

Career-Related Services

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School of UNDERGRADUATE STUDIES
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Supply Chain Management



Center for STRATEGIC ADVISING
& CAREER COUNSELING

Career Options for Supply Chain Management Majors

This booklet contains specific information about majoring in supply chain management at The University of Texas at Austin, as well as career opportunities related to this major. The careers listed typically require a bachelor's degree, and special certification or training requirements are noted. Please use this booklet as an idea generator, rather than as a comprehensive list of all career options for supply chain management majors. The career descriptions were obtained from the Center for Strategic Advising & Career Counseling (CSA&CC) library resources and career websites (see listing of sources on last page).

The first section, "Direct Career Opportunities," includes careers that use the communication and problem-solving skills acquired by supply chain management majors. The second section, "More Career Opportunities," lists careers that are potentially available to all business majors who have related experience or coursework.

For supply chain management majors, there are many career options that require a master's or doctoral degree but do not require any particular undergraduate degree. Examples of these include law, international affairs, museum administration, library and information studies, hospital administration, and many more. For careers requiring graduate education, please visit our library or speak to a career counselor.

The CSA&CC offers many other services and resources to help you with your career planning. These include:

- Career Counseling
- Career Assessment
- Career Information Library
- Internship Information
- Graduate School Planning Assistance

Visit our website at utexas.edu/ugs/csacc or call 232-8400 for more information

MAJORING IN SUPPLY CHAIN MANAGEMENT AT THE UNIVERSITY OF TEXAS AT AUSTIN

Departmental Website: www.mcombs.utexas.edu/bba/academics/majors/supply-chain-management/

Campus Location: CBA 2.400

Phone Number: 471-0690

DESCRIPTION OF MAJORS

Supply chain management is a total systems approach taken by companies, suppliers, and partners to deliver manufactured products and services to the end customer. Information technology is used to coordinate all elements of the supply chain from sourcing parts to coordination of retailers to achieve a level of integration that results in a competitive advantage not available in traditional logistics systems. It involves decisions such as how products are made and get to market: what materials are used, where they are purchased, how much is produced, where they are warehoused and how they are shipped

EXAMPLES OF COURSES

OM 367 Strategic Supply Chain Management

Integrates and explores the relationship between the elements of supply chain management. A process-oriented view of the value-added chain from product/process concept to the sourcing of raw materials to the product/service delivery including after sales service. Includes the management of customers, organizations, operations, information, and knowledge.

OM 337.3 Procurement and Supplier Management

Strategic issues in procurement and supplier management. Supplier evaluation, development, and relationship management. Reverse auctions, e-procurement, outsourcing, vendor managed inventory, and global sourcing. Development of negotiating skills for effective and ethical results.

OM 337 2-Supply Chain Modeling/Optimization

Analysis of contemporary management problems. Formulating models of decision-making situations, the appropriate use of quantitative techniques, and finding solutions to the models that optimize objective measures of merit using readily available computer software.

MAN 374 General Management and Strategy

This course addresses management strategy and the processes a general manager/owner uses to examine business situations, to develop strategies, goals and objectives, and to implement chosen courses of action that guide the organization toward success.

Skills Gained by Supply Chain Management Majors:

Communicating

Negotiating and leading

Organizing

Viewing projects from a systems level

Problem-solving

Analyzing quantitative data

DIRECT JOB OPPORTUNITIES

This sampling includes careers that use the communication and problem-solving skills typically acquired by supply chain management majors.

Buyer

Purchase merchandise directly from manufacturers and resell it to retailers (wholesale buyer) or purchase goods from wholesalers for resale (retail buyer). Become expert in particular kind of merchandise (such as clothing or electronics), stay informed about new trends, analyze customers' buying preferences, and decide what merchandise employer will sell.

Contracts Administrator

Direct activities concerned with contracts for purchase or sale of equipment, materials, products, or services: Examine performance requirements, delivery schedules, and estimates of costs of material, equipment, and production to ensure completeness and accuracy. Prepare bids, process specifications, test and progress reports, and other exhibits that may be required. Review bids from other firms for conformity to contract requirements and determine acceptable bids. Negotiate contract with customer or bidder. Request or approve amendments to or extensions of contracts. Advise planning and production departments of contractual rights and obligations.

Customer Service Manager

Plan and coordinate activities of customer service teams to meet customer needs and support business operations. Create procedures and standards to ensure accurate record management and efficient and timely delivery of products to customers. Respond to customer requests, special needs, and problems. Work closely with marketing and sales, transportation, and logistics departments to improve efficiency.

