Smeal College of Business
Marketing Department

2019-2020 Career Packet
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Getting Started & Careers in Marketing

Getting Started

- Start Early & Pick a Minor in One Area
- Take Appropriate Business Sequences
- Take Advanced Language Courses
- Choose Electives that Reflect Your Career Interests
- Utilize Career Centers
- Check Out Internship Opportunities

What Careers Interest You?

- Nature of Customer
  - Consumers (B2C) versus Organizations (B2B)
- Marketing Tool
  - Product/Price versus Promotion versus Distribution

<table>
<thead>
<tr>
<th></th>
<th>Product/Price**</th>
<th>Promotion**</th>
<th>Distribution**</th>
</tr>
</thead>
</table>
| **Business to Business (B2B)** | Brand Management  
Product Line Management  
Customer Solutions Management  | Consultative Selling  
Digital Marketing  
Sports Marketing | Consultative Selling  
Distribution Channel Management |
| **Business to Consumer (B2C)** | Brand Management  
Retail & Distribution Management | Consultative Selling  
Digital Marketing  
Sports Marketing | Retail & Distribution Management |

**Marketing Analytics as well as General Marketing can be used for any of the above Career Paths**
Recruiting Opportunities

Maximize Your Chances of Landing a Job

Utilize Penn State On-Campus Recruiting

• Companies recruiting on campuses typically represent the 5% of corporations which are engaged in “programmed hiring”. On average, these organizations hire 12-15% of university seniors. For a variety of reasons, including size, reputation, programs, and university & college career resources, about 30% of Smeal Business seniors receive offers as a result of this “On Campus Recruiting” system.
• The same method works for co-ops and internships through Smeal College Business Career Center.

Other Ways to Start Your Career

• Getting a job with organizations that are not involved with “On Campus Recruiting” takes a pro-active plan supported by guidance and counseling from the career resource staff, faculty advisors, and mentors. A pro-active plan is particularly important if the job search focuses on certain markets such as fashion, entertainment, sports, media, and advertising.
• Steps include getting advice and making a plan focused on specific goals and objectives. Personal contacts, including family and friends, should be engaged. Lists of companies can be developed and then cross-listed with family and friends.
• Penn State Alumni, including student organizations, can extend the network. Lion Link is one resource as is the Blue and White Society of the Alumni Association, which enables you to gain access to a massive alumni database of contacts.
• Making appointments for “informational meetings” with contacts is the next step to exploring opportunities in these organizations as well as getting advice and making connections. Attending events sponsored by Chambers of Commerce, Penn State Alumni chapters, or other organizations where networking opportunities exist is highly recommended.
Informational Events

Annual Events

Fall Semester

- Fall Career Days
- #Mega Fair
- Smeal Student Organization Involvement Fair

Spring Semester

- Spring Career Days

For more details on all events, visit the Smeal Career Connections website.
# Career Options

