

HOT JOBS

SAINT LOUIS



Version Date: 05/08/2015

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: Electrical Maintenance Mechanic

Job Order # 11213249

Job Description: Perform a variety of activities to maintain plant equipment and facilities in optimum operating Condition. Requires strong electrical and mechanical skills and aptitude, strong troubleshooting

Requirements: Ability to work well as part of a team. Preferred skill in pneumatics, electrical, PLC and hydraulics

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.

For further help, see any SLATE American Job Center representative.

HOT JOBS

SAINT LOUIS



Version Date: 05/05/2015

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....

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.

For further help, see any SLATE American Job Center representative.

SLATE is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Service at 711.

HOT JOBS

SAINT LOUIS



Version Date: 05/01/2015

Position Title: Driver II (Temp), Dept of Surgery, 30508

Job Order # 11221826

Job Description: Routine travel between various departments throughout the university campus and to off-site locations. Position responsible for delivery of mail, supplies, equipment etc., between University

Requirements: Must possess Class E Driver's License. Prefer professional driving experience.

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.

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.

For further help, see any SLATE American Job Center representative.

SLATE is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Service at 711.

HOT JOBS

SAINT LOUIS



Version Date: 05/08/2015

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...

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.

For further help, see any SLATE American Job Center representative.

SLATE is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Service at

HOT JOBS

SAINT LOUIS



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: Homeless Manager I (Homeless Services)

Job Order # 11221692

Job Description: Responsible for the management of the Homeless Services Division of the Dept. of Human Services.
Supervising/evaluating staff; collaborating and coordinating with local, state and federal officials to

Requirements: Bachelor's degree in Public Administration, Business Administration, social sciences 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 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.

For further help, see any SLATE American Job Center representative.

SLATE is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Service at 711.

HOT JOBS

SAINT LOUIS



Version Date: 05/05/2015

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: Prisoner Processing Clerk **Job Order # 11221681**

Job Description: Preparing and processing documents related to arrests, booking and final release of prisoners at The City Justice Center. Responsibilities will include booking arrested prisoners and recording

Requirements: High school diploma or GED and one year of full-time paid experience working in basic security

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.
For further help, see any SLATE American Job Center representative.

HOT JOBS

SAINT LOUIS



Version Date: 05/08/2015

Position Title: Program Manager II (Homeless Services)

Job Order # 11221691

Job Description: Responsible for the management of the Homeless Services Division of the Department of Human Services. Develop and implement long and short term homeless strategies and objectives; preparing

Requirements: Bachelor's degree in Public Administration, Business Administration, social sciences or related field, Years at least four years of recent progressively responsible experience supervising or monitoring

Position Title: Business & Tech Application Analyst II, Pediatrics

Job Order # 11221723

Job Description: Ensure the success of the project by designing the foundations of the application. This includes defining both the organizational structure of the application and the physical structure of its deployment. Develops projects with wide range of size and complexity; defines database....

Requirements: At Certification or degree in computer programming from a technical school or college plus 2 years of relevant work experience required; additional relevant programming experience may be

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

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.

For further help, see any SLATE American Job Center representative.

SLATE is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Service at 711.

HOT JOBS

SAINT LOUIS



Version Date: 05/08/2015

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: 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.

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.
For further help, see any SLATE American Job Center representative.