



# Hot Jobs

*in St. Louis*

SLATE Missouri Career Center

[www.jobs.mo.gov](http://www.jobs.mo.gov)

Version Date: 08/29/2014

**Position Title:** Server **Job Order #** 10763404

**Job Description:** Take food orders and serve food and beverages to patrons in dining establishments.

**Requirements:** At least 1 year experience serving tables.

**Position Title:** Line Cook **Job Order #** 10763394

**Job Description:** Perform a variety of food preparation duties other than cooking, such as preparing cold foods and shellfish, slicing meat, and brewing coffee or tea.

**Requirements:** At least 1yr experience in restaurant setting

**Position Title:** Maintenance Engineer Hospitality **Job Order #** 10760705

**Job Description:** Maintain the entire hotel facility, including the physical building structure, all mechanical, electrical HVAC systems, and related equipment in accordance with energy conservation

**Requirements:** \_\_\_\_\_

**Position Title:** Cardinals Authentic Associate **Job Order #** 10763449

**Job Description:** Monitor inventory to protect against theft. Process transactions through the POS system

**Requirements:** High School Diploma or equivalency. 1+ years of retail sales experience.

## 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.



Francis G. Slay, Mayor

# Hot Jobs in St. Louis

SLATE Missouri Career Center

[www.jobs.mo.gov](http://www.jobs.mo.gov)

Version Date: 08/29/2014

**Position Title:** Fleet Body Repair Specialist **Job Order #** 10752773

**Job Description:** Performing exterior and interior bodywork on vehicles, including, but not limited to, repairing or replacing damaged sheet metal, frames, panels, windows, seats, locks, and wiring.

**Requirements** High school diploma and Technical or Trade School certificate, Missouri State Motor Vehicle Inspector License, and a minimum of three years experience in automotive body repair.

**Position Title:** HVAC MECHANIC **Job Order #** 10752776

**Job Description:** Responsible for the maintenance and repair of the heating, air conditioning and refrigeration systems and other mechanical equipment generally found in commercial and institutional type buildings

**Requirements** Associate's degree or completion of a two year training program in Refrigeration, Air Conditioning and Heating Technology from a recognized trade school or junior college.

**Position Title:** PLAN EXAMINER **Job Order #** 10752779

**Job Description:** This is entry-level technical work reviewing construction drawings, project specifications, and calculations for new construction, or a directly related curriculum including coursework in historic preservations

**Requirements** A Bachelor's degree from a nationally accredited college or university in Architecture, Civil Engineering, Urban Planning

**Position Title:** HUMAN RELATIONS SPECIALIST **Job Order #** 10752782

**Job Description:** Responsible for investigating complaints of illegal discrimination and providing education/outreach

**Requirements** A Bachelor's degree in Education, Social or Behavioral Science, Human Resources Management

## 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.*



Francis G. Slay, Mayor

# Hot Jobs in St. Louis

SLATE Missouri Career Center

[www.jobs.mo.gov](http://www.jobs.mo.gov)

Version Date: 08/29/2014

**Position Title:** MACHINIST **Job Order #** 10752784

**Job Description:** Duties include operating shapers, lathes, milling machines, drill presses, boring mills, calipers, micrometers,

**Requirements** Completion of a recognized trade school program in the machinist field, and at least one year experience as a journeyman level machinist.

**Position Title:** Water Maintenance Worker **Job Order #** 10752785

**Job Description:** Responsibilities include working with a crew in cutting and caulking pipes, pouring lead joints, digging trenches and laying pipes.

**Requirements** At least two years of experience in water or sewer line construction, the maintenance and repair of pipe work

**Position Title:** Dishwasher **Job Order #** 10752445

**Job Description:** General cleaning, operating a dishwasher machine, polishing silver items, mopping floors

**Requirements** Work hours are from 5pm to close.

**Position Title:** Gas Distribution System OP Supv **Job Order #** 10760581

**Job Description:** Directs gas field personnel to respond to gas emergency and non-emergency situations

**Requirements** Five or more years of relevant experience, High School Diploma or equivalent required.

## 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.*



Francis G. Slay, Mayor

# Hot Jobs in St. Louis

SLATE Missouri Career Center

[www.jobs.mo.gov](http://www.jobs.mo.gov)

Version Date: 08/29/2014

**Position Title:** Cook **Job Order #** 10751179

**Job Description:** Prospect must be able to multi-task and be familiar with all required food temperatures.

**Requirements** Must be able to prepare foods using broiler and saute techniques.

**Position Title:** Floor Houseperson **Job Order #** 10743403

**Job Description:** Removes dirty trash and linens from housekeepers carts, vacuums/shampoos carpet, stocks linen rooms and removes trash from building

**Requirements** Must be available to work on weekends and holiday.

**Position Title:** Breakfast Attendant **Job Order #** 10743398

**Job Description:** Cooks, sets up buffet line, buses tables, washes dishes, gives +1 Service to guest.

**Requirements** Must be willing to get Hepatitis A shot. Must be able to work on weekends and holidays

**Position Title:** Carpet Cleaner **Job Order #** 10743395

**Job Description:** Part-time and Full-time depending on needs of hotel.

**Requirements** Must be available to work on weekends and holidays. When applying for this position please select Houseperson

## 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.



Francis G. Slay, Mayor

# Hot Jobs in St. Louis

SLATE Missouri Career Center

[www.jobs.mo.gov](http://www.jobs.mo.gov)

Version Date: 08/29/2014

**Position Title:** Night Auditor **Job Order #** 10743392

**Job Description:** Does that day accounting work, tax reconciliation work, check guest in/out, and handle complaints along with various other duties.

