



Council for
Intellectual Disability



Types of jobs 工作類型

Conversation cards
對話用卡



Jobs I want to try cards 「我想嘗試的工作」活動卡

There are many different types of jobs.
工作有好多不同類型。

These cards can help you think about the jobs you might like to try.

這些卡片有助於你思考自己想嘗試的工作類型。

The back of each card shows some of the things you could do in that job.

每張卡片的背面都列出了這份工作的部分職責。

We have included some jobs in these cards. You might be able to think of other jobs you would like to try.

我們已經在卡片中列出了一些崗位。 或者你可以想到更多。



Photographer
攝影師



Photographer 攝影師

- Take photos
- 拍攝相片
- Edit photos
- 編輯相片
- Make digital images
- 製作數碼影像
- Travel to different places
- 四處出行
- Work indoors and outdoors
- 在室內外工作
- Talk to clients
- 了解顧客需求
- Meet lots of different people
- 結識不同的人



Baker
烘焙師



Baker

烘焙師

- Bake bread and cakes
- 焗麵包同蛋糕
- Bake biscuits
- 焗餅乾
- Clean up the kitchen
- 清理廚房
- Talk to customers
- 同顧客交談
- Order ingredients
- 訂購配料
- Follow a recipe
- 照著配方做



Library assistant
圖書館助理



Library assistant 圖書館助理

- Put library books on shelves
- 將圖書館的書籍擺上架
- Help customers borrow library books
- 幫助顧客借閱書籍
- Keep the library tidy
- 保持圖書館整潔
- Pick up books that are out of place
- 整理亂放的書籍
- Help visitors find a book
- 幫助讀者找書



Veterinary nurse
獸醫護士



Veterinary nurse 圖書館助理

- Care for sick animals
- 照顧生病的寵物
- Give animals medicine
- 餵動物食藥
- Assist the vet with their work
- 協助獸醫工作
- Work in a team
- 團隊合作
- Talk to the owners about their pets
- 向主人講解寵物的情況



Flower shop worker
花店職員



Flower shop worker 花店職員

- Make bunches of flowers
- 扎花
- Talk to customers
- 了解顧客需求
- Sell flowers to customers
- 向顧客賣花
- Make orders for more flowers
- 訂花補貨
- Sweep the floor
- 掃地
- Water the flowers and plants
- 淋花淋草



Waiter
服務員



Waiter 服務員

- Serve food and drinks
- 上菜同飲料
- Take food orders
- 落單
- Clean the dining room
- 打掃餐廳

- Talk to customers
- 了解顧客需求
- Take away dirty plates
- 清理污糟餐具
- Wash dirty dishes
- 清洗污糟餐具



Chef and kitchenhand
廚師同幫廚



Chef and kitchenhand

廚師同幫廚

- **Prepare lots of food**
- **預備大量食材**
- **Cook meals**
- **烹飪餸菜**
- **Store raw ingredients**
- **儲存生食材**
- **Store cooked food**
- **儲存熟食**
- **Be part of a team**
- **拍檔合作**
- **Clean up the kitchen**
- **清理廚房**



Hotel house keeper
酒店房務員



Hotel house keeper

酒店房務員

- Clean hotel rooms
- 打掃酒店客房
- Clean bathrooms
- 打掃浴室
- Make beds
- 整理床鋪
- Throw away rubbish
- 丟垃圾
- Talk to hotel guests
- 了解酒店房客需求



Barista
咖啡師



Barista

咖啡師

- Make hot drinks like tea and coffee
- 製作茶同咖啡等熱飲
- Take orders from customers
- 落單
- Clean the coffee machine and bar
- 清潔咖啡機同吧台
- Take money from customers
- 向顧客收錢



Farm hand
農夫



Farm hand 農夫

- Give animals food and water
• 給牲畜飼料同水
- Collect eggs
• 收集雞蛋
- Pick fruit and vegetables
• 採摘水果同蔬菜
- Prepare riding gear for horses
• 預備馬匹騎具
- Water plants and mow the lawn
• 淋花草同修剪草坪



Sport coach
體育教練



Sport coach 體育教練

- Help your team play better
- 幫助隊伍提高戰績
- Practice sport with your team
- 帶隊訓練
- Make plans to win games
- 做好取勝計劃
- Teach sport rules
- 教導體育規則
- Lead and encourage your team
- 領導並鼓勵隊伍
- Referee sport games
- 做比賽裁判



Musician
音樂人



Musician

音樂人

- Sing songs
- 唱歌
- Play musical instruments
- 演奏樂器
- Record songs
- 錄製歌曲
- Teach music to others
- 教授他人音樂
- Play music at events
- 在大型活動中演奏
- Work on your own or in a band
- 單人表演或組樂團



Gardener
園丁



Gardener

園丁

- Water grass and plants
- 淋花草
- Plant flowers or trees
- 種植花草樹木
- Mow the lawn
- 修剪草坪
- Rake the fallen leaves up
- 用耙清理落葉
- Travel to different gardens
- 穿梭於不同的花園
- Work outside all day
- 全天在戶外工作



Artist
藝術家



Artist

藝術家

- Be creative and use imagination
- 發揮創意同想像力
- Make paintings or drawings or pottery
- 繪畫或製作陶器
- Sell art works in a shop or market
- 在商店或市場出售藝術作品
- Share art with others
- 與他人分享藝術