## Jobs by Area

<table>
<thead>
<tr>
<th>Area</th>
<th>Career Tracks</th>
<th>Skills Required</th>
<th>Marketing Courses**</th>
<th>Supporting Courses</th>
</tr>
</thead>
</table>
| **Advertising Industry**                  | 1. Creative  
2. Account Managers  
3. Media Buyers  
4. Social Media               | Interpersonal, analytical, understanding of principles of marketing and communication | • Advertising & Sales Promotion (422)  
• Business Marketing (426)  
• Services Marketing (440)  
• Sales Management (428)  
• Digital Marketing (473) | Communications, Psychology                                                   |
| **Brand or Marketing Management (also B2B with the same or different titles)** | 1. Marketing Management  
- Marketing Assist.  
- Marketing Assoc.  
2. Brand Management  
- Assist. Brand Manager  
- Assoc. Brand Manager  
- Brand Manager | Sound business judgment, strong leadership, organizational & analytical skills, understanding of the principles of marketing | • Advertising & Sales Promotion (422)  
• Business Marketing (426)  
• Services Marketing (440)  
• Strategic Brand Management (472) | Communications, Psychology                                                   |
| **Channel Management**                    | 1. Assist. Area Manager  
2. Area Manager  
3. Channel Manager | Sales force management, interpersonal, understanding of the principles of marketing | • Retailing (372)  
• Business Marketing (426)  
• Sales Management (428)  
• Advanced Retailing & Merchandise Management (437)  
• Services Marketing (440)  
• Sales Management (428) | Business Logistics, Supply Chain                                              |
| **Marketing Research**                    | 1. Market Research Analyst  
2. Survey Researchers  
3. Consulting | Interpersonal, oral & written communications, mathematical analysis, technical analysis, understanding of business & economy | • Marketing Research (342)  
• Marketing Analytics (474)  
• Bachelors and/or Masters in Statistics helpful | Regression Methods, Analysis of Variance, Experimental Research Techniques |
| **Retailing Industry**                    | 1. Store Management  
- Management Trainee  
- Department Manager  
- Store Manager  
2. Buying  
- Assist. Buyer  
- Assoc. Buyer  
- Buyer | Selection & promotion of merchandise, sales force management, interpersonal | • Retailing (327)  
• Personal Selling (410)  
• Sales Management (428)  
• Advanced Retailing & Merchandise Management (437)  
• Services Marketing (440) | Communications, Fashion, Psychology, Hotel & Restaurant School               |
| **Sales & Sales Management**              | 1. Sales Person, Account Executive, Sales Representative  
2. District Manager  
3. Regional Manager | Technical, financial, analytical, strong communication & interpersonal | • Personal Selling (410)  
• Business Marketing (426)  
• Sales Management (428)  
• Services Marketing (440) | Communications, Psychology, Business Logistics                               |
| **Sports Marketing**                      | 1. Ticket Marketing  
2. Promotions  
3. Sponsorship  
4. Marketing Management  
5. Sports Research and Analytics  
6. Sports Media | Passion & knowledge of sports, communication, work ethic, understanding the principles of marketing, interpersonal, oral and written communication skills | • Personal Selling (410)  
• Sports Marketing (443)  
• Sales Management (428)  
• Advertising & Sales Promotion (422)  
• Sports Business Market Strategy (449) | Sports studies classes in Communications, Liberal Arts, Health & Human Development, and Statistics |

**Marketing 330, 342 and 450 are relevant to all job areas**  
**Note: Most areas start out in entry level positions.**
## Career Options

### Paths to Follow by Industry of Interest

<table>
<thead>
<tr>
<th>Industry</th>
<th>Marketing Courses**</th>
<th>Supporting Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Brand Management</strong></td>
<td>Retail Management (327)</td>
<td>Communications, Psychology, SCM, Management</td>
</tr>
<tr>
<td></td>
<td>Advertising &amp; Sales Promotion (422)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Advanced Retailing &amp; Merchandise Management (437)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sustainable Behavior of Consumers, Firms, and Societies (422)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Global Marketing (445)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Strategic Brand Management (472)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Digital Marketing (473)</td>
<td></td>
</tr>
<tr>
<td><strong>Consultative Selling</strong></td>
<td>Personal Selling (410)</td>
<td>Communications, Financial Analysis, Management Strategy, International Business</td>
</tr>
<tr>
<td></td>
<td>Business Marketing (426)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Advanced Sales Management (428)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Services Marketing (440)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Marketing Analytics (474)</td>
<td></td>
</tr>
<tr>
<td><strong>Digital Marketing</strong></td>
<td>Retail Management (327)</td>
<td>Communications, Psychology, SCM, Management</td>
</tr>
<tr>
<td></td>
<td>Advertising &amp; Sales Promotion (422)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Advanced Retailing &amp; Merchandise Management (437)</td>
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<tr>
<td></td>
<td>Global Marketing (445)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Strategic Brand Management (472)</td>
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<tr>
<td></td>
<td>Digital Marketing (473)</td>
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</tr>
<tr>
<td><strong>Marketing Analytics</strong></td>
<td>Business Marketing (426)</td>
<td>Advanced Math and Statistics</td>
</tr>
<tr>
<td></td>
<td>Digital Marketing (473)</td>
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<tr>
<td></td>
<td>Marketing Analytics (474)</td>
<td></td>
</tr>
<tr>
<td><strong>Retail &amp; Distribution</strong></td>
<td>Retail Management (327)</td>
<td>Psychology, SCM, MIS, Communications, Hospitality</td>
</tr>
<tr>
<td>Management</td>
<td>Advertising &amp; Sales Promotion (422)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Advanced Retailing &amp; Merchandise Management (437)</td>
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<tr>
<td></td>
<td>Services Marketing (440)</td>
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</tr>
<tr>
<td></td>
<td>Sustainable Behavior of Consumers, Firms, and Societies (442)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Strategic Brand Management (472)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Digital Marketing (473)</td>
<td></td>
</tr>
<tr>
<td><strong>Sports Marketing</strong></td>
<td>Personal Selling (410)</td>
<td>Communications, Management, Health &amp; Human Development, Statistics, Psychology</td>
</tr>
<tr>
<td></td>
<td>Advanced Sales Management (428)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sports Marketing (443)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sports Business Market Strategy (449)</td>
<td></td>
</tr>
<tr>
<td><strong>General Marketing</strong></td>
<td>Students may also choose any combination of electives and areas of support desired.</td>
<td></td>
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</tbody>
</table>