Demand Planner

Design and generate statistical forecast reports, improve forecasting techniques, and measure impact of forecast accuracy. Make adjustments to forecast and inventory targets based on changes in demand and market trends. Facilitate inventory planning meetings with marketing managers. Manage inventory targets and report forecast and inventory measurements to management.

Facilities Manager

Assure optimal functioning of all building systems, including mechanical, fire safety, equipment, and grounds. Ensure compliance with health, safety, and environmental policies, including those mandated by OSHA and EPA. Develop and administer preventative maintenance programs. Supervise staff of maintenance personnel and contractors for facilities renovation projects.

International Logistics Manager

Create cost-effective import/export supply chains by working closely with manufacturing, marketing, and purchasing departments. Coordinate technical details of international transportation by developing distribution strategies and building relationships with logistics intermediaries. Work with packaging engineers to protect import/export goods and ensure compliance with international and U.S. import/export laws.

Inventory Control Analyst

Schedule and revise shipment plans to ensure efficient distribution of products to satisfy customer needs. Analyze inventory levels, production speed and product demand to determine reorder levels which will ensure product availability and minimize inventory costs.

Master Production Scheduler

Plan and control all scheduling activities supporting assigned brands. Balance production and inventory levels with demand to support target consistent with high customer service levels, inventory turn goals and capacity utilization/staffing requirements. Develop master production schedules for finished goods and component items based on capacity requirements. Calculate resulting requirements for raw materials, purchased parts and packaging supplies.

Procurement Manager, Engineering

Coordinate complex or time-sensitive purchases of raw materials needed by engineers to design and produce their products. Supervise staff of purchasing agents, actively seek out new technologies and suppliers, create systems to allow employees to buy their own supplies, and analyze market to determine future availability of materials.

Production and Logistics Manager

Coordinate life-cycle of a technical product, including acquisition, distribution, internal allocation, and delivery. Collaborate with other departments to meet customer needs and develop technical product management tools. Coordinate the compilation and analysis of technical source data needed for product development.

Purchasing Agent

Coordinate activities involved with procuring goods and services, such as raw materials, equipment, tools, parts, supplies, and advertising, for an organization. Review requisitions and confer with vendors to obtain product or service information, such as price, availability, and delivery schedule. Select products for purchase by testing, observing, or examining items. Estimate values according to knowledge of market price. Determine method of procurement, such as direct purchase or bid. Prepare purchase orders or bid requests.

Risk Manager

Develop and administer risk management and loss-prevention programs. Initiate policies to comply with safety legislation and industry practices. Research and report on most cost-effective plans to minimize asset liability. Act as liaison with attorneys and insurance companies. Supervise risk management analyst staff.

Replenishment Manager, Retail

Create initial allocation plans and develop replenishment strategies to maximize customer service and profit potential. Work with cross-functional teams to identify replenishment styles, develop inventory requirements by store, and create category and store sales plans. Analyze quantitative data to develop knowledge of geographic store performance and regional volume to better allocate products.

Supply Chain Analyst

Analyze, predict, and improve supply chain processes using analytical and quantitative methods. Gather data, identify problems, analyze performance, and suggest modifications that support company planning and operations. Work for manufacturers, retailers, logistics services providers, and supply chain firms.

Supply Chain Project Manager

Coordinate the demand planning requirements process for a division of a company. Develop and carry out a demand plan and inventory plan that meets sales and service objectives. Collaborate with supply chain, marketing, sales, and customer support teams. Create customized purchasing proposals and familiarize suppliers

with customers' purchasing needs and proprietary sourcing and supply chain technology.

MORE JOB OPPORTUNITIES

This section lists other opportunities that may be available to all business majors. Entry into these careers usually requires internship or volunteer experience or relevant coursework in addition to a supply chain management degree. This is a sampling of job opportunities; for more options and ideas, please visit the CSA&CC career information library.

ADVERTISING/MARKETING/SALES

Advertising and Promotions Manager

Plan and direct advertising policies and programs or produce collateral materials, such as posters, contests, coupons, or giveaways, to create extra interest in the purchase of a product or service for a department, an entire organization, or on an account basis.

Buyer

Purchase merchandise directly from manufacturers and resell it to retailers (wholesale buyer) or purchase goods from wholesalers for resale (retail buyer). Become expert in particular kind of merchandise (such as clothing or electronics), stay informed about new trends, analyze customers' buying preferences, and decide what merchandise employer will sell.

Customer Service Representative

Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints.

Real Estate Agent

Operate real estate office, or work for commercial real estate firm, overseeing real estate transactions. Other duties usually include selling real estate or renting properties and arranging loans. Requires a state license.

Sales/Service Manager

Direct the actual distribution or movement of a product or service to the customer. Coordinate sales distribution by establishing sales territories, quotas, and goals and establish training programs for sales representatives. Analyze sales statistics gathered by staff to determine sales potential and inventory requirements and monitor the preferences of customers.

