# **APHIS Career Fields: Business, Management, and Administration**



APHIS' business, management, and administrative professionals keep the agency running. They ensure responsible stewardship of taxpayer dollars, improve important functions and processes, communicate with internal and external audiences, train employees, provide guidance on policies and procedures, and fill critical vacancies.

#### Join Our Team

We hire business, management, and administrative professionals for a variety of positions.

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## **Business, Management, and Administration Job Titles**

- Administrative Officer
- Administrative and Program Specialists
- Budget Analyst
- Contract Specialist
- Communications Specialist
- Data Analyst
- Economist
- Financial Manager
- Government Affairs Specialist
- Government Information Specialist
- Human Resources Specialist
- Management and Program Analysts
- Program Assistants and Specialists
- Public Affairs Specialist
- Technical Writer/Editor
- Training Specialist
- Visual Information Specialist
- Writer/Editor

## **Common Majors**

- Accounting
- Communications
- Employee/Labor Relations
- English Language and Literature
- Graphic and Web Design
- Human Resource Management
- Journalism
- Law
- Management Information Systems
- Public Administration
- Public Relations
- Statistics

#### <u>Print</u>