**Required courses: Marketing 330, 342 and 450 are relevant to all job areas**
<table>
<thead>
<tr>
<th>Focus Area</th>
<th>327</th>
<th>410</th>
<th>422</th>
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<th>437</th>
<th>440</th>
<th>442</th>
<th>443</th>
<th>445</th>
<th>449</th>
<th>472</th>
<th>473</th>
<th>474</th>
<th>Career Path</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Marketing</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
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<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>Brand Manager, Product Marketing Manager</td>
</tr>
<tr>
<td>Brand Management</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>C</td>
<td>S</td>
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<td></td>
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<td></td>
<td>Key Account Manager, Sales Director</td>
</tr>
<tr>
<td>Consultative Selling</td>
<td>S</td>
<td>S</td>
<td>C</td>
<td>S</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Social Media Manager, Digital Marketing Director</td>
</tr>
<tr>
<td>Digital Marketing</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>C</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>Marketing Analyst, Digital Analyst</td>
</tr>
<tr>
<td>Marketing Analytics</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td>S</td>
<td>C</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Research Director, Digital Analyst</td>
</tr>
<tr>
<td>Retail and Distribution Management</td>
<td>C</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Merchandise Buyer, Regional Store Manager</td>
</tr>
<tr>
<td>Sports Marketing</td>
<td>S</td>
<td>S</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>C</td>
<td>S</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>General Manager - Ticket Sales, Corporate Director of Sports Sponsorships</td>
</tr>
</tbody>
</table>

Note: C - Core course within each focus area. S - Suggested courses within each focus area are simply recommendations. Students do not have to pick a focus area and can choose three Marketing electives that fit their career interests.
Career Options

Salary Statistics

- According to an economic news release (March 30, 2018) by the U.S. Bureau of Labor Statistics on National Employment and Wage Data, https://www.bls.gov/news.release/ocwage.t01.htm, In the areas of advertising, marketing, promotions, public relations, and sales managers, the annual mean wage is $138,650 overall; the mean wages in different areas are shown as follows:
  - Advertising and Promotions Managers - $123,880
  - Marketing Managers - $145,620
  - Sales Managers - $137,650
  - Public Relations and Fundraising Managers - $127,690

- Employment of advertising, promotions, and marketing managers is expected to grow 10% (Faster than average) from 2016 to 2026, as reported in Occupational Outlook Handbook (2018 Edition), https://www.bls.gov/ooh/management/advertising-promotions-and-marketing-managers.htm

Smeal Marketing Graduates

- After college breakdown (2017 graduates): 56% full time employment, 25% still seeking - no offers, 11% still seeking - with offers, 5% further education, 2% post grad internships, >1% entrepreneurship, >1% military, >1% public service, >1% other.
- Top five hiring companies of 2017-2018 for Marketing graduates:
  - Oracle
  - PepsiCo
  - TJX
  - Macy’s
  - IBM
- Top hiring companies for internships of 2017-2018 for Marketing graduates:
  - TJX
  - PepsiCo
  - Comcast
  - Macy’s
  - Ross Stores
  - Target

- Spotlight on Marketing Alumni
Resources

Organizations

American Marketing Association (AMA)
The AMA has been in existence for over six decades. It is one of the largest professional associations for marketers, with over 30,000 members. You can join AMA as a Collegiate member for $50/year and the collegiate chapter dues. Your membership dues give you access to some of the best resources. They include all access to the AMA Web site, which provides various publications, case studies, articles, and reports. You also have access to tons of professional development activities, including special interest groups, conferences, and the tools to become a certified marketer. Once you have graduated, if you have a Collegiate membership, you are eligible for a Young Professional membership for $105/year for up to three years after graduating.

