 600 out of 800

Reexamination
- The applicant must re-apply and meet additional standards to take the test two more times (3 time limit)

OKLAHOMA WAGE

Median Hourly Wage
- $37.01

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Physical Therapy Assistant

JOB DESCRIPTION

Return to Table of Contents

A physical therapy assistant is a skilled practitioner who administers physical therapy under the direction of a qualified physical therapist to patients in treatment programs. The assistant helps patients with exercise therapy and applies massage and/or electrical or ultraviolet ray treatment to a patient's afflicted area. The assistant may also monitor and report the patient's progress to the therapist or physician. Physical therapy assistants work in hospitals, rehabilitation centers, nursing homes, and home-health agencies.

SOC 31-2021

EDUCATIONAL REQUIREMENTS

Education Level

- Graduation from an approved program for physical therapy assistants consisting of at least a two-year program approved by a national accrediting body recognized by the Board.
- Possible areas of study include anatomy, physiology, neuroanatomy, and neurophysiology along with specialized courses such as biomechanics, human growth and development, manifestations of disease and trauma, and therapeutic procedures.
- Students receive supervised clinical experience in hospitals and other treatment centers.

Continuing Education

- Thirty hours every two years

ADDITIONAL REQUIREMENTS

Restrictions

- Individual Board review of license violations

License Duration

- Expires annually on January 31

Licensing Fees

- Application fee - $135
- Renewal fee - $60

EXAMINATION REQUIREMENTS

Examination Title

- National Physical Therapy Examination (NPTE)

Description

- Written
- Examination areas relate to curriculum

Examination Fee
- Set by FSBPT

Dates
- Computerized: applicants set up exam time

Passing Criteria
- Criterion Reference: 600 out of 800

Reexamination
- The applicant must re-apply and meet additional standards to take the exam more than two times. (3 time limit)

OKLAHOMA WAGE

Median Hourly Wage
- $22.47

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Physician Assistant

JOB DESCRIPTION

Return to Table of Contents

A physician assistant provides health care services in any patient setting at the direction and under the supervision of a physician or group of physicians.

SOC 29-1071

EDUCATIONAL REQUIREMENTS

Education Level
- Graduation from an accredited physician assistant program recognized by the State Board of Medical Licensing and Supervision.

Continuing Education
- 20 hours of Category I CME hours must be earned each calendar year.
- At least one hour of Category I CME related to the recognition and treatment of the chemically dependent person must be earned each calendar year.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Good moral character
- Graduation from accredited program.
- Passing score on examination

Restrictions
- None

License Duration
- Expires annually on March 31

Licensing Fees
- Application fee - $150
- Renewal fee - $125

EXAMINATION REQUIREMENTS

Examination Title
- Physician Assistant National Certifying Examination administered by the National Commission on the Certification of Physician Assistants (NCCPA)

Description
- General multiple-choice component – 250 questions

- Clinical skill problems component – one-hour assessment on the basis of selecting and performing the appropriate physical examination steps.
- At least one extended core component: Extended Core – Primary Care component – 180 multiple-choice questions and/or Extended Core – Surgery Component – 180 multiple-choice questions.

Examination Fee
- Set by NCCPA

Dates
- Not available

Passing Criteria
- Evaluated annually

Reexamination
- Candidates may apply for reexamination at the time of the next administration and must retake all required components.

OKLAHOMA WAGE

Median Hourly Wage
- $41.06

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Physician/Surgeon (M.D.)

JOB DESCRIPTION

Return to Table of Contents

A physician diagnoses and treats disease and disorders of the human body. A physician examines patients and uses medical equipment, instruments, and tests following standard medical procedures. Following the diagnosis, the physician also prescribes and administers medications as needed. Physicians specializing in surgery perform surgery to correct deformities, repair injuries, prevent diseases, and to improve the patient's functioning. A physician/surgeon may specialize in a particular surgical area. Generally, physicians/surgeons work in a group or private medical practices, health clinics, maintenance organizations, and hospitals.

SOC 29-1062 Family and General Practice
SOC 29-1063 Internist, General
SOC 29-1067 Surgeons
SOC 29-1069 Physicians/Surgeons and all others

EDUCATIONAL REQUIREMENTS

Education Level

- Doctor of Medicine Degree
- Although the areas of study may vary according to the school, many programs include anatomy, biochemistry, physiology, pharmacology, microbiology, and pathology.
- Students receive one year of supervised clinical experience in hospitals and other treatment centers.
- Post-graduate training

Continuing Education

- Continuing education requirements include 60 hours of category 1 within the preceding three years.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Good moral character
- Mentally and physically capable of practicing medicine
- Licensure in another state of the U.S. or its territories or Canada is acceptable as a basis for licensure if a license exam acceptable by the Oklahoma Board has been passed.

Restrictions

- Individual board review of Board violations

License Duration

- License expires annually on the first of the month in which the license was issued.

Licensing Fees

- Application fee - $500

- Renewal fee - $200

EXAMINATION REQUIREMENTS

Examination Title
- United States Medical Licensing Examination (U.S.M.L.E.)
- State Jurisprudence

Description
- Computerized
- Examination areas related to medical science curriculum

Examination Fee
- Set by the Federation of State Medical Boards

Dates
- As scheduled

Passing Criteria
- 75%

Reexamination
- Applicant must not have failed any part of a licensing examination three times to be eligible for licensure.

OKLAHOMA WAGE

Annual Mean Wage
- $181,637 Family and General Practice
- $222,708 Internist, General
- $206,625 Surgeons
- $132,445 Physicians/Surgeons and all others

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Plumbing Contractor

JOB DESCRIPTION

Return to Table of Contents

A plumbing contractor installs, repairs, maintains, and/or renovates plumbing systems. This requires the plumbing contractor to plan and organize all activities for completion, including furnishing material and/or labor. The plumbing contractor also consults with clients and plans personnel development. A plumbing contractor may operate as an individual, firm, partnership, or corporation and work in a variety of settings such as residential, commercial, and industrial construction.

SOC 47-2152

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation and the ability to calculate plumbing costs is necessary.

Continuing Education

- Six (6) hours of continuing education per code cycle is required. All six hours may consist of code updates from any of the three codes adopted by Construction Industries Board; however, not more than two hours may consist of manufacturer installation education. Prior to enrolling in a class, verify with the sponsor that the Construction Industries Board has approved the class.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- Must have four years' experience in the plumbing trade
- Approved classroom training may be substituted for two years' experience.

Restrictions

- None

License Duration

- Expires annually on licensee's birth month

Licensing Fees

- License fee - $300
- Renewal fee - $200 plus $100 late fee after 30-day grace period

EXAMINATION REQUIREMENTS

Examination Title

- Plumbing Contractor and Gas Business and Law

Description
- Computer based examination by testing agency
- Possible examination areas include law, regulations, designing plumbing systems (water supply and drainage, waste and vent, and natural gas piping), identifying fittings, and questions on the International Plumbing Code and the International Fuel Gas Code.

Examination
- $100 (per exam)

Dates
- Monday – Friday

Passing Criteria
- 70%

Reexamination
- 30-day intervention between first and second examination attempts
- 90-day intervention between each subsequent examination attempt
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.61

LICENSING AGENCY

Construction Industries Board
Building and Plumbing Division

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Toll Free: (877) 484-4424
Fax: (405) 521-6525
Website: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Plumber, Journeyman

JOB DESCRIPTION

Return to Table of Contents

A journeyman plumber installs, alters, and repairs pipes, fittings, and fixture for supplying water, heating water, and disposing of sewage in structures. The journeyman plumber must follow building plans and instructions from supervisors, and work with hand and power tools. Journeymen plumbers work for plumbing contractors engaged in residential, commercial, or industrial work.

SOC 47-2152

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.
- Possible knowledge areas include materials, sizing, plumbing system design, and installation requirements outlined in the International Plumbing Code and International Fuel Gas Code.
- A three-year internship as a plumber's apprentice. Classroom training in a recognized plumbing program may be substituted for half of the required internship.

Continuing Education

- Six (6) hours of continuing education per code cycle is required. All six hours may consist of code updates from any of the three codes adopted by Construction Industries Board; however, not more than two hours may consist of manufacturer installation education. Prior to enrolling in a class, verify with the sponsor that the Construction Industries Board has approved the class.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- A plumbing contractor must employ a journeyman plumber. He can work without supervision after passing he state Journeyman Plumbing Examination.
- Must have three years of experience in the plumbing trade.
- Approved classroom training may be substituted for 1 ½ years' experience.

Restrictions

- None

License Duration

- Expires annually on licensee's birth month

Licensing Fees

- License fee - $50
- Renewal fee - $75 plus $25 late fee after expiration

EXAMINATION REQUIREMENTS

Examination Title
- Journeyman Plumber Examination

Description
- Computer based examination by testing agency
- Examination areas are related to the International Plumbing Code and the International Fuel Gas Code.
- Possible examination areas include plumbing design, names of fittings, materials, sizing, laws, regulations and installation requirements.

Examination Fee
- $100

Dates
- Monday – Friday

Passing Criteria
- 70%

Reexamination
- 30-day intervention between first and second examination attempts
- 90-day intervention for each subsequent examination attempt
- Unlimited number of reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.61

LICENSING AGENCY

Construction Industries Board
Building and Plumbing Division

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Toll Free: (877) 484-4424
Fax: (405) 521-6525
Website: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Plumbing Inspector

JOB DESCRIPTION

Return to Table of Contents

A plumbing inspector inspects plumbing installations for conformance to governmental codes, sanitation standards, and construction specifications. Inspects commercial and industrial plumbing systems for conformance to the plumbing laws and codes and approved plans and specifications. Inspect water-supply systems, drainage and sewer systems, water heater installations, and air and gas piping systems for approved materials, specified pipe sizes and connections, required grade and fitting, approved back-flow prevention devices, required bracing, ventilation, and air-and-water tightness. Inspects building sites for soil type to determine fill conditions, water table level, site layout, seepage rate, and other conditions. The inspector interviews plumbers (construction) working in jurisdiction to determine possession of valid occupational licenses. Reviews pluming permit applications and verifies payment of fees. Reviews complaints concerning alleged violations of the plumbing code, gathers evidence, and appears in court as a witness. Keeps records of inspections performed, actions taken, and corrections recommended and secured.

SOC 47-4011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary.

Continuing Education

- Five hours of continuing education per year
- Continuing education includes state-approved courses in the plumbing trade.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Plumbing inspectors working in cities with populations greater than 10,000 must obtain a state license
- Successful applicants must have three years practical experience in cities with a population larger than 4,000, or cities with a population greater than 4,000 but less than 30,000 may combine the offices of plumbing inspector and electrical inspector into a single office of plumbing and electrical inspector. If duties are combined then the experience requirement is waived when the inspector obtains certification as an electrical inspector and a plumbing inspector within two years of initial employment. The inspector must obtain certification as a plumbing inspector and an electrical inspector by a nationally recognized model code organization within two years from the inspector's date of employment.

Restrictions

- None

License Duration
- Expires annually on licensee's birth month

Licensing Fees
- License fee - $35
- Renewal fee – $35 plus $35 late charge after expiration date

EXAMINATION REQUIREMENTS

Examination Title
- There is no state exam. The applicant must submit certification by a National Code organization such as International Code Council (ICC), which requires the ICC examination.

Description
- Written
- Possible examination areas include the International Plumbing Code and International Residential Code, requirements for water supply, waste, venting, special requirements, calculations, and rule applications.

Examination Fee
- $75 - $160 varies by organization

Dates
- Monday – Friday

Passing Criteria
- 75%

Reexamination
- Reexaminations may be taken each time the exam is offered.

OKLAHOMA WAGE

Median Hourly Wage
- $19.90

LICENSING AGENCY

Construction Industries Board
Building and Mechanical Division

Physical Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107
Phone: (405) 521-6550
Toll Free: (877) 484-4424
Fax: (405) 521-6525
Website: www.ok.gov/cib

Mailing Address
2401 N.W. 23rd St., Suite 2F
Oklahoma City, OK 73107

Podiatrist

JOB DESCRIPTION

Return to Table of Contents

Podiatric medicine is that profession of the health science concerned with the diagnosis and treatment of conditions affecting the human foot and ankle, including the local manifestations of systematic conditions by all appropriate systems and means.

SOC 29-1081

EDUCATIONAL REQUIREMENTS

Education Level
- Doctor of Podiatric Medicine Degree
- Podiatric Surgical Residency of not less than 365 days

Continuing Education
- 30 hours of continuing education is required annually
- 15 of the required hours should be obtained in Oklahoma in a field related to podiatry
- Continuing education credit hours must be obtained in the 12-month period immediately preceding the year the license is to be renewed.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must not have been finally convicted of a crime involving moral turpitude or of any felony.
- 21 years of age
- Good moral character
- Free of infectious or contagious disease

Restrictions
- Individual Board review of license violations

License Duration
- Expires annually on June 30

Licensing Fees
- Application fee - $200
- Renewal fee - $75

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma State Exam and Podiatry National Board Examination

Description

- Both written and oral
- The written and oral examinations relate to podiatry curriculum

Examination Fee
- $200 (included in license fee)

Dates
- Every March

Passing Criteria
- 75% on written and 75% on orals

Reexamination
- Reexaminations available

OKLAHOMA WAGE

Median Hourly Wage
- $60.44

LICENSING AGENCY

Oklahoma State Board of Podiatry

Physical Address
5104 N. Francis St., Suite C
Oklahoma City, OK 73118
Phone: (405) 848-6841
Fax: (405) 848-4999
Web: www.okpodiatrists.org

Mailing Address
5104 N. Francis St., Suite C
Oklahoma City, OK 73118

Polygraph Examiner

JOB DESCRIPTION

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A polygraph examiner gathers information used for questioning and evaluates individual responses to key questions recorded on the graph. Once the examination is complete, the polygraph examiner is responsible for preparing reports and keeping records on the polygraph examinations. Some examiners instruct classes in polygraph interrogation techniques and methods; others are employed by law enforcement agencies.

SOC 19-4092

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor's degree or high school diploma and five years of consecutive investigative experience
- Possible areas of study relate to investigative procedures; interviewing and interrogations, psychology, physiology, test construction, instrumentation, Oklahoma Licensing Law, and test formulation.
- Six-month internship program.

Continuing Education

- Six hours per calendar year
- Continuing education areas relate to conducting polygraph and examinations

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Resident of Oklahoma
- 21 years of age
- Investigative experience
- Five years' experience in investigative law enforcement

Restrictions

- Conviction of a felony or a misdemeanor involving moral turpitude

License Duration

- One year

Licensing Fees

- License fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- State of Oklahoma Board of Polygraph Examiners Exam

Description
- Written
- Examination areas relate to investigative procedures: interviewing and interrogations, psychology, physiology, test construction, instrumentation, Oklahoma Licensing Law, and test formulation.
- Must submit charts for Board review and approval.

Examination Fee
- $50

Dates
- Upon request

Passing Criteria
- 70%

Reexamination
- The exam may be taken three times, each with a 60-day waiting period between examinations. A one-year waiting period is required after the third attempt.

OKLAHOMA WAGE

Median Hourly Wage
- $25.25

LICENSING AGENCY

State of Oklahoma Board of Polygraph Examiners

Physical Address
2401 Egypt Rd
Ada, Oklahoma 74820-0669
Phone: (405) 239-5164
Fax: (405) 239-5182
Web: www.ok.gov/cleet

Mailing Address
2401 Egypt Rd.
Ada, Oklahoma 74820-0669

Polygraph Intern

JOB DESCRIPTION

Return to Table of Contents

A polygraph intern is a person who is studying polygraph examination under the personal supervision and control of a polygraph examiner in accordance with a course of study prescribed by the Board. A polygraph intern may assist the examiner in gathering information for interrogation and evaluating responses. Most polygraph internships are conducted at law enforcement agencies.

SOC 19-4092

EDUCATIONAL REQUIREMENTS

Education Level

- A bachelor's degree or a high school diploma from an accredited high school plus five years of consecutive investigative experience.
- Possible areas of study relate to investigative procedures, interviewing interrogations, psychology, physiology, and test construction, instrumentation, Oklahoma Licensing Law, and test formulation.
- There is a six-month internship program.

Continuing Education

- Six hours annually
- Continuing education areas of study should relate to polygraph and examinations.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Resident of Oklahoma
- 21 years of age
- No felony record or convictions
- Investigative experience

Restrictions

- Conviction of a felony or a misdemeanor involving moral turpitude

License Duration

- One year

Licensing Fees

- License fee - $100

EXAMINATION REQUIREMENTS

Examination Title

- State of Oklahoma Board of Polygraph Examiners Exam

Description
- Written
- Possible examination areas relate to investigative procedures: interviewing and interrogations, psychology, physiology, test construction, instrumentation, Oklahoma Licensing Law, and test formulation.
- Must submit charts for Board review and approval.

Examination Fee
- $50

Dates
- Upon request

Passing Criteria
- 70%

Reexamination
- Three reexaminations are offered, each with a 60-day waiting period between exams. A one-year waiting period is required after the third attempt.

OKLAHOMA WAGE

Median Hourly Wage
- $25.25

LICENSING AGENCY

State of Oklahoma Board of Polygraph Examiners

Physical Address
2401 Egypt Rd
Ada, Oklahoma 74820-0669
Phone: (405) 239-5112
Fax: (405) 239-5182
Web: www.ok.gov/cleet/

Mailing Address
2401 Egypt Rd.
Ada, Oklahoma 74820-0669

Portable Fire Extinguisher Qualified Agent

JOB DESCRIPTION

Return to Table of Contents

A portable fire extinguisher qualifying agent directs the design and application of portable fire extinguisher equipment sales, service, repair, or installation. Although management skills vary according to the industry, many managers are responsible for employee relations, record keeping, and office/industry operations. Licensed portable fire extinguisher companies employ portable fire extinguisher service and installation managers.

SOC 11-1021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the portable fire extinguisher category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of Age

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Portable Fire Extinguisher Qualifying Agent Examination

Description

- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components in the portable fire extinguisher category activity. Test will also include questions concerning the Fire Extinguisher Industry Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 90%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $35.15

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Portable Fire Extinguisher Salesperson

JOB DESCRIPTION

Return to Table of Contents

A portable fire extinguisher salesperson presents information to consumers regarding portable fire extinguisher products and services. The salesperson explains the cost, operation, and customer responsibilities for portable fire extinguisher equipment and services. A licensed portable fire extinguisher company employs a portable fire extinguisher service and installation company salesperson.

SOC 41-4011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the portable fire extinguisher category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Portable Fire Extinguisher Salesperson Examination

Description

- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components in the portable fire extinguisher category activity. Test will also include questions concerning the Fire Extinguisher Industry Statue and regulations for Oklahoma.

Examination Fee

- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 70%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $27.13

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Portable Fire Extinguisher Technician

JOB DESCRIPTION

Return to Table of Contents

A portable fire extinguisher company technician installs, repairs, and services portable fire extinguisher equipment. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed portable fire extinguisher company employs a portable fire extinguisher service and installation company technician.

SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the portable fire extinguisher category activity.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Portable Fire Extinguisher Technician Examination

Description

- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components in the portable fire extinguisher category activity. Test will also include questions concerning the Fire Extinguisher Industry Statue and regulations for Oklahoma.

Examination Fee

- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 80%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $20.57

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Portable Fire Extinguisher Trainee

JOB DESCRIPTION

Return to Table of Contents

A portable fire extinguisher company technician/sales trainee sells, installs, repairs, and services portable fire extinguisher equipment. A technician/sales trainee shall be employed by a licensed Oklahoma portable fire extinguisher company and shall work under the direct supervision of a company manager, portable fire extinguisher technician, or portable fire extinguisher salesperson.

SOC 41-4011
SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not available

Restrictions
- No more than three technician/salesperson trainees per jobsite
- Must work under the direct supervision of a licensed company employee

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage
- $27.13
- $20.57

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Pre-Engineered Fire Suppression Salesperson

JOB DESCRIPTION

Return to Table of Contents

A pre-engineered fire suppression system salesperson presents information to consumers regarding pre-engineered fire suppression system products and services. The salesperson explains the cost, operation, and customer responsibilities for pre-engineered fire suppression system equipment and services. A licensed pre-engineered fire suppression system company employs a pre-engineered fire suppression system service and installation company salesperson.

SOC 41-4011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the pre-engineered fire suppression systems.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Pass a State Administered Exam. Possible knowledge areas include the technical aspects of operations, installation, and service of components in the pre-engineered fire suppression system.

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Pre-Engineered fire Suppression System Salesperson Examination

Description
- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components in the pre-engineered fire suppression systems. Test will also include questions concerning the Fire Extinguisher Industry Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 80%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $27.13

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Pre-Engineered Fire Suppression Systems Qualified Agent

JOB DESCRIPTION

Return to Table of Contents

A pre-engineered fire suppression system company manager directs the design and application of pre-engineered fire suppression system sales, service, repair, or installation. Although management skills vary according to the industry, many managers are responsible for employee relations, record keeping, and office/industry operations. Licensed pre-engineered fire suppression system companies employ pre-engineered fire suppression system service and installation managers.

SOC 11-1021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the pre-engineered fire suppression systems.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Pass a State Administered Exam. Possible knowledge areas include the technical aspects of operations, installation, and service of components in the pre-engineered fire suppression system.

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title
- Pre-Engineered Fire Suppression Qualified Agent Examination

Description
- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components of the pre-engineered fire suppression systems. Test will also include questions concerning the Fire Extinguisher Industry Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 90%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $35.15

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Pre-Engineered Fire Suppression Systems Trainee

JOB DESCRIPTION

Return to Table of Contents

A pre-engineered fire suppression system company technician/sales trainee sells, installs, repairs, and services pre-engineered fire suppression system. A technician/sales trainee shall be employed by a licensed Oklahoma pre-engineered fire suppression system company and shall work under the direct supervision of a pre-engineered fire suppression system company manager, pre-engineered fire suppression system technician, or pre-engineered fire suppression system salesperson.

SOC 41-4011
SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level
- There are no specific educational requirements

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Pass a State Administered Exam. Possible knowledge areas include the technical aspects of operations, installation, and service of components in the pre-engineered fire suppression system.

Restrictions
- No more than three technician/salesperson trainees per jobsite
- Must work under the direct supervision of a licensed company employee

License Duration
- One year

Licensing Fees
- Application fee - $40
- License fee - $35
- Renewal fee - $25

OKLAHOMA WAGE

Median Hourly Wage

- $27.13
- $20.57

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Pre-Engineered Fire Suppression Technician

JOB DESCRIPTION

Return to Table of Contents

A pre-engineered fire suppression system company technician installs, repairs, and services pre-engineered fire suppression system. The technician works under the direction of the employer while using hand and power tools for proper service completion. A licensed pre-engineered fire suppression system company employs a pre-engineered fire suppression system service and installation company technician.

SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however a working knowledge of the occupation is necessary.
- Possible knowledge areas include the technical aspects of operations, installation, and service of components in the pre-engineered fire suppression system.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Pass a State Administered Exam. Possible knowledge areas include the technical aspects of operations, installation, and service of components in the pre-engineered fire suppression system.

Restrictions

- Conviction of a felony

License Duration

- One year

Licensing Fees

- Application fee - $40
- License fee - $35
- Renewal fee - $35

EXAMINATION REQUIREMENTS

Examination Title

- Pre-engineered Fire Suppression System Technician Examination

Description
- Computer
- Possible examination areas include the technical aspects of operation, installation, and service of components in the pre-engineered fire suppression system. Test will also include questions concerning the Fire Extinguisher Industry Statue and regulations for Oklahoma.

Examination Fee
- Included in Application Fee

Dates
- Contact agency for examination date

Passing Criteria
- 80%

Reexamination
- $50 for each reexamination
- Unlimited re-examinations

OKLAHOMA WAGE

Median Hourly Wage
- $20.57

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Private Investigator

JOB DESCRIPTION

Return to Table of Contents

A private investigator conducts investigations that provide clients with information related to the location of missing persons, divorce or domestic investigation, or potential or pending civil or criminal litigation. During an investigation, a private investigator may conduct surveillance of suspects, examine background information, and analyze evidence. The investigator then reports his/her findings to the client in written and/or verbal form. A private investigator may be self-employed or either contracted with or employed by an investigation agency.

SOC 33-9021

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific requirements; however, candidates must be able to read and write.

Continuing Education

- Private investigators must complete eight hours of continuing education from an approved source each year to maintain their license.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Unarmed private investigator – 18 years of age
- Armed private investigator – 21 years of age
- Good character and reputation
- Successful completion of state mandated training; 55 hours unarmed, plus additional 32 hours if armed.

Restrictions

- Convicted felons restricted from carrying firearms
- Convictions for crimes of moral turpitude
- Conviction of domestic violence misdemeanor restricts the carrying of firearms.

License Duration

- Two years

Licensing Fees

- License fee - $66 unarmed and $116 armed
- Renewal fee - $25 unarmed and $75 armed

EXAMINATION REQUIREMENTS

Examination Title

- Oklahoma State Licensing Examination for Private Investigators

Description
- Both written and practical
- Possible examination areas for the unarmed private investigator includes interpretation of the Oklahoma Security Guard and Private Investigator Act, administration of first aid, operation of a fire extinguisher, writing field notes, writing reports, interpretation of legal powers and limitations, public relations, post duties, patrolling, and investigation.
- Possible examination areas for the armed private investigator include understanding responsibilities to clients, interpreting laws of private investigations, understanding the Fair Credit Reporting Act, techniques of investigation and surveillance, securing and relaying information, safety revolver/semi-auto nomenclature and maintenance, inspection of revolver/semi-auto and holsters, fundamentals of revolver/semi-auto shooting, legal issues and deadly force, and range procedures and tower commands.
- Armed private investigators require shooting demonstration of a qualifying score of 70%

Examination Fee
- No fee

Dates
- Tests offered every Tuesday. Test sites alternate between Oklahoma City and Broken Arrow.

Passing Criteria
- Curriculum exams – 85%
- Licensing exams – 70%

Reexamination
- Curriculum reexaminations are set by individual school policies.

OKLAHOMA WAGE

Median Hourly Wage
- $21.63

LICENSING AGENCY

Council on Law Enforcement Education and Training

Physical Address
2401 Egypt Rd.
Ada, OK 74820-0669
Phone: (405) 239-5100
Fax: (405) 239-5180
Web: www.ok.gov/cleet/

Mailing Address
2401 Egypt Rd.
Ada, OK 74820-0669

Psychologist

JOB DESCRIPTION

Return to Table of Contents

A psychologist studies individual and group behaviors or mental processes in order to gain an understanding and explanation about behavior to assist in positive change. To guide this study, a psychologist often interviews and evaluates individuals, conducts research and experiments, and counsels clients. Depending on interest, a psychologist may choose to specialize in areas such as developmental, counseling, clinical, educational, or experimental psychology. Psychologists are normally employed in hospitals, schools, mental health clinics, university faculty positions, or in private practice.

SOC 19-3039

EDUCATIONAL REQUIREMENTS

Education Level

- Psychology doctoral degree from a regionally accredited university
- Possible areas of study include 42 hours of course work that is psychological in nature. Twenty-four hours must be from at least five areas of psychology, such as experimental, developmental, individual differences, tests and measurements, social statistics, history and systems, experimental design, personality theory, learning physiological, abnormal, comparative, motivation, and perception.
- One-year full-time internship with three supervisors in area of doctoral training.
- As of July 1, 1997, doctoral program must be APA approved.

Continuing Education

- Twenty hours per year
- Continuing education relates to areas that would be helpful to the individual psychologist, including symposiums, workshops, etc.
- Three of required twenty hours must be in ethics.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- Good moral character

Restrictions

- Individual application review. (A candidate is judged at the time of application)

License Duration

- One year

Licensing Fees

- License fee - $400
- Renewal fee - $400

EXAMINATION REQUIREMENTS

Examination Title
- Examination for the Professional Practice in Psychology (EPPP), an oral exam, and a Jurisprudence Exam.

