DEED’s Job Vacancy Survey (JVS) Tool Tutorial

Step 1: Go to [https://mn.gov/deed/data/data-tools/job-vacancy/](https://mn.gov/deed/data/data-tools/job-vacancy/)

Step 2: Click on “Use the data tool” ([https://apps.deed.state.mn.us/lmi/jvs/Results.aspx](https://apps.deed.state.mn.us/lmi/jvs/Results.aspx))

Step 3: Data in the table show the “Number of Job Vacancies”, as well as the percent that are part-time, temporary or seasonal, the percent that require postsecondary education, a certificate or license, and at least 1 year of prior work experience.

Step 4: Data in the table show the hourly “Median Wage Offer” for the current job vacancies.

Step 5: Click on the [+] button next to an occupational group to display the detailed list of occupations.

Step 6: Click on the “SOC Code” to see historical job vacancy counts going back to 2001.

Step 7: Click on “More Vacancy Details”.

Data in the table show the “Number of Job Vacancies”, as well as additional details on “Education Requirements” (the percent requiring a high school diploma or less, vocational training, associate’s degree, or a bachelor’s degree or higher), “Prior Work Experience” (less than 1 year, 1-3 years, and 4+ years), “Wage Offers” (25th, 50th, and 75th percentile offers), and what percentage “Offer Health Care” insurance.

Step 8: Select a different quarter from the dropdown menu to see detailed data from a previous Job Vacancy Survey.

Step 9: Click on “Export Results” to sort the data in Excel.
Step 10: Click on “Change Area” ([https://apps.deed.state.mn.us/lmi/jvs/ChooseAreaMap.aspx](https://apps.deed.state.mn.us/lmi/jvs/ChooseAreaMap.aspx))

Step 11: Select the circle for “Occupation”, “Industry”, or “Firm Size”; Select the circle for “All”, “Part-time” or “Full-time”.

Step 12: Select the “Survey Area” you’re interested in, Select the area from the dropdown menu or from the map, Click “View Data”.

Step 13: Click “Export Results” to sort the data in Excel.

Data is available for several geographic regions including:
- All Minnesota
- Greater Minnesota vs. Twin Cities
- Economic Development Regions
- Planning Regions
- Zip Code

For additional help, contact your DEED Regional Analyst: