advanced-level job. Work that requires special skills, knowledge, and experience.

career ladder. A sequence of related jobs—from entry-level to advanced—available at different education levels.

career plan. A list of steps to take to reach a career goal.

decision-making process. A proven way to make important decisions carefully and logically.

entry-level job. Work for beginners who lack experience or specialized training.

major decisions. Tough choices requiring careful thought because they affect a person’s career and personal life.

routine decisions. Choices that most people make automatically about everyday matters, such as what to eat and wear.