



Francis G. Slay, Mayor

Hot Jobs in St. Louis

SLATE Missouri Career Center

www.jobs.mo.gov

Version Date: 02/21/2014

Position Title: Employment and Training Specialist II **Job Order #** 10441094

Job Description: Duties will include developing employment opportunities; promoting employment and training programs

Requirements: A Bachelor's degree in Business Administration, Human Resources Management, Organizational Development. Two years of progressively responsible professional experience in career service

Position Title: Technical Support Specialist I **Job Order #** 10441096

Job Description: Duties include: assigning user rights and creating/maintaining user profiles in a Windows-based environment

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

Position Title: Janitor **Job Order #** 10459905

Job Description: Must have experience in maintaining variety of floor surfaces including carpet, tile, and veneer.

Requirements: Qualified candidates may apply by faxing resume to Sally at 636/733-0181 or by e-mail at taylorsally@friendshipvillagestl.com NO WALK-IN APPLICATIONS ACCEPTED.

Position Title: Housekeeping Supervisor **Job Order #** 10459907

Job Description: Minimum of 3 years of experience in long term care, hospital or hotel required.

Requirements: Qualified candidates may apply by faxing resume to Sally at 636/733-0181 or by e-mail at taylorsally@friendshipvillagestl.com NO WALK-IN APPLICATIONS ACCEPTED.

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.

SLATE MCC is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers in this document may be reached by persons using TTY/TDD equipment via the Missouri Relay Service at 711.



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Position Title: Skilled Equipment Maintenance Team Member **Job Order #** 10349590

Job Description: Candidates for this position should have strong industrial maintenance skills including mechanical, electrical, hydraulics, pneumatics, and welding.

Requirements: PLC troubleshooting; programming skills are plus. Two years minimum industrial maintenance experience.

Position Title: Youth Re-Engagement Specialist **Job Order #** 10426064

Job Description: Responsible for resource development, informational interviews, career management services, career counseling, Individual Plan development and retention service.

Requirements: High School Equivalency, Part-Time, Temporary

Position Title: Account Clerk II - Pos. #123 **Job Order #** 10457662

Job Description: Generate and prepare new case files; review legal documentation received for completeness and adequacy in accordance with court rules

Requirements: Minimum data entry speed of 7,000 keystrokes per hour. High School diploma or equivalent

Position Title: Court Clerk II - Pos. #204 **Job Order #** 10457665

Job Description: Perform technical clerical work in the Associate Civil - Garnishment Department

Requirements: Minimum data entry speed of 8,000 keystrokes per hour. High School diploma or equivalent

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Position Title: Account Clerk II - Pos. #051 **Job Order #** 10457661

Job Description: Perform accounting duties in receiving and disbursing monies including court costs, fines, bonds and other payments due the court

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

Position Title: PARK RANGER (ARMED) **Job Order #** 10457658

Job Description: Responsible security work patrolling, guarding, and protecting life and property in assigned areas of parks, recreation center and other municipal facilities.

Requirements: Two years of recent full-time paid law enforcement experience AND graduation from high school

Position Title: LIFEGUARD SUPERVISOR **Job Order #** 10457655

Job Description: Duties include training Lifeguards in rescue operations, supervising and participating in teaching swim classes, overseeing enforcement of safety rules and regulations

Requirements: Current Certification in Lifeguard Training and First Aid; Previous experience working as a Lifeguard

Position Title: LIFEGUARD **Job Order #** 10457648

Job Description: This is work safeguarding life and property at a City of St. Louis municipal swimming pool.

Requirements: Applicants must be at least 15 years of age by April 30, 2014.

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Position Title: POLICE PLANNER I **Job Order #** 10457644

Job Description: This is work researching, collecting, analyzing, and distributing data regarding police planning issues.

Requirements: A Bachelor's degree in Criminal Justice, Public Administration, Social Science or a closely related field such as Criminology or Sociology.

Position Title: EPIDEMIOLOGIST **Job Order #** 10457636

Job Description: This position involves the investigation, analysis, prevention, impact, surveillance, and control of communicable, chronic, and environmentally induced diseases.

Requirements: A Master's degree in Epidemiological science, Public Health, Public Policy or related field.

Position Title: Manager **Job Order #** 10455711

Job Description: Taxi Company looking for the Manager responsible for day to day operations.

Requirements: Must have two years experience in high pace environment (restaurant or taxi Cab Company).

Position Title: Dispatchers, Taxicab **Job Order #** 10455708

Job Description: Qualified candidates must have good computer skills with at least one year experience using MS Excel spreadsheet required.

Requirements: Must possess good customer service and communication skills required.

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Position Title: Warehouse / Driver **Job Order #** 10448504

Job Description: Perform various warehouse functions (put away stock, fill order, maintenance as assigned).

Requirements: Must be able to work on your feet most of the day and be able to lift 50lbs.

Position Title: Recruitment Events-/ All positions for Ball Park Village

Job Order # 10360290

The Open-Call Sessions will help hiring managers from Ballpark Village to identify qualified candidates.

Participants will be able to submit their resumes as well as "meet and greet", the employers.

APPLICANTS WILL NOT BE HIRED DURING THESE SESSIONS, but those selected by hiring managers will be invited back for an interview at a later date.

Various positions at Ball Park Village to be determined by restaurant managers at time of interview.

APPLICANTS MUST PRE-REGISTER FOR ONE OF THE SESSIONS THROUGH SLATE'S SKILLS TEAM

THOSE NOT REGISTERED ON THE DAY OF THE

EVENTS WILL BE ABLE TO REGISTER FOR NEXT AVAILABLE SESSION.

MUST BRING VALID GOVERNMENT ISSUED PICTURE I.D. IF YOU HAVE A RESUME PLEASE BRING WITH YOU AS WELL.

EVENT DATES:

MARCH 4, 2014, 10 a.m. to 4p.m

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