Penn State American Marketing Association (PSAMA)
PSAMA is a wonderful opportunity for students to network with companies and gain hands-on marketing experience (e.g., in sports marketing, fashion, retail, advertising, etc.) In the past, students have received jobs as a direct result of PSAMA contacts. Please visit the PSAMA webpage to learn more about this award-winning group: https://www.wearepsama.com/. PSAMA Faculty Advisor: Franklin Carter, fjc11@psu.edu, (814) 865-1518.

Blue & White Society
The Blue & White Society is the student membership of the Penn State Alumni Association and offers many benefits to students. The Blue & White Society members organize and participate in many large-scale campus events each year, enjoy discounts, and have access to the online directory of more than 658,491 Penn Staters around the world. For more information about the Blue & White Society, visit http://alumni.psu.edu. The current fee is $15 for students to join.

Penn State Prime
Penn State Prime gives students the opportunity to gain hands-on project management skills in the areas of advertising and brand marketing. For more information, visit https://sites.psu.edu/prime/.
Resources

Penn State Resources

Faculty Advisors

Your faculty advisor is located on the fourth floor of the Business Building. These advisors can give you help regarding career choices as well as what courses and/or minor might fit your potential career interest. They can also help you to prepare for graduate school and give you feedback on your resume.

Academic Advisors

Your academic advisor is located in the Undergraduate Programs office in Room 202 in the Business Building. The advisors there are able to help you understand what requirements you need to graduate, give you ideas for your 2-piece sequence, and act as a character reference on your behalf. They are also able to answer questions regarding your degree audit and help you with any personal issues you may be dealing with.

Reach the office at (814) 863-1947.

Bank of America Career Services Center

The Bank of America Career Services Center offers a wealth of career resources just a short walk from the Business Building. It offers one of the largest interviewing programs in the country as well as job listings, drop-in career counseling, employer information sessions, career/resume workshops, mock interviewing, and an extensive career library.

Reach the center at (814) 865-2377.

Smeal College Business Career Center

Smeal College Business Career Center (http://ugstudents.smeal.psu.edu/careers/), located in 114 Business, is your gateway to internships and careers. It offers resources such as an online job posting system, on-campus interview scheduling, resume reviews, mock interviews, cover letter/thank you letter assistance, job search strategy, and networking opportunities.

Reach the office at (814) 863-2150.
Resources

Career Resources & Books

Job Related Web Sites

- Careers-in-Marketing (www.careers-in-marketing.com)
- Hot Jobs (www.hotjobs.com)
  - Select the “Job Search” tab then select either “Advertising/Public Relations Jobs” or “Marketing Jobs”.
- Marketing Jobs (www.marketingjobs.com)
- Marketing Power (www.marketingpower.com)
  - The Website from the American Marketing Association includes a job bank and career resources.
- Marketing Recruiters (www.marketingrecruiters.com)
  - The national executive search firm specialties in placing clients in marketing, marketing research, brand management, or sales promotion.
- Nation Job: Marketing & Sales Job Page (www.nationjob.com/marketing/)
- O’Connell Group (www.oconnellgroup.com)
  - This is a Website for a contingency consumer packaged goods recruiter.
- The Riley Guide (www.rileyguide.com)
  - From the “A-Z Index,” you may select “Marketing: General Jobs” or “Marketing: Industry-Specific Jobs”.
- Yahoo! Careers: Job Search (http://careers.yahoo.com)

<table>
<thead>
<tr>
<th>Title</th>
<th>Publication Location</th>
<th>Call Number</th>
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<tbody>
<tr>
<td>The Direct Marketing Market Place</td>
<td>Business Reference, 3rd Floor Paterno</td>
<td>HF5415.1.D57</td>
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<tr>
<td>Green Book</td>
<td>Business Reference, 3rd Floor Paterno</td>
<td>HF5415.2G69</td>
</tr>
<tr>
<td>O’Dwyer’s Directory of Public Relations Firms</td>
<td>Reference Collection, Social Sciences Library</td>
<td>HM263.O37 2007</td>
</tr>
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## Resources