Description
- Both written and practical
- Possible written examination areas include problem definition/diagnosis, design, implementation, assessment of intervention; research and measurement, professional/ethical/legal issues, and application to social systems.
- Possible practical examination areas include oral examination and case study discussion.

Examination
- Included in application and licensure fee

Dates
- EPPP – computerized – offered anytime
- Jurisprudence Exam – offered quarterly

Passing Criteria
- EPPP Exam – 70% - 500 scaled score
- Jurisprudence – 70%

Reexamination
- Reexamination is offered every six months

OKLAHOMA WAGE

Median Hourly Wage
- $41.97

LICENSING AGENCY

State Board of Examiners of Psychologists

Physical Address
201 N.E. 38th Terrace, Suite 3
Oklahoma City, OK 73105
Phone: (405) 524-9094
Fax: (405) 524-9427
Web: www.ok.gov/OSBEP

Mailing Address
201 N.E. 38th Terrace, Suite 3
Oklahoma City, OK 73105

Racehorse Owner

JOB DESCRIPTION

Return to Table of Contents

A racehorse owner is a person who is sole or part owner of record or lessee of a properly registered racehorse, which the person intends to race in Oklahoma and is in the care of a licensed trainer. Both lessee and lessor must be licensed horse owners when a lease is involved.

SOC 27-2021

EDUCATIONAL REQUIREMENTS

Education Level
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Must be 16 years of age or older
- Good standing in all racing jurisdictions

Restrictions
- Only those Commissioners provided by law may own race horses participating in Oklahoma. No commission employee, or person licensed by the commission as a jockey, practicing veterinarian, racing official, assistant starter, official veterinarian and his/her assistants, jockey room custodian, or valet shall be licensed as a horse owner.
- Individuals on probation for controlled dangerous substances or controlled weapons. Conviction cases are reviewed individually.

License Duration
- Annual or triennial

Licensing Fees
- License fee - $50 annual or $120 triennial
- Renewal fee - $50 annual or $120 triennial

Fingerprinting
- $41.00 processing fee if applicable

OKLAHOMA WAGE

Median Annual Salary Wage
- Not available

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 63rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-9474
Web: www.ohrc.org

Mailing Address
2401 N.W. St., Suite 78
Oklahoma City, OK 73107

Racehorse Owner/Assistant Trainer

JOB DESCRIPTION

Return to Table of Contents

A racehorse owner/assistant trainer has met the qualifications of both an owner and trainer, is employed by a licensed trainer as an assistant trainer, and may be the authorized representative of such trainer.

SOC 39-2011

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary for satisfactory completion of the trainer's examination.
- Possible knowledge areas include anatomy of a horse, conditions of a race, training equipment, Oklahoma Horse Racing Commission (OHRC) Rules of Racing, and provisions of the Oklahoma Horse Racing Act.

Continuing Education

- Not applicable

ADDITIONAL INFORMATION

Qualifications/Experience

- 18 years of age or older
- Good standing in all racing jurisdictions
- Licensed in prior two years as a trainer or assistant trainer in a pan-mutual state.
- Employed by a licensed trainer and is considered to be an authorized representative of such trainer.

Restrictions

- Not available

License Duration

- Annual

Licensing Fees

- License fee - $50 annual
- Renewal fee - $50 annual

Fingerprinting

- $41.00 processing fee if applicable

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma Horse Racing Commission Trainers Examination

Description
- Areas covered on the exam are the anatomy of a horse, conditions of a race, training equipment, OHRC Rules of Racing, and provisions of the Oklahoma Horse Racing Act. A hands-on test may be required.

Examination Fee
- Included in license fee

Dates
- Not available

Passing Criteria
- Written – 80%
- Hands-on test – Pass/Fail

Reexamination
- Not available

OKLAHOMA WAGE

Median Hourly Wage
- $10.24

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107

Racehorse Owner/Trainer

JOB DESCRIPTION

Return to Table of Contents

A racehorse owner/trainer is a qualified trainer who trains a properly registered racehorse(s) for racing in Oklahoma and is (1) the owner of record or (2) has an ownership interest.

SOC 27-2022

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, a working knowledge of the occupation is necessary for satisfactory completion of the trainer's examination.
- Possible knowledge areas include anatomy of a horse, the feeding, caring, training, and racing preparation of a horse; conditions of a race; training equipment; Oklahoma Horse Racing Commission (OHRC) Rules of Racing; and provisions of the Oklahoma Horse Racing Act.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age or older
- Good standing in all racing jurisdictions
- Licensed in prior two years as a trainer in a pan-mutual state.
- Sole or part owner of record or lessee of a properly registered horse.

Restrictions

- Individuals on probation for controlled dangerous substances or controlled weapons. Conviction cases are reviewed individually.
- Requires proof of Worker's Comp Insurance, if necessary.

License Duration

- Annual or triennial

Licensing Fees

- License fee - $50 annual or $120 triennial
- Renewal fee - $50 annual or $120 triennial

Fingerprinting

- $41.00 processing fee if applicable

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma Horse Racing Commission Trainers Examination

Description
- Areas covered on the exam are anatomy of a horse, conditions of a race, training equipment, OHRC Rules of Racing, and provisions of the Oklahoma Horse Racing Act. A hands-on test is also required.

Examination Fee
- Included in License Fee

Dates
- Not available

Passing Criteria
- Written exam – 80%
- Hands-on test – Pass/Fail

Reexamination
- There is a 30-day waiting period after the first examination and a six-month waiting period after the second examination.

OKLAHOMA WAGE

Median Annual Salary Wage
- $31,341

LICENSING AGENCY

Oklahoma Horse Racing Commission

Physical Address
2401 N.W. 23rd St., Suite 78
Oklahoma City, OK 73107
Phone: (405) 943-6472
Fax: (405) 943-6474
Web: www.ohrc.org

Mailing Address
2401 N.W. 23rd St., Sutie 78
Oklahoma City, OK 73107

Radiologist Assistant

JOB DESCRIPTION

Return to Table of Contents

To practice radiology assistance under the direct supervision of a licensed medical doctor (MD) or licensed osteopathic physician (DO).

SOC 29-2037 (or see new SOC 29-2034)

EDUCATIONAL REQUIREMENTS

- Completion of a radiologist assistant program accredited by the American Registry of Radiologic Technologists.

ADDITIONAL REQUIREMENTS

- Certified and registered with the American Registry of Radiologic Technologists and credentialed to provide radiology services.

EXAMINATION

- American Registry of Radiologic Technologists certification examinations.

OKLAHOMA WAGE

Median Annual Salary Wage

- $22.92

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Real Estate Appraiser

JOB DESCRIPTION

Return to Table of Contents

A real estate appraiser evaluates real property to determine its value for purchase, sale, investment, mortgage, or loan purposes. The appraiser conducts on-site visits to property locations to obtain measurements and examine property for construction, condition, and functional design. The appraiser also researches variables such as trends, surrounding property values, leases, and other transactions. The appraiser communicates the results of this appraisal activity via a written report that presents the rationale for appraisal decisions, along with supporting evidence. Real estate appraisers are normally self-employed. Clients include lenders, attorneys, and government agencies.

SOC 13-2021

EDUCATIONAL REQUIREMENTS

Education Level

- Licensed Real Property – 150 hours
- Certified Residential Real Property – 200 hours and Associates degree or list of 21 hours of specified college courses
- Certified General Real Property –300 hours and Bachelors degree or list of 30 hours of specified college courses
- Appraiser Trainee – 75 classroom hours
- Qualifying courses required above must be the specific regimen of courses mandated by the Core Curriculum of the Appraiser Qualification Criteria promulgated by the Appraiser Qualifications Board of The Appraisal Foundation. Qualifying courses may not be taken by distance education. Courses and education providers must be those approved by the Real Estate Appraiser Board

Continuing Education

- 42 total hours – 14 hours per year for each year during the period preceding renewal including 7 hour National USPAP Update Course every two years. No more than 21 of the 42 hours required may be taken be distance education.
- To qualify as continuing education, course offerings and course providers must be approved by the Board.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Licensed Real Property – 2,000 hours experience obtained over a period of not less than 12 months
- Certified Residential – 2,500 hours obtained over a period of not less than 24 months
- Certified General Real Property – 3,000 hours, including a minimum of 1,500 hours of appraisal work consisting of other than 1-4 family residential, completed over a period of not less than 30 months

- Appraiser Trainee – no experience required, but must be under the supervision of a certified general or certified residential appraiser.

Restrictions
- None

Certificate Duration
- Three years

Certification Fees
- License/certification fee - $340
- Renewal fee - $340

EXAMINATION REQUIREMENTS

Examination Title
- Licensed Real Property
- Certified Residential
- Certified General Real Property

Description
- Written
- Examination areas coincide with the subject matter required by the Core Curriculum as provided in the Education Level remarks above.

Examination Fee
- $150

Dates
- Tuesday – Saturday

Passing Criteria
- Cut scores vary and are determined through psychometric evaluation of examination results by the Appraiser Qualifications Board of The Appraisal Foundation.

Reexamination
- $150 fee

OKLAHOMA WAGE

Median Hourly Wage
- $16.54

LICENSING AGENCY

Oklahoma Insurance Department
Oklahoma Real Estate Appraiser Board

Physical Address **Mailing Address**

Five Corporate Plaza, Suite 100
3625 N.W. 56th Street
Oklahoma City, OK 73112
Phone: (405) 521-6636
Fax: (405) 522-6909
Web: www.ok.gov/oid

Five Corporate Plaza, Suite 100
3625 N.W. 56th Street
Oklahoma City, OK 73112

Real Estate Broker

JOB DESCRIPTION

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A real estate broker manages a real estate office and is the responsible person for supervising associates that work under his or her supervision. In order to buy, sell, or rent real property on behalf of a consumer for compensation, such person has to possess a real estate broker license. Real estate brokers negotiate sales transactions, manage rental properties, and assist or represent parties throughout the real estate transaction process. Real estate brokers can operate as a sole proprietor, corporation, association (LLC), or partnership. Some brokerages also have branch offices that are extensions of the main office; however, a branch office broker, who is designated by the main broker, must manage each branch office. Many real estate brokers have a franchise agreement with a national or regional real estate organization.

SOC 41-9021

EDUCATIONAL REQUIREMENTS

Education Level

- Evidence of successful completion of a 90 clock hour advanced real estate course or six college credit hours that are equivalent real estate instruction, as determined by the Commission, is required.
- Possible areas of study include broker supervision; trust accounts, management skills, contract law, finance, real estate brokerage, broker relationships, professional conduct and Oklahoma Real Estate License Code and Rules.

Continuing Education

- Licensees must complete twenty-one (21) clock hours of education for each three-year license period, unless license is on inactive status. If an inactive licensee desires to activate his or her license then the licensee must show proof of completion of the required 21 clock hours of education. Twelve (12) clock hours of required subject matter and nine (9) clock hours of elective subject matter, all of which must be approved by the Real Estate Commission.
- Required subject matter consists of the following topics: Fair Housing, Professional Conduct, Broker Relationships, and Hot Topic.
- Broker Managers, Branch Brokers, Proprietor Brokers or any licensee that holds or has held that type of license in their current or previous license term must complete an approved fifteen (15) hour Broker in Charge course along with six hours of the aforementioned required hours, which must include two of the four required topics.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age
- Good moral character
- Evidence of citizenship or qualified alien status
- Submit to a criminal history background check
- Completion of a two-year licensure as a Sales Associate or Provisional Sales Associate.

Restrictions
- An applicant with a felony conviction will not qualify for a license until a specific number of years have passed, depending on the type of conviction; furthermore, the Commission must approved the issuance of said license.

License Duration
- Three years

Licensing Fees
- License Fee - $225 (includes $15 Education and Recovery Fund fee)

EXAMINATION REQUIREMENTS

Examination Title
- Real Estate Broker Pre-licensing Examination

Description
- Computerized
- Possible examination areas include nature and description of broker supervision, management, contract law, finance, broker relationships, brokerage practice, professional conduct, settlement statements, and Oklahoma Law and Rules.

Examination Fee
- $75.00

Dates
- Monday – Saturday, Excluding Holidays

Passing Criteria
- 75% or higher

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $17.18

LICENSING AGENCY

Oklahoma Real Estate Commission

Physical Address
1915 N. Stiles, Suite 200
Oklahoma City, OK 73105
Phone: (405) 521-3387
Fax: (405) 424-1534
Toll free: 1 (866) 521-3389

Mailing Address
1915 N. Stiles, Suite 200
Oklahoma City, OK 73105

Web: www.ok.gov/OREC

Real Estate Provisional Sales Associate

JOB DESCRIPTION

Return to Table of Contents

A real estate provisional sales associate operates under the supervision of a real estate broker who rents, buys, and sells real property for consumers for compensation. In order to sell property, the real estate provisional sales associate often accompanies consumers to property sites, quotes purchase price, and compiles a real estate purchase contract or lease agreement and assists or represents the consumer throughout the real estate transaction process.

SOC 41-9022

EDUCATIONAL REQUIREMENTS

Education Level

- Completion of an approved basic real estate instruction course consisting of 90 clock hours, or equivalent to six hours of college credit and must complete a 45 clock hour post-license course prior to their first license expiration date.
- Possible areas of study include nature and description of property, rights and interests in real property, transfer of rights, contract law, finance and appraisal, broker relationships, real estate brokerage, professional conduct and Oklahoma Real Estate License Code and Rules.

Continuing Education

- Completion of post-education real estate instruction consisting of 45 clock hours, equivalent to three hours of college credit prior to expiration.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 18 years of age or older
- Good moral character
- Evidence of citizenship or qualified alien status
- Submit to a criminal history background check

Restrictions

- An applicant with a felony conviction will not qualify for a license until a specific number of years have passed, depending on the type of conviction; furthermore, the Commission must approved the issuance of said license.

License Duration

- One (1) year nonrenewable license. A Sales Associate license may be issued after one year, if all renewal requirements are met.

Licensing Fees

- License fee - $75 (includes $15 Education and Recovery Fund fee)

EXAMINATION REQUIREMENTS

Examination Title
- Provisional Real Estate Sales Associate Pre-License Examination

Description
- Computerized
- Possible examination areas include nature and description of property, rights and interest in real property, transfer of rights, contract law, finance, broker relationships, and Oklahoma Law and Rules.

