

HOT JOBS

SAINT LOUIS



Version Date: 05/01/2015

Position Title: Cashiers

Job Order # 11106395

Job Description: Responsible for managing the proper transaction of food sales and customer service for a diverse high volume food service operation.

Requirements: Knowledge This position requires flexible availability including morning, mid, and evening shifts during both weekdays and weekends.

Position Title: OJT – Lead Senior .NET Developer

Job Order # 11065480

Job Description: This candidate has the opportunity to embark on an exciting campaign to continue to develop Order Entry, Pricing, Inventory, Purchasing, E-Commerce and Warehouse management program

Requirements: Minimum of 3-4 years of professional experience within information technology

Position Title: OJT - Director of Program Operations

Job Order # 11079204

Job Description: This person is the point of contact for ensuring the quality control measures are put forth to the outside vendors & acts as a secondary conduit between the program & WCG clients.

Requirements: At least 3 years experience with Data Management (SQL etc), excellent computer skills & proficient in comma & tab delimited systems as well Microsoft Office Systems.

Position Title: Dir Entrepreneur Svc & Institutional/Corp Partnerships **Job Order # 11163708**

Job Description: Seeking an individual to provide leadership, coordination, and hands-on implementation in Entrepreneurial services; coordinate and facilitate programming and program integration among

Requirements: Bachelor's Degree; excellent written and oral communication and interpersonal skills to interact Within the organization, with District clients and partner organizations, with external professionals...

HOW TO APPLY: Log onto jobs.mo.gov and enter the Job Order Number in the 'search' box to learn more about these positions, 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.
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Version Date: 05/01/2015

Position Title: OJT - Area Educator

Job Order # 11181693

Job Description: Designing, implementing and evaluating innovative and educational programs to address the needs of youth, adults and families in designated areas of St. Louis City and County. The Area Educator will...

Requirements: Bachelor's Degree in Human Development, Education, Psychology, Human Service or closely related field. Must possess the ability to make effective use of the social media and computer/electronic tech..

Position Title: Job Coach, SPYC, PT

Job Order # 11152862

Job Description: Performs duties necessary to facilitate enrollment, assessment, referrals, worksite visits, mentoring sessions, orientation, works primarily with internal staff and contracted non-profit organizations...

Requirements: High School Diploma or equivalent, 3 years of relevant or relatable FT work experience and must have reliable transportation. You will use your car nearly every day; stable work history...

Position Title: Summer Jobs League Program Lead, PT

Job Order # 11152854

Job Description: Duties to facilitate enrollment, assessment, referrals, worksite visits, mentoring sessions, orientation, and works with internal staff and contracted non-profit organizations.

Requirements: High School Diploma or equivalent, 5-7 years of relevant or relatable FT work experience and must Have reliable transportation. You will use your care 3 days a week; stable work history....

Position Title: SPYC Program Lead, PT

Job Order # 11152827

Job Description: Primarily works with State Parks, City Parks, and City Recreation Centers. Provides training and Technical assistance on procedures, rules and regulations pertaining to Summer Jobs.

Requirements: High School Diploma or equivalent, 5-7 years of relevant or relatable FT work experience and must Have reliable transportation. You will use your car 3 days a week; stable work history....

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Version Date: 05/01/2015

Position Title: Summer Jobs Workshop Facilitator

Job Order # 11152842

Job Description: Will primarily deliver workshops such as: job readiness training, financial literacy, and a component of business and participant orientation. Works with diverse population, public speaker

Requirements: Show enthusiasm, motivate, encourage and influence; engage participants and promote interaction; enter data/outcomes into tracking system; proficient in Microsoft Office

Position Title: Job Coach, SPYC, PT

Job Order # 11152837

Job Description: Works primarily with State Parks, City Parks, and City Recreation Centers. Provides front-line customer services, i.e. answers telephones, greets customer etc. for Young Adult Workforce Div

Requirements: High School Diploma or equivalent, 3 years of relevant or relatable FT work experience and reliable

Position Title: Host/Cashier

Job Order # 11197136

Job Description: Greets guests as they enter the restaurant and offers a sincere, personal invitation to return as the Guests leave. Offers assistance to any guests who may need help.

