

# BUSINESS

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## What can I do with a degree in Business, Accounting concentration?

### Skills

As an undergraduate student in Accounting, you have many employability skills that are currently in demand. It is important that you are able to communicate these skills to potential employers. Some of these skills include:

- Problem solving
- Adapting well to frequent change
- Organization skills
- Numerical computation skills
- Analyzing and interpreting data
- Critical thinking
- Oral and written communication skills
- Computer literacy
- Systemizing skills
- Efficiency
- Working independently or in teams
- Logical thinking
- Ethical behaviour and professionalism
- Knowledge of database management and enterprise (instead of computer literacy)
- Diplomacy
- Technological proficiency
- [Ontario Skills Passport](#)

### Potential Career Options

- Accountant (CA, CMA, CGA)
- Actuary
- Administrator
- Auditor
- Benefits/Compensation Administrator
- Budgetary Control Analyst
- Claim Adjuster/Examiner
- Collection Agent
- Contract Administrator
- Controller
- Credit and Collection Specialist
- Director of Finances
- Entrepreneur
- Estate Planner
- Financial Analyst
- Industrial Buyer
- International Trade Specialist
- Inventory Control Specialist
- Loan Administrator
- Management Consultant
- Payroll Manager
- Production Manager
- Sales Manager

- Teacher
- Treasury Management Specialist
- Underwriter

## **Employment Prospects in this Area of Study**

Job Futures ([www.jobfutures.ca](http://www.jobfutures.ca) [www.ontariojobfutures.ca](http://www.ontariojobfutures.ca)) are websites that inform you of employment prospects for various areas of employment and in specific occupations. Here you can compare annual salaries and average unemployment rates of Canadian graduates.

## **Gain Experience Related to Your Studies**

The following types of organizations give you the opportunity to gain either volunteer or employment experience in the labour market related to your studies:

- Auditing and accounting firms
- Banks
- Educational institutions
- Governments
- Private and public sectors
- Real estate firms
- Self-employment

## **You can also gain experience in the following work fields:**

- Auditing
- Consulting
- Export financing
- Finance
- Financial analysis and administration
- Insurance
- Management
- Research
- Strategic planning
- Tax law
- Teaching

## **Graduate Studies**

### **Exploring Graduate Programs**

If you are thinking about continuing your education post graduation, log onto the following websites to locate and explore graduate programs you may be interested in:

- [Association of Universities and Colleges of Canada](#)
- [Schoolfinder](#) (Canada)
- [Gradview](#) (Canada and US)
- [School Guides](#)
- [Grad Schools](#)
- [Grad Source](#)

## Applying to Grad School

Various graduate programs have various application requirements. Log onto the following websites for more information.

- [Ontario Universities Application Centre: Professional Applications](#) – Find applications here for The Ontario Rehabilitation Sciences Programs (ORPAS), The Ontario Faculties of Education (TEAS), The Ontario Law Schools (OLSAS), The Ontario Medical Schools (OMSAS)
- [Graduate Records Exam \(GRE\)](#) (Master's degrees in Arts/Social Sciences)
- [Masters of Business Administration \(MBA\)](#) – Also includes GMAT information

A detailed list of post [graduate admission links](#).

## Web Links

### Professional Associations/Sites of Interest

- [Canadian Institute of Chartered Accountants](#)
- [Certified General Accountants Association of Canada](#)
- [Certified General Accountants Association of Ontario](#)
- [Certified Management Accountants of Ontario](#)
- [CMA Canada](#)
- [Institute of Chartered Accountants of Ontario](#)

### Industry-Specific Job Search Websites

- [Chartered Accountants of Canada \(CA Source\)](#)
- [Accounting and Bookkeeping](#)

### Additional Career Related Information

- [University of Ottawa: What can I do with my studies?](#)
- [McGill University: What Can I Do?](#)
- [Guelph University: What Can I do?](#)
- [Brock University: What Can I Do?](#)

## What can I do with a degree in Business, Finance concentration?

### Skills

As an undergraduate student in Finance, you have many employability skills that are currently in demand. It is important that you are able to communicate these skills to potential employers. Some of these skills include:

- Problem solving
- Adapting well to frequent change
- Organization skills
- Numerical computation skills
- Analyzing and interpreting data
- Critical thinking
- Oral and written communication skills
- Computer literacy
- Systemizing skills
- Efficiency
- Working independently or in teams
- Logical thinking
- Prepare financial reports
- Plan & Administer Budgets
- Prepare/Organize Records
- Examine Financial Records
- Willing to Take Risks
- [Ontario Skills Passport](#)

