

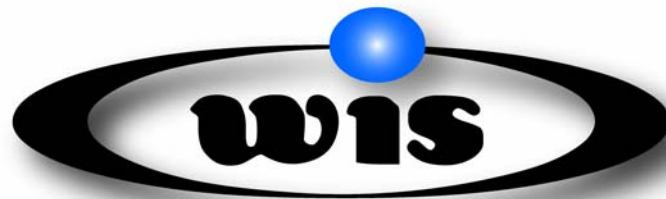
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SURVEY OF JOB OPENINGS IN THE  
ST. LOUIS METROPOLITAN  
STATISTICAL AREA

May 2006

Public Policy Research Center  
Metropolitan Information and Data Analysis Services (MIDAS)

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workforce information system  
St. Louis MO-IL MSA



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## Executive Summary

In May 2006, the Public Policy Research Center (PPRC) at the University of Missouri – St. Louis conducted a Job Vacancy Survey for the St. Louis Metropolitan Statistical Area (MSA). This survey effort is intended to produce timely and consistent labor market demand information.

The results of the survey indicate that there were an estimated 44,676 job vacancies in the St. Louis MSA. The industries with the most estimated job vacancies were: *Accommodation and Food Services*, *Healthcare and Social Assistance*, and *Retail Trade*. Over half of all estimated job vacancies are *full-time*, require only *entry-level* (less than one year) experience, and call for a *high school diploma or less*.

Overall, the employment outlook for the St. Louis MSA is positive with over half of all companies responding that they plan to maintain or increase their current employment level over the next six months.

## About the Survey

Since October 2001, the PPRC has conducted a Job Vacancy Survey in the St. Louis MSA twice annually.<sup>1</sup> While the Job Vacancy Survey is conducted in all 12 counties of the St. Louis MSA, the survey effort is directly supported by the Workforce Investment Boards in the City of St. Louis, St. Louis County, St. Charles County, Jefferson, and Franklin counties in Missouri and Madison and St. Clair counties in Illinois.

Although commonly reported labor-related economic indicators such as the unemployment rate, the level of employment, and new job creation have been used to measure and track the local economy and trends in labor force participation, they often do not have direct utility for planning workforce development. The Job Vacancy Survey provides a current estimation of job vacancies within the St. Louis MSA. The information can be used to direct the planning and allocation of training and education resources to better prepare the local workforce to meet existing local demand in within the St. Louis MSA.

The Job Vacancy Survey provides an estimate of job vacancies in a timely (every six months) and consistent method. Along with the estimated job vacancies the survey also makes available focused information about the reported occupations, including the necessary skills, education, desired years of experience, math and reading level requirements, and required/desired personal attributes.

This Job Vacancy Survey focuses on the job vacancies within the St. Louis MSA in May 2006.

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<sup>1</sup> In 2001 when this survey effort began, the St. Louis MSA consisted of Clinton, Jersey, Madison, Monroe, and St. Clair Counties in Illinois, and Franklin, Jefferson, Lincoln, St. Charles, St. Louis and Warren Counties and the City of St. Louis in Missouri. As of 2003, the Census Bureau's official definition of the St. Louis MSA has expanded to include Bond, Calhoun, and Macoupin Counties in Illinois and Washington and the Sullivan City portion of Crawford Counties in Missouri. However, this new definition is not used in this survey effort.

## Survey Results: Overall

The results of the May 2006 St. Louis MSA Job Vacancy Survey show that there are 44,676 estimated job vacancies.

**Estimated Job Vacancies for  
St. Louis MSA**

	Total	%
Full - time	29,099	65.1
Part- time	15,385	34.4
Not Provided	192	0.4
<b>Total</b>	<b>44,676</b>	<b>100.0</b>

*\* Not provided includes don't know/not sure and refused to answer*

## Geography

Five counties in the St. Louis MSA comprise 93.8 percent of estimated job vacancies: *St. Louis County, St. Louis City, and St. Charles County* in Missouri, and *Madison and St. Clair Counties* in Illinois. The Missouri counties in the St. Louis MSA account for 84.4 percent of all estimated job vacancies, while the Illinois counties account for 15.6 percent.

**Estimated Job Vacancies by County  
for St. Louis MSA**

County	Total	%
Madison County, IL	4,388	63.1
St. Clair County, IL	2,234	32.1
Clinton County, IL	162	2.3
Jersey County, IL	100	1.4
Monroe County, IL	75	1.1
<b>Illinois Total</b>	<b>6,959</b>	<b>15.6</b>
St. Louis County, MO	24,583	65.2
St. Louis City, MO	7,141	18.9
St. Charles County, MO	3,542	9.4
Jefferson County, MO	1,135	3.0
Franklin County, MO	881	2.3
Lincoln County, MO	328	0.9
Warren County, MO	107	0.3
<b>Missouri Total</b>	<b>37,717</b>	<b>84.4</b>
<b>St. Louis MSA Total</b>	<b>44,676</b>	<b>100.0</b>

## Industry

Six industries in the St. Louis MSA constitute 68.7 percent of all the estimated job vacancies: *Accommodation and Food Service, Healthcare and Social Assistance, Retail Trade, Educational Services, Professional, Scientific, and Technical Services, and Finance and Insurance* (see table below).

**Estimated Job Vacancies by Industry for St. Louis MSA**

Industry	Total	%
Accommodation and Food Services	9,690	21.7
HealthCare and Social Assistance	9,503	21.3
Retail Trade	5,287	11.8
Educational Services	3,322	7.4
Professional, Scientific, and Technical Services	2,871	6.4
Finance and Insurance	2,579	5.8
Manufacturing	2,079	4.7
Construction	1,775	4.0
Other Services (except Public Administration)	1,749	3.9
Admin. and Support and Waste Mngt and Remediation Svcs	1,370	3.1
Wholesale Trade	1,241	2.8
Public Administration	840	1.9
Transportation and Warehousing	822	1.8
Information	521	1.2
Real Estate and Rental and Leasing	504	1.1
Arts, Entertainment, and Recreation	491	1.1
Mining	14	0.0
Agriculture, Forestry, Fishing and Hunting	12	0.0
Utilities	6	0.0
<b>Total</b>	<b>44,676</b>	<b>100.0</b>

## Experience

Over fifty-five percent (57.6%) of estimated job vacancies in the St. Louis MSA require *entry-level* experience (*less than 1 year or no experience*) whereas 31.7 percent of the estimated job vacancies require *experienced* workers. (*1-3 years: 23.5%; 4-10 years: 7.7%; 10+ years: 0.4%*) (see table below).