Examination Fee
- $60.00

Dates
- Monday – Saturdays Excluding Holidays

Passing Criteria
- 75% or above

Reexamination
- Unlimited re-examinations allowed.

OKLAHOMA WAGE

Median Hourly Wage
- $15.94

LICENSING AGENCY

Oklahoma Real Estate Commission

Physical Address
1915 N. Stiles, Suite 200
Oklahoma City, OK 73105
Phone: (405) 521-3387
Fax: (405) 424-1534
Toll Free: 1 (866) 521-3389
Web: www.ok.gov/OREC

Mailing Address
1915 N. Stiles, Suite 200
Oklahoma City, OK 73107

Real Estate Sales Associate

JOB DESCRIPTION

Return to Table of Contents

A real estate sales associate operates under the supervision of a real estate broker who rents, buys, and sells property for clients on a commission basis. A real estate sales associate reviews property listings regularly, keeps abreast of marketing conditions, and property values. In order to sell property, the real estate sales associate often accompanies clients to property sites, quotes purchase price, and compiles real estate contracts such as deeds, leases, and mortgages. Real estate sales associates normally work independently, but can be employed by an established real estate agency.

SOC 41-9022

EDUCATIONAL REQUIREMENTS

Education Level

- To be issued a sales associate license an individual must meet the following qualifications;
- Completion of a basic real estate instruction course consisting of 90 clock hours, or 6 hours of college credit that is equivalent in nature, as determined by the Commission.
- Completion of a one year license term as a Provisional Sales Associate.
- Possible areas of study include nature and description of property, rights and interests in real property, transfer of rights, contract law, finance, value and appraisal, law of agency, real estate brokerage, professional conduct and Oklahoma Real Estate License Code and Rules.

Continuing Education Requirements

- 21 clock hours per three-year license period unless license is on inactive status.
- Twelve clock hours of the required twenty-one must encompass the following four courses, Fair Housing, Professional Conduct, Broker Relationships and Hot Topics. The remaining 9 elective hours must be courses that are approved by the Commission.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Applicant must be 18 years of age or older
- Good moral character
- Evidence of citizenship or qualified alien status
- Submit to a criminal history background check

Restrictions

- An applicant with a felony conviction will not qualify for a license until a specific number of years have passed, depending on the type of conviction; furthermore, the Commission must approved the issuance of said license.

License Duration

- Three years

Licensing Fees
- License fee - $165 (includes $15 education and recovery fund fee)

EXAMINATION REQUIREMENTS

Examination Title
- Real Estate Sales Associate Pre-License Examination
- No examination if provisional sales associate has met requirements to upgrade to a Sales Associate license.

Description
- Computerized
- Possible examination areas include nature and description of property, rights and interests in real property, transfer of rights, contract law, finance, value and appraisal, law of agency, real estate brokerage, and Oklahoma Real Estate License Code and Rules.

Examination Fee
- $60.00

Dates
- Monday – Saturday, Excluding Holidays.

Passing Criteria
- 75% or higher

Reexamination
- Unlimited re-examination

OKLAHOMA WAGE

Median Hourly Wage
- $15.94

LICENSING AGENCY

Oklahoma Real Estate Commission

Physical Address
1915 N. Stiles, Suite 200
Oklahoma City, OK 73107
Phone: (405) 521-3387
Fax: (405) 424-1534
Web: www.ok.gov/OREC

Mailing Address
1915 N. Stiles, Suite 200
Oklahoma City, OK 73107

Registered Electrologist

JOB DESCRIPTION

Return to Table of Contents

Removes hair from skin of patron by electrolysis: Positions sterile bulbous or round-tipped needle into holders (electrodes) of galvanic or short wave electrical equipment. Places secondary electrode in hand or immerses finger or hand of patron in water-filled electrode cup to complete circuit and stabilize amount of electricity when equipment is operating. Swabs skin area with antiseptic solution to sterilize it. Inserts needle or needles into hair follicle and into organ beneath hair root (papilla). Presses switch and adjust timing and rheostat controls of equipment that regulate amount of electricity flowing through needle hair from follicle, using tweezers.

SOC 39-5012

EDUCATIONAL REQUIREMENTS

Education Level
- Bachelor's Degree

Continuing Education
- 1.5 CEU (15 contact hours) during three year period

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- One-year internship that includes 600 hours of study and clinical practice under an Oklahoma licensed electrologist

Restrictions
- None

License Duration
- Expires annually on December 31

Licensing Fees
- License application - $60
- Annual renewal - $50

EXAMINATION REQUIREMENTS

Examination Title
- State Exam

Description

- Covers human anatomy, human physiology, microbiology, general chemistry, aecmatology, hygiene, sterilization, electricity, and electrolysis.

Examination Fee

- $75

Dates

- Not available

Passing Criteria

- 75% on total exam; no less than 50% in each subject.

OKLAHOMA WAGE

Median Hourly Wage

- $10.13

LICENSING AGENCY

State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Registered Prosthetist/Orthotist Assistant

JOB DESCRIPTION

Return to Table of Contents

"Registered prosthetist/orthotist assistant" means a person registered under the Orthotics and Prosthetics Practice Act who, under the direct supervision of a licensed orthotist or prosthetist, assists with patient care services or the fabrication of orthoses or prostheses.

SOC 51-9082

EDUCATIONAL REQUIREMENTS

Educational Level
- Not available

Continuing Education
- Ten hours every two years

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not available

Restrictions
- Individual Board review of license violations

License Duration
- Renewed biennially

Licensing Fees
- Application fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- The American Board for Certification in Orthotics, Prosthetics & Pedorthics (ABC) or Board for Orthotist/Prosthetist Certification (BOC)

Examination Fee
- Set by ABC or BOC

OKLAHOMA WAGE

Median Hourly Wage

- $13.66

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Registered Prosthetist/Orthotist Technician

JOB DESCRIPTION

Return to Table of Contents

"Registered prosthetic/orthotic technician" means a person registered under the Orthotics and Prosthetics Practice Act who, under the direct supervision of a licensed orthotist or prosthetist, assists with the fabrication of orthoses or prostheses but who does not provide direct patient care.

SOC 51-9082

EDUCATIONAL REQUIREMENTS

Educational Level
- Not available

Continuing Education
- Six hours every two years

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not available

Restrictions
- Individual Board review of license violations

License Duration
- Renewed biennially

Licensing Fees
- Application fee - $60
- Renewal fee - $60

EXAMINATION REQUIREMENTS

Examination Title
- The American Board for Certification in Orthotics, Prosthetics & Pedorthics (ABC) or Board for Orthotist/Prosthetist Certification (BOC)

Examination Fee
- Set by ABC or BOC

OKLAHOMA WAGE

Median Hourly Wage

- $13.66

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Respiratory Care Practitioner

JOB DESCRIPTION

Return to Table of Contents

A respiratory care practitioner administers respiratory therapy care and life support to patients with deficiencies and abnormalities of the cardiopulmonary system, under supervision of physician and by prescription.

SOC 29-1126

EDUCATIONAL REQUIREMENTS

Education Level
- Completion of the Respiratory Therapist Program

Continuing Education
- Twelve credits in each successive two-year period

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Examination

Restrictions
- Not available

License Duration
- Renewed biennially

Licensing Fees
- License fee - $100
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- National Board of Respiratory Care Examination

Description
- Not available

Examination Fee
- Set by NBRC

Reexamination
- Not available

OKLAHOMA WAGE

Median Hourly Wage

- $23.01

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Sanitarian, Registered Professional (RPS) Environmental Specialist, Registered Professional (RPES)

JOB DESCRIPTION

Return to Table of Contents

A registered sanitarian is a public health professional uniquely qualified by education in the arts and sciences, specialized training, and creditable field experience to effectively plan, organize, manage, execute, and evaluate one or more of the many diverse elements comprising the field of environmental health. The term "sanitarian" may be interpreted to mean "environmentalist," "environmental sanitarian," or "environmental specialist." To ensure that food, water, and air meet governmental standards, a registered sanitarian constructs and utilizes environmental health programs. A registered sanitarian also determines and sets health and sanitation standards for schools, hospitals, parks, motels, restaurants, and other public facilities to ensure that proper controls on waste, refuse, noise, insects, and other hazardous substances and products are maintained. The majority of sanitarians are employed by various branches of the state or federal government, while a small portion are finding employment in private sectors in hospitals or other service areas, and environmental consulting.

SOC 29-9011

EDUCATIONAL REQUIREMENTS

Education Level

- The council upon compliance with the following shall approve applicants for certificate of registration as a sanitarian or environmental specialist for registration:
  1. Have two years of postgraduate, full-time experience working in the fields of public health or environmental protection;
  2. Have a four-year baccalaureate degree with a major in public health, environmental health, environmental science, physical science, natural science, biological science, agricultural science, or equivalent from an accredited college or university with at lease thirty semester hours of work in physical, natural and biological sciences, public health and/or environmental health or environmental protection or both environmental health and environmental protection;
  3. Pass an examination prescribed by the Council, demonstrating knowledge and understanding of the principals of sanitation and of the physical, biological and environmental sciences.

Continuing Education

- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 2 years or 24 months of postgraduate work in a related field of work

Restrictions
- None

Certificate Duration
- One year

Certification Fees
- Certification fee - $20
- Renewal fee - $25
- Lifetime registration fee - $60

EXAMINATION REQUIREMENTS

Examination Title
- Professional Entrance Exam (unless same is taken for Sanitarian-In-Training)

Description
- Computer or Written
- Possible examination areas include environmental health/environmental science principles and physical, chemical, and biological aspects of protection of health and environment.

Examination Fee
- $30

Dates
- Contact agency for test dates

Passing Criteria
- 60%

Reexamination
- Reexamination is possible at each meeting of the governing board. Applicants initially failing to pass the examination shall wait thirty (30) days to re-exam. Any applicant subsequently failing to pass the exam shall wait for a period of ninety (90) days.

OKLAHOMA WAGE

Median Hourly Wage
- $32.21

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

Web: www.ok.gov/health

Sanitarian-in-Training, Registered Professional (RPSIT) Environmental Specialist-in-Training, Registered Professional (RPESIT)

JOB DESCRIPTION

Return to Table of Contents

A sanitarian-in-training is one who meets all requirements except that of experience to effectively plan, organize, manage, execute, and evaluate one or more of the many diverse elements comprising the field of environmental health. Sanitarian-in-training may be training to be an environmentalist, an environmental sanitarian, or an environmental program specialist. Employment for a sanitarian-in-training is normally in various branches of the state and federal government.

SOC 29-9011

EDUCATIONAL REQUIREMENTS

Education Level
- Bachelor of Science or Bachelor of Arts Degree
- Possible areas of study include environmental health and science, and the physical, natural, biological, or agricultural sciences.

Continuing Education
- Not applicable

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Two years of postgraduate, full-time experience in the field of environmental health.

Restrictions
- Conviction of a felony

License Duration
- One year

Licensing Fees
- License fee - $10
- No renewal

EXAMINATION REQUIREMENTS

Examination Title
- Professional Entrance Exam

Description
- Computer or Written
- Possible examination areas include environmental health/environmental science principles and physical, chemical, and biological aspects of protection of health and environment.

Examination Fee
- $30

Dates
- Contact agency for test dates. Examinations are administered every other month, prior to the meeting of the governing board.

Passing Criteria
- 60%

Reexamination
- Reexamination is possible at each meeting of the governing board. Applicant's initially failing to pass the examination shall wait thirty (30) days to re-exam. Any applicant subsequently failing to pass the exam shall wait for a period of ninety (90) days.

OKLAHOMA WAGE

Median Hourly Wage
- $32.21

LICENSING AGENCY

Oklahoma Department of Health
Occupational Licensing Division

Physical Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299
Phone: (405) 271-5779
Fax: (405) 271-5286
Web: www.ok.gov/health

Mailing Address
1000 N.E. 10th St.
Oklahoma City, OK 73117-1299

School Teacher, Elementary

JOB DESCRIPTION

Return to Table of Contents

An elementary school teacher conducts educational programs for young children from first-to-eighth grade. The teacher's duties include planning and presenting programs of instruction using materials and methods appropriate to age and learning style. At this age level, the teacher introduces children to science, numbers, language, and social studies and develops the children's capabilities in these subjects while fostering curiosity and interest in learning. Elementary teachers are employed in accredited public, private, or parochial schools.

SOC 25-2021

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor of Science Degree in Elementary Education
- Areas of study relate to general education, the area of specialization, and a professional education, subject area concentrations, which allow qualifications as a generalist.
- Student teaching is at an accredited school in the area of specialization is also required.

Continuing Education

- Continuing education requirements are established by individual school districts; however, 75 professional development points over a five-year period are required.
- Continuing education is based upon the identified needs of the district and related to areas of specialization.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Insufficient grade point average
- Felony conviction

Certificate Duration

- Standard Certificate – five years

Licensing/Certification Fees

- Certification fee - $50 (Certification is good for 5 years)
- All other transactions - $25
- Renewal fee - $50

EXAMINATION REQUIREMENTS

Examination Title

- Oklahoma General Education Test (OGET)
- Oklahoma Professional Teaching Examination (OPTE)
- Oklahoma Subject Area Test (OSAT)

Description
- Written
- Possible examination areas include language arts, social studies, mathematics, and science, in addition to sub-areas such as art, music, and developmental activities for students.
- The Oklahoma Commission must verify all testing information for Teacher Preparation.

