Conventional (Organizers)

People who like to work with data, have clerical or numerical ability, carry out tasks in detail, or follow through on others' instructions.

### Some Descriptors of a Conventional Person

**Are you?**
- well-organized
- accurate
- numerically inclined
- methodical
- conscientious
- efficient
- conforming
- orderly
- practical
- thrifty
- systematic
- structured
- polite
- ambitious
- obedient
- persistent

**Can you?**
- work well within a system
- do a lot of paper work in a short time
- keep accurate records
- use a computer terminal
- write effective business letters

**Like to?**
- follow clearly defined procedures
- use data processing equipment
- work with numbers
- type or take shorthand
- be responsible for details
- collect or organize things
- keep neat records/files

**Hobbies**
- Collecting memorabilia
- Arranging and organizing household or workshop, etc.
- Playing on computer or card games
- Collecting any related objects
- Keeping club or family records and files
- Reading home magazines
- Studying tax laws
- Practicing Clutter's Last Stand
- Writing family history
- Volunteer tax preparer
- Crafts/needlework
- Shooting sports

**Work Environments**
- Business-detail
- Data generated
- Traditional
- Rewards conformity & dependability

**Career Possibilities**

**Areas of Study at UMM**

**Areas of Study with “C” Second**
- Management - Financial Management (ECS/ESR)
- Mathematics (ICR/IER/ISE)

**Areas of Study with “C” Third**
- American Studies (ECS)
- Computer Science (IRE/IEC/IRC)
- Elem Ed Preprimary (SAE/SEC/SAE)
- Elem Ed Middle Level Math (SSE/SEC/SEC)
- Elem Ed Middle Level Social Science (SSE/SEC/SSE)
- Elem Ed Middle Level Science (SSE/SEC/SSE)
- Elem Ed World Languages (SSE/SEC/SSE)
- German (ASE/AES/IIE)
- Liberal Arts for the Human Services (SSE/SEC/SSE)
- Management - Organizations and Human Resources (SSE/SEC/SEC)
- Political Science (SSE/SEC)
- Social Science (SSE/IIE/SSE)
- Spanish (ASE/AES/IIE)

**UMM Organizations:**
- Become involved in some of the campus organizations related to your CONVENTIONAL interests.
- For more information, contact the Student Activities Office, 320-589-6080.

- Anime Club
- Assn. for Computing Machinery/Computer Science Club
- Bad Movie Club
- Big Friend Little Friend
- Campus Activity Council (CAC)
- College Bowl
- Dungeons and Dragons
- Education MN Student Program
- Management/Economics Club
- Math Club
- Music Educators National Conference (MENC)
- Parent Pack
- Peer Health Educators
- Pre-Professional Educators
- Community Outreach

**Holland Code:**
- Abstractor (CSI)
- Accountant (CSI)
- Administrative Assistant (ESC)
- Air Traffic Control Specialist (SCE)
- Bank Examiner (EIC)
- Budget Analyst (CER)
- Building Inspector (CIE)
- Business Manager (ESC)
- Business Programmer (CRI)
- Business Teacher (CSE)
- Calibration Lab. Tech (RCI)
- Catalog Librarian (CSE)
- Claims Adjuster (SEC)
- Claims Agent (SEC)
- Computer Operator (CSR)
- Computer Programmer (IRC)
- Congressional-District Aide (CES)
- Cost Accountant (CES)
- Credit Analyst (CRS)
- Credit Manager (ESC)
- Crime Laboratory Analyst (IRC)
- Customs Inspector (CEI)
- Editorial Assistant (CSI)
- Elementary School Teacher (SEC)
- Estimator (RCE)
- Financial Analyst (CSI)
- Financial Planner (ESC)
- Fundraiser (SEC/ESC)
- Human Resources Recruiter (SEC)
- Insurance Manager (ESC)
- Insurance Underwriter (CSE)
- Internal Auditor (ICR)
- Instrumentation Technician (RIC)
- Investment Analyst (CIE)
- Kindergarten Teacher (ESC)
- Management Analyst (IRC)
- Market Research Analyst (ISC)
- Museum Registrar (CSE)
- Musicians (ASC)
- Occupational Health/Safety Inspector (ESC)
- Paralegal (SCE)
- Quality Assurance Tester (RIC)
- Radio/T.V. Announcer (SCE)
- Real Estate Appraiser (SEC)
- Research Assistant (ISC)
- Safety Inspector (RCS)
- Securities Trader (ESC)
- Soil Conservation Technician (IRC)
- Tax Accountant (ECS)
- Tax Consultant (CES)
- Translator (ISC)
- Travel Agent (ECS)
- Web Developer (CIA/ACI)