### Estimated Job Vacancies by Experience Required for St. Louis MSA

	Entry-Level		Experienced		All Other*	
	Total	%	Total	%	Total	%
St. Louis MSA	25,730	57.6	14,145	31.7	4,801	10.7

\* All other includes other experience, don't know/not sure and refused to answer

### Estimated Job Vacancies by Experience Required and Industry for St. Louis MSA

Industry	Entry-Level		Experienced		All Other*	
	Total	%	Total	%	Total	%
Accommodation and Food Services	7,905	81.6	1771	18.3	14	0.1
HealthCare and Social Assistance	3,500	36.8	3297	34.7	2,706	28.5
Retail Trade	3,532	66.8	1506	28.5	249	4.7
Educational Services	1,740	52.4	1068	32.1	514	15.5
Professional, Scientific, and Technical Services	1,328	46.3	1385	48.2	158	5.5
Finance and Insurance	1,689	65.5	647	25.1	243	9.4
Manufacturing	838	40.3	1007	48.4	234	11.3
Construction	1,201	67.7	537	30.3	37	2.1
Other Services (except Public Administration)	651	37.2	855	48.9	243	13.9
Admin. and Support and Waste Mngt and Remediation Svcs	1,211	88.4	151	11.0	8	0.6
Wholesale Trade	453	36.5	651	52.5	137	11.0
Public Administration	506	60.2	187	22.3	147	17.5
Transportation and Warehousing	336	40.9	422	51.3	64	7.8
Information	151	29.0	339	65.1	31	6.0
Real Estate and Rental and Leasing	359	71.2	137	27.2	8	1.6
Arts, Entertainment, and Recreation	320	65.2	165	33.6	6	1.2
Mining	2	14.3	10	71.4	2	14.3
Agriculture, Forestry, Fishing and Hunting	8	66.7	4	33.3	0	0.0
Utilities	0	0.0	6	100.0	0	0.0

\* All other includes other experience, don't know/not sure and refused to answer

## Education

The majority of estimated job vacancies in the St. Louis MSA (53.9%) require a *high school diploma or less*. Another 24.0 percent of estimated job vacancies require an *associate's degree or higher*, and 13.0 percent of estimated job vacancies require *special, technical or professional certification* (see table below).

**Percent of Estimated Job Vacancies by Preferred Education  
for St. Louis MSA**

	High school or Less	AA Degree - Graduate Degree	Certification	All other*
St. Louis MSA	53.9	24.0	13.0	9.1

\* All other includes other education, don't know/not sure and refused to answer

**Percent of Estimated Job Vacancies by Preferred Education  
and Experience Required for St. Louis MSA**

Experience Required	High school or Less	AA Degree - Graduate Degree	Certification	All other*
Entry-Level	68.4	11.6	11.8	8.2
Experienced	40.0	42.4	10.2	7.4
All Other**	17.6	35.6	27.6	19.2

\* All other includes other education, don't know/not sure and refused to answer

\*\* All other includes other experience, don't know/not sure and refused to answer

**Percent of Estimated Job Vacancies by Preferred Education  
and Industry for St. Louis MSA**

Industry	High school or Less	AA Degree - Graduate Degree	Certification	All other*
Accommodation and Food Services	35.8	1.0	0.0	23.4
HealthCare and Social Assistance	10.0	30.9	52.4	18.3
Retail Trade	18.0	5.8	3.3	3.7
Educational Services	1.8	10.7	23.7	9.4
Professional, Scientific, and Technical Services	2.8	13.9	9.1	4.4
Finance and Insurance	6.7	5.7	0.6	7.8
Manufacturing	5.1	7.4	0.6	0.6
Construction	4.2	5.2	1.5	3.2
Other Services (except Public Administration)	2.6	3.2	4.9	12.2
Admin. and Support and Waste Mngt and Remediation Svcs	3.3	5.2	0.3	0.1
Wholesale Trade	3.3	3.4	0.2	2.1
Public Administration	1.3	1.4	2.7	5.5
Transportation and Warehousing	2.7	0.4	0.1	2.8
Information	0.2	2.8	0.3	3.7
Real Estate and Rental and Leasing	1.4	1.7	0.0	0.0
Arts, Entertainment, and Recreation	1.0	1.2	0.2	2.8
Mining	0.0	0.1	0.0	0.0
Agriculture, Forestry, Fishing and Hunting	0.0	0.0	0.0	0.0
Utilities	0.0	0.0	0.0	0.0

\* All other includes other education, don't know/not sure and refused to answer

## Wages

Of the estimated job vacancies in the St. Louis MSA for May 2006, 39.3 percent offer *less than \$8.00 per hour* while 30.9 percent offer *\$15.00 or more per hour*. Another 29.8 percent of estimated job vacancies offer *\$8.00 – \$14.99 per hour*.<sup>2</sup>

**Estimated Job Vacancies by Wage  
and Experience Required for St. Louis MSA**

Wage	Entry-Level	Experienced	All Other*	Total
< \$8.00	9,272	1,860	56	11,188
\$8.00- \$14.99	5,200	2,921	378	8,499
\$15.00+	3,668	4,692	435	8,795

\* All other includes other experience, don't know/not sure and refused to answer

\*\*Not provided includes don't know/not sure and refused to answer

**Percent of Estimated Job Vacancies by Wage  
and Experience Required for St. Louis MSA**

Wage	Entry-Level	Experienced	All Other*	Total
< \$8.00	82.9	16.6	0.5	100.0
\$8.00- \$14.99	61.2	34.4	4.4	100.0
\$15.00+	41.7	53.3	4.9	100.0

\* All other includes other experience, don't know/not sure and refused to answer

## Benefits and Training

In terms of benefits and training offered, 66.2 percent of estimated job vacancies in the St. Louis MSA provide *on-the-job training* along with 35.4 percent providing *mentoring*. Well over half of the estimated job vacancies provide medical (67.7%), vacation (65.1%), and dental (64.1%) benefits. Only 3.6 percent of estimated job vacancies provide no benefits (see table below).<sup>3</sup>

<sup>2</sup> Percentages based on the total number of estimated job vacancies in which a wage was reported (n= 28,482). 36.2 percent of estimated job vacancies had no reported wage.

