

MAJOR TO CAREER GUIDE

Management

Lee Business School

Mission of the Lee Business School

To advance the knowledge and practice of business, develop business leaders, and foster intellectual and economic vitality through the creation and dissemination of knowledge and outreach.

Visit this site for more information:

<http://business.unlv.edu/>

About the Management Major

The program of study for the Management major prepares students for management positions in various sectors of business and industry, including banking and finance, retail, hospitality, service providers, and healthcare as well as local, state, and federal government, nonprofit organizations, and self-employment. Some important learning outcomes are: Identify and explain the major tasks of the manager; Discuss and apply major theories concerning the behavior of people in modern business organizations.

Value of Management Major

Value of Major to the Career: A minimum BSBA majoring in Management is necessary to a successful progression in the Management career field. It is the essence of the first steps in general management in the private or public sector.

Organizations Hiring Management majors

- Banks and financial institutions
- Companies all sizes & industries
- Federal Agencies e.g. FBI, IRS, SEC, GAO, OMB
- Higher Education e.g. Universities, Colleges
- Non-Profits e.g. Hospitals, Public Schools.

UNLV Academic Advising for Management Majors:

Academic Advisors meet with students about their academic goals and assist in constructing a plan for graduation. Advisors can also help students understand how their experiences at UNLV can lead to a career in their desired field.

Lee Business School Advising Center

Phone: 702-895-3363

Campus Location: BEH 100

<http://business.unlv.edu/LBS-Advising/>

Management Career Options

- General Management
- Human Resource Manager
- Retail managers
- Operations Management
 - Business strategy
 - Facilities layout
- Production Management
 - Manufacturing management
 - Quality assurance
- Materials Management
 - Purchasing/buying
 - Inventory management
- Sales
- Government
- Education
- Non-Profit Agencies

UNLV Student Organization: Students in Free Enterprise (SIFE)

SIFE is an international non-profit organization that works with leaders in business and higher education to mobilize university students to make a difference in their communities. Participating students form teams on their campuses and apply business concepts to develop outreach projects that improve the quality of life and standard of living for people in need..

Faculty Advisor: Dr. Dan McAllister, 895-3211

daniel.mcallister@unlv.edu

Graduate Program: MBA

Since 1968, the UNLV MBA Programs offer a rich variety of opportunities for anyone interested in the demanding world of business. Technology has changed the structure of how people communicate and interact, and the business world is no different. The MBA Programs provide students with the skills and knowledge necessary to succeed in the fast-paced, always changing world of business through innovative and dynamic programs and courses. The faculty and staff at UNLV are very proud to be your partners in building a successful career.

The program is designed to provide a breadth of management and business skills, knowledge and tools to become visionary and creative leaders.

<http://business.unlv.edu/mba>

Helpful Career Information

Employers rate candidate soft skills/qualities in order of importance

- 1 Ability to verbally communicate with persons inside and outside the organization
- 2 Ability to work in a team structure
- 3 Ability to make decisions and solve problems
- 4 Ability to plan, organize and prioritize work
- 5 Ability to obtain and process information
- 6 Ability to analyze quantitative data
- 7 Technical knowledge related to the job
- 8 Proficiency with computer software programs
- 9 Ability to create and/or edit written reports
- 10 Ability to sell or influence others

Source: Job Outlook 2013

Courtesy of the National Association of Colleges and Employers

Visit the Career Occupational Handbook to learn more about a specific occupation:

<http://www.bls.gov/ooh/>

The OCH covers hundreds of occupations and describes: What They Do, Work Environment, How to Become One, Pay, and more. Each profile also includes BLS employment projections for the 2010–20 decade.

Career Exploration/Planning

FOCUS 2: UNLV's computerized assessment that profiles your interests, abilities, and values and helps you find a career that's right for you.

<http://hire.unlv.edu/careerAssessment.html>

Myers-Briggs Type Indicator (MBTI): Assessment designed to identify how you are energized, how you take in information, how you make decisions, and how you approach life.

<http://hire.unlv.edu/careerAssessmentMBTI.html>

Lee Business School Career Services: Provides opportunities for students to gain access to a range of employers, employment information, job search strategies, career planning and coaching.

Location: BEH 210
Phone: 702-895-1139

UNLV Career Services

Career Services encourages ALL UNLV students to take advantage of their services, which include:

- Assistance with developing a career plan and choosing a major
- Career counseling and guidance on building a RESUME
- Preparing for an interview, assistance with job searching and networking.

Phone: 702-895-3495

Campus Location: SSC-A 2nd Floor

<http://hire.unlv.edu/>

Internship Opportunities

Management Internships: The MET department seeks to prepare students with the knowledge and skills required for success in business and to promote interaction of faculty and students with the business and academic communities. To accomplish this goal, we arrange internships to provide professional training not available through normal classroom settings. These experiences aid in developing skills, gaining relevant work experience and becoming acquainted with business professionals. Internships may be industry, government agencies and nonprofit organizations. See this site for more information

<http://business.unlv.edu/met/>

MEDIAN SALARIES BY DISCIPLINE 2010

Career	Salary Range	Median Salary
Administrative & Services Manager	\$41,420-\$135,300	\$77,890
Industrial Production Manager	\$52,640-\$148,020	\$87,160
HR Manager	\$61,560-\$166,400	\$99,180
Training & Dev. Manager	\$50,470-\$148,950	\$89,170
Bus. & Fin. Operations	N/A	\$60,670
All Occupations	N/A	\$33,840

Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, 2012-13 Edition*, <http://www.bls.gov/ooh/>

UNLV | ACADEMIC
ADVISING
Collaborate to Graduate