

## **BUSINESS ADMINISTRATION – INTERNATIONAL BUSINESS TRACK**

### **What is International Business?**

“Today's successful business executives think globally. Marketing, manufacturing and finance managers must be well educated in international business, bolstered by a fluency in a second language, to compete in both domestic and international environments.” Harvey Falk, Vice Chairman and President, Liz Claiborne, Inc.

### **Related Career Titles**

International Account Executive	International Media Planner	International Restaurant Manager
International Bank Manager	International Stock Broker	International Job Analyst
International Consultant	International Purchasing Agent	International Travel Agent
International Real Estate Agent/Broker	International Financial Analyst	International Quality Control Auditor
International Commodities Trader	International Bookkeeper	International Economist
International Finance Writer	International CEO	International Appraiser
International Loan Officer	International Sales Analyst	Foreign Exchange Trader
International Account Representative	International Advertising Executive	International Marketing Specialist
International Financial Planner	International Buyer	International Product Manager

Learn more about International Business occupations by going to <http://www.bls.gov/ooh> or by visiting the links listed below.

### **How do you get ready?**

- Entry-level positions are generally in the U.S., with mid-level positions involving some international travel. Corporations hire employees with the most experience or skills set for overseas work.
- Target larger firms that may be more likely to employ contracting services.
- Develop linguistic skills. Learn a second and third language.
- Demonstrate intercultural competency, sensitivity and tolerance.
- Gain experience in communications with people from other countries. Get to know international students on your campus.
- Live and/or work abroad while in school.
- Commit to a continuous study of the host country's language.

- Develop a good understanding of etiquette and business practices in the subject country.
- Look for temporary positions abroad.
- Obtain daily papers in target city to determine international and national news, business features, real estate markets and community calendars.
- Work domestically with an international firm as a contract representative.
- Develop traits such as creativity, initiative, tenacity, a willingness to take risks, an adventurous spirit, and a sense of humor.

### Related Major Skills

Oral & written communication	Organizational numerical analysis
Interpretation problem-solving teamwork	Marketing
Computer literacy	Creative thinking
Critical thinking	Planning and budgeting
Decision making	Analytical skills
Time management	Management (people and activities)
Reading/writing another language	Communicating between cultures
Understanding cultural diversity	

**What about the future?** (from <http://www.allbusinessschools.com/business-careers/international-business/salary/>)

“While job growth depends on the area of business in which you choose to work, the prospects for success in international business grow as the world shrinks due to technology. According to the U.S. Bureau of Labor Statistics, the demand for business administrators is expected to grow about as fast as average for all occupations. But, as corporations establish operations overseas or seek to strengthen their bonds with existing global partners, demand for those with specialized skills—such as translation, ethics, advising and management—will likely increase.”

### Available at Albright College Career Development Center’s Resource Library

- Opportunities in International Business Careers, by Jeffrey S. Arpan
- Great Jobs for Economics Majors, by Blythe Camenson
- Career Opportunities in Banking, Finance, and Insurance, by Thomas Fitch
- Careers for Born Leaders and Other Decisive Types, by Blythe Camenson
- Careers for Financial Mavens and Other Money Movers, by Marjorie Eberts and Margaret Gisler
- Careers for Number Crunchers and Other Quantitative Types, by Rebecca Burnett
- Opportunities in Bank Careers, by Adrian A. Paradis
- Opportunities in Government Careers, by Neale Baxter
- Opportunities in Social Science Careers, by Rosanne J. Mare

## **Disclaimer**

Links to Internet sites are provided for your convenience and do not constitute an endorsement by Albright College or the Experiential Learning and Career Development Center.

## **Job and Internship Search Links**

- Top Language Jobs <http://www.toplanguagejobs.co.uk/>
- JobSite UK <http://www.jobsite.co.uk>
- Job search Website targeted to Africa <http://www.kazinow.com>
- OverseasJobs, <http://www.overseasjobs.com>
- CareerBank.com <http://www.careerbank.com>
- Work Gateways [www.workgateways.com](http://www.workgateways.com)

## **Career Planning Links**

- Going Global <http://www.goinglobal.com/>

## **Professional Associations Links**

- Foreign Policy Association <http://www.fpa.org>
- World Trade Organization <http://www.wto.org>
- World Economic Forum <http://www.weforum.org>
- World Bank Group <http://www.worldbank.org>
- United States International Trade Commission <http://www.usitc.gov>
- International Bureau of Chambers of Commerce <http://www.iccwbo.org/>
- International Association of Business Communicators <http://www.iabc.com>
- United States Council for International Business <http://www.uscib.org/>

## **Miscellaneous**

- Academy of International Business <http://www.aibworld.net>
- Europages: The European Business Directory <http://www.europages.com>
- Global Service Corps, <http://www.globalservicecorps.org>
- International Affairs Resources, <http://www2.etown.edu/vl/>
- Rotary International, <http://www.rotary.org/foundation>
- The Peace Corps, <http://www.peacecorps.gov>
- Union of International Associations, <http://www.uia.org>
- United Nations, <http://www.un.org/english/>
- YMCA International, [www.ymca.net](http://www.ymca.net)