Ask a working professional if he or she ever uses management skills in a sales role or if a pharmacist ever uses Business Administration in his or her day-to-day work. Naturally, in every field there is an overlap of responsibilities. While it is essential for some to receive a specialized education, others know that regardless of the field into which they enter, they will need a myriad of skills. In today’s world, it is difficult for students to know exactly what field in which they will want to work after they graduate. Many students even enter college looking for a more general education, allowing for versatility in the job market into which they enter. In learning a variety of different skills and concepts, students and graduates can search for a wider variety of jobs and feel equipped to perform well in all of them.

A degree in business administration from Saint Joseph’s University gives students a healthy cross-section of courses in finance, accounting, business intelligence, food marketing, management, and pharmaceutical & healthcare marketing, in addition to some courses offered in the College of Arts & Sciences. Furthermore, in the tradition of Jesuit education and comprehensive learning, Saint Joseph’s provides a focus in each discipline on the moral and ethical challenges facing business today. Business administration students also have a wide variety of opportunities beyond the classroom. With the American Marketing Association, Delta Sigma Pi, and the Entrepreneurship Society among the many extra-curricular offerings, SJU students are able to apply their classroom skills and begin doing in addition to learning.

LEARN MORE ABOUT THE BUSINESS ADMINISTRATION MAJOR:
- Visit the Business Administration website: [http://www.sju.edu/int/academics/hsb/bsa/index.html](http://www.sju.edu/int/academics/hsb/bsa/index.html)
- Visit the Haub School of Business Leahy Advising Center, located in Mandeville 289
- Contact the Management Department to schedule a meeting with a faculty member by calling 610-660-1630
- Speak with current students in the major
- Schedule an appointment with the Career Development Center by calling 610-660-3100

WHAT CAN I DO WITH A MAJOR IN BUSINESS ADMINISTRATION?
Whatever you put your mind to! You can learn much more at [www.onetonline.org](http://www.onetonline.org). Following are descriptions of just a few of the careers you might pursue:

**Buyer:** Buys merchandise or commodities for resale to consumers at the wholesale or retail level. Analyzes past buying trends, sales records, price, and quality of merchandise to determine value and yield. Selects, orders, and authorizes payment for merchandise according to contractual agreements. May conduct meetings with sales personnel and introduce new products.

**Human Resources Manager:** Plans, directs, and coordinates human resource management activities of an organization to maximize the strategic use of human resources and maintain functions such as employee compensation, recruitment, personnel policies, and regulatory compliance.

**Recruiter:** Seeks out, interviews, and screens applicants to fill existing and future job openings and promote career opportunities within an organization.
**Sales Manager:** Directly supervises sales workers in a retail establishment or department. Duties may include management functions, such as purchasing, budgeting, accounting, and personnel work, in addition to supervisory duties.

**HOW CAN I ENGAGE MY INTEREST IN BUSINESS ADMINISTRATION OUTSIDE THE CLASSROOM?**
There are so many opportunities to get involved at Saint Joseph’s University — and to develop experience in your major while doing so! Here are just a few:

American Marketing Association student chapter  
Cooperative Education Program  
Delta Sigma Pi  
Entrepreneurship Society  
Internship Program

**OUTCOMES — A CLOSER LOOK AT SJU GRADUATES WITH DEGREES IN MANAGEMENT:**
The general major in management, graduates of which serve as the basis for the outcomes data below, has recently been replaced by new major offerings in business administration; leadership, ethics & organizational sustainability; family business & entrepreneurship and managing human capital. As depicted in the chart below, the majority of new graduates have started their careers in the financial services and insurance fields. Many others have selected a variety of industries. (Data from Saint Joseph’s University Career Development Center’s Post-Graduation Survey, 2008 – 2012.)

*Other industries include: Education; Government; Healthcare/Medicine/Biotech; Human & Community Service; Law; Not-for-Profit; Pharmaceuticals; Real Estate/Construction; Transportation/Shipping/Logistics

Here is a sampling of positions our graduates have accepted:

- Accountant  
- Analyst  
- Assistant Manager  
- Associate  
- Assurance Associate  
- Audit Associate  
- Auditor  
- Consultant  
- Corporate Accountant  
- Credit Analyst  
- Financial Advisor  
- Financial Management Officer  
- Fund Accountant  
- Hedge Fund Analyst  
- Junior Accountant  
- Lieutenant  
- Outsourcing Manager  
- Project Accountant  
- Property & Casualty Accountant  
- Realtor  
- Revenue Field Auditor Trainee  
- Royalties Administrator  
- Staff Accountant  
- Systems & Process Assurance Associate  
- Systems Analyst  
- Tax Analyst  
- Tax Associate

![Management Majors' Chosen Industries](chart.png)
Organizations that have hired our graduates include:

Amper, Politziner & Mattia  
ARAMARK  
Asher & Company, Ltd.  
Bloomberg  
Briggs, Bunting & Dougherty LLP  
Brinker, Simpson & Co., LLC  
Cadient Group  
CBIZ  
Central Intelligence Agency  
Citigroup  
Credit Suisse  
Deloitte  
U.S. Department of Revenue  
Drucker & Scaccetti, PC  
Ernst & Young  
Fishbein & Company, PC  
Grant Thornton LLP  
KPMG  
Kreischer Miller  
LECG  
Novak Francella LLP  
ParenteBeard  
PENN Capital Management  
The Pew Charitable Trusts  
Philadelphia Insurance Companies  
Philadelphia Union League  
PricewaterhouseCoopers  
SEI Investments  
Simon & Schuster, Inc.  
The Siegfried Group, LLP  
United States Marine Corps  
Wawa, Inc.  
Weichert Realtors

Some of the graduate schools in which our students have continued their education, in programs including Business and Law:

George Mason University  
LaSalle University  
Rutgers University  
San Diego State University  
State University of New York  
Temple University  
University of Notre Dame  
Villanova University


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FULL NAME
1000 Overbrook Avenue, Philadelphia PA 19131
610-111-1111 • firstlastname@email.com

EDUCATION
Saint Joseph's University, Erivan K. Haub School of Business, Philadelphia, PA
Bachelor of Science in Business Administration, May 2014

Community College of Philadelphia, Philadelphia, PA
Associate's Degree, May 2011
Major: Business Administration
Cumulative GPA: 3.68
Awards and Honors
• Academic Honors List, Fall 2008-Spring 2011
• VIST Financial Future Business Scholarship
• Phi Theta Kappa Honor Society Membership

LEADERSHIP AND SERVICE EXPERIENCE
International Business Society, Saint Joseph's University
Secretary, September 2012 – Present
• Serve as an executive board member of the club. Organize all society meetings. Assist with an average of 6 annual society-sponsored events

Simpson House, Philadelphia, PA
Volunteer, September 2012 – Present
• Interact with elderly residents in group and individual formats on a weekly basis to provide companionship

PROFESSIONAL EXPERIENCE
First Federal Bank, Philadelphia, PA
Teller, 2012-Present
• Receive and process transactions accurately; pay out funds as required
• Develop unique interpersonal relationships with existing and potential customers and branch staff to create a harmonious, trusting banking environment
• Assist branch in achieving sales goals by contacting customers by phone, reviewing reports to determine sales opportunities and making sales referrals to appropriate staff members

COMPUTER SKILLS
Skilled in Microsoft applications including Microsoft Word, Excel, PowerPoint and Outlook

FURTHER ASSISTANCE WITH YOUR MAJOR AND CAREER OPTIONS:
The Career Development Center can help you with the process of choosing a major and exploring your career options. For assistance, please call 610-660-3100 to schedule an appointment to meet with a Career Counselor.