

**Department of Employment Manufacturing Industry Survey – Fax to 1-877-827-9511  
or (307) 473-3829**



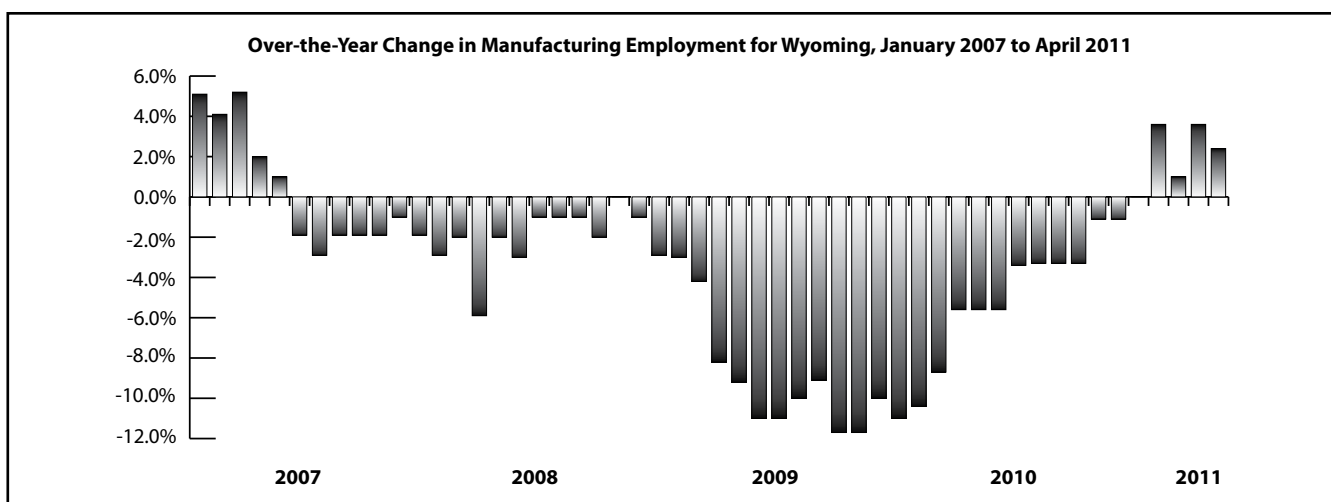
Wyoming Department of  
Employment  
Research & Planning  
P.O. Box 2760  
Casper, WY 82602  
(866) 579-3873  
<http://doe.state.wy.us/LMI>

Survey Date: May 20, 2011

***Please return form by mail, fax or  
telephone call by June 2, 2011***

***We expect this form to take approximately 5-10 minutes to complete***

**Did you know:** Wyoming's manufacturing industry is growing. As the graph below shows, employment in this industry has grown from year-ago levels during the first four months of 2011.



1. Our records show that your main products or services are related to those listed below. If they are not, please list your main products or services on the lines provided and continue with the rest of the questionnaire.

Work site

2. Does your company provide all of its own training internally?

☐ Yes    ☐ No

3. Do you currently have, or do you anticipate training needs by outside entities at this work site?

☐ Yes    ☐ No

*Please continue to page 2.*

**Instructions:** In the matrix below, please indicate by placing an “X” in the box where training is **provided** and where you believe there is a **need for training** not currently available for each occupation. There may be situations where training is neither provided nor needed; in those cases, *leave the space blank*.

4. Training Need: Leadership Skills Matrix	Type of Training																	
	Basic Supervisory Skills/ Supervisor's Environment	Managing Productivity		Developing Management and People Skills in Technically-Oriented People		Training & Coaching Skills		Problem Solving/ Decision Making		Using Creativity to Come up with New Perspectives and Solutions		Cross-Training, so Women are Receiving Equal Skill Sets		Recognizing Separate but Equal Work for Females and Males		Other (Please Specify)		
		Provided	Needed /Not /Not Provided	Provided	Needed /Not /Not Provided	Provided	Needed /Not /Not Provided	Provided	Needed /Not /Not Provided	Provided	Needed /Not /Not Provided	Provided	Needed /Not /Not Provided	Provided	Needed /Not /Not Provided			
Occupation																		
Management/Business and Financial Operations																		
Computer and Mathematical																		
Architecture and Engineering/ Life, Physical, and Social Science																		
Arts, Design, Entertainment, Sports, and Media																		
Healthcare Practitioners and Technical																		
Food Preparation and Serving-Related/ Building and Grounds Cleaning and Maintenance																		
Sales and Related																		
Office and Administrative Support																		
Construction and Extraction / Installation, Maintenance, and Repair																		
Production																		
Transportation and Material Moving																		

**Instructions:** In the matrix below, please indicate by placing an “X” in the box where training is **provided** and where you believe there is a **need for training** not currently available for each occupation. There may be situations where training is neither provided nor needed; in those cases, *leave the space blank*.

5. Training Need: Safety Matrix	Type of Training									
	Injury Illness Prevention Plan Setup		Confined Space Entry Training		OSHA/Regulatory		Equipment Operated Safely		Other	
	Provided	Needed / Not Provided	Provided	Needed / Not Provided	Provided	Needed / Not Provided	Provided	Needed / Not Provided	Provided	Needed / Not Provided
Occupation										
Management/ Business and Financial Operations										
Computer and Mathematical										
Architecture and Engineering/ Life, Physical, and Social Science										
Arts, Design, Entertainment, Sports, and Media										
Healthcare Practitioners and Technical										
Food Preparation and Serving-Related/ Building and Grounds Cleaning and Maintenance										
Sales and Related										
Office and Administrative Support										
Construction and Extraction/ Installation, Maintenance, and Repair										
Production										
Transportation and Material Moving										

<b>6. Other Training Sources</b> Please use the lines below to list any types of training not covered in this survey, and list the source that provided the training.	
Type of Training (e.g. basic skills, critical thinking, etc.)	Who provided the training
1.	
2.	
3.	
4.	
5.	
6.	

**7. Human Resource Acquisition Strategies**

**For the last person hired at this work site, how useful was each of the following human resource strategies and services in meeting your firm's needs? Please indicate by placing an "X" in the appropriate box.**

	Don't Know	Very Useful	Not Useful	Neither
1. Newspaper Vacancy Ads				
2. Word of Mouth				
3. Local Career Fairs				
4. Wyoming @ Work				
5. Community College				
6. Department of Workforce Services Local Office				
7. Work Readiness Certificate from the Department of Workforce Services				
8. Other (please specify)				

**8. Barriers to Business Expansion**

**Please indicate the degree to which the factors listed below are barriers to expansion for your business by placing an "X" in the appropriate box.**

	Don't Know	Very Important	Not Important	Neither
A Skills Shortage				
Manufacturing Fuel Costs				
Non-Fuel Manufacturing Input Costs				
Cost of Health Insurance				
Cost of Non-Health Insurance Employee Benefits				
Distance/Transportation Cost to Market				
Other (please specify)				

**Thank you for participating in this survey.**

**Contact Person Name and Title (Please Print)**

First \_\_\_\_\_ Last \_\_\_\_\_ Title \_\_\_\_\_

Phone number (Please include area code) \_\_\_\_\_

Email address \_\_\_\_\_

Would you like to receive a copy of the statistical report compiled from all of the questionnaire results?

☐

Yes

☐

No

All data collected by Research & Planning must, by the Workforce Investment Act (see: 29 USC sec. 491-2 (a)(2)) and the Wyoming Employment Security Law (section 27-3-603), be held in the strictest confidence, with results published only as summary statistics.