Examination Fee (check with testing agency to verify)
- OSAT - $40
- OGET - $45
- OPTE - $140
- Registration (OSAT & OGET only) - $25

Dates
- Five times a year

Passing Criteria
- Scaled score of 240 (100-300 scale)

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Annual Salary Wage
- $40,788

LICENSING AGENCY

Oklahoma State Department of Education
Teacher Certification Section

Physical Address
2500 N. Lincoln Blvd., Suite 212
Oklahoma City, OK 73105
Phone: (405) 521-3337
Web: www.ok.fov/sde

Mailing Address
2500 N. Lincoln Blvd., Suite 212
Oklahoma City, OK 73105

TESTING AGENCY

Oklahoma Commission for Teacher Preparation

Physical Address
4545 N. Lincoln Blvd., Suite 275
Oklahoma City, OK 73105
Phone: (405) 525-2612 Fax: (405) 525-0373
Web: www.ok.gov/octp

Mailing Address
4545 N. Lincoln Blvd., Suite 275
Oklahoma City, OK 73105

School Teacher, Pre-Kindergarten through Third Grade

JOB DESCRIPTION

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A pre-kindergarten (PK) through third grade school teacher instructs young children in the basic skills, utilizing a variety of teaching methods such as demonstration and discovery. The teacher must plan and develop lessons that are appropriate for the students' age and address class and individual needs. Evaluating and reporting student progress to parents is also a responsibility of the teacher. Teachers also supervise extracurricular activities, attend faculty meetings, and often meet with parents after school. PK through third grade teachers are employed in accredited public, private, or parochial schools.

SOC 25-2021

EDUCATIONAL REQUIREMENTS

Education Level
- Bachelor of Science Degree in Early Childhood Education
- Areas of study relate to general education, the area of specialization, and a professional education subject area concentrations, which allow qualification as a generalist.
- Student teaching at an accredited school in the area of specialization.

Continuing Education
- Continuing education requirements are established by individual school districts; however, 75 professional development points over a five-year period are required.
- Continuing education is based upon the identified needs of the district and related to areas of specialization.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not applicable

Restrictions
- Insufficient grade point average
- Felony conviction

Certificate Duration
- Standard Certificate – five years

Licensing/Certification Fees
- Certification fee - $50 (Certification is good for 5 years)
- All other transactions - $25
- Renewal fee - $50

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma General Education Test (OGET)
- Oklahoma Professional Teaching Examination (OPTE)
- Oklahoma Subject Area Test (OSAT)

Description
- Written
- Possible examination areas include language arts, social studies, mathematics, science, and childhood development in addition to sub-areas such as art, music, and nutrition.
- The Oklahoma Commission must verify all testing information for Teacher Preparation.

Examination Fee (check with testing agency to verify)
- OSAT - $40
- OGET - $45
- OPTE - $140
- Registration (OSAT & OGET only) - $25

Dates
- Five times a year

Passing Criteria
- Scaled score of 240 (100-300 scale)

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Annual Salary Wage
- $40,788

LICENSING AGENCY

Oklahoma State Department of Education
Teacher Certification Section

Physical Address
2500 N. Lincoln Blvd., Suite 212
Oklahoma City, OK 73105
Phone: (405) 521-3337
Web: www.ok.gov/sde

Mailing Address
2500 N. Lincoln Blvd., Suite 212
Oklahoma City, OK 73105

TESTING AGENCY

Oklahoma Commission for Teacher Preparation

Physical Address
4545 N. Lincoln Blvd., Suite 275
Oklahoma City, OK 73105
Phone: (405) 525-2612
Fax: (405) 525-0373
Web: www.ok.gov/octp/

Mailing Address
4545 N. Lincoln Blvd., Suite 275
Oklahoma City, OK 73105

School Teacher, Pre-Kindergarten through Twelfth Grade

JOB DESCRIPTION

Return to Table of Contents

A pre-kindergarten through twelfth grade (PK-12) schoolteacher instructs students from kindergarten through twelfth-grade in one or more specialized subject matter areas such as art, music, or foreign language. The teacher utilizes lecture, demonstration, and audiovisual aids to convey concepts appropriate to the age group in these areas. Routinely, the teacher prepares lesson plans, assigns lessons, and evaluates students' progress by administering examination and reviewing students' work. A PK-12 teacher must also report students' progress to parents and organize and supervise extracurricular activities with student organizations. PK-12 teachers are employed in elementary and secondary accredited private, parochial, or public schools.

SOC 25-3999 (or see new SOC 25-3099)

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor of Science Degree in Elementary/Secondary Education
- Areas of study relate to general education, the area of specialization, and a professional education.
- Elementary and secondary student teaching at an accredited school in the area of specialization.

Continuing Education

- Continuing education requirements are established by individual school districts; however, 75 professional development points over a five-year period are required.
- Continuing education is based upon the identified needs of the district and related to areas of specialization.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Insufficient grade point average
- Felony conviction

Certificate Duration

- Standard Certificate – five years

Licensing/Certification Fees

- Certification fee - $50 (Certification is good for 5 years)
- All other transactions - $25

- Renewal fee - $50

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma General Education Test (OGET)
- Oklahoma Professional Teaching Examination (OPTE)
- Oklahoma Subject Area Test (OSAT)

Description
- Written
- Examination areas relate to the area of specialization
- All testing information must be verified by the Oklahoma Commission for Teacher Preparation

Examination Fee (check with testing agency to verify)
- OSAT - $40
- OGET - $45
- OPTE - $140
- Registration (OSAT & OGET only) - $25

Dates
- Five times a year

Passing Criteria
- Scaled score of 240 (100-300 scale)

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Annual Salary Wage
- $22,774.00

LICENSING AGENCY

Oklahoma State Department of Education
Teacher Certification Section

Physical Address
2500 N. Lincoln Blvd., Suite 212
Oklahoma City, OK 73105
Phone: (405) 521-3337
Web: www.ok.state/sde

Mailing Address
2500 N. Lincoln Blvd., Suite 212
Oklahoma City, OK 73105

TESTING AGENCY

Oklahoma Commission for Teacher Preparation

Physical Address
4545 N. Lincoln Blvd., Suite 275
Oklahoma City, OK 73105
Phone: (405) 525-2612
Fax: (405) 525-0373
Web: www.ok.gov/octp

Mailing Address
4545 N. Lincoln Blvd., Suite 275
Oklahoma City, OK 73105

School Teacher, Secondary

JOB DESCRIPTION

Return to Table of Contents

A secondary school teacher instructs students in one or more subject areas of specialization, such as English, agriculture, driver's education, mathematics, or social studies utilizing lecture, demonstration, audiovisual aids, etc. Routinely, the teacher prepares lesson plans, assigns lessons, and evaluates students' progress by administering tests and reviewing assignments. A secondary teacher also reports students' progress tests to evaluate students' progress to parents and participates socially in school activities and student organizations. Secondary teachers work in an accredited private, parochial, or public secondary school.

SOC 25-2031

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor of Science Degree
- Areas of study should relate to general education, the area of specialization, and a professional education.
- Student teaching at an accredited school in the area of specialization is also required.

Continuing Education

- Continuing education requirements are established by individual school districts; however, 75 professional development points over a five-year period are required.
- Continuing education is based upon the identified needs of the district and related to areas of specialization.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Insufficient grade point average
- Felony conviction

Certificate Duration

- Standard Certificate – five years

Licensing/Certification Fees

- Certification fee - $50 (Certification is good for 5 years)
- All other transactions - $25
- Renewal fee - $50

EXAMINATION REQUIREMENTS

Examination Title
- Oklahoma General Education Test (OGET)
- Oklahoma Professional Teaching Examination (OPTE)
- Oklahoma Subject Area Test (OSAT)

Description
- Written
- Examination areas relate to areas of concentration
- All testing information must be verified by the Oklahoma Commission for Teacher Preparation

Examination Fee (check with testing agency to verify)
- OSAT - $60
- OGET - $45
- OPTE - $140
- Registration (OSAT & OGET only) - $25

Dates
- Five times a year

Passing Criteria
- Scaled score of 240 (100-300 scale)

Reexamination
- Unlimited reexaminations

OKLAHOMA WAGE

Median Annual Salary Wage
- $42,311

LICENSING AGENCY

Oklahoma State Department of Education
Teacher Certification Section

Physical Address
2500 N. Lincoln Blvd., Suite 212
Oklahoma City, OK 73105
Phone: (405) 521-3337
Web: www.ok.gov/sde

Mailing Address
2500 N. Lincoln Blvd., Suite 212
Oklahoma City, OK 73105

TESTING AGENCY

Oklahoma Commission for Teacher Preparation

Physical Address
4545 N. Lincoln Blvd., Suite 275
Oklahoma City, OK 73105
Phone: (405) 525-2612
Fax: (405) 525-0373

Mailing Address
4545 N. Lincoln Blvd., Suite 275
Oklahoma City, OK 73105

Web: www.ok.gov/octp/

Security Guard/Armed Security Guard

JOB DESCRIPTION

Return to Table of Contents

A security guard protects commercial or industrial property against trespassing, theft, vandalism, misappropriation, and/or wrongful concealment of merchandise, goods, money, or other tangible items. To ensure property protection, a security guard often patrols buildings and grounds, monitors security and surveillance devices, and regulates traffic flow by checking visitors' credentials. Armed security guards are authorized to carry a firearm. A security guard works in a variety of settings such as banks, offices buildings, hospitals, and airports. Security guards are employed by or contracted with a security agency, individuals, or private business.

SOC 33-9032

EDUCATIONAL REQUIREMENTS

Education Level

- There are no specific educational requirements; however, candidates must be able to read and write.

Continuing Education

- Individuals licensed after 11-1-2005 must obtain eight hours of continuing education from an approved source each licensing period to maintain their license.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Unarmed – 18 years of age
- Armed – 21 years of age
- Good character and reputation
- Successful completion of state mandated training; 40 hours for unarmed and an additional 32 hours for armed.

Restrictions

- Convicted felons restricted from carrying firearms
- Convictions for crimes of moral turpitude
- Conviction of domestic violence misdemeanor restricts the carrying of firearms

License Duration

- Three years

Licensing Fees

- License fee - $66 for unarmed and $91 for armed
- Renewal fee - $25 for unarmed and $50 for armed

EXAMINATION REQUIREMENTS

Examination Title
- State Licensing Examination

Description
- Both written and practical
- Possible examination areas for the unarmed security guard include interpretation of the Oklahoma Security Guard and Private Investigator Act, administration of first aid, operation of a fire extinguisher, writing field notes, writing reports, interpretation of legal powers and limitations, public relations, post duties, patrolling, and investigation.
- Possible examination areas for the armed security guard include safety, revolver/semi-auto nomenclature and maintenance, inspection of revolvers/semi-autos and holsters, fundamentals of revolver/semi-auto shooting, legal issues and deadly force, and range procedures and tower commands.
- Armed security guards require shooting demonstration of a qualifying score of 70%

Examination Fee
- No fee

Dates
- Tests offered every Tuesday. Test sites alternate between Oklahoma City and Broken Arrow.

Passing Criteria
- Curriculum exams – 85%
- Licensing exams – 70%

Reexamination
- Curriculum reexaminations are set by school policies
- Reexaminations are offered after a two-week waiting period.

OKLAHOMA WAGE

Median Hourly Wage
- $11.54

LICENSING AGENCY

Council on Law Enforcement Education and Training

Physical Address
2401 Egypt Rd.
Ada, OK 74820-0669
Phone: (405) 239-5110
Fax: (405) 239-5182
Web: www.ok.gov/cleet

Mailing Address
2401 Egypt Rd.
Ada, OK 74820-0669

Self Defense Act Firearm Instructor

JOB DESCRIPTION

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A Self Defense Act (SDA) firearm instructor is a person who directly facilitates learning through means of lecture, group participation, practical exercise, or other means, where there is a direct student-teacher relationship and who has been approved by CLEET and registered by the OSBI, to train individuals to qualify for a concealed handgun license.

SOC 25-3999

EDUCATIONAL REQUIREMENTS

Education Level

- Not available

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- 21 years of age
- State resident for 6 months
- Must complete at least 16 hours of instructor training class such as NRA, CLEET, Military, etc.
- All SDA Firearm Instructors shall be knowledgeable of and conduct operations in accordance with all federal, state, and local laws; and rules and regulations of CLEET.

Restrictions

- Clean criminal background

License Duration

- Five year

Licensing Fees

- $100

OKLAHOMA WAGE

Median Annual Salary Wage

- $22,774

LICENSING AGENCY

Council on Law Enforcement Education and Training

Physical Address
2401 Egypt Rd.
Ada, OK 74820-0669
Phone: (405) 239-5110
Fax: (405) 239-5182
Web: www.ok.gov/cleet

Mailing Address
2401 Egypt Rd.
Ada, OK 74820-0669

Shorthand Reporter, Certified

JOB DESCRIPTION

Return to Table of Contents

Records examination, testimony, judicial opinions, judge's charge to jury, judgment or sentence of court, or other proceedings in court of law by machine shorthand [Stenotype Operator (clerical)], takes shorthand notes. Reads portions of transcript during trial on judge's request, and asks speakers to clarify inaudible statements. Operate computer to transcribe recorded material. May record proceedings of quasi-judicial hearings and formal and informal meetings and be designated Hearings Reporter (clerical). May be self-employed, performing duties in court of law or at hearings and meetings and be designated Freelance Reporter (clerical).

SOC 23-2091

EDUCATIONAL REQUIREMENTS

Education Level
- High school diploma and the ability to pass the examination

Continuing Education
- One hour of training in Oklahoma Court rules and Procedures, for official reporters
- Four hours of continuing education required each year

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not applicable

Restrictions
- Have the requisite standards of ethical fitness

License Duration
- One year

Licensing Fees
- Application fee - $150 for in state and $200 for out of state
- Renewal fee - #30 per year

EXAMINATION REQUIREMENTS

Examination Title
- Certified Shorthand Reporter Test

Description
- Practical examination requires the ability to write the examination by machine or pen, and then type the examination in a one-hour period. A separate examination is given pertaining

to proficiency and a jury charge. Examination requirements include 200 words per minute dictation for five minutes and jury charge at 180 and Oklahoma Court Rules and Procedures.
- The examination is graded on the following standards: English, spelling, typing, and legal and medical terminology.
- Written knowledge examination

Examination Fee
- In state - $150
- Out of state - $200

Dates
- Three tests per year as determined by the Oklahoma Supreme Court.