BUSINESS

Credit Analyst

Make recommendations to lending institutions about the level of risk associated with business and personal loan applicants. Contact banks, credit associations, and other organizations to obtain financial information. Prepare, analyze, and approve loan requests and write reports for bank executives recommending credit limits.

Insurance Agent

Assist companies and individuals in selecting the most appropriate insurance policies. Consult with clients, write reports, maintain records, and help process insurance claims. A professional license is required, and business courses can be helpful.

Loan Officer

Provide guidance and information for prospective loan applicants. Analyze and verify clients' creditworthiness. May negotiate repayment plans with delinquent borrowers. Work for commercial banks, credit unions, and other financial institutions.

Management Consultant Analyst

Analyze business problems by collecting information from both internal and external sources, developing possible solutions, and then making recommendations to management team. Usually work for consulting firms, who hire recent college graduates for 2-3 year analyst positions.

Project Manager

Plan, administer, and coordinate projects that relate to product development, product improvement, research for new ventures, new product sales launches, or organizational structure. Develop product schedules, allocate resources, interface with vendors, and hire, train, and supervise employees.

Retail Manager

Oversee profitable operation of retail stores, including hiring and supervising employees, managing inventory, and managing the budget. May be responsible for merchandise promotions and advertising.

CORPORATE COMMUNICATIONS

Corporate Recruiter

Maintain contacts in the community and travel, often to college campuses, to seek qualified job applicants. Screen and interview applicants and makes job offers. Stay up-to-date on organizational hiring policies, equal employment opportunity, and affirmative action guidelines. Work for companies, government agencies, and non-profit organizations.

Diversity Officer

Research, analyze, and monitor staffing policies to achieve diversity goals. Conduct outreach activities to identify and attract qualified women and minority applicants for company openings.

Human Resources Specialist

Create and carry out human resource programs and policies including staffing, compensation, benefits, immigration, employee relations, training and health and safety programs. Assess employees for promotion.

Meeting & Convention Planner

Coordinate all aspects of group meetings and conventions, including speakers, location, audio-visual equipment, and publicity. Work for nonprofit organizations, professional associations, hotels, corporations, and government agencies.

Public Relations Specialist

Write articles for internal publications, write press releases, assemble press kits, arrange speaking engagements, assist in fundraising activities. Work in a variety of settings: business, government, non-profit, and education.

EDUCATION

College Academic Advisor

Advise business majors at all levels about selection of courses, schedule planning, and other academic issues. May present seminars and workshops and develop and implement academic programs and refer students to other campus resources.

College Admissions Officer

Evaluate freshman and transfer applicants; counsel and advise the general public including, but not limited to, prospective applicants, parents, faculty, and administration on admission-related issues; and participate in various recruitment and yield activities.

Corporate Trainer

Develop and conduct individual, group, and classroom training for employees on a wide variety of subjects. Develop training manuals, handouts, procedures, and supplemental training materials. Other duties involve test creation and administration for the advancement of employees.

Disability Services Coordinator

Serve as an advocate for students with disabilities. Work with faculty to understand and provide reasonable accommodations for students with documented disabilities. Promote disability awareness on college campuses.

Residence Life Coordinator

Supervise undergraduate and/or graduate staff, develop residence hall community, respond to student concerns, manage administration and facilities, and participate in department initiatives and campus life.

ENVIRONMENT AND OUTDOOR

Green Marketing Analyst

Create innovative ways to introduce environmentally conscious products into the marketplace. Analyze sales data and consumer spending habits and consult with other marketing team members and graphic designers.

Outdoor Guide

Lead groups on trips involving outdoor recreational activities such as fishing, hiking, nature photography, wildlife observation, or canoeing. Provide educational information about physical environment, wildlife, climate, and ecology. Work for tour companies, ranches, parks, or on freelance basis.

Recycling Coordinator

Design and implement curbside and drop-off recycling and hazardous waste programs through city governments or private firms. Conduct public outreach campaigns to educate people about the advantages of recycling. May ensure compliance with ordinances or apply for grants.

Tour Guide

Escort individuals or groups on sightseeing tours or through places of interest, such as national parks, industrial establishments, public buildings, and art galleries.

GOVERNMENT

Legal Assistant

Assist lawyers by researching legal precedent, investigating facts, or preparing legal documents. Conduct research to support a legal proceeding, to formulate a defense, or to initiate legal action.

Legislative Analyst

Perform quantitative and qualitative analysis of information needed by legislators and other government officials. Evaluate policy issues and options, write reports, conduct briefing meetings, and respond to inquiries.

