WHAT CAN I DO WITH A MAJOR IN ... OPERATIONS

OCCUPATIONAL OVERVIEW:
According to the Bureau of Labor Statistics (BLS) (2013), operations managers “plan, direct, or coordinate the operations of companies or public and private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources.” The O*NET website (2013) lists the following as some of the common responsibilities of General and Operations Managers: “oversee activities directly related to making products or providing services; manage staff, preparing work schedules and assigning specific duties; establish and implement departmental policies, goals, objectives, and procedures, conferring with board members, organization officials, and staff members as necessary; determine staffing requirements, and interview, hire and train new employees, or oversee those personnel processes; and plan and direct activities such as sales promotions, coordinating with other department heads as required.”

EMPLOYMENT REQUIREMENTS:
According to the BLS (2013), educational requirements for managers range from a high school diploma to a Master’s degree, depending on the industry and the exact responsibilities of the position. Consult O*Net for more information on the specific KSAs (Knowledge, Skill, Ability) that are required for this career.

THE UNIVERSITY OF NEW MEXICO:
The Operations Management concentration provides students with management skills for planning, coordinating, and controlling the people and technology used to transform raw materials into goods and services. The Anderson School of Management at the University of New Mexico offers both Bachelor’s and Master’s degrees in Business Administration with an Operations Management focus. For more information about these programs, please see the UNM Anderson School of Management website.

INDUSTRIES & TARGET EMPLOYERS:
A variety of employers specifically recruit UNM students and alumni. Consult UNM’s Lobo Career Connection for a complete list of employers and current job postings. Speak with a Career Development Facilitator at the UNM Office of Career Services for help with identifying employers or additional resources for your occupation of choice.

SUGGESTED STRATEGIES:
- Gain professional experience in your area of interest through involvement in internships, student employment, Co-ops, and/or volunteer opportunities. Internship opportunities are listed on the Anderson Career Services website and are also sent out through the concentration list-servs.
- Shadow professionals in your field of interest to gain a better understanding of their occupation and to build relationships with professional mentors.
- Take advantage of the many networking opportunities sponsored by Anderson Career Services.
- Get involved on campus through student organizations and campus events. Find organizations and events at the Student Activities Center website.
- Attend career-related campus events such as career fairs, company information sessions, and or career workshops.
- Students who are interested in graduate school should maintain a high undergraduate GPA and develop relationships with faculty and community leaders.
- Speak with mentors and faculty about career opportunities.
- Additional information can be found on your department’s website, list-servs, newsletters, and social media sites.
### OPERATIONS MANAGERS

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<th>Location</th>
<th>Pay Period</th>
<th>10%</th>
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### INFORMATIONAL WEBSITES:
- Association for Operations Management
  - [http://www.apics.org](http://www.apics.org)
- Institute for Supply Management
  - [http://www.ism.ws/](http://www.ism.ws/)
- Production & Operations Management Society
  - [http://www.poms.org/](http://www.poms.org/)

- [http://onetonline.org](http://onetonline.org)

### REFERENCES:
- University of New Mexico, Anderson School of Management (2013). Retrieved from [http://www.mgt.unm.edu/](http://www.mgt.unm.edu/)