Passing Criteria
- 50 errors allowed, 95% in passing

OKLAHOMA WAGE

Median Hourly Wage
- $14.09

LICENSING AGENCY

Board of Examiners Official Shorthand Reporters

Physical Address
1915 N. Stiles, Suite 300
Oklahoma City, OK 73105
Phone: (405) 521-2450
Fax: (405) 521-6815
Web: www.oscn.net

Mailing Address
1915 N. Stiles, Suite 300
Oklahoma City, OK 73105

Social Worker Associate, Licensed

JOB DESCRIPTION

Return to Table of Contents

The practice of a Licensed Social Worker Associate (LSWA) means the application of social work theory, knowledge, methods, ethics and the professional use of self to restore or enhance social, psychosocial, or bio-psychosocial functioning of individuals, couples, families, groups, organizations and communities. LSWA basic generalist practice that includes assessment, planning, intervention, evaluation, case management, information and referral, counseling, consultation, education, advocacy, community organization, and the development, implementation, and administration of policies, programs and activities practices within a private setting or under the auspices of public, voluntary or proprietary agencies or institutions addressing familial, economic, health, recreational, religious, penal, judicial and educational concerns.

SOC 21-1029

EDUCATIONAL REQUIREMENTS

Education Level

- Bachelor's Degree in Social Work from a program accredited by the Council on Social Work Education or board approved social work program
- Education plus two years' experience in the practice of social work under professional supervision of a licensed clinical social worker
- Possible areas of study include human development and behavior; social, economic, and cultural institutions and forces; and the interaction of all of these factors.

Continuing Education

- Sixteen hours annually, 3 of which must include ethics training

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Convicted of a felony and, after investigation, the Board finds that he/she has not been sufficiently rehabilitated to merit the public trust.
- Found guilty of fraud or deceit in connection with services rendered or in establishing needed qualifications under this act.
- Knowingly aided or abetted a person, not licensed under the provisions, in representing himself/herself as licensed in this state.
- Found guilty of unprofessional conduct as defined by rules established by the Board.
- Found guilty of negligence or wrongful actions in the performance of his/her duties.

License Duration

- One year

Licensing Fees
- Application fee - $150
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Generalist exam offered through ASWB

Description
- Pearson Vue computer delivered
- Examination areas relate to the area of specialization

Examination Fee
- $175

Dates
- Daily

Passing Criteria
- 70%

Reexamination
- Every 90 days until passed; however, applicants must repay the examination fee with each time examination is taken.

OKLAHOMA WAGE

Median Hourly Wage
- $20.35

LICENSING AGENCY

Oklahoma State Board of Licensed Social Workers

Physical Address
4545 N. Lincoln Blvd. Suite 162
Oklahoma City, OK 73105
Phone: (405) 521-3712
Fax: (405) 521-3713
Web: www.ok.gov/socialworkers

Mailing Address
P.O. Box 18817
Oklahoma City, OK 73154

Social Worker with Administrative Specialty, Licensed

JOB DESCRIPTION

Return to Table of Contents

Social work administration is practiced within a private setting or under the auspices of public, voluntary or proprietary agencies or institutions addressing familial, economic, health, recreational, religious, penal, judicial and educational concerns. Within the practice setting, supervises program directors and program staff to insure that personnel, program and/or licensing standards are met and maintained and that staff members grow in skill and efficiency; develops program goals and insures that all program activities and procedures comply with regulations; interprets the services and promotes the image of the programs through regular communication with appropriate groups and individuals in order to maintain a broad base of support; manages budgets to insure a balanced and fiscally sound program is maintained.

SOC 21-1029

EDUCATIONAL REQUIREMENTS

Education Level

- Master's Degree in Social Work from an institution with a program accredited by the Council of Social Work Education or board approved social work program.
- Possible areas of study include human development and behavior; social, economic, and cultural institutions and forces; and the interaction of all of these factors.
- Two years' experience in the practice of social work under professional supervision of a person licensed under Board provisions is also required.

Continuing Education

- Sixteen hours annually, 3 of which must include ethics training

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Convicted of a felony and, after investigation, the Board finds that he/she has not been sufficiently rehabilitated to merit the public trust.
- Found guilty of fraud or deceit in connection with services rendered or in establishing needed qualifications under this act.
- Knowingly aided or abetted a person, not licensed under the provisions, in representing himself/herself as licensed in this state.
- Found guilty of unprofessional conduct as defined by rules established by the Board.
- Found guilty of negligence or wrongful actions in the performance of his/her duties.

License Duration

- One year

Licensing Fees
- Application fee - $150
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Advanced Generalist Examination through ASWB

Description
- Pearson Vue Computer Delivered
- Examination areas relate to the field of study

Examination Fee
- $265

Dates
- Daily

Passing Criteria
- 70%

Reexamination
- Applicants may retake the exam as many times as needed; however, applicants must repay the examination fee with each time the examination is taken.

OKLAHOMA WAGE

Median Hourly Wage
- $20.35

LICENSING AGENCY

Oklahoma State Board of Licensed Social Workers

Physical Address
4545 N. Lincoln Blvd. Suite 162
Oklahoma City, OK 73105
Phone: (405) 521-3712
Fax: (405) 521-3713
Web: www.ok.gov/socialworkers

Mailing Address
P.O. Box 18817
Oklahoma City, OK 73154

Social Worker, Licensed/ (LSW)

JOB DESCRIPTION

Return to Table of Contents

Licensed social workers help individuals, families, and groups cope with problems through counseling and/or referral to other specialists. They plan and coordinate activities for different age groups to combat personal and community problems. Licensed social workers are responsible for client management, which requires investigation and analysis of current circumstances, assisting in the location and receipt of human resource services, and monitoring client progress. Licensed social workers are qualified to work only in the public sector. Many are employed in departments of human resources, social services, mental health, housing, education, and corrections.

SOC 21-1029

EDUCATIONAL REQUIREMENTS

Education Level

- Master's Degree in Social Work from an institution with a program accredited by the Council of Social Work Education or board approved social work program.
- Possible areas of study include human development and behavior; social, economic, and cultural institutions and forces; and the interaction of all of these factors.
- Two years' experience in the practice of social work under professional supervision of a person licensed under Board provisions is also required.

Education Level

- Master's Degree in Social Work from an institution with a program accredited by the Council of Social Work Education or board approved social work program.
- Possible areas of study include human development and behavior; social, economic, and cultural institutions and forces; and the interaction of all of these factors.
- Two years' experience in the practice of social work under professional supervision of a person licensed under Board provisions is also required.

Continuing Education

- Sixteen hours annually, 3 of which must include ethics training

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Not applicable

Restrictions

- Convicted of a felony and, after investigation, the Board finds that he/she has not been sufficiently rehabilitated to merit the public trust.
- Found guilty of fraud or deceit in connection with services rendered or in establishing needed qualifications under this act.
- Knowingly aided or abetted a person, not licensed under the provisions, in representing himself/herself as licensed in this state.

- Found guilty of unprofessional conduct as defined by rules established by the Board.
- Found guilty of negligence or wrongful actions in the performance of his/her duties.

License Duration
- One year

Licensing Fees
- Application fee - $150
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- Advanced Generalist Examination through ASWB

Description
- Pearson Vue Computer Delivered
- Examination areas relate to the field of study.

Examination Fee
- $265

Dates
- Daily

Passing Criteria
- 70%

Reexamination
- Applicants may retake the exam as many times as needed; however, applicants must repay the examination fee with each time the examination is taken.

OKLAHOMA WAGE

Median Hourly Wage
- $20.35

LICENSING AGENCY

Oklahoma State Board of Licensed Social Workers

Physical Address
4545 N. Lincoln Blvd. Suite 162
Oklahoma City, OK 73105
Phone: (405) 521-3712
Fax: (405) 521-3713
Web: www.ok.gov/socialworkers

Mailing Address
P.O. Box 18817
Oklahoma City, OK 73154

Speech Pathologist

JOB DESCRIPTION

Return to Table of Contents

A speech pathologist examines, counsels, and provides rehabilitative services to persons who have or are suspected of having speech, language, and voice disorders. The speech pathologist diagnoses and evaluates an individual's speech and language abilities and then plans, directs, and conducts treatment programs to restore or develop the patient's communication skills. Patient treatment often includes the use of audiovisual equipment and microcomputers to analyze individual speech characteristics and provide stimulation and care for practice. Speech pathologists are largely employed in education institutions; speech, language, and hearing clinics; or health care institutions.

SOC 29-1127

EDUCATIONAL REQUIREMENTS

- Each speech-language pathology applicant shall hold not less than a master's degree, or its equivalent, with a major emphasis in speech-language pathology or audiology from an accredited academic institution offering a graduate program in speech-language pathology.
- Submit evidence of the completion of 60 semester hours of academic credit (constituting a well-integrated program in this field of study) from one or more accredited colleges or universities.
- Each speech-language pathology applicant seeking licensure shall submit a bona fide official academic transcript(s) and verification of (Academic Preparation and Practicum Form - Verification for Licensure Application) completion of at least 75 semester credit hours from one or more accredited colleges or universities that reflect a well-integrated program of study dealing with (a) the biological/physical sciences and mathematics, (b) the behavioral and/or social sciences, including normal aspects of human behavior and communication, and the nature, prevention, evaluation, and treatment of speech, language, hearing, and related disorders. Some course work must address issues pertaining to normal and abnormal human development and behavior across the life span and to culturally diverse populations. At least twenty-seven (27) of the 75 semester credit hours must be in Basic Science Course Work. At least thirty-six (36) of the 75 semester credit hours must be in Professional Course Work at the Graduate Level.

SUPERVISED CLINICAL PRACTICUM REQUIREMENT

- Speech language pathology applicants must submit evidence of satisfactory completion of four hundred (400) clock hours of supervised clinical practicum, of which at least 375 must be in direct client/patient contact and 25 in clinical observation that are provided by the educational institution or by one of its cooperating programs. At least 325 of the 400 clock hours must be completed while the applicant is engaged in graduate study in a program accredited in speech language pathology by the Council on Academic Accreditation in Audiology and Speech-Language Pathology. Each Speech-Language Pathology applicant

seeking licensure from a non-accredited program shall submit a bona fide official academic transcript(s) and verification of clinical practicum hours.

Continuing Education
- 20 clock hours per two-year interval

Qualifications/Experience
- Passing score – National Examination for Speech-Language Pathology & Audiology
- Successful completion of supervised clinical experience year
- Minimum of three references from licensed speech-language pathologists

Restrictions
- None

License Duration
- One year

Licensing Fees
- License fee - $85
- Renewal fee - $85

EXAMINATION REQUIREMENTS

Examination Title
- National Examination for Speech-Language Pathology & Audiology

Description
- 150 multiple-choice item examination – 2 hour limit
- Examination areas relate to normal speech and development, communication disorders, professional issues and ethics, speech acoustics, anatomy, and physiology.

Examination Fee
- $45

Dates
- May, July, and November

Passing Criteria
- 600

Reexamination
- Upon payment of examination fee

OKLAHOMA WAGE

Median Hourly Wage
- $26.44

LICENSING AGENCY

State Board of Examination For Speech-Language Pathology and Audiology

Physical Address
3700 N. Classen Blvd., Suite 248
Oklahoma City, OK 73118
Phone: (405) 524-4955
Fax: (405) 524-4985
Web: www.ok.gov/obespa

Mailing Address
P.O. Box 53592
Oklahoma City, OK 73152

Sports Official, High School

JOB DESCRIPTION

Return to Table of Contents

A high school sports official officiates competitive athletic events through observation to determine violations of rules or established regulations. High school sports officials obtain licensing for each individual sport. For exam, a sports official may choose to obtain licensing to officiate basketball, baseball, football, or other sporting events.

SOC 27-2023

EDUCATIONAL REQUIREMENTS

Education Level
- Must be at least a senior in high school but cannot officiate varsity games.
- Possible knowledge areas include the rules and mechanics of conducting and athletic contest for each specified sport.

Continuing Education
- Officials must attend one state and least three local rules meetings each year.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not applicable

Restrictions
- Cannot enroll persons who are registered with the Oklahoma Sex Offenders Act

License Duration
- One year

Licensing Fees
- License fee - $60 for first sport and $15 for each additional sport
- Renewal fee - $60 for first sport and $15 for each additional sport

EXAMINATION REQUIREMENTS

Examination Title
- Examinations given according to sport, such as Football Rules Exam, Basketball Rules Exam, etc.

Description
- Written
- Possible examination areas include game rules, regulations, and mechanics of conducting athletic contests for each specified sport.

Examination Fee
- No fee

Dates
- Prior to the beginning of each sport season

Passing Criteria
- 75%

Reexamination
- One reexamination is available

OKLAHOMA WAGE

Median Annual Salary Wage
- $36,111

LICENSING AGENCY

Oklahoma Secondary Schools Activities Association

Physical Address
7300 N. Broadway Ext.
Oklahoma City, OK 73116
Phone: (405) 840-1116
Fax: (405) 840-9559
Web: www.ossaa.com

Mailing Address
P.O. Box 14590
Oklahoma City, OK 73113

Therapeutic Recreation Specialist

JOB DESCRIPTION

Return to Table of Contents

The specialized application of recreation to assist with the treatment and/or maintenance of the health status, functional abilities, recreational and leisure activities and ultimately quality of life for individuals hospitalized and/or receiving treatment for various diagnoses and individuals with disabilities.

SOC 29-1125

EDUCATIONAL REQUIREMENTS

Education Level
- Completion of the Therapeutic Recreation Program

Continuing Education
- Twenty credits in each successive two-year period or proof of current certification by the National Council for Therapeutic Recreation Certification (NCTRC)

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Examination

Restrictions
- Not available

License Duration
- Renewed biennially

Licensing Fees
- License fee - $125
- Renewal fee - $100

EXAMINATION REQUIREMENTS

Examination Title
- National Council for Therapeutic Recreation Certification

Description
- Not available

Examination Fee
- Set by NCTRC

Reexamination

- Not available

OKLAHOMA WAGE

Median Hourly Wage

- $19.60

LICENSING AGENCY

Oklahoma State Board of Medical Licensure and Supervision

Physical Address
101 NE 51st Street
Oklahoma City, OK 73105
Phone: (405) 962-1400
Fax: (405) 962-1440
Web: www.okmedicalboard.org

Mailing Address
P.O. Box 18256
Oklahoma City, OK 73154-0256

Truck Driver Training School Instructor, Commercial

JOB DESCRIPTION

Return to Table of Contents

Conducts classes and gives demonstrations on the operation of commercial motor vehicles to students learning to drive or preparing to take an examination for a commercial driver's license. A driving instructor prepares and assigns lessons, evaluates students' progress, and accompanies students while practicing skills.