<sup>3</sup> Percentages based on the total number of estimated job vacancies in which one or more of the benefits and training offered were reported (n= 43,301).

**Estimated Job Vacancies by Benefits and Training by Full-Time or Part-Time for St. Louis MSA**

<b>Benefit and Training</b>	<b>Full - Time</b>	<b>Part-Time</b>	<b>Total</b>
Vacation	23,572	4,457	28,029
Medical	24,774	4,383	29,157
Dental	23,566	4,040	27,606
On the Job Training	17,989	10,681	28,670
Mentoring	11,671	3,658	15,329

**Percent of Estimated Job Vacancies by Benefits and Training by Full-Time or Part-Time for St. Louis MSA**

<b>Benefit and Training</b>	<b>Full - Time</b>	<b>Part-Time</b>	<b>Total</b>
Vacation	83.6	15.8	100.0
Medical	84.5	15.0	100.0
Dental	84.9	14.6	100.0
On the Job Training	62.7	37.3	100.0
Mentoring	76.1	23.9	100.0

### *Incentives*

In terms of incentives offered, 61.4 percent of estimated job vacancies in the St. Louis MSA provide *ongoing training*. The majority of the estimated job vacancies provide *401k* (53.2%). Less than half of the estimated job vacancies provide *tuition reimbursement* (33.7%), and *bonus* (32.2%) incentives. Only 6.2 percent of estimated job vacancies provide no incentives (see table below).<sup>4</sup>

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<sup>4</sup> Percentages based on the total number of estimated job vacancies in which one or more of the incentives offered were reported (n= 43,206).

**Estimated Job Vacancies by Incentives by Full-Time or Part-Time for St. Louis MSA**

Incentives	Full-Time	Part-Time	Total
Ongoing Training	16,995	9,525	26,520
401K	19,195	3,776	22,971
Tuition	12,089	2,454	14,543
Bonus	9,813	4,108	13,921
Pension	9,467	1,893	11,360
Commission	3,607	1,463	5,070
Stock	2,908	1,541	4,449
SAR	1,853	525	2,378
No Incentives	699	1,993	2,692

**Percent of Estimated Job Vacancies by Incentives by Full-Time or Part-Time for St. Louis MSA**

Incentives	Full-Time	Part-Time	Total
Ongoing Training	64.1	35.9	100.0
401K	83.6	16.4	100.0
Tuition	83.1	16.9	100.0
Bonus	70.5	29.5	100.0
Pension	83.3	16.7	100.0
Commission	71.1	28.9	100.0
Stock	65.4	34.6	100.0
SAR	77.9	22.1	100.0
No Incentives	26.0	74.0	100.0

### *Reading and Math Requirements*

The preponderance of job vacancies required reading skills<sup>5</sup> at a *10<sup>th</sup> grade level or higher* (98.7%) while required math skills<sup>6</sup> were somewhat less at 93.0 percent at the same level (see table below).

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<sup>5</sup> Percentages based on the total number of estimated job vacancies in which Reading skills required were reported (n = 43,839).

<sup>6</sup> Percentages based on the total number of estimated job vacancies in which Math skills required were reported (n = 44,123).

**Percent of Estimated Job Vacancies by  
Reading and Math Skills Required for St.  
Louis MSA**

Skills required	Reading	Math
< 10th grade	8.7	9.7
10th grade	23.1	24.9
>10th grade	66.9	58.4
No Skills Required	1.3	7.0
<b>Total*</b>	<b>100.0</b>	<b>100.0</b>

*Applicants' Skills Compared to Job Requirements*

When asked to compare applicants' skills with the skills required for the job vacancies, employers in the St. Louis MSA reported that for 65.6 percent of the estimated job vacancies, skills *matched somewhat, matched very little* or *matched not at all*. For 34.4 percent of the estimated job vacancies, applicants' skills and required job skills *matched well or matched very well*.<sup>7</sup>

**Estimated Job Vacancies by Applicant  
and Job Requirement Match for St.  
Louis MSA**

Skill Match	%
Matched Very Well	15.4
Matched Well	19.0
Matched Somewhat	45.5
Matched Very Little	16.9
Matched Not At All	3.2
<b>Total</b>	<b>100.0</b>

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<sup>7</sup> Percentages based on the total number of estimated job vacancies in which there was a response to the question "Have applicants met job requirements?" (n= 33,953).

### *Difficulty Finding Applicants*

Employers in the St. Louis MSA reported that for the majority of estimated job vacancies, they had *some difficulty* (53.5%) or *great difficulty* (14.5%) finding qualified applicants. For 32.0 percent of the estimated job vacancies, they indicate *no difficulty* finding qualified applicants.<sup>8</sup>

**Percent of Estimated Job Vacancies by Difficulty Finding Qualified Applicants and Experience Required for St. Louis MSA**

	Entry-Level	Experienced	Total
No Difficulty	36.8	22.0	32.0
Some Difficulty	52.4	58.3	53.5
Great Difficulty	10.8	19.7	14.5
	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

### *Shortcomings of Recent Applicants*

Two of the most frequently cited shortcomings of recent applicants are *lack of positive attitude* and *poor work ethic skills* (see table below).<sup>9</sup>

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<sup>8</sup> Percentages based on the total number of estimated job vacancies in which there was a response to the question "Is this position difficult to fill with the required experience needed?" (*Entry-Level* n=21,705; *Experienced* n=9,466; Total n=32,345).

<sup>9</sup> Percentages based on the total number of estimated job vacancies in which one or more of the workplace competencies and/or skills were reported in the Shortcomings Category (n=33,374).

