

Prospects for business associate professionals

11/2014  [Office associate professionals, EU, Occupation prospects](#)

Table of contents



[Summary](#)

Summary

Diverse group of office workers including administrative and specialised secretaries, business services agents, financial associate professionals and sales and purchasing agents.

Key facts:

- 7% of all EU-28 workers are employed as business associate professionals¹. The proportion of all EU jobs in this occupational group grew slightly from 2003 to 2013, but with fluctuations in employment levels in some areas, particularly between 2008 and 2010.
- These jobs are mainly – and increasingly – concentrated in the business and other services sector, although most new jobs are expected in the education, hotels and catering, and human health and social work sectors.
- The number of business associate professionals with high-level qualifications grew from 2003 to 2013, and is forecast to increase at a greater rate to 2025.
- Skills requirements vary depending on the specific occupation and sector people work in. However, communication, analytical and technological skills are required for most jobs.
- Organisational and environmental changes have affected, and will continue to affect, the industries that business associate professionals work in, whilst technological changes will impact on the nature of their work.

The full text of the Analytical highlight can be downloaded from the link below:

Attachment	Size
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Attachment [AH_BusinessAssociateProfessionals.pdf](#)

Size 321.56 KB

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