SOC 25-1194

EDUCATIONAL LEVEL

Education Level
- High school diploma or equivalent and a minimum of five years verifiable experience in the type of vehicles used by the school for instructional purposes.

Continuing Education
- Not required

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Valid Oklahoma driver's license
- At least 21 yeas of age
- Good moral character
- Driving record must meet approval of the Department of Public Safety
- Minimum of 20/40 vision in each eye corrected or uncorrected.

Restrictions
- Conviction of a felony

License Duration
- One year

Licensing Fees
- $5

EXAMINATION REQUIREMENTS

Examination Title
- Driver's Examination (Class A)
- Vision Test
- Standard Road Test

Description
- Written, skill, and visual
- Written examination relates to traffic laws, signs, and safe operation of a commercial motor vehicle.
- Skill – Standard Class A Road Test
- Visual – Standard Vision Screening
- Retesting for written, vision skills every four years.

Examination Fee
- $5

Dates
- Appointment scheduled upon receipt of application

Passing Criteria
- Written – 80%
- Driving Test – 80%
- Vision – minimum of 20/40 in each eye with or without corrective lenses.

Reexamination
- After initial test, a one-week waiting period is required
- After third failure, a three-month waiting period is required.
- Unlimited number of exams can be taken after the waiting period.

OKLAHOMA WAGE

Median Hourly Wage
- $24.76

LICENSING AGENCY

Oklahoma Department of Public Safety
Driver License Examining Division

Physical Address
3600 N. Martin Luther King Blvd.
Oklahoma City, OK 71111
Phone: (405) 425-2015
Web: www.dps.state.ok.us

Mailing Address
PO Box 11415
Oklahoma City, OK 73136

Underground Storage Tank Installer

JOB DESCRIPTION

Return to Table of Contents

An underground storage tank (UST) installer places tanks that contain regulated substances such as petroleum products in underground storage facilities. The installer may supervise the tank installation or may act as the level-off foreman who operates installation equipment. Hand and machine operated equipment are used by the installer to connect piping from the tank to the dispensing unit or to install monitoring wells on the tank's backfill area. After the installation is complete, the installer conducts integrating testing on the system. Contractors or service station equipment vendors normally employ underground storage tank installers. An underground storage tank installer license is required for an employee of a company to install underground storage tank systems. The installer must be on the job site during installation. The company itself does not have to be licensed.

SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level

- No formal education is required; however, a working knowledge of the occupation is necessary
- Knowledge areas include the standards and codes for underground storage tank installation.

Continuing Education

- 4 hours every 2 years

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Two years of related work experience
- Experience in three UST activities, two of which must be installations
- Applicant must demonstrate that he/she has 2 years related UST work experience and show evidence that he/she has actively participated in completion of three (3) UST handling activities, two (2) of which must be installations. An Oklahoma UST licensee must supervise installation.

Restrictions

- None

License Duration

- Two years
- A renewal invoice is issued 60 days prior to the expiration date of the license. The renewal fee must be paid, as well as, receipt of required continuing education hours, to keep the license in force. If the license is allowed to lapse, the application process starts all over again.

Licensing Fees
- Application fee - $25
- Two-year License fee - $50 (due after successfully passing the test)

EXAMINATION REQUIREMENTS

Examination Title
- Underground Storage Tank Licensing Exam

Description
- Written (The applicant will be apprised of his/her test grade on the day of testing.)
- The questions cover such areas as tank installation, piping installation, corrosion protection, and monitoring well installation.
- The application is obtained by contacting the Oklahoma Corporation Commission's web page at www.occeweb.com. An informational sheet explains the process in detail, including sources of study material for the examination. An "approval to test" letter will be sent advising acceptance of the application.

Examination Fee
- $25 (due prior to testing) subject to change

Dates
- Testing is available Monday through Friday, 9:00 a.m. through 2 p. m.

Passing Criteria
- The applicant will be apprised of his/her test grade the day of testing. A score of 80% or higher is required for issuance of the license. If a score of 80% is not achieved, the exam may be retaken in 30 days.

Reexamination
- Reexamination every 30 days and a fee is required.

OKLAHOMA WAGE

Median Hourly Wage
- $20.57

LICENSING AGENCY

Oklahoma Corporation Commission

Physical Address
2101 N. Lincoln Blvd.
Oklahoma City, OK 73105
Phone: (405) 521-4683
Fax: (405) 521-4945
Web: www.occ.state.ok.us/

Mailing Address
P.O. Box 52000
Oklahoma City, OK 73152-2000

Underground Storage Tank Remover

JOB DESCRIPTION

Return to Table of Contents

An underground storage tank (UST) remover removes tanks that contain regulated substances such as petroleum products in underground storage facilities. An underground storage tank remover license is required for an employee of a company to remove underground storage tank systems. The remover must be on the job site during removal. The company itself does not have to be licensed.

SOC 49-9799 (or new SOC 49-9099)

EDUCATIONAL REQUIREMENTS

Education Level

- No formal education is required; however, a working knowledge of the occupation is necessary
- Knowledge areas include the standards and codes for underground storage tank installation.

Continuing Education

- 4 hours every 2 years

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Two years of related work experience
- Experience in three UST activities, two of which must be installations
- Applicant must demonstrate that he/she has 2 years related UST work experience and show evidence that he/she has actively participated in completion of three (3) UST handling activities, two (2) of which must be installations. An Oklahoma UST licensee must supervise installation.

Restrictions

- None

License Duration

- Two years
- A renewal invoice is issued 60 days prior to the expiration date of the license. The renewal fee must be paid, as well as, receipt of required continuing education hours, to keep the license in force. If the license is allowed to lapse, the application process starts all over again.

Licensing Fees

- Application fee - $25
- Two-year License fee - $50 (due after successfully passing the test)

EXAMINATION REQUIREMENTS

Examination Title
- Underground Storage Tank Licensing Exam

Description
- Written (The applicant will be apprised of his/her test grade on the day of testing.)
- The questions cover such areas as tank installation, piping installation, corrosion protection, and monitoring well installation.
- The application is obtained by contacting the Oklahoma Corporation Commission's web page at www.occeweb.com. An informational sheet explains the process in detail, including sources of study material for the examination. An "approval to test" letter will be sent advising acceptance of the application.

Examination Fee
- $25 (due prior to testing) subject to change

Dates
- Testing is available Monday through Friday, 9:00 a.m. through 2 p. m.

Passing Criteria
- The applicant will be apprised of his/her test grade the day of testing. A score of 80%or higher is required for issuance of the license. If a score of 80% is not achieved, the exam may be retaken in 30 days.

Reexamination
- Reexamination every 30 days and a fee are required.

OKLAHOMA WAGE

Median Hourly Wage
- $20.57

LICENSING AGENCY

Oklahoma Corporation Commission

Physical Address
2101 N. Lincoln Blvd.
Oklahoma City, OK 73105
Phone: (405) 521-4683
Fax: (405) 521-4945
Web: www.occ.state.ok.us/

Mailing Address
P.O. Box 52000
Oklahoma City, OK 73152-2000

Veterinarian

JOB DESCRIPTION

Return to Table of Contents

A veterinarian diagnoses and treats animal diseases, disorders, and injuries. To determine treatment, the veterinarian examines the animal patient using a variety of techniques such as blood tests, X-rays, and observation. After evaluation, veterinarians through the prescription and administration of drugs and medicine, or using surgical procedures treat animal patients. Veterinarians may focus their practice on one type of animal such as pets, livestock, or zoo animals, and may work in private or group practice. Veterinarians can also find employment in research, food inspection, or education.

SOC 29-1131

EDUCATIONAL REQUIREMENTS

Education Level

- Graduate from an accredited college with a Doctor of Veterinary Medicine Degree
- Possible areas of study include physical and biological sciences and veterinary medicine.
- Professional training includes considerable practical experience through rotations that provide experience in diagnosing and treating animal diseases, performing surgery, and performing laboratory work in anatomy, biochemistry, and other medical and scientific subjects.

Continuing Education

- Twenty hours of continuing education in veterinary medicine is required each year.

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Three recommendations must be submitted. The recommendations must be a representation of clinical skills and competence and authored by a colleague who is currently licensed in a state of the United States and in good standing with licensing jurisdiction of that state.
- Good moral character
- At least 21 years of age

Restrictions

- Individual Board review of Board violations

License Duration

- One year

Licensing Fees

- Renewal fee - $225

EXAMINATION REQUIREMENTS

Examination Title
- North American Veterinary Licensing Examination (NAVLE)
- Oklahoma State Board Examination

Description
- Written
- Oklahoma State Board exam includes a jurisprudence portion related to the laws of veterinary medicine in Oklahoma

Examination Fee
- NAVLE - $745
- OSBE - $150

Dates
- NAVLE – offered twice annually in April and December
- OSBE – offered by appointment

Passing Criteria
- 70% - each examination requires a score as high or higher than the minimum passing score established for that exam

Reexamination
- Limited to 5 times

OKLAHOMA WAGE

Median Hourly Wage
- $34.69

LICENSING AGENCY

Oklahoma Board of Veterinary Medical Examiners

Physical Address
201 N.E. 38th Terrace, Suite 1
Oklahoma City, OK 73105
Phone: (405) 524-9006
Fax: (405) 524-9012
Web: www.okvetboard.com

Mailing Address
201 N.E. 38th Terrace, Suite 1
Oklahoma City, OK 73105

Veterinary Technician

JOB DESCRIPTION

Return to Table of Contents

A veterinary technician works under the supervision of a veterinarian to perform routine animal care, surgical preparation, laboratory analysis, and other animal-related activities. Often the technician's duties include grooming and feeding animals, organizing surgical instruments, and assisting with scheduling appointments. Veterinarians may also request the technician to assist them in administering medication and conducting research. Animal technicians normally work for privately owned veterinary clinics, colleges, or universities.

SOC 29-2056

EDUCATIONAL REQUIREMENTS

Education Level
- Associate's Degree in Applied Science
- Possible areas of study include a basic core of English, history, and government. Subjects related to this field include physiology, nutrition, laboratory techniques, animal nursing, pharmacology, and radiology. Eight-week preceptor at a veterinary clinic under a licensed veterinarian.

Continuing Education
- Ten hours of continuing education is required each year
- Continuing education areas of study related to field or subjects scientific in nature

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- Not applicable

Restrictions
- Conviction of a felony
- Individual review of Board violations

License Duration
- One year

Licensing Fees
- Application fee - $430 (for national exam and application fee total)
- Renewal fee - $45

EXAMINATION REQUIREMENTS

Examination Title
- Veterinary Technician National Examination (VTNE) and Oklahoma State Examination

Description
- Written
- Possible examination areas include basic science application, skilled nursing, and laboratory science.

Examination Fee
- $430 (included in application)

Dates
- National –offered three times annually – March, July and November
- State – offered by appointment

Reexamination
- Limited to 5 examinations

OKLAHOMA WAGE

Median Hourly Wage
- $11.78

LICENSING AGENCY

Oklahoma Board of Veterinary Medical Examiners

Physical Address
201 N.E. 38th Terrace, Suite 1
Oklahoma City, OK 73105
Phone: (405) 524-9006
Fax: (405) 524-9012
Web: www.okvetboard.com

Mailing Address
201 N.E. 38th Terrace, Suite 1
Oklahoma City, OK 73105

Wastewater Laboratory Operator, Class A

JOB DESCRIPTION

Return to Table of Contents

"Laboratory operator" means an individual who is in general supervision of a laboratory which performs laboratory analyses for waterworks and wastewater works and who is responsible for the accuracy of the laboratory tests and reports for the facility, but who does not operate the waterworks or wastewater works unless appropriately certified as an operator for that type facility.

SOC 19-4031

EDUCATIONAL REQUIREMENTS

Education Level

- Option 1 (to be met in conjunction with Option 1 of the Experience Qualifications)- B.S. Degree in certain sciences and 32 hours of DEQ approved Class B Laboratory training
- Option 2 (to be met in conjunction with Option 2 of the Experience Qualifications)- Associates Degree in certain sciences and 32 hours of DEQ approved Class B Laboratory training
- Option 3 (to be met in conjunction with Option 3 of the Experience Qualifications)- 32 hours of DEQ approved Class B Laboratory training

Continuing Education

- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Option 1 minimum experience: 1 year of laboratory operation
- Option 2 minimum experience: 3 years of laboratory operation
- Option 3 minimum experience: 5 years of laboratory operation

Restrictions

- None

License Duration

- One year

Licensing Fees

- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title

- Wastewater Laboratory Examination, Class A

Description
- Online
- Possible areas of examination include fecal coliform, gas chromatography, suspended solids, bio-monitoring, turbidity, and coliform

Examination Fee
- $62 (included in application fee)

Dates
- At least twice a month except the month of June

Passing Criteria
- 70% and above

Reexamination
- 30 day waiting period must intervene between reexamination unless additional training received.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.33

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Wastewater Laboratory Operator, Class B

JOB DESCRIPTION

Return to Table of Contents

"Laboratory operator" means an individual who is in general supervision of a laboratory which performs laboratory analyses for waterworks and wastewater works and who is responsible for the accuracy of the laboratory tests and reports for the facility, but who does not operate the waterworks or wastewater works unless appropriately certified as an operator for that type facility.

SOC 19-4031

EDUCATIONAL REQUIREMENTS

Education Level

- 32 hours of DEQ approved class B laboratory training and 32 hours of DEQ approved class C laboratory training; An Associates Degree or greater in certain sciences may be substituted for the 32 hours of DEQ approved class C training.

