

## Summary

**Subject matter:** Organizational structure of the bodies of state power and local administration ( on the example of Pyatigorsk administration )

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**Customer organization:** Pyatigorsk administration

**Topicality of the research** is topical as unconditionally one of the most important characteristics of management on any level of the authority is a total yield, effectiveness of the work, all-round interrelations in all the spheres of management and complete understanding of their work.

**Objective of the research** is the accurate definition and specification of the structure and content and the examination of the main mechanisms and the septum's of functioning of municipal administration, and also the analysis and development of the methods of the solution of the discovered problems

**Tasks:** a complex study of municipal administration on the example of Pyatigorsk administration and also the examination of the structures and subdivisions of the organization and development of the model of the organization structure.

**Theoretical and practical significance** of the research is to discover the main signs of the ineffective work of the local administrations and proper solution of the problem. Practical significance is that its proposal can be used for the solution of the emerging problem in Pyatigorsk administration

**Results of the research:**

- The manual fully covers the stats, responsibilities and order of the formation, clearly shows responsibilities and connections of the administration with population;
- The structure of the administration corresponds to all requirements;
- The administration developed and adopted all the required normative acts for the work of the organization and of the entire unit.

**Recommendations:** local administration should be regarded as the resource of the country's development; it's needed to create the conductions for the steady socio-economic development of each municipal body which in their responsibilities will provide the socio-economic development of the country.