Requirements: High school diploma or equivalent.

Position Title: Business Controls Analyst/Customer Operations

Job Order # 11202277

Job Description: Provide direct support to achieve company financial and performance objectives. This individual will Be responsible for assisting in the preparation and development of operating capital budgets, forecast

Requirements: Experience in Business Planning/Finance; 3-5 years experience in preparation analysis of budgets And forecasts.

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Version Date: 05/01/2015

Position Title: Compensation & Perf Specialist Metro **Job Order # 11190415**

Job Description: Consult with leadership and HR Business Service on issues related to organization design, job Design, compensation policies and processes, salary offers, performance appraisal, etc.

Requirements: Bachelor's Degree, advanced skill using Microsoft Excel required, PeopleSoft tables and....

Position Title: Front Desk **Job Order # 11187975**

Job Description: Front desk is 'guest service central' in the Hotel. Provide check-in and check-out services, internal and External telephone service and a wide array of other Hospitality oriented guest services.

Requirements: Maintain guest confidentiality, be a living 'Google' of Hotel and local services, ace all the clerical.....

Position Title: Academic Instructor **Job Order # 11187902**

Job Description: Classroom setting, providing instruction in skills necessary to master academic competencies. Provides engaging instruction, administers tests and evaluates progress in reading, writing, social

Requirements: State Teacher's Certificate is required in the State where the Job Corps Center is located. Bachelor's degree, concentration in Secondary or Adult Education is preferred.

Position Title: Engineer Tech. Assessment Req. 140108 **Job Order # 11190461**

Job Description: Responsible for identifying and assessing new technology applications for future electric distribution System and customer enhancements. The preferred location for this position is the Decatur

Requirements: Bachelor of Science Degree in Electrical Engineering, Professional Engineer(PE) License preferred...

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Version Date: 05/01/2015

Position Title: Housekeeper

Job Order # 11199246

Job Description: Professional, punctual, dedicated. Clean, dust, empty trash, answer call lights, report repairs
Ensure all service calls are completed in a courteous and timely manner, all duties as assigned

Requirements: High School diploma or equivalent, apply in person

Position Title: Busser

Job Order # 11197145

Job Description: Ensures the restaurant floor tables and services areas are cleaned, stocked, and visually appealing

Requirements: Be able to work flexible shift, weekends and holidays. Posses a professional outlook.

Position Title: Human Resource Coordinator

Job Order # 11202250

Job Description: Assist with and coordinate the HR policies and programs, including but not limited to, recruiting training, orientation, benefit administration and coordination and tracking of all leave of absence

Requirements: Working knowledge of HRMS database systems; ability to work under very limited supervision...

Position Title: Account I

Job Order # 11121986

Job Description: Prepare garnishments and executions; issue executions and garnishments into the automated court case management system

Requirements: Minimum data entry speed of 7,000 keystrokes per hour and must pass a 10-key adding machine test.

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Position Title: Recreation Leader (After School Activities) **Job Order # 11197377**

Job Description: Planning, implementing, instructing and leading a variety of after school sports programs during the day and some weekends. Incumbents oversee sports activities, games and tournaments and....

Requirements: Successful completion of thirty semester hours of college credit in Recreation, Physical Education..

Position Title: Downtown Guide **Job Order # 11175545**

Job Description: Provide hospitality, information, directions and occasional escort to citizens; thorough attention...

Requirements: Outstanding customer service skills, ability to follow policies, regulations and operating procedures of the Community Improvement District, US Citizen, 21 years of age, HS diploma...

Position Title: Part Time Summer Cashiers/Servers/Tour Guides **Job Order # 11190480**

Job Description: Come and help serve our guests at the Arch and on the Riverboats in a professional and friendly manner. Be part of a TEAM while maintaining a fun and ENERGETIC environment for our guests...

