

BUSINESS

SAMPLE OCCUPATIONS Please ask a career advisor for help in identifying resources for the following occupations and job titles. Note that some of these options may require an advanced degree.

ACCOUNTING

Accounting Clerk
Financial/Bank Examiner
Loan Officer
Budget Analyst
Bursar
Business Teacher
Certified Public Accountant
City/County Auditor
Corporate Bookkeeper
Cost Accountant
Credit Analyst
Credit Counselor
Customs Inspector
General Accountant
Industrial Accountant
Internal/External Auditor
Office Manager
Property Accountant
Purchasing Agent
Revenue Agent
Salary Wage Administrator
Securities Broker
(Consultant)
Special Investigator (FBI)
State / Federal Auditor
Systems Accountant
Systems Analyst
Tax Accountant
Tax Auditor
Treasurer
Utility Accounts Director

FINANCE

Account Analyst
Bank Examiner
Bank Teller
Bank Trust Officer
Bond Broker
Budget Consultant
Budget Officer
Chief Financial Officer
Commercial Lender
Commodities Trader
Comptroller
Credit Analyst
Credit Manager
Estimator
Financial Analyst
Financial Consultant
Financial Manager
Financial Planner
Financial Services Sales
Agent
Financial Technician
Investment Analyst
Loan Officer

Loan Underwriter
Operations Manager
Purchasing Agent
Management Analyst
Special Agent
Stock Broker
Treasurer

HOSPITALITY

ADMINISTRATION
Apartment Resident Manager
Area Manager
Casino Management
Catering Coordinator
Chief Purser
Contract Food and Service
Manager
Data Processing Supervisor
Entertainment Management
Executive Chef
Food and Beverage
Controller
Food and Beverage Director
Food Broker
Food Service Manager
Golf Management
Hotel/Motel Manager
Meeting and Convention
Planner
Operations Manager
Recreation Facility Manager
Resort Manager
Revenue Management
Sales Rep, Food Products
Travel Guides

HUMAN RESOURCES/ PERSONNEL

Arbitrator
Director of Human
Resources
Educational Consultant
Employee Benefits Manager
Employment Interviewer
H.R. Generalist/Specialist
Industrial Relations Director
Job Analyst
Labor Relations Manager
Ombudsman
Rate Analyst
Trainer
Vice President of
Administration
Wage & Salary Analyst

MANAGEMENT, GENERAL

Budget Officer
Business Administrator
Business Owner
City Administrator
County Administrator
Entrepreneur
Forms & Management
Analyst
Lobbyist
Management Analyst
Management Consultant to
Government
Manager, Retail Store
Operations Director
Planning Analyst
Sales Manager
Sports Agent
Supervisor
Trainer
Urban Planner
Vice President of Operations

MANAGEMENT INFO. SYSTEMS

Communications Consultant
Computer Programmer
Computer Systems Manager
Database Administrator
Information Manager
Program Analyst
Systems Analyst
Telecommunications
Consultant
Traffic Manager
(Also *see the MIS match-
major sheet*)

MARKETING

Account Executive
Advertising Manager
Business Agent
Buyer
Field Representative
Inventory Control Manager
Lobbyist
Manufacturers
Representative
Market Research Analyst
Marketing Director
Merchandise Manager
Pharmaceutical Dealer
Public Relations Specialist
Purchasing Agent
Purchasing Manager

Wholesaler
Writer/Author

MULTINATIONAL BUSINESS

Export Manager, Agent
Foreign Exchange Trader
Import/Export Broker
International Banker/Analyst
International Market
Researcher
International Relations
Specialist
International Trade Specialist
Manager, Overseas Branch

REAL ESTATE

Asset Manager
Agent
Appraiser
Broker
Closing Agent
Developer
Feasibility Analyst
Financial Analyst
Investment Broker
Investment Sales Associate
Leasing Associate
Marketing Research
Mortgage Banker
Mortgage Broker
Mortgage Officer
Mortgage Originator
Mortgage Underwriter
Portfolio Manager
Property Manager
Real Estate Broker
Real Estate Associate
Title Examiner