Legislative Assistant

Meet with lobbyists, arrange committee and subcommittee hearings, assist in developing legislation and amendments. Respond to requests for information, prepare memos and reports based on completed research for legislators.

Lobbying Organizer

Distribute information about a particular issue or organization, recruit volunteers, solicit funds, and organize such efforts as rallies, letter-writing campaigns, and voter registrations drives. Work for special and public interest groups as well as professional lobbyists.

Political Party Staffer

Work to advance a political party's agenda by recruiting and training candidates, preparing for conventions, planning fundraisers and publicity events, and supporting elected officials. Internship experience is especially helpful.

HUMAN SERVICES

Americorps Volunteer

Serve full-time for a year in organizations and agencies throughout the country, work to fight illiteracy, improve health services, create businesses, increase housing opportunities, or bridge the digital divide. Benefits include an Education Award or an end-of-service stipend.

Community Organizer

Establish and organize community groups to solve social problems in the community. Assess strengths and weaknesses of existing resources and propose changes. Promote cooperation and coordination among government agencies, nonprofit organizations, and other community groups. Conduct research, prepare budgets, and assist in fundraising.

Corporate Foundation Worker

Help corporations support projects and social service agencies in the community by screening proposals, giving presentations, and advising company boards which projects to fund.

Volunteer Coordinator

Recruit, train, schedule and provide supervision to volunteers at non-profit organizations. Arrange for on-the-job and other required training, supervision and evaluation of volunteers. Serve as liaison between administration, staff, and volunteers.

INTERNATIONAL

Foreign Service Officer

Analyze and report on political and economic developments, including agricultural trends, humanitarian and social conditions. Identify export markets, negotiate international agreements, and interpret US policies and interests for foreign governments, opinion leaders and publics. Issue visas to foreign nationals, provide development assistance, and arrange cultural exchanges.

Import/Export Agent

Coordinate settlements between domestic and foreign sellers and buyers. Oversee delivery of goods, supervise shipping and receiving, and act as trade representative. Oversee assessment of import and export taxes and handle any customs concerns.

Intelligence Officer

A member of the armed forces, police officer or civilian intelligence agency who specializes in the gathering, fusion and analysis of information and intelligence in order to provide advice to their government or another organization.

Peace Corps Volunteer

Peace Corps Volunteers work internationally in the following areas: education, youth outreach, and community development; health and HIV/AIDS; agriculture and environment; business development; and information technology. Within these areas, the specific duties and responsibilities of each Volunteer can vary widely.

MEDIA/PUBLISHING

Copy Editor

Act as liaison between author, editor, and proofreader. Review manuscripts for grammar and style usage. May develop in-house style guide, supervise freelance staff, and handle author queries.

Copywriter

Write articles, bulletins, sales letters, speeches, and other related informative, marketing and promotional material for use by publication or broadcast media to promote sale of goods and services.

Grant Writer

Write and develop grant proposals, which includes conducting needs assessments and matching product needs with available funding. Work for government or non-profit agencies.

Staff Writer

Research and write articles for magazine. May write article promos, short features, author bios, or photo captions. May work on freelance basis or for one particular magazine.

Travel Writer

Write features with detailed, accurate, timely and up-to-date information regarding destinations, hotels, restaurants, tours, activities, etc, using a variety of sources of information. Involves thorough research and travel.

RESEARCH

Information Broker

Perform research for clients in business, healthcare, government, law, and science. Uses Internet, database, and library resources to find specific information. May also analyze information, write reports, and train clients in information retrieval. Often work for consulting firms or on freelance basis.

Institutional Researcher

Write institutional and policy histories; research and report on current issues, long-range trends; edit records; manage archives. Work for government agencies, private corporations, public archives and libraries.

Market Research Analyst

Research market conditions in local, regional, or national areas to determine potential sales of a product or service. May gather information on competitors, prices, sales, and methods of marketing and distribution. May use survey results to create a marketing campaign based on regional preferences and buying habits.

Publications Researcher

Research story and script ideas; maintain research files on topics and people; verify stories for accuracy. Work for newspaper, magazine, or book publishers.

Survey Researcher

Design or conduct surveys. May supervise interviewers who conduct the survey in person or over the telephone. May present survey results to client.

SOURCES

Dictionary of Occupational Titles by J. Michael Farr and Laurence Shatkin. Jist Publishing, 2004.

Institute for Supply Chain Management: www.ism.ws

UT Supply Chain Management: www.mcombs.utexas.edu/dept/irom/bba/scm.asp

Careers in Supply Chain Management: www.careersinsupplychain.org

Penn State College of Business: www.smeal.psu.edu/scis/recruit/salary.html