



MEDICAL OFFICE ADMINISTRATION

CAREER GUIDE

How to Use This Guide

1. **Identify Your Path:** Determine which area of Medical Office Administration interests you most.
2. **Follow the Educational Path:** Enroll in the corresponding VGCC programs and complete the necessary coursework.
3. **Pursue Entry-Level Positions:** Gain experience through internships or entry-level jobs while still in school.
4. **Advance Your Career:** Use the career ladder to plan your progression from entry-level to expert positions.



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Data Sources: Median salary ranges for NC by position based on AI from Bureau of Labor Statistics, Glassdoor, Payscale, and Salary.com.

These are general examples of positions that might be found in this career track. Actual positions and salaries vary depending on the industry and individual company.