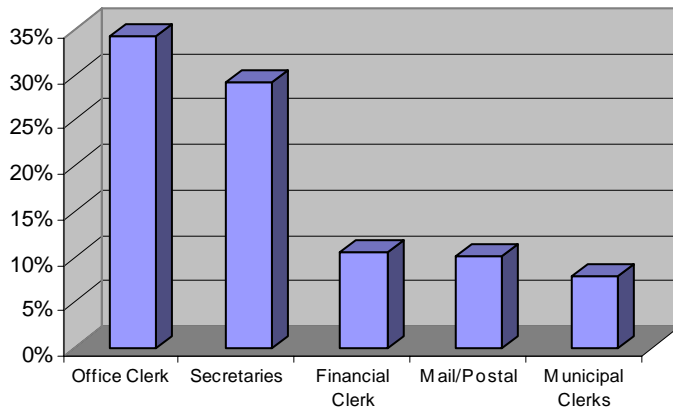
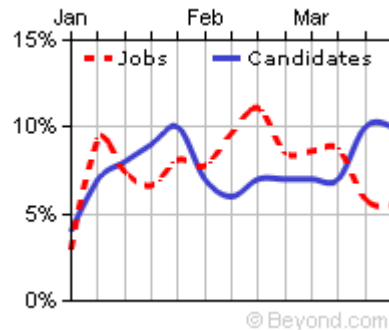


Candidate Breakdown – Percentage of Industry Clerical & Administrative



Clerical & Administrative Employment Trends (Percentage of Network – January 2008 to March 2008)



Clerical and Administrative Employment Forecast (Source: Bureau of Labor Statistics: Occupational Outlook Handbook, 2008-2009)

- Employment of general office clerks is expected to grow 13 percent between 2006 and 2016, although the employment outlook for office clerks will continue to be affected by the increasing use of technology, expanding office automation, and the consolidation of administrative support tasks.
- Secretaries and administrative assistants will have among the largest numbers of new jobs arise, about 362,000 over the 2006-16 period.

**You can effectively reach this market.
Here is how we can help.**

The Beyond.com Network is comprised of more than 15,000 general, local and niche-industry web sites that together have the power to reach more than **25 million business professional contacts** through its network community, with thousands of new members added each day. A complete listing of the Beyond.com Network sites can be found at: www.Beyond.com/Network.

The Clerical and Administrative Delivery Channel captures and delivers information tailored to meet the individual needs and goals of the administrative professional and corporate organization. In addition to searching for a new job, candidate, or industry-related resource materials, Beyond.com can help create a customized recruitment, marketing or advertising campaign that will effectively reach your company's targeted audience.

Branding and advertising opportunities include:

- Job Posting Packages
- E-Mail Marketing and Sponsorships
- Corporate Branding & Spotlights
- Banner Advertising
- Alerts and Keyword Purchases

Quarterly Channel Statistics	
Active Candidates	1,029,452
Active Resumes*	948,133
Jobs Posted	74,179
Channel Sites	72
Email Contacts	1,131,487
Monthly Channel Statistics	
Job Views	195,604
Online Applications	83,069
New Candidates	63,834
New Resumes	58,679

Most Popular Candidate Titles (%)
1. Office Clerk (11.60)
2. Receptionist (9.75)
3. Secretary (8.94)
4. File Clerk (8.58)
5. Executive Secretary (6.57)
6. Information & Record Clerk (6.48)
7. Information Clerk (4.89)
8. Word Processor or Typist (4.69)
9. Order Clerk (2.97)
10. Correspondence Clerk (2.93)

Cities with the Most Jobs Posted
1. Los Angeles, CA
2. New York, NY
3. San Diego, CA
4. Houston, TX
5. St. Louis, MO

*Includes only one resume per candidate

Clerical and Administrative 1QT08 Industry Outlook

The Beyond.com Network

By using the power of the Beyond.com Network, your company can be as broad or as specific as necessary in its search to target the critical audience to maximize the value of your recruiting, marketing or advertising campaign. You can target national, regional, state, city, specialty or industry-specific areas. Located below are a few listings of top states, keyword searches and web sites that should be considered:

Top 10 States for New Candidates (%)
1. California (12.92)
2. Florida (11.41)
3. Texas (9.95)
4. Georgia (7.04)
5. New York (5.05)
6. North Carolina (4.74)
7. Pennsylvania (3.71)
8. Colorado (3.30)
9. Michigan (3.16)
10. Arizona (3.03)

Top Clerical & Administrative Key Words Searched by Candidates:
Administrative Assistant, Clerical, Receptionist, Data Entry, Secretary, Executive Assistant, Clerk, Work from Home, Office Manager, and Administration

City Sites

PhillyJobs.com	ManhattanJobs.com	SeattleJobs.com
BeyondLosAngeles.com	ChicagoCareerSite.com	PhoenixJobs.com
SanFranciscoGigs.com	AlbanyCareerPath.com	DallasJobsite.com

Industry Sites

AdministrativeJobs.com	ClericalAssistant.com	ReceptionistJobs.com
ClericalPosition.com	AdministrativeJobsite.com	AdminCareers.net
AdminGigs.com	SecretaryJobsite.com	ClerkJobsite.com

Key Clerical & Administrative Demographics

In addition to the extensive reach of the Beyond.com Network, it is also important to understand key demographics for the Clerical and Administrative Delivery Channel such as years of experience, educational background, length of job search and candidate personality traits. As you can see, 73% of our network candidates have pursued higher education, 67% have 5 or more years of experience, and 47% have chosen the Beyond.com Network within the first 2 weeks of their job search. This translates into a significant opportunity for your company to tap into a highly-talented, knowledgeable and fresh candidate pool.

Experience Level	%
Less than 1 year	4.44
1-3 Years	13.10
3-5 Years	15.94
5-10 Years	23.07
10-15 Years	15.41
15-20 Years	12.44
21+ Years	15.60

Educational Background	%
Post Graduate Degree	15.01
4 Year College Degree	12.55
2 Year College Degree	43.58
Some College	1.77
High School Diploma	27.09

Length of Job Search	%
Just Started	32.84
2 Weeks	14.16
4 Weeks	12.13
6 Weeks	6.62
2 Months	8.72
3 Months	8.85
6 Months	7.04
9 Months	3.13
12 Months	1.02
Over 1 Year	5.50

Channel Personality Type: ISFJ (Introvert, Sensor, Feeler, Judger)
ISFJ traits include: cautious, gentle, and thoughtful; hesitant until they know people well then affectionate and caring; very literal and aware of the physical world; uncompromising about personal standards and easily offended; diligent and conscientious, organized and decisive. The most important thing to ISFJs is living a stable, predictable life and helping people in real ways.

Start with Us...

Beyond.com will help maximize your campaign today. Contact us now at LPSales@Beyond.com or by dialing 1-866-694-5627. Together we will help you Go Beyond!