**Percent of Estimated Job Vacancies by  
Shortcomings of Recent Applicants  
for St. Louis MSA**

<b>Shortcomings</b>	<b>%</b>
Lack of Positive Attitude	55.8
Poor Work Ethic Skills	54.0
Poor Communication Skills	44.6
Poor Customer Service Skills	44.3
Lack of Industry Knowledge	36.4
Inability to Understand Written Information	28.9
Poor Technical Skills	24.5
Poor Writing Skills	21.1
Poor Basic Math	17.2
Lack of Computer Skills	14.5

### *Workplace Competencies*

The following table lists personal attributes considered *important* to the job performance of a worker in the St. Louis MSA.<sup>10</sup>

**Percent of Estimated Job Vacancies by  
Workplace Competencies Rated as  
Important for St. Louis MSA**

<b>Workplace Competencies</b>	<b>%</b>
Team Skills	98.3
Managing Time Wisely	97.9
Acquiring and Using Information	95.1
Work Habits	93.8
Leadership	79.7
Job Specific Skills	73.3
Computer Literacy	63.8

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<sup>10</sup> Percentages based on the total number of estimated job vacancies in which one or more of the workplace competencies and/or skills were reported in the Workplace Competency Category (n=44,514).



## Thinking Skills

The following table lists thinking skills considered *important* to the job performance of a worker in the St. Louis MSA.<sup>11</sup>

**Percent of Estimated Job Vacancies by Thinking Skills Rated as Important for St. Louis MSA**

Thinking Skills	%
Learning New Skills	94.2
Decision-Making	91.4
Critical Thinking	83.2
Understanding Charts	50.0

## Occupations

Eight occupations in the St. Louis MSA represent 36.5 percent of the estimated job vacancies.

**Percent of Estimated Job Vacancies by Selected Occupations for the St. Louis MSA**

Occupation	%
Waiters and Waitresses	7.8
Retail Salespersons	7.6
Registered Nurses	6.8
Food Preparation Workers	4.5
Combined Food Preparation and Serving Workers, Including Fast Food	2.6
Nursing Aides, Orderlies, and Attendants	2.5
Customer Service Representatives	2.4
Loan Officers	2.3
<b>Total</b>	<b>36.5</b>

For more detailed information on the reported occupations, please visit <http://pprc.umsl.edu/wis/>.

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<sup>11</sup> Percentages based on the total number of estimated job vacancies in which one or more of the personal attributes were reported in the Thinking Skills Category (n=44,513).

## Future Hiring Trends

Regional information about employers' intentions to either increase or decrease their current levels of employment over the next six months is an extremely helpful indicator for local economic developers as well as for job seekers. The results from the St. Louis MSA employers show that most are planning to either stay the same or increase their employment over the short term (95.7 %).<sup>12</sup>

**Future Hiring Trends for the St.  
Louis MSA**

<b>Employee Level</b>	<b>%</b>
No change	59.7
Increase	36.0
Decrease	4.3
<b>Total</b>	<b>100.0</b>

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<sup>12</sup> Percentages based on the number of firms responding to the question on future hiring trends, not estimated job vacancies (n=1,177).

## Survey Results: Entry-Level

The results of the May 2006 St. Louis MSA Job Vacancy Survey show that there are 25,730 *entry-level* estimated job vacancies.

**Entry-Level Estimated Job Vacancies for St. Louis MSA**

	Total	%
Full-time	14,487	56.3
Part-time	11,232	43.7
Not Provided	11	0.0
<b>Total</b>	<b>25,730</b>	<b>100.0</b>

\* Not provided includes don't know/not sure and refused to answer

## Geography

Five counties in the St. Louis MSA comprise 92.7 percent of *entry-level* estimated job vacancies: *St. Louis County, St. Louis City, and Charles County* in Missouri, and *Madison and St. Clair Counties* in Illinois. The Missouri counties in the St. Louis MSA account for 80.2 percent of all *entry-level* estimated job vacancies, while the Illinois counties account for 19.8 percent.

**Entry-Level Estimated Job Vacancies by County for St. Louis MSA**

County	Total	%
Madison County, IL	3,536	69.2
St. Clair County, IL	1,319	25.8
Clinton County, IL	119	2.3
Monroe County, IL	75	1.5
Jersey County, IL	58	1.1
<b>Illinois Total</b>	<b>5,107</b>	<b>19.8</b>
St. Louis County, MO	13,989	67.8
St. Louis City, MO	2,791	13.5
St. Charles County, MO	2,227	10.8
Franklin County, MO	721	3.5
Jefferson County, MO	517	2.5
Lincoln County, MO	271	1.3
Warren County, MO	107	0.5
<b>Missouri Total</b>	<b>20,623</b>	<b>80.2</b>
<b>St. Louis MSA Total</b>	<b>25,730</b>	<b>100.0</b>

## Industry

Six industries in the St. Louis MSA constitute 76.5 percent of all the *entry-level* estimated job vacancies: *Accommodation and Food Service, Retail Trade, Healthcare and Social Assistance, Educational Services, Finance and Insurance, and Professional Scientific and Technical Services.*

**Entry-Level Estimated Job Vacancies by Industry for St. Louis MSA**

Industry	Total	%
Accommodation and Food Services	7,905	30.7
Retail Trade	3,532	13.7
HealthCare and Social Assistance	3,500	13.6
Educational Services	1,740	6.8
Finance and Insurance	1,689	6.6
Professional, Scientific, and Technical Services	1,328	5.2
Admin. and Support and Waste Mngt and Remediation Svcs	1,211	4.7
Construction	1,201	4.7
Manufacturing	838	3.3
Other Services (except Public Administration)	651	2.5
Public Administration	506	2.0
Wholesale Trade	453	1.8
Real Estate and Rental and Leasing	359	1.4
Transportation and Warehousing	336	1.3
Arts, Entertainment, and Recreation	320	1.2
Information	151	0.6
Agriculture, Forestry, Fishing and Hunting	8	0.0
Mining	2	0.0
<b>Total</b>	<b>25,730</b>	<b>100.0</b>

## Experience

Over fifty-five percent (57.6%) of estimated job vacancies in the St. Louis MSA require *entry-level* experience (*less than 1 year or no experience*). Of the 25,730 *entry-level* estimated job vacancies 74.7 percent require *no experience* with the other 25.3 percent requiring *less than one year* of experience (see table below).