### Potential Career Options

- Account representative
- Actuary
- Appraiser
- Audit Manager
- Bank Manager
- Budget Analyst
- Business Analyst
- Business Manager
- Chief Executive Officer
- Chief Financial Officer
- Claim Adjuster/Examiner
- Commodities Trader
- Consumer Credit/Loan Officer
- Controller
- Cost accountant
- Cost Manager
- Credit Manager
- Economist
- Estimator
- Finance Writer
- Financial Analyst
- Financial Consultant
- Financial Planner

- Industrial/Institutional Buyer
- Insurance Agent/Broker
- International Trade Specialist
- Investment Banker
- Investor Relations
- Loan Officer
- Management Accountant
- Market Research Analyst
- Mutual Fund Trader
- Payroll Administrator
- Portfolio Analyst
- Product manager
- Real Estate Developer
- Sales Analyst
- Securities Analyst
- Securities Broker
- Systems Analyst
- Treasury Management Specialist
- Trust Analyst
- Government official
- Tax investigator

### ***Employment Prospects in this Area of Study***

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### **Gain Experience Related to Your Studies**

The following types of organizations give you the opportunity to gain either volunteer or employment experience in the labour market related to your studies:

- Accounting firms
- Banks
- Brokerage houses
- Educational establishments
- Governments
- Insurance companies
- Investment societies
- Manufacturing firms
- Public and private sectors
- Trust societies

### **You can also gain experience in the following work fields:**

- Banking affairs
- Consulting
- Export financing
- Financial analysis
- Financial management

- Insurance
- Portfolio analysis or investment
- Real estate
- Research
- Teaching

## **Graduate Studies**

### **Exploring Graduate Programs**

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- [Grad Schools](#)
- [Grad Source](#)

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- [Graduate Records Exam \(GRE\)](#) (Master's degrees in Arts/Social Sciences)
- [Masters of Business Administration \(MBA\)](#) – Also includes GMAT information

A detailed list of post [graduate admission links](#).

## **Web Links**

### **Professional Associations/Sites of Interest**

- [Canadian Association of Financial Planners](#)
- [Canadian Finance & Leasing Association](#)
- [Canadian Tax Foundation](#)
- [Institute of Canadian Bankers](#)
- [Financial Planning Standards Council](#)
- [CFA Institute](#)
- [Investment Industry Association of Canada](#)

### **Industry-Specific Job Search Websites**

- [FINACIALjobs.com\(US\)](#)
- [MyFinanceJobs.net\(US\)](#)
- [FinanceAccounting](#)



### **Additional Career Related Information**

- [University of Ottawa: What can I do with my studies?](#)
- [McGill University: What Can I Do?](#)
- [Guelph University: What Can I do?](#)
- [Brock University: What Can I Do?](#)

## What can I do with a degree in Business, Management and Labour Studies concentration?

### Skills

As an undergraduate student in Management and Labour Studies, you have many employability skills that are currently in demand. It is important that you are able to communicate these skills to potential employers. Some of these skills include:

- Ability to analyze and solve problems
- Strong understanding of human behaviour
- Understanding of labour market/labour relations
- Job searching skills (knowledge of recruitment policies/procedures)
- Critical thinking skills
- Confidence in the use of information technology
- Ability to develop a plan, seek feedback, test, revise, & implement
- Coaching, Counseling and Consulting Skills
- Dedication to Continuous Improvement
- Discretion and Business Ethics
- Dual Focus – Needs of Employee / Management
- Facilitation and Negotiation Skills
- Conflict Resolution
- Motivation/Initiative
- Stress Management
- Empathy
- [Ontario Skills Passport](#)

### Potential Career Options

- Career Counselor
- Consultant
- Employer-Employee Relations Manager
- Employment Advisor
- Employment Equity Manager
- Event Planner
- Human Resources Administrator
- Human Resources Officer/Manager
- Industrial Relations Manager
- Labor and Public Relations Officer
- Manager
- Not-For-Profit Administrator
- Occupational Health and Safety Manager
- Pay and Benefits Manager
- Personnel Services Manager
- Recruitment Coordinator
- Remuneration and Job Classification Agent
- Staff Relations Manager
- Staffing Officer
- Teacher
- Training and Development Manager
- Benefits Specialist

- Human resources Generalist
- Compensation and Job Analysis Specialists
- Employment Interviewer
- Health and Safety Specialist
- Occupational Health and Safety Technologist
- Disability Consultant
- Labour and Employment Lawyer
- Labour Negotiator
- Claims Adjudicator

### ***Employment Prospects in this Area of Study***

Job Futures ([www.jobfutures.ca](http://www.jobfutures.ca) [www.ontariojobfutures.ca](http://www.ontariojobfutures.ca)) are websites that inform you of employment prospects for various areas of employment and in specific occupations. Here you can compare annual salaries and average unemployment rates of Canadian graduates.

