BULLETIN 2018-04 October 26, 2017

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| U.S. Department of Labor  Employment and Training Administration, Office of  Apprenticeship (OA)  Washington, D.C. 20210 | Distribution:  A-541 Hdqtrs  A-544 All Field Tech  A-547 SD+RD+SAA+; Lab.Com | Subject: New Apprenticeable Occupations: Bank Branch Manager; Operations Management; and Risk Consultation  Code: 200.1 |
| Symbols: DPQSP/KAJ | Action: Immediate |
| **PURPOSE:** To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, and other Registered Apprenticeship partners of new apprenticeable occupations:    Bank Branch Manager  O\*NET-SOC Code: 11-3031.02  RAPIDS 2.0 Code: 2059HY  Type of Training: Hybrid  Operations Management  O\*NET-SOC Code: 11-1021.00  RAPIDS 2.0 Code: 2060HY  Type of Training: Hybrid  Risk Consultation  O\*NET-SOC Code: 13-2099.01  RAPIDS 2.0 Code: 2061HY  Type of Training: Hybrid  **BACKGROUND:** Ms. Amy Jarnigan, Program Manager, on behalf of Wells Fargo, submitted the following occupations: Risk Consultation, Operations Management, and Bank Branch Manager for apprenticeability determination.  Bank Branch Manager responsibilities include: leadership, staff management, staff development and performance, consumer and commercial lending, record keeping, fiduciary responsibilities, customer relations, and financial auditing.  Operations Managers plan, direct, or coordinate the operations of public or private sector organizations. Duties and responsibilities include: formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services.  Risk Consultants develop quantitative financial products used to inform individuals or financial institutions engaged in saving, lending, investing, borrowing, or managing risk. In addition, risk consultants investigate methods for financial analysis to create mathematical models used to develop improved analytical tools or advanced financial investment instruments.  Bank Branch Manager, Operations Management, and Risk Consultation will be added to the List of Occupations Recognized as apprenticeable by OA when the list is reissued. Suggested Work Process Schedules and Related Instruction Outlines are attached.  If you have any questions, please contact Kirk Jefferson, Apprenticeship and Training Representative at (202) 693-3399.  **ACTION:** OA staff should familiarize themselves with this bulletin and the attached Work Process Schedules and Related Instruction Outlines, as a source for developing apprenticeship standards and/or providing technical assistance.  **NOTE:** This bulletin is being sent via electronic mail.  Attachments | | |