### Faculty Areas of Expertise

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>Career Areas</th>
<th>Companies</th>
<th>Highest Degree From…</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baumgartner, Hans</td>
<td>Consumer Behavior, Research Methodology</td>
<td>Health Care Industry (Hospitals and Pharmaceutical Companies)</td>
<td>Stanford University</td>
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<tr>
<td>Bolton, Lisa</td>
<td>Consumer Behavior, Market Research, Health Care</td>
<td>Pfizer Pharmaceuticals, Bristol Myers Squibb, Carnation Nutritional Products</td>
<td>University of Florida</td>
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<tr>
<td>Coupland Chang, Jennifer</td>
<td>Advertising, Brand Management, Qualitative Research Methods</td>
<td>Jordan McGrath Advertising, Nike (Social Responsibility Division), Elmer’s</td>
<td>Northwestern University</td>
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<tr>
<td>Ding, Min</td>
<td>Pharmaceutical Industry, New Product Development</td>
<td>Minitab, SPSS, Diagnostics Plus, Google</td>
<td>University of Pennsylvania</td>
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<tr>
<td>Fong, Duncan</td>
<td>Marketing Research, Forecasting, Supply Chain Management</td>
<td>Minitab, SPSS, Diagnostics Plus, Google</td>
<td>Purdue University</td>
</tr>
<tr>
<td>Hammond, Chelsea</td>
<td>Marketing Research, Marketing Analytics</td>
<td>Acturus, Cigna, Forrester Research, Ipsos, Kantar, Landit, Phronesis Partners, Research Now, Simmons Research, The Hartford, Travelers</td>
<td>University of Connecticut</td>
</tr>
<tr>
<td>Hurvitz, Fred</td>
<td>Services Marketing, Retailing &amp; Sales Management, Marketing Strategy</td>
<td>TJX, Dicks Sporting Goods, Burlington, Target, Kohl’s Department Stores</td>
<td>Pennsylvania State University</td>
</tr>
<tr>
<td>Kim, Eunice</td>
<td>Behavioral Decision Theory, Goals and Consumer Choice</td>
<td>Yale School of Management</td>
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<td>Kukitz, Jeff</td>
<td>Marketing Research, Sports Marketing, Nonprofit Management</td>
<td>Penn State University</td>
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<td>Lilien, Gary</td>
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<td>Morgan Stanley</td>
<td>Cambridge University</td>
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<td>Meloy, Meg</td>
<td>Consumer Behavior, Decision Making Biases, Food Industry Management</td>
<td>The Franklin Mint, Steinway</td>
<td>Cornell University</td>
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<td>Petersen, J. Andrew</td>
<td>Marketing Management, Marketing Strategy</td>
<td>University of Connecticut</td>
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<td>Powell, John</td>
<td>Sports Business, Marketing</td>
<td>University of Pennsylvania</td>
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<td>Rangaswamy, Arvind</td>
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<td>Roth, Jennifer</td>
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<td>Slot, Johanna</td>
<td>Marketing Strategy, Inter-firm Relationships, New Product Development</td>
<td>ASML, Netherlands Aerospace Laboratory, Ordina Management Consulting</td>
<td>Tilburg University</td>
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<td>Winterich, Dave</td>
<td>Consumer Behavior, Marketing Research, Logistics Services</td>
<td>C.H. Robinson Worldwide Inc., Pittsburgh Logistics Services, Tracy Locke (Dallas)</td>
<td>Texas A&amp;M University</td>
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<td>Winterich, Karen</td>
<td>Consumer Behavior, Non-Profit Groups, Socially Responsible Marketing</td>
<td>Non-Profit Groups</td>
<td>University of Pittsburgh</td>
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<td>Zhong, Ning</td>
<td>Social Media Analytics, Digital Marketing, Customer Relationship Management</td>
<td>Manufacturing Industry</td>
<td>Emory University</td>
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</tbody>
</table>
Resources

