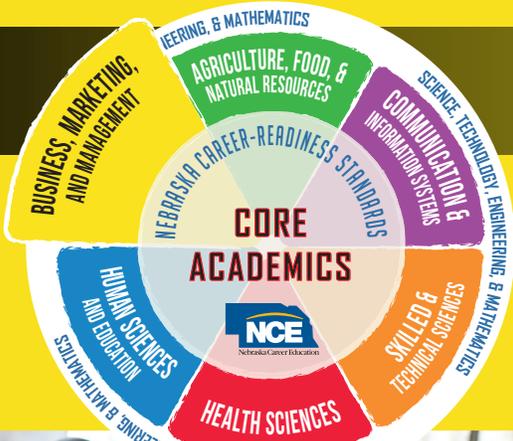




Business Management and Administration

This career cluster prepares for career opportunities that are dedicated to performing administrative managerial processes vital to the success and on-going existence of a business organization, regardless of the sector or industry in which the business resides or the product/service it provides.



BUSINESS MANAGEMENT & ADMINISTRATION H3 OCCUPATIONS

	Average Entry Wage
General and Operations Managers	\$54,453
Management Analysts	\$54,138
Business Operations Specialists, All Other	\$48,372
Human Resources Specialists	\$37,654
Training and Development Specialists	\$34,579
Computer and Information Systems Managers	\$78,306
Managers, All Other	\$56,479
Administrative Services Managers	\$52,837
Industrial Production Managers	\$58,934
Operations Research Analysts	\$44,428
Human Resources Managers	\$78,163
Compensation, Benefits, and Job Analysis Specialists	\$42,234

This H3 list based on projected highest number of openings in Nebraska through 2024. Source: Nebraska Department of Labor, Office of Labor Market Information.

Find more H3 jobs at: h3.ne.gov



TYPICAL HIGH SCHOOL CLASSES

- Introduction to Business
- Management and Leadership
- Business Law
- Entrepreneurship
- Accounting
- Business Communications
- Business in a Global Economy
- Financial Services

CAREER & TECHNICAL STUDENT ORGANIZATIONS

GET INVOLVED WITH THESE ORGANIZATIONS!



VIRTUAL CAREER TOURS OF NEBRASKA BUSINESSES



www.necareertours.com

Education Pathways to begin your career	Certificate	Diploma	Associate Degree	Bachelor's Degree	Military
ADMINISTRATIVE PROFESSIONAL / OFFICE MANAGEMENT	✓	✓	✓		✓
BUSINESS ADMINISTRATION			✓	✓	✓
BUSINESS ADMIN., ACCOUNTING, ENTREPRENEURSHIP AND LOGISTICS	✓	✓	✓		✓
BUSINESS TECHNOLOGY	✓	✓	✓		
BUSINESS, MARKETING, INFORMATION TECHNOLOGY TEACHER				✓	
ENTREPRENEURSHIP	✓	✓	✓		
HUMAN RESOURCES MANAGEMENT				✓	✓
INTERNATIONAL BUSINESS			✓	✓	
LOGISTICS AND MATERIAL MANAGEMENT			✓	✓	✓
MANAGEMENT ASSISTANT	✓				
MANAGEMENT INFORMATION SYSTEMS				✓	✓
MARKETING SPECIALIST			✓	✓	
OPERATIONS MANAGEMENT AND SUPERVISION				✓	✓
REAL ESTATE			✓		
RETAIL MANAGEMENT			✓		✓

Advanced and professional degrees not included on this chart.

Check out all education and training options. Entry into these careers may begin with:

- Apprenticeships
- On-the-job training
- Attaining stackable credentials
- Entry-level employment

Entrepreneurship is a career choice!



Start your own business!



Business Management and Administration expects an average of **4,553 job openings** each year.

EXPLORE MORE AT

For diplomas, certificates and associate degrees in most NE Community Colleges: www.mygreatcareer.com

For all types of pathways including professional degrees: www.NebraskaCareerConnections.org or www.mynextmove.org

For military careers: www.careersinthemilitary.com or www.todaysmilitary.com

It is the policy of the Nebraska Department of Education not to discriminate on the basis of gender, disability, race, color, religion, marital status, age or national origin in its education programs, administration, policies, employment or other agency programs.

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