### Entry-Level Estimated Job Vacancies by Experience Required and Industry for St. Louis MSA

Industry	No Experience		Less than One Year		Entry-Level	
	Total	%	Total	%	Total	%
Accommodation and Food Services	6,609	34.4	1,296	19.9	7,905	30.7
Retail Trade	2,913	15.2	619	9.5	3,532	13.7
HealthCare and Social Assistance	1,788	9.3	1,712	26.3	3,500	13.6
Educational Services	1,531	8.0	209	3.2	1,740	6.8
Finance and Insurance	1,295	6.7	394	6.0	1,689	6.6
Professional, Scientific, and Technical Services	1,084	5.6	244	3.7	1,328	5.2
Admin. and Support and Waste Mngt and Remediation Svcs	191	1.0	1,020	15.7	1,211	4.7
Construction	697	3.6	504	7.7	1,201	4.7
Manufacturing	682	3.5	156	2.4	838	3.3
Other Services (except Public Administration)	611	3.2	40	0.6	651	2.5
Public Administration	477	2.5	29	0.4	506	2.0
Wholesale Trade	359	1.9	94	1.4	453	1.8
Real Estate and Rental and Leasing	359	1.9	0	0.0	359	1.4
Transportation and Warehousing	206	1.1	130	2.0	336	1.3
Arts, Entertainment, and Recreation	274	1.4	46	0.7	320	1.2
Information	138	0.7	13	0.2	151	0.6
Agriculture, Forestry, Fishing and Hunting	2	0.0	6	0.1	8	0.0
Mining	0	0.0	2	0.0	2	0.0
<b>Total</b>	<b>19,216</b>	<b>100.0</b>	<b>6,514</b>	<b>100.0</b>	<b>25,730</b>	<b>100.0</b>

### Education

The majority of *entry-level* estimated job vacancies in the St. Louis MSA (68.4%) require a *high school diploma or less*. Another 11.8 percent of *entry-level* estimated job vacancies require *special, technical or professional certification*, and 11.7 percent of *entry-level* estimated job vacancies require an *associate's degree or higher* (see table below).

**Percent of Entry-Level Estimated Job Vacancies by Preferred Education  
and Experience Required for St. Louis MSA**

Experience Required	High school or Less	AA Degree - Graduate Degree	Certification	All other*
Entry-Level	68.4	11.6	11.8	8.2

\* All other includes other education, don't know/not sure and refused to answer

**Percent of Entry-Level Estimated Job Vacancies by Preferred Education and Industry for St.  
Louis MSA**

Industry	High school or Less	AA Degree - Graduate Degree	Certification	All other*
Accommodation and Food Services	88.5	0.0	0.0	11.5
Retail Trade	97.4	0.1	0.3	2.2
HealthCare and Social Assistance	35.7	18.7	37.6	8.0
Educational Services	14.9	16.7	57.0	11.4
Finance and Insurance	69.4	22.3	0.0	8.3
Professional, Scientific, and Technical Services	38.6	23.4	38.0	0.0
Admin. and Support and Waste Mngt and Remediation Svcs	57.3	42.1	0.6	0.0
Construction	61.9	37.6	0.4	0.2
Manufacturing	85.0	12.9	2.0	0.1
Other Services (except Public Administration)	47.8	9.1	24.0	19.2
Public Administration	45.7	10.9	2.0	41.5
Wholesale Trade	97.8	1.5	0.7	0.0
Real Estate and Rental and Leasing	90.8	9.2	0.0	0.0
Transportation and Warehousing	98.2	0.6	0.0	1.2
Arts, Entertainment, and Recreation	42.5	28.4	2.8	26.3
Information	26.5	27.2	0.0	46.4
Agriculture, Forestry, Fishing and Hunting	75.0	25.0	0.0	0.0
Mining	0.0	100.0	0.0	0.0

\* All other includes other education, don't know/not sure and refused to answer

## *Wages*

Of the *entry-level* estimated job vacancies in the St. Louis MSA, 51.1 percent offer *less than \$8.00 per hour* while 28.7 percent offer *\$8.00 - \$14.99 per hour*. Another 20.2 percent of estimated job vacancies offer *\$15.00 or more per hour* (see table below).<sup>13</sup>

<sup>13</sup> Percentages based on the total number of estimated job vacancies in which a wage was reported (n= 18,140). 29.5 percent of estimated job vacancies had no reported wage.

**Entry-Level Estimated Job Vacancies by  
Wage for St. Louis MSA**

Wage	Entry-Level	
	Total	%
< \$8.00	9,272	51.1
\$8.00- \$14.99	5,200	28.7
\$15.00+	3,668	20.2

### *Benefits and Training*

In terms of benefits and training offered, 79.7 percent of *entry-level* estimated job vacancies in the St. Louis MSA provide *on-the-job training* along with 41.7 percent providing *mentoring*. Over half of the *entry-level* estimated job vacancies provide *medical* (58.1%), *dental* (56.3%), and *vacation* (53.9%) benefits. Only 3.4 percent of *entry-level* estimated job vacancies provide *no benefits* (see table below).<sup>14</sup>

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<sup>14</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which one or more of the benefits and training offered were reported (n= 25,612).

**Entry-Level Estimated Job Vacancies by Benefits and Training  
by Full-Time or Part-Time for St. Louis MSA**

<b>Benefit and Training</b>	<b>Full-Time</b>	<b>Part-Time</b>	<b>Total</b>
On the Job Training	11,344	9,077	20,421
Mentoring	8,134	2,542	10,676
Internship	3,855	1,332	5,187
Medical	11,864	3,019	14,880
Dental	11,791	2,627	14,425
Vacation	10,639	3,166	13,812
Transportation	358	1,210	1,568
Childcare	382	838	1,220
No Benefits	73	792	865

**Percent of Entry-Level Estimated Job Vacancies by Benefits and  
Training by Full-Time or Part-Time for St. Louis MSA**

<b>Benefit and Training</b>	<b>Full-Time</b>	<b>Part-Time</b>	<b>Total</b>
On the Job Training	55.6	44.4	100.0
Mentoring	76.2	23.8	100.0
Internship	74.3	25.7	100.0
Medical	79.7	20.3	100.0
Dental	81.7	18.2	100.0
Vacation	77.0	22.9	100.0
Transportation	22.8	77.2	100.0
Childcare	31.3	68.7	100.0
No Benefits	8.4	91.6	100.0

### *Incentives*

In terms of incentives offered, 68.5 percent of *entry-level* estimated job vacancies in the St. Louis MSA provide *ongoing training*. Less than half of the *entry-level* estimated job vacancies provide *401k* (48.5%), *bonus* (35.5%), and *tuition reimbursement* (29.3%) incentives. Only 7.1 percent of *entry-level* estimated job vacancies provide no incentives (see table below).<sup>15</sup>

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<sup>15</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which one or more of the incentives offered were reported (n= 25,411).



