

# CAREER GUIDE – INTERNATIONAL BUSINESS

International Business jobs are found in corporate, public sector, and non-profit organizations. Many organizations either currently conduct business internationally or are considering it. Knowledge gained in your program can be used across many different functional areas.

## IN DEMAND SKILLS

**Business Writing** – Professional emails, reports, presentations – ‘business writing’ not ‘academic writing’

**Foreign Language Skills**

**Continuous Learning** – Self-motivated approach to staying current in your field

**Strong Excel, Word, and PowerPoint Skills** – deliverables must be professional with well written content

**Knowledge of US trade laws and agreements**

## INTERNATIONAL BUSINESS – CERTIFICATIONS AND LICENSES

Project Management Professional (PMP); Certified Associate in Project Management (CAPM)

Six Sigma Green Belt

Certified in Production and Inventory Management (APICS CPIM)

Certified Export Specialist (CES)

Certified Customs Specialist (CCS)

Certified International Trade Finance Specialist (CITFS)

Certified International Trade Professional (CITP)



## ADDITIONAL INTERNATIONAL BUSINESS CAREER INFORMATION

[www.wto.org](http://www.wto.org) | [www.fita.org](http://www.fita.org) | [www.state.gov](http://www.state.gov) | [www.ibcircle.com](http://www.ibcircle.com) | [www.wtcdenver.org](http://www.wtcdenver.org) |  
[www.choosecolorado.com](http://www.choosecolorado.com) | [business.ucdenver.edu/bcc](http://business.ucdenver.edu/bcc) (Going Global)

## INTERNATIONAL BUSINESS JOB TITLES

### EARLY CAREER

Banker  
Contract Administrator  
Customer Service Representative  
Foreign Currency Investment Adviser  
Foreign Sales Representative  
Foreign Service Officer  
Human Resource Administrator  
Import | Export Coordinator  
Inventory Specialist  
Investment Services Representative  
Logistics and Sourcing Coordinator  
Meeting and Convention Planner  
Operations Assistant  
Product Manager  
Project Manager  
Purchasing Agent | Supply Chain  
Sales Support | Account Manager  
Trade Specialist  
Translator

## TAKE ADVANTAGE OF LINKEDIN LEARNING

(AVAILABLE FREE IN UCDAACCESS) TO INCREASE YOUR KNOWLEDGE OF CONCEPTS AND IN-DEMAND SKILLS.

## INTERNATIONAL BUSINESS EMPLOYERS

Public and Private Corporations  
Small Businesses  
Startups  
Import | Export Companies  
Marketing Agencies  
Banks, Financial | Investment Services  
Government Agencies and Universities  
Non-Government Organizations  
Non-Profit Organizations  
Public Accounting Firms  
Marketing Consulting Firms  
Management Consulting Firms  
US Department of State; Offices of International Trade