### **Gain Experience Related to Your Studies**

The following types of organizations give you the opportunity to gain either volunteer or employment experience in the labour market related to your studies:

- Governments
- Private and public sectors
- Self-employment

### **You can also gain experience in the following work fields:**

- Administration or Personnel management
- Collective negotiations
- Conciliation
- Consulting
- Grants
- Human resources planning
- Mediation
- Occupational classification
- Organizational behaviour
- Public, Industrial or Labour relations
- Recruitment
- Socials benefits and remuneration administration
- Staffing
- Teaching
- Training and Personnel development

### **Graduate Studies**

#### **Exploring Graduate Programs**

If you are thinking about continuing your education post graduation, log onto the following websites to locate and explore graduate programs you may be interested in:

- [Association of Universities and Colleges of Canada](http://www.augc.ca)

- [Schoolfinder](#) (Canada)
- [Gradview](#) (Canada and US)
- [School Guides](#)
- [Grad Schools](#)
- [Grad Source](#)

### **Applying to Grad School**

Various graduate programs have various application requirements. Log onto the following websites for more information.

- [Ontario Universities Application Centre: Professional Applications](#) – Find applications here for The Ontario Rehabilitation Sciences Programs (ORPAS), The Ontario Faculties of Education (TEAS), The Ontario Law Schools (OLSAS), The Ontario Medical Schools (OMSAS)
- [Graduate Records Exam \(GRE\)](#) (Master's degrees in Arts/Social Sciences)
- [Masters of Business Administration \(MBA\)](#) – Also includes GMAT information

A detailed list of post [graduate admission links](#).

### **Web Links**

#### **Professional Associations/Sites of Interest**

[Association of Professional Recruiters of Canada](#)  
[Canadian Association of Career Educators and Employers](#)  
[Canadian Council for Human Resources in the Environment Industry](#)  
[Canadian Payroll Association](#)  
[Canadian Technology Human Resources Board](#)  
[Human Resources Professionals Association of Ontario](#)  
[Human Resource Professional Association of Canada](#)  
[Certified Human Resource Professional](#)

#### **Industry-Specific Job Search Websites**

[HR Careers](#)  
[Jobs 4 HR.com\(US\)](#)  
[The Canadian Payroll Association](#)

#### **Additional Career Related Information**

- [University of Ottawa: What can I do with my studies?](#)
- [McGill University: What Can I Do?](#)
- [Guelph University: What Can I do?](#)
- [Brock University: What Can I Do?](#)

## What can I do with a degree in Business, Marketing concentration?

### Skills

As an undergraduate student in Marketing, you have many employability skills that are currently in demand. It is important that you are able to communicate these skills to potential employers. Some of these skills include:

- Attention to detail
- Critical thinking skills
- Ability to think creatively
- Understanding of project management
- Reporting and editing skills
- Effective presentation skills
- Ability to write clearly and succinctly
- Time management and planning skills
- Influential/persuasion skills – Ability to negotiate effectively
- Ability to interpret, assess, and evaluate information and sources
- Develop solutions
- Research business problems
- [Ontario Skills Passport](#)

### Potential Career Options

- Advertising Director
- Brand Manager
- Business Development Officer
- Campaign Manager
- Community Economic Development Consultant
- Corporate Sales Manager
- Director, Communications
- Director, Media Relations
- Director, Public Relations
- E-Commerce Manager
- Economic Development Officer
- Fundraising Campaign Manager
- Industrial Development Officer
- Internet Communications Manager
- Market Researcher
- Marketing Analyst
- Marketing Consultant
- Marketing Manager
- Media Specialist
- Promotions Manager
- Public Administrator
- Publisher/Author
- Recreation Coordinator
- Regional Development Analyst
- Regional Sales Manager
- Reporter/Journalist
- Sales And Marketing Manager
- Special Events Coordinator

- Speech Writer
- Tourism Development Officer
- Tourism Industry ConsultantWeb Communications Manager
- Web Marketing Manager
- Retail Manager
- Insurance Agent
- Distribution Manager
- Public Relations Manager

### ***Employment Prospects in this Area of Study***

Job Futures ([www.jobfutures.ca](http://www.jobfutures.ca) [www.ontariojobfutures.ca](http://www.ontariojobfutures.ca)) are websites that inform you of employment prospects for various areas of employment and in specific occupations. Here you can compare annual salaries and average unemployment rates of Canadian graduates.

