

## Focusing Education on the Future!



# CAREER PATHWAY HUMAN RESOURCES

Dual or Tech/Career Seal

People working in the Human Resources pathway recruit, interview and hire the most qualified employees and match them to the positions for which they are best suited. Those who work in this pathway also comply with employment and labor laws, provide training and implement activities that boost employees' satisfaction.

### Major Courses

Students must take THREE pathway concentration courses and ONE additional pathway elective course.

#### Pathway Concentration Courses (3):

- Business Essentials (formerly Business Management)
- Communications for Business
- Legal Environment of Business (formerly Business Law)
- Marketing Principles

#### Pathway Elective Courses (1):

- Apprenticeship/Internship
- Business Data Applications
- Business Document Processing
- Business Procedures
- Computer Applications
- Entrepreneurship: Building a Business
- Multimedia Presentations & Communication Technology
- Principles of Accounting I
- Other Pathway Concentration Course

### Other Recommended Courses

- Individual & the Law
- Journalism
- Peer Leadership
- Psychology
- Sociology
- Speech
- Statistics

### Post-Secondary Degrees, Diplomas & Certificates

#### Technical Colleges

- Business Management
- Database Specialist
- Human Resource Specialist
- Leadership Development
- Management & Supervisory Development
- Supervisory Specialist
- Team Leader Specialist

#### Colleges/Universities

- Business Management
- Communications
- Human Resources Management
- Management
- Management Supervisory Development
- Marketing



Human Resources Manager  
Corporate Trainer  
Meeting & Convention Planner  
Interpreter & Translator  
Personnel Recruiter  
Occupational Analyst

International Human Resources Manager  
Employment & Placement Manager  
Equal Employment Opportunity Specialist  
Compensation and Benefits Manager  
Training & Development Manager  
OSHA/ADA Compliance Officer

Human Resources Coordinator  
Employment Interviewer  
Human Resources Consultant  
Payroll Professional  
Pay Equity Officer  
Assignment Clerk

C  
A  
R  
E  
E  
R  
S

### EMPLOYMENT OUTLOOK

Individuals trained in human resources are employed in numerous industries. Others are self-employed and work as consultants. Employment in this area is expected to grow about as fast as the average for all occupations through the year 2010. Other openings will result from the need to replace workers who transfer to other occupations or leave the workforce. The most successful job applicants will have a college degree along with work experience in this field.