

What can I do with this major?

Business Administration

This degree is designed for students who wish to follow a broad curriculum with an interest in the complexities of the world of business. Among the most flexible majors, the skills learned from a business administration curriculum can be teamed with interests, passions, experiences or locale. The program allows students to select from a number of professional options, including: finance, international business, management, marketing, human resource management, organizational management, accounting, health administration and sports management. The program also prepares students for graduate school.

Skills/Competencies Associated with Business Administration Majors:

- Strong communication skills
- Ability to work well with people and data
- Strong leadership skills
- Works well with technology
- Ability to inspire productivity and loyal
- Adaptable and flexible
- Professional, honest and trustworthy

Related Occupations:

Account Executive	Department Store Manager	Operations Manager
Administrative Aide	Director of Career Services	Politician
Advertising Executive	Entertainment Agent	Production Superintendent
Airport Manager	Foreign-Exchange Trader	Promotions Manager
Bank Manager	Gov't Services Administrator	Public Relations Manager
Benefits Manager	Hospital Administrator	Purchasing Agent
Branch Manager-Any Industry	Hotel/Motel Manager	Quality Control Auditor
Budget Officer	Human Resources Manager	Real Estate Agent/Broker
Chief Executive Officer	Industrial Relations Director	Recreation Manager
City Manager	Information Systems Manager	Reports Analyst
Commodity – Industry Analyst	Insurance Agent	Restaurant/Food Manager
Communications Officer	International Business Manager	Retail Sales Manager
Compensation Manager	Investment Banker	Sales Manager
Computer Operations	Job Analyst	Securities Trader
Supervisor	Labor Relations Manager	Service Manager
Comptroller	Logistics Specialist	Service Organization Manager
Construction Supervisor	Management Analyst	Stock Broker
Consultant	Management Trainee	System Coordinator
Convention Manager	Manufacturing Supervisor	Traffic Manager
County Prosecutor	Market Information Specialist	Training Manager
Credit Analyst	Market Research Analyst	Transportation Director
Credit and Collections Manager	Media Planner	Urban Planner
Data Base Manager	Occupational Analyst	Wholesale Sales Representative

*This is only a partial list and not meant to limit you. Come to Career Services to explore your options further.

Strategies:

- Obtain internship(s) in field of interest
- Participate in a management or leadership training program
- Work part time in a business setting
- Assist in the planning of a civil/social event
- Enhance communication and computer skills
- Expand networking contacts

Resources:

College Central Network

www.collegecentral.com/gmc

American Management Association

www.amanet.org/

American Business Women's Association

www.abwa.org

O*NET OnLine

<http://online.onetcenter.org>

Executive and Management Job List

www.nationjob.com/management

Marketing/Management Jobs

www.marketingjobs.com

American Advertising Federation

www.aaf.org

American Marketing Association

www.marketingpower.com

Occupational Outlook Handbook

www.bls.gov/oco

Black Business Association

www.bbala.org

America's Small Business Development Center Network

www.asbdc-us.org/

Business Job Finder

www.careers-in-business.com

Small Business Administration

www.sba.gov

Public Relations Society of America

www.prsa.org

Society for Human Resources Mgt.

www.shrm.org

National Management Association

<http://nma1.org/>

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