RISK MANAGEMENT & INSURANCE

Actuary
Agent/Broker
Appraiser
Claims Adjuster
Claims Representative
Fraud Prevention Specialist
Insurance Adjuster
Insurance Agent
Insurance Analyst
Loss Prevention Engineer
Risk Manager
Underwriter
Underwriter Analyst

SAMPLE CAREER CENTER PRINT RESOURCES

Careers for Computer Buffs and Other Technological Types
IIA CF-C6

Careers for High-Energy People & Other Go-Getters IIA CF-
H45

Careers for Number Crunchers and Other Quantitative Types
IIA CF-N8

Careers in Accounting IIB 13-2011.01 G2

Careers in Business IIB 13-1000 S7

Careers in Finance IIB 13-2000 R3

Careers in Management Consulting VIB1 W6

Careers in Marketing IIB 41-0000 S6

Careers in Travel, Tourism, and Hospitality IIB 39-6000 E2

Computers, Business, & Office IIA CIC-3

Opportunities in Advertising Careers IIB 11-2011 P4

Opportunities in Banking Careers IIB 13-2000 P3

Opportunities in Business Management Careers IIB 11-0000
P65

Opportunities in Hotel/Motel Management Careers IIB 11-9081
H4

Opportunities in Human Resources Management Careers IIB 11-
3040 T8

Opportunities in Insurance Careers IIB 41-3021 S2

Opportunities in International Business Careers IIB 13-1000.01
A7

Opportunities in Marketing Careers IIB 41-0000 S7

Opportunities in Property Management Careers IIB 11-9141 E9

Opportunities in Real Estate Careers IIB 41-9020 E9

Opportunities in Sales Careers IIB 41-0000 D3

Peterson's MBA Programs IIB 11-0000 P4

Your Career in Human Resource Development IIB 13-1073 S7

For POSSIBLE electronic format for these or other related resources, use the FSU Libraries Catalog at lib.fsu.edu; select Advanced Catalog Search: **Keywords Anywhere** = vocational And **Title Keywords** = type a specific career area (think of alternate terms to describe your career in case one doesn't give results).

OTHER SOURCES OF INFORMATION

Choices Planner

www.bridges.com/cpflorida/

eDISCOVER

www.act.org/discover/login

(Obtain a User ID from a career advisor)

Encyclopedia of Careers & Voc. Guidance
IIA E6 v. 1-5

Occupational Outlook Handbook

www.bls.gov/oco/

O*NET

www.onetcenter.org/

SIGI 3

www.career.fsu.edu/sigi

(Obtain a User ID from a career advisor)

One Wire Finance, Precise Career Connections

<http://www.onewire.com/>

SAMPLE WORK SETTINGS

Accounting Firms

Advertising Agencies

Banks

Communications Industry

Construction Companies

Consulting Firms

Corporations

Entertainment Industry

Financial Institutions

Golf Course Management

Health Care

Hotels / Motels, Resorts, Clubs

International Companies

Investment Firms

Labor Unions

Local, State and Federal

Government

Manufacturers

Professional Associations

Real Estate

Restaurants

Retail Stores/Associations

Small Businesses

SAMPLE PROFESSIONAL ORGANIZATIONS

American Accounting Association

Sarasota, FL

www.aaahq.org/index.cfm

American Hotel and Lodging

Association

Washington, DC

www.ahla.com/

American Management Association

New York, NY

www.amanet.org/

American Marketing Association

Chicago, IL

www.marketingpower.com/

Society for Human Resource

Management

Alexandria, VA

www.shrm.org/

Nat'l Assn. of Real Estate Brokers

Lanham, MD

www.nareb.com/

For other related professional organizations, use Gale's Organization through FSU Libraries database at lib.fsu.edu; select List all Databases; select Gale's Ready Reference shelf; choose Organizations.

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Available in alternative format upon request.

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