**Entry-Level Estimated Job Vacancies by Incentives by Full-Time or Part-Time for St. Louis MSA**

Incentives	Full-Time	Part-Time	Total
Ongoing Training	9,739	7,668	17,407
401K	10,045	2,264	12,314
Bonus	5,610	3,408	9,019
Tuition	5,671	1,777	7,449
Pension	3,802	1,500	5,303
Commission	2,365	1,125	3,490
Stock	1,257	1,348	2,605
SAR	1,364	352	1,716
No Incentives	340	1,456	1,798

**Percent of Entry-Level Estimated Job Vacancies by Incentives by Full-Time or Part-Time for St. Louis MSA**

Incentives	Full-Time	Part-Time	Total
Ongoing Training	55.9	44.1	100.0
401K	81.6	18.4	100.0
Bonus	62.2	37.8	100.0
Tuition	76.1	23.9	100.0
Pension	71.7	28.3	100.0
Commission	67.8	32.2	100.0
Stock	48.3	51.7	100.0
SAR	79.5	20.5	100.0
No Incentives	18.9	81.1	100.0

### *Reading and Math Requirements*

Approximately nine out of ten (87.3%) *entry-level* job vacancies required reading skills<sup>16</sup> at a *10<sup>th</sup> grade level or higher* while required math skills<sup>17</sup> were somewhat less at 77.0 percent at the same level (see table below).

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<sup>16</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which Reading skills required were reported (n = 25,442).

<sup>17</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which Math skills required were reported (n = 25,623).

**Percent of Entry-Level Estimated Job Vacancies by Reading and Math Skills Required for St. Louis MSA**

<b>Skills required</b>	<b>Reading</b>	<b>Math</b>
< 10th grade	11.1	14.3
10th grade	34.6	34.8
>10th grade	52.7	42.2
No Skills Required	1.6	8.7
<b>Total</b>	<b>100.0</b>	<b>100.0</b>

**Percent of Entry-Level Estimated Job Vacancies by Reading and Math Skills 10th Grade or Higher by Industry for St. Louis MSA**

<b>Skills required</b>	<b>Entry-Level</b>	
	<b>Reading</b>	<b>Math</b>
Accommodation and Food Services	80.4	75.1
Retail Trade	75.5	69.2
HealthCare and Social Assistance	92.9	77.1
Educational Services	98.7	97.5
Finance and Insurance	97.8	96.5
Professional, Scientific, and Technical Services	100.0	100.0
Admin. and Support and Waste Mngt and Remediation Svcs	100.0	58.1
Construction	97.7	85.7
Manufacturing	94.4	88.8
Other Services (except Public Administration)	61.8	44.7
Public Administration	82.0	82.0
Wholesale Trade	100.0	63.4
Real Estate and Rental and Leasing	100.0	36.8
Transportation and Warehousing	64.3	48.5
Arts, Entertainment, and Recreation	90.6	90.6
Information	100.0	24.5
Agriculture, Forestry, Fishing and Hunting	25.0	25.0
Mining	100.0	100.0

## *Applicants' Skills Compared to Job Requirements*

When asked to compare applicants' skills with the skills required for the *entry-level* job vacancies, employers in the St. Louis MSA reported that for 63.6 percent of the *entry-level* estimated job vacancies, skills *matched somewhat, matched very little or matched not at all*. For 36.4 percent of the *entry-level* estimated job vacancies, applicants' skills and required job skills *matched well or matched very well*.<sup>18</sup>

**Entry-Level Estimated Job Vacancies  
by Applicant and Job Requirement  
Match for St. Louis MSA**

Skill Match	%
Matched Very Well	15.2
Matched Well	21.2
Matched Somewhat	48.7
Matched Very Little	12.7
Matched Not At All	2.2
<b>Total</b>	<b>100.0</b>

## *Difficulty Finding Applicants*

Employers in the St. Louis MSA reported that for the majority of *entry-level* estimated job vacancies, they had *some difficulty* (52.4%) or *great difficulty* (10.8%) finding qualified applicants. For 36.8 percent of the estimated job vacancies, they indicate *no difficulty* finding qualified applicants.<sup>19</sup>

**Percent of Entry-Level Estimated Job  
Vacancies by Difficulty Finding Qualified  
Applicants for St. Louis MSA**

	%
No Difficulty	36.8
Some Difficulty	52.4
Great Difficulty	10.8
	<b>100.0</b>

<sup>18</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which there was a response to the question "Have applicants met job requirements?" (n= 21,827).

<sup>19</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which there was a response to the question "Is this position difficult to fill with the required experience needed?" (n=21,705).

## Shortcomings of Recent Applicants

Two of the most frequently cited shortcomings of recent applicants are *lack of positive attitude* and *poor work ethic skills*.<sup>20</sup>

**Percent of Entry-Level Estimated Job Vacancies by Shortcomings of Recent Applicants for St. Louis MSA**

Shortcomings	%
Lack of Positive Attitude	61.0
Poor Work Ethic Skills	58.3
Poor Customer Service Skills	50.6
Poor Communication Skills	49.9
Lack of Industry Knowledge	34.2
Inability to Understand Written Information	28.5
Poor Writing Skills	20.7
Poor Technical Skills	19.4
Poor Basic Math	15.2
Lack of Computer Skills	11.7

## Workplace Competencies

The following table lists personal attributes considered *important* to the job performance of a worker in the St. Louis MSA.<sup>21</sup>

**Percent of Entry-Level Estimated Job Vacancies by Workplace Competencies Rated as Important for St. Louis MSA**

Workplace Competencies	%
Work Habits	97.8
Team Skills	98.7
Managing Time Wisely	97.9
Acquiring and Using Information	93.7
Leadership	77.3
Job Specific Skills	65.5
Computer Literacy	53.0

<sup>20</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which one or more of the workplace competencies and/or skills were reported in the Shortcomings Category (n=21,108).

