



2nd Floor, Mitten Hall (215) 204-7981 www.temple.edu/careerdev/

## **Human Resources Administration**

*What can you do with this major?*

<b><u>Types of Industries/Occupational Areas</u></b>		
Private Industry Consulting Firms	Health Care Organizations Government Agencies	Employment Agencies
<b><u>Related Occupations</u></b>		
Affirmative Action Coordinator Benefits Administrator Benefits Analyst Benefits Manager Compensation Administrator Compensation Analyst Compensation Manager Education/Training Manager	Employee Relations Manager Employment Manager Equal Opportunity Officer Human Resources Generalist Industrial Relations Specialist Job Analyst Labor Relations Specialist Labor Relations Supervisor Labor Relations Manager	Occupational Analyst Personnel Manager Placement Specialist Recruiter Recruiting Manger Staffing Manager Trainer Training Manager
<b><u>Skills/Competencies</u></b>		
Strong Communication Skills Fairmindedness Attention to detail	Interpersonal skills Good Listening Skills Good work ethic	Adaptability
<b><u>Additional Resources</u></b>		
www.shrm.org www.astd.org www.vault.com	www.bls.gov/oco www.ifebp.org	www.worldatwork.org www.wetfeet.com
<p>*This sheet is designed to aid you in identifying compatibility between your major area of study and viable occupational choices. This is meant only to stimulate your thinking. By no means is it an exhaustive list you should limit yourself to. You are encouraged to meet with a Career Coordinator in Career Development Services to explore your options further.</p>		