



# what can I do with a degree in... human resource management



## OCCUPATIONAL TITLES

- Human Resource Generalist
- Director of Human Resources
- Employment and Placement Manager
- Employment, Recruitment, and Placement Specialist
- Recruiter
- EEO Officer
- Affirmative Action Coordinator/Officer
- Employer Relations Representative
- Compensation, Benefits and Job Analyst
- Occupational Analyst
- Compensation Manager
- Employee Benefits Manager
- Employee Assistance Plan Manager
- Employee Welfare Manager
- Training & Development Manager and Specialist
- Training Specialist
- Director of Industrial Relations
- Labor Relations Manager
- Conciliator
- Mediator
- Arbitrator
- International Human Resources Manager

## EMPLOYMENT SETTINGS

- Local/state/federal government agencies
- Labor unions
- Business
- Healthcare
- Social services
- Staffing agencies
- Manufacturing industries
- Financial services
- Insurance companies
- Real estate firms
- Hospitals
- Commercial banks
- Computer and data processing services
- Management and public relations firms

### *Occupational Titles cont...*

- Human Resources Information System Specialist
- Personnel Consultant
- Personnel Development Specialist
- Human Resources Coordinator
- Position Classifier

## TYPICAL WORK ACTIVITIES

- Processing and managing employee benefits
- Recruiting new employees
- Interviewing prospective employees
- Hiring new personnel
- Provide training opportunities to enhance employee skills
- Promote on-the-job satisfaction

## SKILLS & ABILITIES

- Ability to communicate effectively with people
- Conflict resolution
- Negotiating
- Training
- Planning and developing programs
- Conducting surveys
- Evaluating training practices
- Screening
- Interviewing
- Testing
- Evaluating

## RESOURCES AND INTERNET SITES

- National Society for SHRM: [www.shrm.org](http://www.shrm.org)
- American Society for Training and Development: [www.astd.org](http://www.astd.org)
- HR.com
- HR Jobs: [www.shrm.org/jobs](http://www.shrm.org/jobs)
- HR World: [www.hrworld.com](http://www.hrworld.com)
- Monster Human Resources: [www.monsterhr.com](http://www.monsterhr.com)
- HR Job Net: [www.hrjobnet.com](http://www.hrjobnet.com)
- Jobs For HR: [www.jobs4hr.com](http://www.jobs4hr.com)
- Employee Benefits Jobs: [www.benefitslink.com/jobs/index.shtml](http://www.benefitslink.com/jobs/index.shtml)
- World at Work: [www.worldatwork.com](http://www.worldatwork.com)



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