Carpenter
木工



Carpenter

木工

- Build things with wood and materials
- 用木頭同材料製作物件
- Measure things and cut materials
- 測量物件同切割材料
- Use tools and machines
- 使用工具同機器
- Look at building plans
- 看建築圖紙
- Repair furniture or houses
- 修理家具或房屋



Electrician
電工



Electrician

電工

- Install wires and switches
- 安裝電線同開關
- Repair appliances
- 修理電器
- Know about electricity and safety
- 了解電同安全知識
- Use tools and pliers
- 使用工具同鉗子
- Talk to customers
- 了解顧客需求



Plumber
水管工



Plumber

水管工

- Install pipes and toilets
- 安裝管道同馬桶
- Fix sinks and leaky taps
- 修理水槽同漏水的水龍頭
- Clear drains so water can flow
- 清理下水道, 使水流暢通
- Work indoors and outdoors
- 室內外工作
- Work with heavy tools and machines
- 使用重型工具同機器



Construction worker
地盤工人



Construction worker

地盤工人

- Use building tools
- 使用建築工具
- Lift heavy materials
- 搬運重型物料
- Help with building jobs
- 建築幫工
- Clean up the construction site
- 清理地盤



Teachers aide
教師助理



Teachers aide

教師助理

- Help students learn
- 幫助學生學習
- Help the teacher plan lessons
- 幫助老師備課
- Listen to students and the teacher
- 聆聽學生同老師的想法
- Help with classroom jobs
- 幫助完成課堂任務
- Keep the classroom tidy
- 保持教室整潔



Truck driver
貨車司機



Truck driver

貨車司機

- Drive a truck or a van
- 駕駛貨車或麵包車
- Load things in and out of the truck
- 給貨車裝卸貨物
- Deliver products to shops
- 送貨到商店
- Drive long distances
- 長途駕駛
- Work on your own
- 獨立工作



Child carer
兒童保育員



Child carer

兒童保育員

- Take care of children
- 照顧兒童
- Plan activities for children
- 為小朋友策劃活動
- Read books to children
- 讀書給小朋友聽
- Clean child care centre
- 打掃託兒所
- Help prepare food for children
- 為小朋友預備食物



Receptionist
接待員



Receptionist

接待員

- Greet visitors and talk to customers
- 接待來訪者並了解顧客需求
- Answer questions
- 回答問題
- Answer phone calls
- 接聽電話
- Send emails
- 發送電子郵件
- Collect documents
- 收文件



Hairdresser
髮型師



Hairdresser

髮型師

- Do haircuts and style hair
- 剪髮同做髮型
- Shave beards and moustaches
- 刮鬍須
- Talk to customers
- 了解顧客需求
- Follow work health and safety
- 遵守工作健康同安全規定
- Clean the hair salon
- 打掃髮廊



Delivery person
送貨員



Delivery person

送貨員

- **Drop off packages and mail to customers**
• 給顧客送包裹同郵件
- **Keep track of deliveries**
• 跟蹤送貨情況
- **Drive delivery car or delivery van**
• 駕駛送貨私家車或麵包車
- **Navigate to places**
• 前往各個送貨地點
- **Work on your own most of the time**
• 大部分時間獨自工作



Bus driver
巴士司機



Bus driver

巴士司機

- Drive a bus for long distances
- 駕駛長途巴士
- Drive to bus stops
- 開車前往巴士站
- Pick up passengers
- 上客
- Drop off passengers
- 落客
- Talk to other bus drivers
- 與其他巴士司機溝通



Start a small business
開辦小生意



Start a small business

開辦小生意

- Make a business plan
- 制定商業計劃
- Know your business needs
- 了解自身業務需求
- Set up your shop
- 開設門店
- Set up your business phone number and email address
- 開通生意電話和電郵地址
- Make ads for your business
- 給自己的生意打廣告
- Talk to people who can help you
- 詢問可以幫手的人



Packer
包裝工



Packer

包裝工

- Pack things for delivery or storage
- 包裝商品送貨或入庫
- Load things into trucks
- 貨車上貨
- Store items on shelves
- 商品上貨架儲存
- Follow packing rules
- 遵守包裝規定
- Find items needed to pack
- 找出要包裝的貨物
- Work on your own and as part of a team
- 獨立工作又要拍檔合作



Security guard
保安



Security guard

保安

- Watch to keep places safe
- 看守場地, 保障安全
- Walk around to check things
- 巡邏檢查
- Know the rules and what to do
- 清楚條例規定
- Communicate with others
- 向他人詢問情況
- Know if something seems wrong
- 對危機有警覺性
- Stay calm under pressure
- 淡定應對壓力



Sales assistant
銷售助理



Sales assistant

銷售助理

- Put the products on shelves
- 將產品上貨架
- Help customers find products
- 幫助顧客找產品
- Take money from customers
- 向顧客收錢
- Listen to customer complaints or feedback to tell the manager
- 聆聽顧客投訴或意見，並告訴經理
- Tidy up the shop
- 整理店鋪



Grocery store worker
雜貨店員工



Grocery store worker 雜貨店員工

- Stock shelves neatly
- 將貨物整齊地擺上架
- Help customers find products
- 幫顧客找產品
- Know what products are running low
- 了解哪些產品庫存不足
- Talk to customers
- 了解顧客需求
- Take money from customers
- 向顧客收錢
- Clean your store
- 打掃店鋪