



TOP 5 HIGH-VALUE OCCUPATIONS IN BUSINESS, MANAGEMENT & ADMINISTRATION

Occupation	Pathway	Median Wage
General and Operations Managers	General Management	\$94,380
Bookkeeping, Accounting, and Auditing Clerks	Administrative Support	\$37,880
First-Line Supervisors of Office and Administrative Support Workers	Administrative Support	\$49,000
Management Analysts	Operations Management	\$77,960
Human Resources Specialists	Human Resources Management	\$57,350

For a complete list of careers within this cluster and to review occupations specific to your workforce region, visit careerpathways-nm.com.

Core Skills

- Management of Financial Resources
 - Mathematics
 - Writing
 - Programming
 - Reading Comprehension
- Negotiation
 - Persuasion
 - Speaking
 - Operations Analysis
 - System Analysis

SCAN TO EXPLORE MORE CAREERS IN THIS CLUSTER



Career Pathways and Occupations

Business Information Management Pathway

Computer and Information Systems Managers

Operations Management Pathway

- Administrative Services Managers

Biofuels Production Managers

Biomass Power Plant Managers

Business Continuity Planners

Business Operations Specialists, All Other

Customs Brokers

Energy Auditors
- Facilities Managers

Fundraisers

Geothermal Production Managers

Hydroelectric Production Managers

Industrial Production Managers

Management Analysts

Meeting, Convention, and Event Planners
- Online Merchants

Operations Research Analysts

Project Management Specialists

Purchasing Managers

Quality Control Systems Managers

Security Management Specialists

Sustainability Specialists

General Management Pathway

- Brownfield Redevelopment Specialists and Site Managers

Chief Executives

Chief Sustainability Officers

Compliance Managers

Entertainment and Recreation Managers, Except Gambling
- General and Operations Managers

Investment Fund Managers

Loss Prevention Managers

Managers, All Other

Personal Service Managers, All Other
- Regulatory Affairs Managers

Security Managers

Supply Chain Managers

Wind Energy Development Managers

Wind Energy Operations Managers

Human Resources Management Pathway

- Compensation and Benefits Managers

Compensation, Benefits, and Job Analysis Specialists

Human Resources Managers
- Human Resources Specialists

Labor Relations Specialists
- Training and Development Managers

Training and Development Specialists

Administrative Support Pathway

- Bookkeeping, Accounting, and Auditing Clerks

Communications Equipment Operators, All Other

Correspondence Clerks

Customer Service Representatives

Data Entry Keyers

Executive Secretaries and Executive Administrative Assistants

File Clerks

First-Line Supervisors of Office and Administrative Support Workers

Human Resources Assistants, Except Payroll and Timekeeping

Information and Record Clerks, All Other

Interviewers, Except Eligibility and Loan
- Library Assistants, Clerical

Mail Clerks and Mail Machine Operators, Except Postal Service

Meter Readers, Utilities

New Accounts Clerks

Office and Administrative Support Workers, All Other

Office Clerks, General

Office Machine Operators, Except Computer

Order Clerks

Patient Representatives

Payroll and Timekeeping Clerks

Postal Service Clerks
- Postal Service Mail Carriers

Postal Service Mail Sorters, Processors, and Processing Machine Operators

Procurement Clerks

Receptionists and Information Clerks

Secretaries and Administrative Assistants, Except Legal, Medical, and Executive

Shipping, Receiving, and Inventory Clerks

Stockers and Order Fillers

Switchboard Operators, Including Answering Service

Telephone Operators

Word Processors and Typists