Industry Information

Websites Listing Industry Information

- http://www.hoovers.com
- http://www.libraries.psu.edu

Professional & Trade Association Websites

- American Marketing Association (https://www.ama.org/Pages/default.aspx)
- Sports Business Journal (www.sportsbusinessjournal.com)
- Association for Women in Communications (http://www.womcom.org)
- Direct Marketing Association (www.the-dma.org)
- Marketing Research Association (https://www.insightsassociation.org/)

Other Useful Resources

- Marketing Resource Guide (http://guides.libraries.psu.edu/marketing)
- International Marketing Resource Guide (http://guides.libraries.psu.edu/international-business)
- Career Information Resource Guide (http://guides.libraries.psu.edu/career-resources)

Suggested Readings

<table>
<thead>
<tr>
<th>Title</th>
<th>Author</th>
<th>Location</th>
<th>ISBN/Call Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Predictably Irrational</td>
<td>Ariely, Dan</td>
<td>1st Floor Pattee, West Wing Leisure Reading Collection</td>
<td>978-0061353239 BD448.A75 2008</td>
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<tr>
<td>Marketing Services</td>
<td>Berry, Leonard</td>
<td>3rd Floor Paterno</td>
<td></td>
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<tr>
<td>The Innovator’s Solution</td>
<td>Christensen, Clayton</td>
<td>3rd Floor Paterno</td>
<td>978-1578518524 HD53.C495 2003</td>
</tr>
<tr>
<td>Blink: The Power of Thinking without Thinking</td>
<td>Gladwell, Malcom</td>
<td>5th Floor Paterno</td>
<td>978-0316172325 BF448.G53 2005</td>
</tr>
<tr>
<td>Blue Ocean Strategy: How to Create Uncontested Market Space and Make the Competition Irrelevant</td>
<td>Kim, Chan</td>
<td>3rd Floor Paterno</td>
<td>978-1591396192 HF5415.153.K53 2005</td>
</tr>
</tbody>
</table>
Skills

What Employers Are Looking For

Skills & Qualities Employers Find Important**

- Honesty/Integrity – 83%
- Analytical Problem Solving Skills – 77%
- Adaptability to a Changing Environment – 66%
- Ability to Take a Leadership Role – 58%
- Computer Skills – 56%
- Sensitivity to Diversity – 55%
- Creative Ability to “Think Outside of the Box” – 54%
- Sensitivity to Ethical Issues – 51%
- Ability to Apply Knowledge from “Major Field” – 48%
- Presentation Skills – 48%
- Ability to Think Strategically – 45%

**Based on results of employers polled**
## Skills

### Top 10 Traits Looked for When Hiring

<table>
<thead>
<tr>
<th>1. Lots of Energy</th>
<th>Simply put, some people have it and some people don't, but know that prospective employers notice if you've got it.</th>
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<tbody>
<tr>
<td>2. Ability to Channel Your Anger/Energy into Your Work</td>
<td>Working hard is just that...hard. But be careful, employers are looking out for the person who portrays him/herself as the &quot;overly&quot; hard worker because it often times they are lazy. Know that any work to a lazy person is hard work.</td>
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<td>3. Work Ethic/Motivation</td>
<td>Be ready to show the interviewer how you motivate others, where you draw your motivation from, and how you got to where you are today. A lot of what happen to us is in the past molds our work ethic and motivation into what it is now. Be ready to share those experiences.</td>
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<td>4. Emotional Maturity</td>
<td>Three things will let an employer know how mature you are: judgement, finances, and the number of past employers and how you left those jobs. <strong>Judgment</strong> - How do you handle yourself in business affairs? Are you looking for a quick fix or something a little more long term? <strong>Finances</strong> - Do you live within your means? Can they trust you to be in on discussions regarding the company's finances? <strong>Number of Past Employers</strong> - Have you left your jobs in a responsible manner? Are you bad-mouthing old employers in front of the prospective employer?</td>
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<td>5. Motivation to Finish Tasks</td>
<td>Employers are looking for people who are goal oriented and not afraid of a little bump in the road. They will be looking for cues such as finishing your degree, writing and publishing an article you wrote, or something as simple as overcoming adversity to get to college.</td>
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<tr>
<td>6. You Are Not Just Looking for a Paycheck</td>
<td>If you are not really interested in the company or what they do, it will reflect in your work. Employers will be able to tell because, more often than not, you will not put your best foot forward and you will grow resentful towards your peers and your boss.</td>
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<td>7. Loyalty to the Company/Cause</td>
<td>You don't have to agree with everything the company does or believe that they do no wrong, but you should share common goals and ideals. The backbone of the company should be in line with you and your beliefs.</td>
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<td>8. Compatibility/Teamwork</td>
<td>Individuals will make up your future work environment, but it is the team who will create the culture within your workplace. The &quot;go-getter&quot; attitude is much better suited for a team environment and won't go unnoticed while you interview because you tend to attract people like yourself. But remember, the opposite is also true: the bad will drive out the good.</td>
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<td>9. Professional Appearance</td>
<td>Remember that, when going on interviews, you are essentially &quot;on stage&quot; and therefore being watched almost from the time you step on the property. If you arrive in everyday clothing, it lets the employer know that you have virtually no concept of corporate awareness and how you will fit into the company.</td>
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<tr>
<td>10. Organizational Skills</td>
<td>When talking about organization, it pertains to everything from how your desk looks to tackling a large project that needs a little TLC (tender-loving care). If your desk is disorganized, it doesn't mean that you aren't capable of doing your job, but that is the impression that it gives off. Don't be afraid to show that you have taken on a project in need of organization. It shows the employer more than just your organizational skills.</td>
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</table>
Skills

