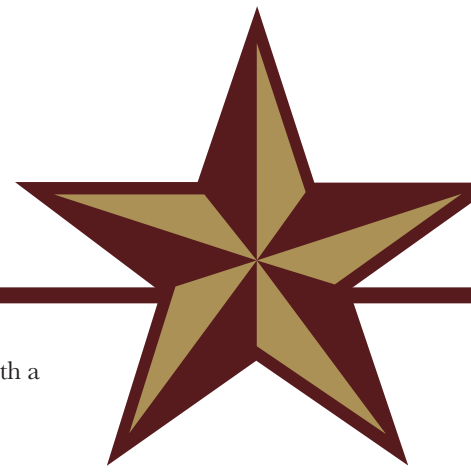


# Management Careers

## What can I do? Where can I go?



Business management is a versatile field that offers opportunities for individuals with a variety of interests and skills. Talented business managers are in demand and may remain so as the global business environment becomes more complex.

If you get along well with people, have an interest in business and technology, and have excellent communication skills, you could be a good fit for a career in this field. The ability to think critically and a willingness to work independently are important factors in determining success in business management. In addition, an enjoyment of solving complex problems and an understanding of complicated financial data are helpful.

### Studying Business Management

A business management program provides the knowledge and tools to launch new business ideas and succeed in management positions. Management is the organizational process that includes strategic planning, setting objectives, managing resources, and deploying the human and financial assets needed to achieve objectives and measure results. Management also includes recording and storing facts and information for later use or for others within the organization.

### Management Skills

- Analytical
- Attention to details
- Brainstorming ability
- Communication: oral and written
- Implementation skills
- Leadership ability
- Organizational
- Persuasion skills
- Teamwork
- Computer
- Critical Thinking
- Time-management

### Sample Job Titles

- Billing Supervisor
- Business Manager
- Customer Service Manager
- Executive Director
- Fundraising Director
- Hotel/Resort Manager
- Marketing Manager
- Personnel Manager
- Quality Control Manager
- Restaurant Manager
- Retail Manager

### Possible Work Setting

- Consulting Firm
- Financial Services Industry
- Human Resources Dept.
- Private/Government
- Convention Centers
- Cruise ships, Resorts
- Travel Agencies
- Sports Industry

### Career Paths

*(Some of the occupations outlined in this brochure may require additional education or training)*

### Real Estate

Throughout history, the right to own property has become part of our civilization. Real estate occupations assist people in the process of purchasing properties according to the laws and regulations necessary. Different types of real estate include: commercial, office and industrial real estate, farm and land brokerage, real estate appraising, land development, urban and regional planning.

### Sample Job Titles

- Appraiser
- Broker
- Developer
- Property Development Officer
- Property Manager
- Lease administrator
- Project Planner
- Building manager/coordinator
- Planning Director
- Real Estate Counselor
- Government Property Mgt.
- Real Estate Clerk/Agent

### Professional Organizations

- \*The Real Estate Library [www.relibrary.com](http://www.relibrary.com)
- American Planning Association [www.planning.org](http://www.planning.org)
- American Real Estate and Urban Economics Association [www.areuea.org](http://www.areuea.org)
- American Society of Appraisers [www.appraisers.org](http://www.appraisers.org)
- American Society of Farm Managers and Rural Appraisers [www.asfmra.org](http://www.asfmra.org)
- Counselors of Real Estate [www.cre.org](http://www.cre.org)
- Council of Real Estate Brokerage Managers [www.creb.com](http://www.creb.com)
- National Association of Realtors [www.realtor.com/default.aspx](http://www.realtor.com/default.aspx)
- Pension Real Estate Association [www.prea.org](http://www.prea.org)
- Realtors Land Institute [www.rtiland.com](http://www.rtiland.com)
- Society of Industrial and Office Realtors [www.sior.com](http://www.sior.com)

## Hotel/Restaurant/Travel Management

The hospitality industry strives to meet the needs of customers, whether providing a clean and comfortable room or a great and reasonable meal. Opportunities in the food service industry include large chain restaurants, healthcare facilities such as hospitals, nursing homes, and contract food service companies. Travel agents assist in planning and making travel arrangements for vacations and business trips.

