# Hot Jobs in St. Louis

**SLATE American Job Center** www.jobs.mo.gov

**Version Date**: 03/06/2015

**Position Title:** **Water Meter Worker** **Job Order #** **11089682**

**Job Description:** This is work 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

**Position Title:** **Program Specialist II** **Job Order #** **11089670**

**Job Description:** Providing technical assistance to homeless service providers; assisting with annual subcontractor training; maintaining electronic and paper records and files

**Requirements:** A Bachelor's degree in Business or Public Administration, Social Services, or a related field

**Position Title:** **Commissioner of Traffic** **Job Order #** **11089666**

**Job Description:** Responsible for planning, directing, coordinating, and supervising the installation, operation, and maintenance of all traffic signals, signs and markings, and determining character, location and use.

**Requirements:** Registration as a Professional Engineer in the State of Missouri or registration in another state with eligibility for reciprocity in Missouri

**Position Title:** **Tree Trimmer** **Job Order #** **11089662**

**Job Description:** Duties include planting, trimming, and removing trees and stumps using both manual and power tools.

**Requirements:** An Associate's degree in Horticulture, Agriculture, or a closely related field

## How To Apply

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**Version Date**: 03/06/2015

**Position Title:** **Civil Engineer I** **Job Order #** **11089646**

**Job Description:** Incumbents are responsible for administering project management services to the city through field inspection and monitoring to ensure compliance with applicable standards and regulations.

**Requirements:** A Bachelor's degree in Civil Engineering or a directly related field from a nationally accredited college or university approved by the Accreditation Board for Engineering and Technology

**Position Title:** **Hotel room attendants** **Job Order #** **11089597**

**Job Description:** Maintain the hotel rooms and building to ensure safe and clean experience for hotel guests, associates and vendors.

**Requirements:** Ability to push and/or pull equipment weighing up to 100 lbs, must have the ability to communicate in English.

**Position Title:** **Accountant- Accounting Clerk** **Job Order #** **11089491**

**Job Description:** Furnish information on expenses, income, or other data required upon request, i.e., work hours, paid invoices, prepare schedules, make all record available and assist with annual audit

**Requirements:**

**Position Title:** **Wellness Manager** **Job Order #** **11088002**

**Job Description:** Responsible for enhancing and administering Ameren's wellness strategy for improving the well-being of co-workers and their families, and oversight of the wellness initiatives

**Requirements:** Three or more years of health promotion leadership experience required

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**Version Date**: 03/06/2015

**Position Title:** **Real Estate Agent** **Job Order #** **11087993**

**Job Description:** The Real Estate Agent negotiates and successfully closes purchases and sales of real estate in fee and also negotiates and acquires easements

**Requirements:** Bachelor's Degree from an accredited college or university required.

**Position Title:** **Treatment Plant Operator Trainee III** **Job Order #** **11087617**

**Job Description:** Under supervision, assists operators in the operation and maintenance of wastewater treatment plants , processes and equipment, operates, maintains, and adjusts a variety of pumps

**Requirements:** Must possess a valid driver's license issued by the state in which the employee resides.

**Position Title:** **Career Engineer** **Job Order #** **11087824**

**Job Description:** Career Engineer provides detailed architecture, design, implementation, and support for critical hardware and software users of the Local Area Network

**Requirements:** Bachelor of Science Degree in Electrical or Computer Engineering from an accredited college or university is required.

**Position Title:** **Court Clerk III** **Job Order #** **11085661**

**Job Description:** Perform technical clerical work in the Courtroom Services Department - Division 4 which will include the following: provide clerical support for judge in a division; serve in the courtroom;

**Requirements:** Minimum data entry speed of 9,000 keystrokes per hour, High School diploma or equivalent.

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**SLATE American Job Center** **www.jobs.mo.gov**

**Version Date**: 03/06/2015

**Position Title:** **Electrician** **Job Order #** **11083239**

**Job Description:** Performs skilled maintenance, installation, repair and troubleshooting work involved with electrical systems.

**Requirements:** High school diploma or GED required; and certification of successful completion from electrical technical program with a minimum of five years working experience relevant to electrical industry.

**Position Title:** **Lab Technician** **Job Order #** **11083403**

**Job Description:** Manufacture, store and distribute blood products/samples. Maintain manual and computer records associated with production or testing.