Continuing Education

- 4 hours of continuing education each year in related subjects

ADDITIONAL INFORMATION

Qualifications/Experience

- Minimum experience: 6 months of laboratory experience

Restrictions

- None

License Duration

- One year

Licensing Fees

- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title

- Wastewater Laboratory Examination, Class B

Description

- Online
- Possible areas of examination include laboratory glassware, standard solutions, solids, fecal coliform, pH, and alkalinity.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice a month except June

Passing Criteria
- 70% and above

Reexamination
- 30 day waiting period must intervene between reexamination unless additional training received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.33

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Wastewater Laboratory Operator, Class C

JOB DESCRIPTION

Return to Table of Contents

"Laboratory operator" means an individual who is in general supervision of a laboratory which performs laboratory analyses for waterworks and wastewater works and who is responsible for the accuracy of the laboratory tests and reports for the facility, but who does not operate the waterworks or wastewater works unless appropriately certified as an operator for that type facility.

SOC 19-4031

EDUCATIONAL REQUIREMENTS

Education Level
- 32 hours of DEQ approved class C laboratory training

Continuing Education
- 4 hours of renewal training each year in related subjects

ADDITIONAL INFORMATION

Qualifications/Experience
- 18 years of age
- Ability to read and write

Restrictions
- None

License Duration
- One year

Licensing Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Wastewater Laboratory Examination, Class C

Description
- Online
- Possible areas of examination include dissolved oxygen, general laboratory, pH, laboratory glassware, solids, alkalinity, and turbidity

Examination Fee
- $62 (included in application fee)

Dates
- At least twice a month except for month of June

Passing Criteria
- 70% and above

Reexamination
- 30 day waiting period must intervene between reexamination unless additional training received.
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.33

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Wastewater Operator, Class A

JOB DESCRIPTION

Return to Table of Contents

A wastewater operator operates sewage treatment; sludge processing equipment, or disposal equipment in a wastewater (sewage) treatment plant to control the flow and processing of sewage. The operator monitors and regulates the flow of sewage by adjusting equipment valves and gates manually or by remote control through the filtering, settling, aerating, and sludge digestion process. A wastewater operator also keeps a log of operations, maintains equipment, and directs other attendants. The majority of wastewater operators work for local governments and private water supply and sanitary service companies.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 200 hours of related subject training
- Possible areas of study include general treatment processes, state regulations, mechanical treatment, sludge digestion, and sludge management.

Continuing Education
- Four hours of continuing education each year in related subjects.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 5 years of related experience, including at least two years of actual hands-on operating experience
- 18 years of age
- High school education or equivalent

Restrictions
- None

Certificate Duration
- One year

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Wastewater Operator Examination A

Description
- Online
- Possible examination areas include general treatment process, state regulations, mechanical treatment, sludge digestion, and sludge management.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice each month except for the month of June

Passing Criteria
- 70%

Reexamination
- 30-day waiting period must intervene between reexamination unless additional training has been received.
- Unlimited reexaminations.

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Wastewater Operator, Class B

JOB DESCRIPTION

Return to Table of Contents

A wastewater operator operates sewage treatment; sludge processing equipment, or disposal equipment in a wastewater (sewage) treatment plant to control the flow and processing of sewage. The operator monitors and regulates the flow of sewage by adjusting equipment valves and gates manually or by remote control through the filtering, settling, aerating, and sludge digestion process. A wastewater operator also keeps a log of operations, maintains equipment, and directs other attendants. The majority of wastewater operators work for local governments and private water supply and sanitary service companies.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 100 hours of related subject training
- Possible areas of study include general treatment processes, state regulations, mechanical treatment, sludge digestion, and sludge management.

Continuing Education
- Four hours of continuing education each year in related subjects.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 3 years of related experience, including at least one year of actual hands-on operating experience
- 18 years of age
- High school education or equivalent

Restrictions
- None

Certificate Duration
- One year

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Wastewater Operator Examination B

Description
- Online
- Possible examination areas include general treatment process, state regulations, mechanical treatment, sludge digestion, and sludge management.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice a month except for the month of June

Passing Criteria
- 70%

Reexamination
- 30-day waiting period must intervene between reexamination unless additional training has been received.
- Unlimited reexaminations.

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Wastewater Operator, Class C

JOB DESCRIPTION

Return to Table of Contents

A wastewater operator operates sewage treatment; sludge processing equipment, or disposal equipment in a wastewater (sewage) treatment plant to control the flow and processing of sewage. The operator monitors and regulates the flow of sewage by adjusting equipment valves and gates manually or by remote control through the filtering, settling, aerating, and sludge digestion process. A wastewater operator also keeps a log of operations, maintains equipment, and directs other attendants. The majority of wastewater operators work for local governments and private water supply and sanitary service companies.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 36 hours of related subject training
- Possible areas of study include general treatment processes, state regulations, mechanical treatment, sludge digestion, and sludge management.

Continuing Education
- Four hours of continuing education each year in related subjects.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 1 year of related experience
- 18 years of age
- High school education or equivalent

Restrictions
- None

Certificate Duration
- One year

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Wastewater Operator Examination C

Description
- Online
- Possible examination areas include general treatment process, state regulations, mechanical treatment, sludge digestion, and sludge management.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice a month except for the month of June

Passing Criteria
- 70%

Reexamination
- 30-day waiting period must intervene between reexamination unless additional training has been received.
- Unlimited reexaminations.

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Wastewater Operator, Class D

JOB DESCRIPTION

Return to Table of Contents

A wastewater operator operates sewage treatment; sludge processing equipment, or disposal equipment in a wastewater (sewage) treatment plant to control the flow and processing of sewage. The operator monitors and regulates the flow of sewage by adjusting equipment valves and gates manually or by remote control through the filtering, settling, aerating, and sludge digestion process. A wastewater operator also keeps a log of operations, maintains equipment, and directs other attendants. The majority of wastewater operators work for local governments and private water supply and sanitary service companies.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 16 hours of related subject training
- Possible areas of study include general treatment processes, state regulations, mechanical treatment, sludge digestion, and sludge management.

Continuing Education
- Four hours of continuing education each year in related subjects.

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 18 years of age
- High school education or equivalent

Restrictions
- None

Certificate Duration
- One year

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Wastewater Operator Examination D

Description

- Online
- Possible examination areas include general treatment process, state regulations, mechanical treatment, sludge digestion, and sludge management.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice a month except for the month of June

Passing Criteria
- 70%

Reexamination
- 30-day waiting period must intervene between reexamination unless additional training has been received.
- Unlimited reexaminations.

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Water Laboratory Operator, Class A

JOB DESCRIPTION

Return to Table of Contents

"Laboratory operator" means an individual who is in general supervision of a laboratory which performs laboratory analyses for waterworks and wastewater works and who is responsible for the accuracy of the laboratory tests and reports for the facility, but who does not operate the waterworks or wastewater works unless appropriately certified as an operator for that type facility.

SOC 19-4031

EDUCATIONAL REQUIREMENTS

Education Level

- Option 1 (to be met in conjunction with Option 1 of the Experience Qualifications)- B.S. Degree in certain sciences and 32 hours of DEQ approved Class B Laboratory training
- Option 2 (to be met in conjunction with Option 2 of the Experience Qualifications)- Associates Degree in certain sciences and 32 hours of DEQ approved Class B Laboratory training
- Option 3 (to be met in conjunction with Option 3 of the Experience Qualifications)- 32 hours of DEQ approved Class B Laboratory training

Continuing Education

- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Option 1 minimum experience: 1 year of laboratory operation
- Option 2 minimum experience: 3 years of laboratory operation
- Option 3 minimum experience: 5 years of laboratory operation

Restrictions

- None

License Duration

- One year

Licensing Fees

- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title

- Water Laboratory Examination, Class A

Description
- Online
- Possible areas of examination include feral coliform, gas chromatography, suspended solids, bio-monitoring, turbidity, and coliform.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice each month except for the month of June

Passing Criteria
- 70% and above

Reexamination
- 30 day waiting period must intervene between reexamination unless additional training received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.33

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Water Laboratory Operator, Class B

JOB DESCRIPTION

Return to Table of Contents

"Laboratory operator" means an individual who is in general supervision of a laboratory which performs laboratory analyses for waterworks and wastewater works and who is responsible for the accuracy of the laboratory tests and reports for the facility, but who does not operate the waterworks or wastewater works unless appropriately certified as an operator for that type facility.

SOC 19-4031

EDUCATIONAL REQUIREMENTS

Education Level

- 32 hours of DEQ approved class B laboratory training and 32 hours of DEQ approved class C laboratory training; An Associate's Degree or greater in certain sciences may be substituted for the 32 hours of DEQ approved class C training.

Continuing Education

- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience

- Minimum experience: 6 months of laboratory experience

Restrictions

- None

License Duration

- One year

Licensing Fees

- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title

- Water Laboratory Examination, Class B

Description

- Online
- Possible areas of examination include laboratory glassware, alkalinity, total coliform, and pH.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice each month except for the month of June

Passing Criteria
- 70% and above

Reexamination
- 30 day waiting period must intervene between reexamination unless additional training received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.33

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
707 N. Robinson St.
Oklahoma City, OK 73101-1677
Phone: (405) 702-8100
Fax: (405) 702-8101
Web: www.deq.state.ok.us

Mailing Address
P.O. Box 1677
Oklahoma City, OK 73101-1677

Water Laboratory Operator, Class C

JOB DESCRIPTION

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"Laboratory operator" means an individual who is in general supervision of a laboratory which performs laboratory analyses for waterworks and wastewater works and who is responsible for the accuracy of the laboratory tests and reports for the facility, but who does not operate the waterworks or wastewater works unless appropriately certified as an operator for that type facility.

SOC 19-4031

EDUCATIONAL REQUIREMENTS

Education Level
- 32 hours of DEQ approved class C laboratory training

Continuing Education
- Four hours of renewal training each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 18 years of age
- Ability to read and write

Restrictions
- None

License Duration
- One year

Licensing Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Water Laboratory Examination, Class C

Description
- Online
- Possible areas of examination include standard solution, turbidity, chlorine residual, pH, and alkalinity

Examination Fee
- $62 (included in application fee)

Dates
- At least twice a month except for the month of June

Passing Criteria
- 70% and above

Reexamination
- 30 day waiting period must intervene between reexamination unless additional training received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $18.33

LICENSING AGENCY

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Water Works Operator, Class A

JOB DESCRIPTION

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Water works operators control water treatment plant machines and equipment that purify and clarify water for human consumption and industrial use. Some of the duties of an operator include monitoring and maintaining equipment, determining and regulating chemical treatment, and testing water samples for impurities. Various branches at the city and state government employ the majority of water works operators.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 200 hours of related subject training
- Possible areas of study include general water treatment, state regulation, groundwater, and disinfection.

Continuing Education
- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 5 years of related experience, including at least two years of actual hands-on operating experience
- 18 years of age
- High school diploma or equivalent

Restrictions
- None

Certificate Duration
- One year (expires June 30 each year)

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Water Operator Examination A

Description

- Online
- Possible examination areas include general water treatment, state regulations, groundwater, and disinfections.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice each month except for the month of June

Passing Criteria
- 70% and above

Reexamination
- 30-day waiting period must intervene between reexaminations unless additional training has been received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

Oklahoma Department of Environmental Quality
Water Quality Division

Physical Address
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Oklahoma City, OK 73101-1677

Water Works Operator, Class B

JOB DESCRIPTION

Return to Table of Contents

Water works operators control water treatment plant machines and equipment that purify and clarify water for human consumption and industrial use. Some of the duties of an operator include monitoring and maintaining equipment, determining and regulating chemical treatment, and testing water samples for impurities. Various branches at the city and state government employ the majority of water works operators.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 100 hours of related subject training
- Possible areas of study include general water treatment, state regulation, groundwater, and disinfection.

Continuing Education
- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 3 years of related experience, including at least two years of actual hands-on operating experience
- 18 years of age
- High school diploma or equivalent

Restrictions
- None

Certificate Duration
- One year (expires June 30 each year)

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Water Operator Examination B

Description

- Online
- Possible examination areas include general water treatment, state regulations, groundwater, and disinfections.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice each month except for the month of June

Passing Criteria
- 70% and above

Reexamination
- 30-day waiting period must intervene between reexaminations unless additional training has been received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

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Water Quality Division

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Water Works Operator, Class C

JOB DESCRIPTION

Return to Table of Contents

Water works operators control water treatment plant machines and equipment that purify and clarify water for human consumption and industrial use. Some of the duties of an operator include monitoring and maintaining equipment, determining and regulating chemical treatment, and testing water samples for impurities. Various branches at the city and state government employ the majority of water works operators.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 36 hours of related subject training
- Possible areas of study include general water treatment, state regulation, groundwater, and disinfection.

Continuing Education
- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 1 years of related experience,
- 18 years of age
- High school diploma or equivalent

Restrictions
- None

Certificate Duration
- One year (expires June 30 each year)

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Water Operator Examination C

Description
- Online

- Possible examination areas include general water treatment, state regulations, groundwater, and disinfections.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice each month except for the month of June

Passing Criteria
- 70% and above

Reexamination
- 30-day waiting period must intervene between reexaminations unless additional training has been received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

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Water Works Operator, Class D

JOB DESCRIPTION

Return to Table of Contents

Water works operators control water treatment plant machines and equipment that purify and clarify water for human consumption and industrial use. Some of the duties of an operator include monitoring and maintaining equipment, determining and regulating chemical treatment, and testing water samples for impurities. Various branches at the city and state government employ the majority of water works operators.

SOC 51-8031

EDUCATIONAL REQUIREMENTS

Education Level
- 16 hours of related subject training
- Possible areas of study include general water treatment, state regulation, groundwater, and disinfection.

Continuing Education
- Four hours of continuing education each year in related subjects

ADDITIONAL REQUIREMENTS

Qualifications/Experience
- 18 years of age
- High school diploma or equivalent

Restrictions
- None

Certificate Duration
- One year (expires June 30 each year)

Certification Fees
- Application fee - $62
- Renewal fee - $46

EXAMINATION REQUIREMENTS

Examination Title
- Water Operator Examination D

Description
- Online

- Possible examination areas include general water treatment, state regulations, groundwater, and disinfections.

Examination Fee
- $62 (included in application fee)

Dates
- At least twice each month except for the month of June

Passing Criteria
- 70% and above

Reexamination
- 30-day waiting period must intervene between reexaminations unless additional training has been received
- Unlimited reexaminations

OKLAHOMA WAGE

Median Hourly Wage
- $14.00

LICENSING AGENCY

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Water Quality Division

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