Top 10 Issues You May Run Into

1. Increased Competition
   - **What it Means**: College is no longer inaccessible to people. With the financial aid options that are available at most colleges and universities, anyone can have the opportunity to get a higher education.
   - **How to Deal**: There has to be something about you when you apply for jobs that sticks out. Make yourself noticeable.

2. Little or No Work Experience
   - **What it Means**: Because higher education is so available, you need to make sure that you are doing everything you can to get the experience you need in the field you are interested in.
   - **How to Deal**: Check into doing internships, working summer jobs, and most importantly, don’t be ashamed to take a job that may seem “beneath” you. Remember, a job just might get you where you want to be. Don’t assume your degree will be enough.

3. No Skills
   - **What it Means**: Sometimes, lack of experience may seem like it means lack of skills.
   - **How to Deal**: Everyone has to be good at something. You need to figure out what that something is for you and know how to capitalize on it.

4. Lack of Networking
   - **What it Means**: Do you think that your knowledge will get you to where you want to go? Fact is, you’re most likely wrong. Networking is probably one of the most important things you can do to help further your career.
   - **How to Deal**: Go to different networking events around campus make tons of friends, and meet with career counselors.

5. No Preparation on the Resume & Cover Letter
   - **What it Means**: First impressions are important and, believe it or not, your resume is your first impression, not the first time you meet your interviewer.
   - **How to Deal**: Always make sure someone proofreads your resume and cover letter. You know what it is supposed to say, other people don’t.

6. No Interview Skills
   - **What it Means**: Don’t think that because you can talk to anyone, you will be able to walk in and breeze through an interview. Interviewers purposely ask you hard questions and are waiting for you to make a mistake or back pedal.
   - **How to Deal**: Know your stuff. Not only about yourself, but also about the prospective company. Researching the company and being able to talk intelligently to the interviewer about it will put you light years ahead of the competition.

7. No Weapon X
   - **What it Means**: You can’t put all your eggs in one basket with the resume. You have to save a little something to say during the interview.
   - **How to Deal**: Finding out your Weapon X is completely up to you. This is something that gives you an edge.

8. No Follow-Up
   - **What it Means**: Let’s face it, things happen with the postal service and the Internet. There is a chance that if you don’t receive a call about an interview, the people who were supposed to get your information never got it.
   - **How to Deal**: Don’t be afraid, call them, ask them when they plan to schedule interviews or make decisions. There is no shame in it, you worked hard to get your foot in the door, take action.

9. Quit Too Easily
   - **What it Means**: If you aren’t getting any phone calls for interviews, don’t get discouraged.
   - **How to Deal**: Have someone look at your stuff and reevaluate what is and is not working. Remember: You are the product, sell yourself.

10. Lack of People Skills
    - **What it Means**: You are “on stage” from the time you walk thru the door. You need to be nice to everyone from the guy who opened the door to the interviewer.
    - **How to Deal**: Your skills and knowledge are not the only thing you need to get a job. The people that you could be potentially working with need to know that you can get along with them and everyone else.
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