**Requirements:** High school diploma or equivalent required. Some college coursework is preferred.

**Position Title:** **Technical Service Associate** **Job Order #** **11083341**

**Job Description:** Incumbent solves problems with well defined scientific principles and company direction.

**Requirements:** Requires a BA or B.S. in a scientific discipline relevant to the area of the assignment, 0-2 years of related experience, strong PC skills

**Position Title:** **Loss Prevention Associate** **Job Order #** **11083337**

**Job Description:** Exercise good judgment and make the right decisions under pressure

**Requirements:** Description A Missouri Security Guard card is required. High School Diploma or G.E.D.

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**Version Date**: 03/06/2015

**Position Title:** **Implementation Project Manager** **Job Order #** **11083104**

**Job Description:** Builds and maintains working relationships with clients, team members, and other departments involved in the projects.

**Requirements:** Knowledge of industry accepted (PMI?) project management practices and processes, preferred but not required

**Position Title:** **Patient Accounts Representative** **Job Order #** **11083039**

**Job Description:** The position will ensure best practices are adopted in the area of pre-billing, cash posting, refund/credit balance processing, billing, and monitoring claim status.

**Requirements:** High School Diploma or GED, <2 years experience.

**Position Title:** **Patient Accounts Representative-Self Pay-1133239** **Job Order #** **11083036**

**Job Description:** Provides expertise in the area of insurance collection activities related to hospital billing for services provided.

**Requirements:** Preferred Requirements: 2-5 years experience, Services Support Skills, Medical Reimursements-1 year or more

**Position Title:** **Supplemental Customer Care Asst.** **Job Order #** **11077560**

**Job Description:** Calls for emergency service and questions about service Handle customer's complaints and inquiries

**Requirements:** To perform related work as assigned. An Associate's Degree or 60 credit hours towards a Bachelor's degree required. Bachelors Degree preferred.

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**Position Title:** **Lifeguard** **Job Order #** **11077246**

**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, 2015. Ability to continuously swim 300 yards demonstrating breath control and rhythmic breathing

**Position Title:** **Nuclear Corp Ovrsgt Consultant** **Job Order #** **11075735**

**Job Description:** The NCO Consultant is responsible for identification of programmatic and organizational adverse trends, improvement opportunities, and critical assessment of performance of the Callaway Energy Center.

**Requirements:** Bachelor's degree in Chemistry, Physics, Mathematics, Management or a science related degree may be considered in lieu of an Engineering degree, 15 or more years of nuclear power plant experience

**Position Title:** **Program Mgmt Consultant III** **Job Order #** **11074127**

**Job Description:** The Program Management Consultant is assigned to coordinate a number of project and related work directed toward the same business objectives and having some interdependencies or relationships.

**Requirements:** Develop various PMO reporting solutions to address identified reporting requirements.

**Position Title:** **Lineman Journeyman** **Job Order #** **11073942**

**Job Description:** Work on lines either dead or energized and at all voltages; and to perform similar and less skilled work as required.

**Requirements:** For consideration to this position, candidates MUST have successfully completed A.L.B.A.T. (American Line Builders Apprentice Training) or an equivalent lineman training program

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**Version Date**: 03/06/2015

**Position Title:** **Mechanic** **Job Order #** **11077309**

**Job Description:** Automobile Repair work to include all major repairs including, catalytic converters, motors, brakes.

**Requirements:** Call for appointment; 314-288 7079

**Position Title:** **MANUFACTURING TECH** **Job Order #** **11058967**

**Job Description:** Machine Operator with solid manufacturing experience, preferably in plastic manufacturing.

**Requirements:** PLC experience preferred. Need basic computer skills. High school diploma required.

**Position Title:** **Systems Administrator** **Job Order #** **11021704**

**Job Description:** Determines operational requirements by identifying PC workload requirements; analyzing processes and procedures; measuring physical layout requirements.

**Requirements:** U.S. Citizen must be able to receive a government Secret clearance

**Position Title:** **Secure Network SME** **Job Order #** **11021703**

**Job Description:** Ability to provide network engineering support for a broad range of initiatives.

**Requirements:** Duty hours are Mon Fri, 7:30 to 4:30. Some travel is required

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