### Sample Job Titles

- Food Service Manager
- Corporate Administrator
- Lodging Manger
- Chef-Steward
- Travel Agent
- Reservation Agent
- Banquet Manager/Staff
- Assistant Manager
- Front Office Manager
- Hotel/Restaurant Manager
- Guest Service Manager
- Travel Counselor
- Property Acquisitions
- Tour & Agency Manager
- Community Relations
- Activities Planner
- Recreation Manager

### Professional Organizations

- American Society for Healthcare Food Service Administration [www.ashfsa.org](http://www.ashfsa.org)
- American Society of Travel Agents [www.asta.org](http://www.asta.org)
- Council of Hotel and Restaurant Trainers [www.chart.org](http://www.chart.org)
- Hospitality Information Technology Association [www.hitaworld.org](http://www.hitaworld.org)
- Hospitality Sales and Marketing Association International [www.hsmi.org](http://www.hsmi.org)
- National Association of Black Hotel Owners, Operators and Developers [www.nabhood.com](http://www.nabhood.com)
- Hospitality Online [www.hospitalityonline.com/jobs](http://www.hospitalityonline.com/jobs)
- Hotel Manager Jobs [www.hotelmanagerjobs.com](http://www.hotelmanagerjobs.com)

## International Business

Studies in International Business develop an understanding of the global environment and how businesses must adapt to that environment.

### Resources

- Society for Human Resource Management [www.shrm.org](http://www.shrm.org)
- International Assoc. for Human Resources Information Mgt. [www.ihrim.org](http://www.ihrim.org)
- American Staffing Association [www.staffingtoday.net](http://www.staffingtoday.net)
- American Society for Training and Development [www.astd.org](http://www.astd.org)
- Great Place to Work Institute [www.greatplacetowork.com](http://www.greatplacetowork.com)

## Retail & Sales

Retail & Sales is directly selling products to consumers or selling of goods from one business to another. The exchange of goods can be at the manufacturing level or in service industries. Selling can also be broken into retail, wholesale, specialties and door-to-door. It can also include technical sales such as computer, electronic, and electrical equipment, pharmaceutical and chemical, biological and biotechnological, aerospace manufacturing, motor vehicle, telecommunications and so on.

### Sample Job Titles

- Account Executive
- Account Representative
- Area Director
- Area Manager
- Assistant Buyer
- Buyer
- Buyer Trainee
- District Manager
- Market Representative
- Merchandise Manager
- National Sales Manager
- Operations Coordinator
- Product Manager
- Regional Manager
- Sales Director
- Sales Manager
- Salesperson
- Service Representative

### Professional Organizations

- Direct Selling Association [www.dsa.org](http://www.dsa.org)
- Direct Selling Women's Alliance [www.mydsawa.org](http://www.mydsawa.org)
- Electrical Equipment Representative Association [www.eera.org](http://www.eera.org)
- International Biometric Industry Association [www.ibia.org](http://www.ibia.org)
- National Association of Sales Professionals [www.naspc.com](http://www.naspc.com)
- National Association for Retail Marketing Services [www.narms.com](http://www.narms.com)
- National Society of Pharmaceutical Sales Trainers (formerly Society of Pharmaceutical and Biotech Trainers) [www.spbt.org/en/home](http://www.spbt.org/en/home)
- Professional Society for Sales and Marketing Training [www.smt.org](http://www.smt.org)

## Texas State University-Student Organizations

- Alpha Kappa Psi (Business)
- Collegiate Entrepreneurs Organization (CEO)
- Beta Gamma Sigma (Business)
- Hispanic Business Students Association (HBSA)
- Phi Chi Theta (Business)
- Society of Future Business Leaders
- Society of Human Resource Management

Information compiled from: Career Services at University of Wisconsin-River Falls  
University Career Services at North Carolina State University  
Office of Student Academic Services Undergraduate Programs at University of Hawaii  
BusinessSchools.com • Office of Career Services at The Catholic University of America  
Career Center at University of North Carolina-Wilmington

[www.careerservices.txstate.edu](http://www.careerservices.txstate.edu)

LBJ Student Center Suite 5-7.1 • 512.245.2645 • [CareerServices@txstate.edu](mailto:CareerServices@txstate.edu)