

DATA-PEOPLE-THINGS

DICTIONARY OF OCCUPATIONAL TITLES WORKER FUNCTIONS RATINGS

Every job requires a worker to function to some degree in relation to *data*, *people*, and *things*. The middle three digits of the DOT occupational code are the worker functions ratings of the tasks performed in the occupation. A separate digit expresses the worker's relationship to each of these three groups:

<u>DATA</u>	<u>PEOPLE</u>	<u>THINGS</u>
0 - Synthesizing	0 - Mentoring	0 - Setting Up
1 - Coordinating	1 - Negotiating	1 - Precision Working
2 - Analyzing	2 - Instructing	2 - Operating-Controlling
3 - Compiling	3 - Supervising	3 - Driving-Operating
4 - Computing	4 - Diverting	4 - Manipulating
5 - Copying	5 - Persuading	5 - Tending
6 - Comparing	6 - Speaking	6 - Feeding-Offbearing
	7 - Serving	7 - Handling
	8 - Taking Instructions-Helping	

Worker functions involving more complex responsibility and judgment are assigned lower numbers in these three lists while functions which are less complicated have higher numbers. For example, "synthesizing" and "coordinating" data are more complex tasks than "copying" data; "instructing" people involves a broader responsibility than "taking orders"; and "operating" things is a more complicated task than "handling" things.