

Name _____ Teacher _____

Careers in Municipal Government

You probably already know a lot about city workers in your town. You may see them working on the way to school each day. Someone in your family may work in your town's government. You probably hear about city departments on the news.

You may not know as much about the departments in a municipality and what these departments do. Read the short description of each department below and think of one kind of job that could be done in that department by an employee of the city. Write the name of the job under the department that could use a person with those skills. Some suggested jobs are listed at the end, but you may think up other jobs on your own. Please do not use any one job in more than one department. For example, almost every department needs a typist and a manager. Try to use more specific jobs.

Remember to write down the job title of a **city government employee**. For example, for #1, you might want to put "pilot." Pilots do work at airports, but they work for airline companies, not the city. Think carefully about your answers.

1. City Aviation Department: runs our town airport

Job: _____

2. City Police Department: keeps order in our town, investigates crimes

Job: _____

3. Fire Department: works to prevent, put out, and find the causes of fires

Job: _____

4. Emergency Medical Services: provides ambulance service and first aid training

Job: _____

5. City Parks and Recreation Department: operates and maintains city parks

Job: _____

6. City Hospital: provides emergency and other hospital care to persons who need it, including persons without health insurance

Job: _____

7. City Cemetery: allows burial of any residents, even those who cannot afford a plot

Job: _____

8. City Convention Center: holds meetings and conventions for groups

Job: _____



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9. Municipal Court: judges cases of persons accused of breaking city ordinances, including traffic violations

Job: _____

10. City Fine Arts Center: offers art classes, exhibits, plays, and concerts

Job: _____

11. City Utility Department: provides electrical and water service to residents

Job: _____

12. City Environmental and Conservation Department: looks after air and water pollution, organizes garbage collection, sponsors recycling programs, and energy conservation

Job: _____

13. City Health Clinics: offer basic medical care and shots to residents who cannot afford to pay for their medical care

Job: _____

14. City Health and Human Services Department: runs housing programs, child care services, and services to elderly persons

Job: _____

15. City Inspections Department: inspects buildings, restaurants, and swimming pools to make sure they are safe and healthy

Job: _____

16. City Library: provides books, magazines, videos, tapes, and newspapers for reference and check out, and sponsors reading programs

Job: _____

17. Municipal Public Works Department: designs, builds, and maintains streets and buildings for city government use

Job: _____

18. City Purchasing Department: takes bids on products that the city will buy and on projects that the city will build, orders and distributes all supplies needed by departments

Job: _____

19. City Planning Office: studies information, notices trends, sets goals and makes plans for changes the city will face in years to come

Job: _____



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20. Municipal Public Information Office: prepares publications such as pamphlets, organizes plans to inform the public of information the city government wants people to know

Job: _____

- accountant
- air traffic controller
- architect
- artist
- backhoe operator
- biologist
- cashier
- city manager
- chemist
- computer operator
- computer programmer
- construction worker
- cook
- custodian
- electrician
- engineer
- finger print expert
- first aid instructor
- food service worker
- gardener
- historian
- judge
- laboratory technician
- lawyer
- librarian
- lifeguard
- mechanic
- medical technician
- meter reader
- musician
- nurse
- park ranger
- photographer
- planner
- plumber
- printer
- psychologist
- roofer
- social worker
- switchboard operator
- trash collector
- truck driver
- undercover officer
- video photographer
- waiter
- writer