### **Gain Experience Related to Your Studies**

The following types of organizations give you the opportunity to gain either volunteer or employment experience in the labour market related to your studies:

- Banking affairs
- Commerce
- Consulting
- Insurance
- International or Industrial marketing
- Public relations
- Publicity
- Real estate
- Research
- Sales analysis
- Teaching

**You can also gain experience in the following work fields:**

- Advertising agencies
- Commercial
- Industrial and wholesale establishments
- Educational establishments
- Governments
- Insurance firms
- Marketing and public relations consulting companies
- Private consulting firms
- Publishing firms
- Self-employment

### ***Graduate Studies***

#### **Exploring Graduate Programs**

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- [Masters of Business Administration \(MBA\)](#) – Also includes GMAT information

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### **Web Links**

#### **Professional Associations/Sites of Interest**

- [Canadian Institute of Marketing](#)
- [Canadian Marketing Association](#)
- [Canadian Produce Marketing Association](#)
- [Institute of Communications and Advertising](#)
- [Marketing North America](#)
- [Marketing Magazine](#)
- [Market Research and Intelligence Association](#)
- [Professional Market Research Society](#)

#### **Industry-Specific Job Search Websites**

- [Marketing Jobs/Sales Jobs\(US\)](#)
- [MarketingJobs.ca](#)
- [MarketingJobs.com\(US\)](#)

#### **Additional Career Related Information**

- [UBC Sauder School of Business \(Marketing\)](#)
- [University of Ottawa: What can I do with my studies?](#)
- [McGill University: What Can I Do?](#)
- [Guelph University: What Can I do?](#)
- [Brock University: What Can I Do?](#)

## What can I do with a degree in Business, Management Science concentration?

### Skills

As an undergraduate student in Management Science, you have many employability skills that are currently in demand. It is important that you are able to communicate these skills to potential employers. Some of these skills include:

- Math and science skills
- Ability to analyze and solve problems
- Strong understanding of processes and operations
- Understanding of management and managerial principles
- Critical thinking skills
- Confidence in the use of information technology
- Ability to develop a plan, seek feedback, test, revise, & implement
- Ability to prepare technical reports
- Design systems
- Investigating data to solve problems
- Understanding of computer programs
- [Ontario Skills Passport](#)

### Potential Career Options

- Business analyst
- Programmer
- Project leader
- Researcher
- Systems analyst
- Systems consultant
- Teacher
- Process analyst
- Manager
- Management Consultant
- Marketing Analyst
- Technical service representative
- Supply chain/logistics manager
- Manufacturing supervisor
- Quality manager/analyst
- Database manager
- Distribution manager
- Financial planner
- Risk and Insurance specialist
- Statistician
- Operations manager
- Production planner
- Purchasing agent
- Actuary
- Operations manager
- Risk Analysis



## ***Employment Prospects in this Area of Study***

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## **Gain Experience Related to Your Studies**

The following types of organizations give you the opportunity to gain either volunteer or employment experience in the labour market related to your studies:

- Governments
- Private and public sectors
- Self-employment

## **You can also gain experience in the following work fields:**

- Administration or Personnel management
- Collective negotiations
- Conciliation
- Consulting
- Grants
- Human resources planning
- Mediation
- Occupational classification
- Organizational behaviour
- Public, Industrial or Labour relations
- Recruitment
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- Training and Personnel development

## ***Graduate Studies***

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- [Masters of Business Administration \(MBA\)](#) – Also includes GMAT information

A detailed list of post [graduate admission links](#).

## **Web Links**

### **Professional Associations/Sites of Interest**

- [Canadian Alliance Against Software Theft](#)
- [Canadian Information Processing Society](#)
- [Canadian Advanced Technology Alliance](#)
- [Information Technology Association of Canada](#)
- [Association for information systems \(US\)](#)
- [Chartered Institute of Purchasing and Supply \(US\)](#)
- [Institute for Operations Research and Management Sciences \(US\)](#)
- [Institute of Operations Management \(UK\)](#)
- [Association for Computing Machinery \(US\)](#)
- [Institute For Certification of Computing Professionals \(US\)](#)
- [Computing Research Association \(US\)](#)
- [Institute for Supply Management](#)

### **Industry-Specific Job Search Websites**

- [Marketing Jobs/Sales Jobs\(US\)](#)
- [Tech Centric \(US\)](#)
- [DICE- Job Site for Technology Careers \(US\)](#)

### **Additional Career Related Information**

- [University of Ottawa: What can I do with my studies?](#)
- [McGill University: What Can I Do?](#)
- [Guelph University: What Can I do?](#)
- [Brock University: What Can I Do?](#)