

CAREER OPPORTUNITIES IN

# FINANCE AND BUSINESS INDUSTRY SECTOR



## 10 TIPS FOR CHOOSING THE RIGHT CAREER FOR YOU

*How does a person know what career to work toward?  
There is no perfect answer, but the following 10 tips will  
get you off to a good start.*

- 1 Get to know yourself** – Complete more than one self-assessment test.
- 2 Identify your strengths and weaknesses** – What do you do well and what do you not do well?
- 3 Develop an inventory of careers** – Write down some careers that might interest you.
- 4 Research different careers** – Talk to others and use the Internet.
- 5 Write the pros and cons** – List positives and negatives about the careers that interest you.
- 6 Network** – Discuss your ideas with others.
- 7 Talk with people who work in your area of interest** – Family and friends are great resources.
- 8 Find a mentor** – Find someone with whom you can discuss your career selection.
- 9 Experiment** – Take a related class or part-time job.
- 10 Don't give up** – "If there is a will, there is a way."



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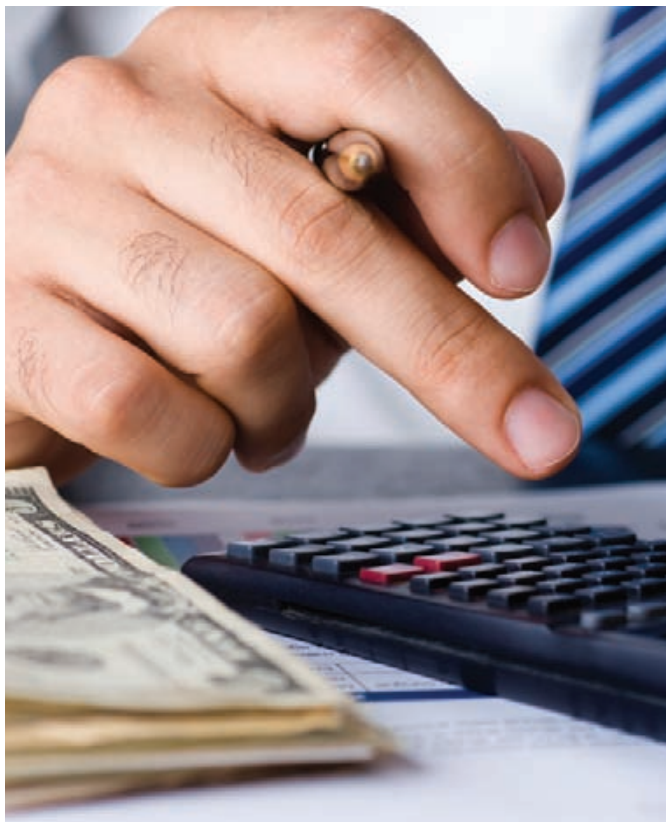
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Business relies on financial and personnel managers to keep companies running smoothly. The pathways in the Finance and Business Industry Sector are key to successful business operations and offer a multitude of career opportunities. Students will discover that accounting skills are highly marketable and provide opportunities in many other career paths. Pathway instruction includes basic accounting principles and procedures, as well as computer applications, taxes, investments, and asset management. Someone with an understanding and an affinity for mathematics would thrive in the Finance and Business Industry Sector.

Web sites  
for further information:

[www.californiacareers.info](http://www.californiacareers.info)

[www.whodouwant2be.com](http://www.whodouwant2be.com)

[www.californiacolleges.edu](http://www.californiacolleges.edu)

[www.edd.ca.gov/Jobs\\_and\\_Training/](http://www.edd.ca.gov/Jobs_and_Training/)

# Career Pathways



## Accounting Services Pathway

The job market for accountants and auditors is estimated to grow steadily in the future with job opportunities in high demand. Accounting is essential to business institutions and organizations. Students in the accounting pathway will learn how to prepare, analyze, and verify financial reports, as well as design, install, and maintain general accounting systems.

### CAREERS/CAREER AREAS:

- Accounting
- Loan Officer
- Account Clerk
- Payroll Clerk
- Cost Estimator
- Budget Analyst
- Controller
- Insurance Appraiser
- Assessor
- Bookkeeper
- Auditor
- Financial Analyst
- Personal Financial Advisor
- Tax Preparer
- Financial Examiner



## Banking and Related Services Pathway

The Banking and Related Services Pathway can lead to an exciting career while also making you a savvy consumer. Money is something we all deal with on a daily basis and having an arsenal of knowledge on the subject may increase your capital. Students will learn basic concepts of banking and related financial services such as loans, credit, and payment services. Knowledge of banking regulations is also necessary for handling financial transactions.

### CAREERS/CAREER AREAS:

- Bank Teller
- Loan Counselor
- Claims Examiner
- Credit Analyst
- Loan Officer
- Credit Manager
- Internal Auditor
- Revenue Agent
- Business Teacher
- Actuary
- Account Collector
- Budget Analyst
- Escrow Officer
- Appraiser
- Purchasing Agent



## Business Financial Management Pathway

Students in the Business and Financial Management Pathway learn how to provide investment analysis and guidance to help businesses and individuals with investment decisions. Insurance, stocks, and commodities are topics covered in this pathway. Students will learn how to explore, apply, and monitor investment opportunities for a stable financial future.

### CAREERS/CAREER AREAS:

- Credit
- Financial and Management Analyst
- Insurance Appraiser
- Loan Officer
- Personal Financial Advisor
- Tax and Claims Examiner
- Underwriter
- Financial Planner
- Securities Officer
- Stockbroker
- Economist
- Treasurer
- Budget Analyst
- Purchasing Agent
- Arbitrator/Mediator

