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Your Guide to Navigating the Governmental Public Health Job Search Process

Working in a local, state, territorial or freely associated state health department can be a rewarding way to positively impact your community, develop new skills, and access great benefits.

Key Points to Remember

- **Unique Opportunities in Public Health**

- ◇ Governmental public health provides opportunities to impact the health and well-being of communities.
- ◇ Many health departments offer benefits like pension plans, loan forgiveness, and flexible work arrangements.
- ◇ There are many unique health department roles not found in other sectors.

- **Government Job Search Tips**

- ◇ Health departments may use civil service exams — **Sign up** for alerts through health department sites to stay informed about exam dates. Civil service jobs are often viewed as permanent positions, and if grant funding is reduced, the government is typically obligated to reassign employees to alternative roles, ensuring greater job stability.
- ◇ Government job postings might not appear on job boards. Use [PublicHealthCareers.org](https://www.publichealthcareers.org) to find them. Search tribal government websites if interested.

- **Tailor Your Application**

- ◇ Make sure your resume includes specific job start and end dates and keywords from the job description.
- ◇ Submit all required documents — sometimes, essays or self-evaluations are needed.
- ◇ Government applications can take longer than in the private sector, but they're worth it!

Get Ready for the Civil Service Exam

- ☐ Know the exam schedule — sign up for alerts through health department sites so you don't miss the dates.
- ☐ Check for exam resources like study guides on health department websites.

How to Stand Out with Your Application

- ☐ Include specific dates (month/year) for each job role on your resume.
- ☐ Use keywords from the job description to match your resume to the position.
- ☐ Be thorough: Write application essays or self-evaluations if required.
- ☐ Double-check that you meet most job qualifications before applying.

How to Prepare for an Interview

- ☐ Research the department and its mission to align your responses.
- ☐ Practice common interview questions for government roles.
- ☐ Dress professionally and follow the department's interview guidelines.

Resources to Help You Succeed

- ☐ Visit [PublicHealthCareers.org](https://publichealthcareers.org) to find health department job openings.
- ☐ To learn more about the secrets of government job search, check out this short [course](#).

