

What Jobs Are Available?

A variety of jobs are available for people who are out of work or who want to change jobs. Many positions do not require any formal education, but you must know what your interests are and how you are going to get the job you want.

Most jobs are found close to where you live. Other jobs may require that you move to another location.

You may have the skills for a particular job and not be aware of it. For example, you may have fixed cars, worked in your garden, or sold newspapers. These experiences could be used as work experiences for some jobs.

Your work history is important. All of your work experiences can be grouped together as a particular skill. List all of your experiences of working on your own car or working on other people's cars if a newspaper help-wanted ad asks for car repair experience.

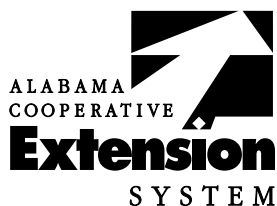
A person's job interest is also important. If you are interested in working outside, for example, you could apply for jobs such as gardener, landscaper, painter, or construction laborer. Some other job fields for you to consider are the following:

- Industrial jobs** involve working with objects. These include machinists, printers, and assembly workers.
- Office jobs** require good organizational skills. Examples are computer operators, secretaries, office assistants, mail clerks, file clerks, bank tellers, and receptionists.
- Service jobs** usually involve working with people. These jobs include mail carriers, police officers, cashiers, cooks, waiters, dishwashers, maids, janitors, and hotel clerks.
- Educational jobs** require you to have a higher education. Some examples are teachers, librarians, and teachers' aides.
- Sales jobs** are for people who are interested in other people. Included in these jobs are clerks, salespeople, travel agents, real estate agents, insurance salespeople, and funeral directors. Some of these also require more education.
- Construction jobs** require an interest in building things and working with your hands. You should be able to work long hours in the sun and be able to lift heavy objects. Some examples are bricklayers, ironworkers, general laborers, carpenters, painters, and concrete finishers.
- Transportation jobs** involve moving people or things to many places. You usually need a special license to be a car or truck driver and you need to be able to lift heavy objects. Examples are long distance truck drivers, city and commercial bus drivers, drivers for moving companies, and couriers.
- Scientific and technical jobs** usually require a higher education with degrees or special training unless you want to work as a lab assistant cleaning equipment. You should be well organized and have the ability to work alone or with other people. Examples are engineers, chemists, technicians, printers, and computer programmers.

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- ❑ **Mechanical and repair jobs** require you to use your mind and hands to fix things and, in some cases, work alone. You must be self-starting, patient, and courteous. Examples are air conditioner repairpersons, auto mechanics, machinists, and repairpersons for trucks and heavy equipment.
- ❑ **Health care jobs** involve aiding the sick and disabled. You must be understanding and caring. You will need some higher education or technical training. Examples are nurses, nurses' aides, dental assistants, patient escorts, orderlies, sitters, and dietitians.
- ❑ **Social service jobs** require the ability to understand and work with people, especially the poor. Higher education is required for this area. Examples are counselors, social workers, county Extension agents, and clergy.
- ❑ **Social scientists** study the way people act. You must have education beyond high school. Examples are geographers, political scientists, sociologists, and historians.
- ❑ **Performing arts, design, and communication jobs** are for people who are creative and imaginative. Examples are dancers, singers, architects, clothing designers, artists, and radio announcers.
- ❑ **Agriculture, forestry, and fisheries jobs** supply necessary items for our survival. Examples are farmers, farm managers, food processors, soil scientists, foresters, and commercial fishermen.
- ❑ **Military** jobs allow you to serve your country and receive valuable on-the-job training in the army, navy, air force, marines, or Coast Guard. You must be at least a high school graduate. Examples are computer technicians, air traffic controllers, pilots, medical personnel, mechanics, equipment operators, drivers, and food service workers.

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For more information, call your county Extension office. Look in your telephone directory under your county's name to find the number.

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Some of the jobs listed require higher education while others are assistant-type jobs that need less training. After you have identified your interests, explore those particular areas. This can be done by contacting companies or friends and relatives who work in these fields. In some cases, you may be able to observe them in their jobs. They may be willing to share job-related experiences.

If you are already working but not using your best abilities, think about other jobs and apply for them. To be good at your job, you must find it rewarding to work hard and to be loyal to your company.

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