<sup>21</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which one or more of the workplace competencies and/or skills were reported in the Workplace Competencies Category (n=25,703).

## Thinking Skills

The following table lists thinking skills considered *important* to the job performance of a worker in the St. Louis MSA.<sup>22</sup>

**Percent of Entry-Level Estimated Job Vacancies by Thinking Skills Rated as Important for St. Louis MSA**

Thinking Skills	%
Learning New Skills	96.2
Decision-Making	89.7
Critical Thinking	81.2
Understanding Charts	32.6

## Occupations

Three occupations in the St. Louis MSA represent 29.8 percent of the *entry-level* estimated job vacancies.

**Percent of Entry-Level Estimated Job Vacancies by Selected Occupation for the St. Louis MSA**

Occupation	%
Waiters and Waitresses	11.3
Retail Salespersons	10.8
Food Preparation Workers	7.8
<b>Total</b>	<b>29.8</b>

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<sup>22</sup> Percentages based on the total number of *entry-level* estimated job vacancies in which one or more of the personal attributes were reported in the Thinking Skills Category (n=25,703).

**Occupation for the St. Louis MSA with 100+ Entry-Level Estimated  
Job Vacancies by Preferred Education**

<b>Associates Degree or Higher</b>
Advertising and Promotions Managers
Cost Estimators
Insurance Sales Agents
Registered Nurses
Sales Agents, Financial Services
Sales Representatives, Services, All Other
<b>Special, Technical or Professional Certification</b>
Licensed Practical and Licensed Vocational Nurses
Manicurists and Pedicurists
Nursing Aides, Orderlies, and Attendants
Registered Nurses
Retail Salespersons
Teachers and Instructors, All Other
<b>High School Diploma or Less</b>
Cashiers
Combined Food Preparation and Serving Workers, Including Fast Food
Construction Laborers
Cooks, All Other
Cooks, Fast Food
Cooks, Restaurant
Counter Attendants, Cafeteria, Food Concession, and Coffee Shop
Customer Service Representatives
Dining Room and Cafeteria Attendants and Bartender Helpers
Food Preparation Workers
Food Servers, Nonrestaurant
Freight, Stock, and Material Movers, Hand
Retail Salespersons
Security Guards
Stock Clerks- Stockroom, Warehouse, or Storage Yard
Waiters and Waitresses

For more detailed information on the reported occupations, please visit  
<http://pprc.umsl.edu/wis/>.

## Survey Summary: Experienced

The results of the May 2006 St. Louis MSA Job Vacancy Survey show that there are 14,145 *experienced* estimated job vacancies.

### Experienced Estimated Job Vacancies for St. Louis MSA

	Total	%
Full-time	11,506	81.3
Part-time	2,479	17.5
Not Provided	160	1.1
<b>Total</b>	<b>14,145</b>	<b>100.0</b>

\* Not provided includes don't know/not sure and refused to answer

## Geography

Five counties in the St. Louis MSA comprise 95.3 percent of *experienced* estimated job vacancies: *St. Louis County, St. Louis City, and St. Charles County* in Missouri, and *Madison and St. Clair Counties* in Illinois. The Missouri counties in the St. Louis MSA account for 89.2 percent of all *experienced* estimated job vacancies, while the Illinois counties account for 10.8 percent.

### Experienced Estimated Job Vacancies by County for St. Louis MSA

County	Total	%
St. Clair County, IL	796	52.0
Madison County, IL	675	44.1
Jersey County, IL	42	2.7
Clinton County, IL	19	1.2
Monroe County, IL	0	0.0
<b>Illinois Total</b>	<b>1,532</b>	<b>10.8</b>
St. Louis County, MO	7,252	57.5
St. Louis City, MO	3,639	28.9
St. Charles County, MO	1,117	8.9
Jefferson County, MO	424	3.4
Franklin County, MO	135	1.1
Lincoln County, MO	46	0.4
Warren County, MO	0	0.0
<b>Missouri Total</b>	<b>12,613</b>	<b>89.2</b>
<b>St. Louis MSA Total</b>	<b>14,145</b>	<b>100.0</b>

## Industry

Seven industries in the St. Louis MSA constitute 77.0 percent of all the *experienced* estimated job vacancies: *Healthcare and Social Assistance, Accommodation and Food Service, Retail Trade, Professional Scientific and Technical Services, Educational Services, Manufacturing, and Other Services (except Public Administration)*.

**Experienced Estimated Job Vacancies by Industry for St. Louis MSA**

Industry	Total	%
HealthCare and Social Assistance	3,297	23.3
Accommodation and Food Services	1,771	12.5
Retail Trade	1,506	10.6
Professional, Scientific, and Technical Services	1,385	9.8
Educational Services	1,068	7.6
Manufacturing	1,007	7.1
Other Services (except Public Administration)	855	6.0
Wholesale Trade	651	4.6
Finance and Insurance	647	4.6
Construction	537	3.8
Transportation and Warehousing	422	3.0
Information	339	2.4
Public Administration	187	1.3
Arts, Entertainment, and Recreation	165	1.2
Admin. and Support and Waste Mngt and Remediation Svcs	151	1.1
Real Estate and Rental and Leasing	137	1.0
Mining	10	0.1
Utilities	6	0.0
Agriculture, Forestry, Fishing and Hunting	4	0.0
<b>Total</b>	<b>14,145</b>	<b>100.0</b>

## Experience

Of 44,676 estimated job vacancies in the St. Louis MSA, 31.7 percent require *experienced (more than one year of experience)* workers. Of these 14,145 *experienced* estimated job vacancies 74.2 percent require *1 - 3 years* of experience with another 24.4 percent requiring *4 - 10 years* of experience. There are 1.4 percent of *experienced* estimated job vacancies that require *10 or more years* of experience (see table below).



