



Management

Management

Entry-level/Management-trainee

Supervision of employees and operations

Project management

Team management

Information management

Operations management (See Below)

Middle management

Top management

Management Employers

Nearly every type of organization across industries offer management positions:

- Banks and financial institutions
- Retail stores
- Restaurants
- Hotels and other facilities
- Service providers
- Healthcare organizations
- Manufacturers
- Software and technology companies
- Educational institutions

Local, state, and federal government

Nonprofit organizations

Self-employed

Management Strategies

Be prepared to start in entry-level management trainee positions or corporate rotational training programs.

Gain related experience through internships or summer and part-time jobs.

Work at a retail store or restaurant; advance into an assistant manager position.

Get involved in student organizations and assume leadership roles.

Demonstrate a strong work ethic, integrity, and a sense of independence.

Take courses in a secondary specialty such as marketing or information systems to increase job opportunities.

Learn to communicate effectively with a wide variety of people and to work well on a team.

Develop strong problem solving skills.

Human Resource Management

Recruiting/Staffing

Compensation

Benefits

Training

Safety

Employee relations

Industrial relations

Organizational development

Equal employment opportunity

Employment law

Consulting

Human Resource Management Employers

Large organizations in a variety of industries:

- Banks and financial institutions
- Retail stores
- Restaurants
- Hotels and other facilities

Service providers

- Healthcare organizations
- Manufacturers
- Software and technology companies
- Educational institutions
- Temporary or staffing agencies

Executive search firms

Local, state, and federal government

Labor unions

Major nonprofit organizations

Human Resource Management Strategies

Take courses in the social sciences such as psychology and sociology.

Gain relevant experience through internships.

Hone your verbal and written communication skills.

Learn to solve problems creatively, and build strong conflict resolution skills.

Develop strong computer skills because many human resource systems are automated.

Join the Society of Human Resource Management and other related professional associations.

Be prepared for continuous learning once in the profession, and seek endorsements such as the Professional Human Resource Certification or Certified Employee Benefits Specialist.

Earn a master's degree for career advancement or a law degree for employment law.

Operations Management

Operations research analysis:

- **Business strategy**
- **Facilities layout**
- **Inventory control**
- **Personnel scheduling**

Production management:

- **Line supervision**
- **Manufacturing management**
- **Production planning**
- **Quality assurance**

Materials management:

- **Purchasing/buying**
- **Traffic management**
- **Inventory management**

**Operations
Management
Employers**

Manufacturers

**Industrial
organizations**

Service organizations

Operations Management Strategies

Develop strong analytical skills and a logical approach to problem solving. Skills in budgeting and cost management are also important.

Take courses in logistics, statistics, or computer systems. This is a more technical side of management.

Learn to manage multiple situations and problems.

Be able to communicate effectively with different types of people in various functional areas.

Earn an MBA to reach the highest levels of operations management.

Insurance

Sales

Claims

Underwriting

Risk management

Asset management

Loss control

Customer service

**Insurance
Employers**

Insurance firms

**Insurance
brokers**

Insurance Strategies

Complete an internship with an insurance agency.

Talk to professionals in the industry to learn more about claims, underwriting, and risk management. Many entry-level positions exist in these areas.

Initiative and sales ability are necessary to be a successful agent or broker.

Develop strong communication skills as many positions require interaction with others and the ability to explain information clearly and concisely.

There are many certifications in the insurance industry. Research those relevant to your area.

General Management Information

Management is a broad business degree that can lead to many career opportunities. Students should clearly define their career goals and gain the skills and experiences needed through internships, part-time jobs, or summer positions.

Get involved in student organizations and seek leadership roles.

Learn to work well on a team and to interact effectively with a wide variety of people.

Strong communication skills, including public speaking, are important to achieving success in this field.

Conduct informational interviews with professionals in jobs of interest to learn about their work environments.

Join related professional organizations and pursue certifications in your area of interest.

Develop and utilize a personal network of contacts. Once in a position, find an experienced mentor.

Look for companies that hire new graduates into rotational training or corporate leadership development programs to gain exposure to multiple functional areas.

Consider earning an MBA after gaining work experience to reach the highest levels of business management.