



Hot Jobs in St. Louis

SLATE Missouri Career Center

www.jobs.mo.gov

Version Date: 11/16/2012

Position Title: Grant Writer **Job Order #** 9726899

Job Description: Prepares proposals for submittal to potential funding sources to obtain funds

Requirements: Fifth year college or university program certificate; or two to four years related experience

Position Title: License Clinical Social Worker **Job Order #** 9726910

Job Description: Assists patients and their families with personal and environmental difficulties

Requirements: MSW degree from accredited college or university, (L.C.S.W. required).

Position Title: Accountant **Job Order #** 9726924

Job Description: Responsible for applying accounting principles and procedures to analyze financial information

Requirements: Masters degree

Position Title: Community Support Specialist **Job Order #** 9726931

Job Description: Responsible for assessing the client's status including personal strengths, progress & problems

Requirements: Bachelor's degree in Social Work, Psychology, Nursing or related field.

How To Apply

Log onto **Jobs.Mo.Gov** and enter the Job Order Number in the "Search" box to learn more about these jobs, as well as thousands of additional openings throughout Missouri, all at **NO COST**. If you meet the requirements for the job, apply by following the directions listed. For further help, see any SLATE Missouri Career Center representative.

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Position Title: Dental Hygienist **Job Order #** 9726958

Job Description: Cleaning and maintaining the teeth; teaching healthy habits to the patients

Requirements: Associate degree

Position Title: Experienced Industrial General Laborer **Job Order #** 9727941

Job Description: Must be able to work in different climates and conditions, position will also include some lifting

Requirements: Must be able to pass drug check and a criminal background check. 24 months of experience

Position Title: Administrative Assistant **Job Order #** 9703043

Job Description: Data/resource entry, updates, cleanup and monthly/quarterly reports.

Requirements: H.S. Diploma or equivalent with two years of administrative experience

Position Title: OJT–Crisis Intervention Counselor **Job Order #** 9713934

Job Description: Refers clients to community resources and other organizations.

Requirements: Masters Degree in Social Work, Psychology, Counseling or Psychiatric Nursing.

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Position Title: Data Entry Coordinator **Job Order #** 9724028

Job Description: Oversees day-to-day integrity of database and database procedures

Requirements: Must have a Bachelors degree, Masters preferred 2 years of related experience

Position Title: Transportation Center Operations Supervisor **Job Order #** 9727919

Job Description: Managing the day-to-day operations of the 24 hour City of St. Louis Gateway Transportation Center

Requirements: Prior supervisory experience staffing a 24 hour facility is preferred.

Position Title: Programmer/Analyst III **Job Order #** 9699310

Job Description: This is advanced technical work in the Management Information Systems at Lambert-St. Louis

Requirements: A Bachelor's degree in Computer Science, Management Information Systems, Computer

Position Title: PROGRAMMER / ANALYST I **Job Order #** 9727915

Job Description: This is a specialized computer position responsible for operating and administering Computerized

Requirements: A Bachelor's degree in Computer Science, Management Information Systems

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Position Title: GARDENER **Job Order #** 9727907

Job Description: This is semi-skilled manual work planting and propagating plants, trees, shrubs, and flowers.

Requirements: An Associate degree in Horticulture or a directly related field. or, two years of recent full-time

Position Title: Correctional Officer I **Job Order #** 9727902

Job Description: This is work in maintaining order, keeping records, and supervising the activities of residents

Requirements: Two or more years of work experience and a high school diploma or G.E.D.

Position Title: Neighborhood Improvement Specialist **Job Order #** 9723010

Job Description: Serve as a resource for the citizenry by helping them access City services and troubleshooting

Requirements: A Bachelor's degree in Urban Planning, Social Work, Business or Public Administration

Position Title: Airport Properties Specialist **Job Order #** 9713271

Job Description: This is work administering leases, contracts, and rental agreements at Lambert-St. Louis

Requirements: A Bachelor's degree in Public or Business Administration, Aviation Management

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Position Title: OJT–Early Childhood Program Coordinator **Job Order #** 9724769

Job Description: Responsible for staff recruitment, interviewing, hiring, discipline, scheduling

Requirements: Associates degree, 12 months of experience

Position Title: OJT – Marketer/Networker **Job Order #** 9724769

Job Description: Builds relationships with referral sources via presentations, face to face contacts, phone calls,

Requirements: Bachelors degree, 24 months of experience

Position Title: OJT – Educational Recruiter **Job Order #** 9723142

Job Description: As an Educational Recruiter you will recruit adult and high school prospective students

Requirements: This position requires the ability to work evening and weekend hours.

Position Title: _____ **Job Order #** _____

Job Description: _____

Requirements: _____

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