Requirements: Must be at least 16; MUST PASS Alcohol and Drug Screening, Background checks. Must pass....

Position Title: Transportation Center Operations Specialist **Job Order # 11197393**

Job Description: Monitoring the activities of on-site janitorial, security and maintenance providers; resolving customer

Requirements: High school diploma AND a minimum of 2 years of experience in transportation, facilities or property

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Position Title: Airport Deputy Director Finance & Admin

Job Order # 11197383

Job Description: Executive level work directing all fiscal matters including revenue management, enhancement and expenditure control at Lambert StL International Airport. Managing all general ledger, accounts.....

Requirements: Bachelor's degree in Accounting, Finance, Business Administration or a closely related field. Seven Years of progressively responsible fiscal and administration experience managing the fiscal operations Of a major organization. Must possess and maintain a valid MO driver's license while employed by

Position Title: Airfield Maintenance Worker

Job Order # 11197367

Job Description: This work in the maintenance and repair of runways, taxiways, ramps and surrounding ground at Lambert StL International Airport. Duties include the operation of a variety of specialized maintenance.

Requirements: At least two years of full-time paid experience in construction or skilled trades maintenance work with some experience operating and maintaining heavy automotive, snow removal or construction

Position Title: Water Meter Worker

Job Order # 11163636

Job Description: Reading water meters, operating computerized equipment, inspecting premises, collecting delinquent accounts and preparing detailed reports of defects found in the meters and lines.

Requirements: Two years of experience constructing or repairing water utility distribution systems OR two years of

Position Title: Vegetation Supervisor, Req. 13997

Job Order # 11190431

Job Description: Responsible for the field administration of contracts with external contractors/crews and/or Ameren crew/personnel for distribution system vegetation management activities and other areas

Requirements: Decatur IL location

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Position Title: Utility Laborer/Backhoe Operator

Job Order # 11163799

Job Description: This is physically demanding work, in the excavation of public utilities, including water mains, sanitary And storm sewer systems and water supply systems, underground pipe work at residential and...

Requirements: One year of fulltime paid experience using the backhoe or mini-excavator in highway construction Utility construction, water supply service or sewer/pipe work, or use of hydraulic safety shoring,

Position Title: Heavy Equipment Operator II

Job Order # 11150085

Job Description: Skilled work operating a wide variety of heavy, specialized trucks and related equipment which may Include 5.5 ton trucks, roll-off container trucks, packer trucks etc.

Requirements: Three years of full-time paid experience in the operation of heavy and specialized vehicles; OR Three years of truck driving experience with the City of StL as a Utility Worker, Lead Utility....

Position Title: Communication Desk Manager

Job Order # 11177756

Job Description: Responsible for all daily activities that function within the Communication Desk department, including managing and supervising all Communication Desk personnel to maintain the most efficient and

Requirements: High School diploma or equivalent; related work experience; 5 years call center/communication desk Management experience. Experience training supervisors in a call center environment; demonstrated

Position Title: CDL – B Driver

Job Order # 11099429

Job Description: Looking for full time Drivers to transport and set up supplies at community based blood drives in the greater St Louis area.

Requirements: Qualified applicants will have a valid Commercial Drivers License (CDL) class A or B and a clean driving record.

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Position Title: Patient Accounts Representative **Job Order # 11083036**

Job Description: Recruit, enroll, and assist new students who apply for the university's degree programs, certificates & online courses.

Requirements: Bachelor's Degree preferred (or actively pursuing a Bachelor's Degree). Analytical and problem solving skills required. Strong reasoning ability

Position Title: Utility Pole Inspector: St. Louis & Southeast MO **Job Order # 11144180**

Job Description: A great candidate would have previous outside physical labor work experience, construction, roof, tree trimming, landscaping.

Requirements: Will ride in company vehicle with Crew. You will need transportation to the work center location for Meeting up with the rest of the Crew, which will be designated by our customer.

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