**Requirements:** Must be willing to work on weekends and holidays.

**Position Title:** Meeting Service Attendant **Job Order #** 10743390

**Job Description:** Set up; break down of meeting rooms and customer requests. Provides courteous guest service by responding promptly and efficiently to inquiries and requests.

**Requirements:** The ideal candidate would be flexible in scheduling throughout the week and weekend.

**Position Title:** Laundry **Job Order #** 10743384

**Job Description:** This is a physical and fast pace position. Placing linen in/out of washer and in/out of dryer. We fold all linen by hand.

**Requirements:** Must be available to work on weekends and holidays.

**Position Title:** Kickback Attendant **Job Order #** 10743382

**Job Description:** Person will prepare food, set up buffet line, communicate with all guests, bus tables, if of legal age will serve liquor, mop floor, vacuum, wash dishes trash.

**Requirements:** Must be willing to communicate with guest. Must be willing to get Hepatitis A shot.

## 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.*



Francis G. Slay, Mayor

# Hot Jobs in St. Louis

SLATE Missouri Career Center

[www.jobs.mo.gov](http://www.jobs.mo.gov)

Version Date: 08/29/2014

**Position Title:** Public Houseperson **Job Order #** 10743370

**Job Description:** Responsible for maintaining all public areas of the hotel. Lobby, pool, workout room, garage and taking items to guest rooms

**Requirements:** Must be available to work on weekends and holidays.

**Position Title:** Housekeeping **Job Order #** 10743365

**Job Description:** Responsible for the general cleaning and upkeep of the guest rooms.

**Requirements:** Must be available to work on weekends and holidays.

**Position Title:** Financial Analyst **Job Order #** 10741653

**Job Description:** Calculate and accurately pay production royalties while maintaining land management system database.

**Requirements:** BS/BA Accounting or Business or equivalent combination of education and/or experience

**Position Title:** LPN **Job Order #** 10716505

**Job Description:** These positions are charge nurse positions in our 120 bed skilled facility.

**Requirements:** LPNs must be licensed in Missouri and have minimum of 1 yr experience in long term care.

## 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.



Francis G. Slay, Mayor

# Hot Jobs in St. Louis

SLATE Missouri Career Center

[www.jobs.mo.gov](http://www.jobs.mo.gov)

Version Date: 08/29/2014

**Position Title:** Phlebotomist **Job Order #** 10740149

**Job Description:** Along with patient collection and obtaining specimens for processing, you'll pack and ship specimens as well as prepare samples.

**Requirements:** Minimum of high school diploma or equivalent required. Phlebotomy certification preferred, but not required.

**Position Title:** Convention Services Manager **Job Order #** 10740067

**Job Description:** Interviewing, hiring and training employees; planning, assigning and directing work; appraising performance

**Requirements:** Bachelors degree and 60 months experience

**Position Title:** Distribution Design Technician **Job Order #** 10737134

**Job Description:** Responsible for entering and maintaining Automated Mapping to ensure related systems are up-to-date and reliable.

**Requirements:** Associates Degree in a technical field required, preferably in Computer-Aided Design or Engineering Tech.

**Position Title:** Project Manager **Job Order #** 10737089

**Job Description:** Must have a high level of integrity and be clear on managing projects

**Requirements:** High School diploma required, be fluent in Spanish

## 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.*



Francis G. Slay, Mayor

# Hot Jobs in St. Louis

SLATE Missouri Career Center

[www.jobs.mo.gov](http://www.jobs.mo.gov)

Version Date: 08/29/2014

**Position Title:** Manufacturing Engineer **Job Order #** 10713834

**Job Description:** Responsible for safety and ergonomic improvements, increase capacity and productivity

**Requirements:** BS Engineering or equivalent

**Position Title:** Maintenance Technician **Job Order #** 10730510

**Job Description:** Maintain, repair and troubleshoot very complex blow molding equipment and other high speed manufacturing equipment including conveyor systems palletizing, compressors, and chillers

**Requirements:** The minimum requirements for position are a solid work history including three years in manufacturing, a high school education and basic computer skills in a Windows environment.

**Position Title:** Skilled Equipment Maintenance Team Member **Job Order #** 10572264

**Job Description:** Candidates for this position should have strong industrial maintenance skills

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

**Position Title:** Truck Drivers - Regional and Local **Job Order #** 10743329 & 10743330

**Job Description:** Straight trucks, Dump trucks, and some seasonal driving. CLASS B and CLASS A

**Requirements:** At least 6 months commercial driving experience REQUIRED. Must have good driving record

## 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.*