



# Business Administration in FINANCE Career Pathway

## Milwaukee 7 Region

### 2021-2022



**EXPLORE:** Click on the links to find the job titles that seem most interesting to you to learn more! Save any jobs you are interested in from this career pathway in your XELLO account so that you can create an Academic and Career Plan (ACP) later on.

<b>Educational Level</b> May also require work experience	<b>Accounting &amp; Business Finance</b>	<b>Securities/Investments &amp; Banking Services</b>	<b>Insurance</b>
High School Diploma, Certification	<a href="#">Tax Preparer</a> <a href="#">Statement Representative</a> <a href="#">Accounts Payable/Receivable Associate</a> <a href="#">Bookkeeper</a> ○ <a href="#">Bill and Account Collector</a> ○ Range \$22,900 - \$101,800	<a href="#">Bank Teller</a> * ○ <a href="#">New Accounts Representative</a> * <a href="#">Loan Processor</a> *  Range \$21,300 - \$55,700	<a href="#">Insurance Claim Representative</a>   Range \$26,600 - \$57,000
Certification or Technical Diploma	<a href="#">Inventory Control Associate</a> <a href="#">Payroll Associate</a>  Range \$25,800 - \$60,700	<a href="#">Loan Counselor</a> <a href="#">Financial Planning Assistant</a>  Range \$31,600 - \$129,100	<a href="#">Customer Service/Account Management</a> * <a href="#">Claims Assistant/Adjuster</a> <a href="#">Underwriting Assistant</a> <a href="#">Insurance Sales</a> Range \$23,600 - \$132,000
Registered Apprenticeship	<a href="#">Financial Services Professional</a> Range \$34,900 - \$199,800		
Associate Degree	<a href="#">Information Securities Analyst</a> <a href="#">Accounting Specialist</a> <a href="#">Budget Analyst</a> <a href="#">Contract Specialist</a> <a href="#">Financial Analyst</a> * Range \$24,200 - \$99,700	<a href="#">Account Manager</a> * ○ <a href="#">Personal Banker</a> <a href="#">Loan Officer</a> ○ <a href="#">Financing Specialist</a> Range \$31,100 - \$246,800	<a href="#">Real Estate Assessor</a> <a href="#">Financial Service Representative</a> <a href="#">Insurance Agent</a> ○ <a href="#">Insurance Underwriter</a> ○ Range \$31,500 - \$199,800
Bachelor Degree and beyond	<a href="#">Accountant</a> * ○ <a href="#">Auditor</a> ○ <a href="#">Financial Manager</a> * ○ <a href="#">Forensic Accountant</a> ○ <a href="#">Credit Analyst</a> *Note: Interest in pursuing CPA is of high value to employers. Range \$44,500 - \$246,800	<a href="#">Bank Manager</a> * ○ <a href="#">Investment Banker</a> ○ <a href="#">Mortgage Broker</a> ○ <a href="#">Research Analyst (Financial)</a> ○ <a href="#">Money Manager</a> ○ <a href="#">Stock Trader</a> ○ Range \$30,400 - \$246,800	<a href="#">Actuary</a> ○ <a href="#">Personal Financial Advisor</a> <a href="#">Risk Management Specialist</a> <a href="#">Insurance Claims Adjusters</a> ○  Range \$49,900 - \$199,800
Postsecondary Options	Click <a href="#">HERE</a> for Accounting & Finance Postsecondary Options	Click <a href="#">HERE</a> for Investment & Banking Postsecondary Options	Click <a href="#">HERE</a> for Insurance Postsecondary Options

\* **BRIGHT OUTLOOK** = these jobs are expected to grow in the future – which means more opportunities for you!

○ **XELLO** = you can learn more and save this job in your Xello account (note: some job titles might look a little different in Xello)

# Business Administration in FINANCE Career Pathway In High School



A career pathway in high school must include:

- A sequence of courses (including at least 2 CTE courses)
- Two of the following components: *Career and Technical Student Organization, Work-based Learning, Industry Recognized Credential, College Credit Opportunity*



<b>Career and Technical Education Courses</b>	Must include a sequence of at least TWO Career and Technical Education courses. Should align with <a href="#">Education Building Blocks</a> for the pathway: <ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul>		<b>CAREER EXPLORATION PROGRAMS</b>
<b>Additional Employer Recommended Courses</b>	Should align with <a href="#">Education Building Blocks</a> for this pathway: <ul style="list-style-type: none"> <li>•</li> </ul>		Regional: <a href="#">Wisconsin Institute of Certified Public Accountants</a>
<b>Career and Technical Student Organization</b>	<ul style="list-style-type: none"> <li>• <a href="#">Wisconsin DECA Student Organization</a></li> <li>• <a href="#">Wisconsin Future Business Leaders of America (FBLA) Student Organization</a></li> </ul>		Statewide: You can find the <a href="#">list of career exploration programs</a> associated with this pathway and develop a program list specific to your region or school.
<b>Work-Based Learning Program Options</b>	<ul style="list-style-type: none"> <li>• <a href="#">Employability Skills</a> (90 hrs)</li> <li>• State Skill Standards Co-Op- <a href="#">Business, Finance and Marketing</a> (480 hrs/1 year)</li> <li>• Youth Apprenticeship- <a href="#">Finance</a> &amp; <a href="#">Marketing</a> (450 hrs/year; 1-2 years)</li> <li>• Local Work-based Learning Programs that meet <a href="#">state quality requirements</a></li> </ul>		
	Accounting & Business Finance	Securities/Investments & Banking Services	
<b>Industry Recognized Credential Options</b> Learn the skills that employers want to see!  <i>Italics = must be 18 years old to obtain</i>  <u><a href="#">*This certification is eligible for reimbursement through the technical incentive grant</a></u>	<a href="#">IC3</a> (Internet Core Competency Certification)* Microsoft Office Specialist (MOS)* & Microsoft Technology Associate (MTA)* <a href="#">Microsoft</a> or <a href="#">Certiport</a> <a href="#">A*S*K</a> - ANY Business or Marketing Certificate Entrepreneurship and Small Business Certification ( <a href="#">Certiport</a> )		<a href="#">Associate in Claims</a> <a href="#">Associate in General Insurance</a> <a href="#">Certified Medical Reimbursement Specialist</a>
<b>College Credit Opportunities</b>	You can find the list of college credit opportunities included in the postsecondary options for this pathway <a href="#">HERE</a> .		

[Quickbooks Certified User\\*](#)  
[National Bookkeepers Association Tax Certification](#)

American Banking Association Certifications

- [Bank Teller\\*](#)
- [Customer Service Representative\\*](#)

[Certified Mortgage Servicer Certificate](#)  
[National Association of Mortgage Brokers \(NAMB\) General Mortgage Associate](#)  
[Professional Credit Associate](#)