**Experienced Estimated Job Vacancies by Experience Required and Industry for St. Louis MSA**

Industry	1 - 3 Years		4 - 10 Years		10 or more Years		Experienced	
	Total	%	Total	%	Total	%	Total	%
	HealthCare and Social Assistance	2,548	24.3	745	21.6	4	2.1	3,297
Accommodation and Food Services	1,675	16.0	96	2.8	0	0.0	1,771	12.5
Retail Trade	1,251	11.9	240	6.9	15	7.7	1,506	10.6
Professional, Scientific, and Technical Services	1,079	10.3	254	7.3	52	26.8	1,385	9.8
Educational Services	484	4.6	578	16.7	6	3.1	1,068	7.6
Manufacturing	534	5.1	429	12.4	44	22.7	1,007	7.1
Other Services (except Public Administration)	660	6.3	195	5.6	0	0.0	855	6.0
Wholesale Trade	389	3.7	260	7.5	2	1.0	651	4.6
Finance and Insurance	424	4.0	208	6.0	15	7.7	647	4.6
Construction	325	3.1	166	4.8	46	23.7	537	3.8
Transportation and Warehousing	389	3.7	32	0.9	1	0.5	422	3.0
Information	228	2.2	107	3.1	4	2.1	339	2.4
Public Administration	156	1.5	31	0.9	0	0.0	187	1.3
Arts, Entertainment, and Recreation	124	1.2	41	1.2	0	0.0	165	1.2
Admin. and Support and Waste Mngt and Remediation Svcs	122	1.2	28	0.8	1	0.5	151	1.1
Real Estate and Rental and Leasing	100	1.0	37	1.1	0	0.0	137	1.0
Mining	0	0.0	6	0.2	4	2.1	10	0.1
Utilities	2	0.0	4	0.1	0	0.0	6	0.0
Agriculture, Forestry, Fishing and Hunting	4	0.0	0	0.0	0	0.0	4	0.0
<b>Total</b>	<b>10,494</b>	<b>100.0</b>	<b>3,457</b>	<b>100.0</b>	<b>194</b>	<b>100.0</b>	<b>14,145</b>	<b>100.0</b>

### *Education*

Less than half of *experienced* estimated job vacancies in the St. Louis MSA (42.5%) require *an associate's degree or higher*. Another 40.0 percent of *experienced* estimated job vacancies require a *high school diploma or less*, and 10.2 percent of *experienced* estimated job vacancies require a *special, technical or professional certification* (see table below).

**Percent of Experienced Estimated Job Vacancies by Preferred Education  
and Experience Required for St. Louis MSA**

Experience Required	High school or Less	AA Degree - Graduate Degree	Certification	All other*
Experienced	40.0	42.4	10.2	7.4

\* All other includes other education, don't know/not sure and refused to answer

**Percent of Experienced Estimated Job Vacancies by Preferred Education  
and Industry for St. Louis MSA**

Industry	High school or Less	AA Degree - Graduate Degree	Certification	All other*
HealthCare and Social Assistance	28.5	46.8	19.6	5.0
Accommodation and Food Services	92.3	5.7	0.0	2.0
Retail Trade	58.0	35.4	5.6	0.9
Professional, Scientific, and Technical Services	9.0	82.9	1.7	6.4
Educational Services	9.7	50.3	35.3	4.7
Manufacturing	33.8	64.3	1.4	0.6
Other Services (except Public Administration)	36.0	27.0	15.2	21.8
Wholesale Trade	33.2	53.9	1.1	11.8
Finance and Insurance	39.6	31.4	4.6	24.4
Construction	48.0	19.6	14.7	17.7
Transportation and Warehousing	76.3	7.3	1.7	14.7
Information	3.2	71.1	4.7	20.9
Public Administration	39.0	53.5	6.4	1.1
Arts, Entertainment, and Recreation	59.4	22.4	0.0	18.2
Admin. and Support and Waste Mngt and Remediation Svcs	62.3	29.8	7.9	0.0
Real Estate and Rental and Leasing	0.7	99.3	0.0	0.0
Mining	0.0	100.0	0.0	0.0
Utilities	16.7	83.3	0.0	0.0
Agriculture, Forestry, Fishing and Hunting	100.0	0.0	0.0	0.0

\* All other includes other education, don't know/not sure and refused to answer

## *Wages*

Of the 14,145 *experienced* estimated job vacancies in the St. Louis MSA, 49.5 percent offer *\$15.00 or more per hour* while 30.9 percent offer *\$8.00 - \$14.99 per hour*. Another 19.6 percent of estimated job vacancies offer *less than \$8.00 per hour* (see table below).<sup>23</sup>

<sup>23</sup> Percentages based on the total number of *experienced* estimated job vacancies in which a wage was reported (October 2005 n= 9,473). 33.0 percent of estimated job vacancies had no reported wage.

**Experienced Estimated Job Vacancies by  
Wage for St. Louis MSA**

Wage	Experienced	
	Total	%
< \$8.00	1,860	19.6
\$8.00- \$14.99	2,921	30.9
\$15.00+	4,692	49.5

### *Benefits and Training*

In terms of benefits and training offered, 52.6 percent of *experienced* estimated job vacancies in the St. Louis MSA provide *on-the-job training* along with 30.2 percent provide *mentoring*. The majority of *experienced* estimated job vacancies provide *vacation* (79.7%), *medical* (76.6%), and *dental* (69.1%) benefits. Only 3.9 percent of *experienced* estimated job vacancies provide *no benefits* (see table below).<sup>24</sup>

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<sup>24</sup> Percentages based on the total number of *experienced* estimated job vacancies in which one or more of the benefits and training offered were reported (n= 13,896).

**Experienced Estimated Job Vacancies by Benefits and Training by Full-Time or Part-Time for St. Louis MSA**

<b>Benefit and Training</b>	<b>Full-Time</b>	<b>Part-Time</b>	<b>Total</b>
On the Job Training	5,967	1,336	7,303
Mentoring	3,227	972	4,199
Internship	1,578	222	1,800
Vacation	10,235	835	11,070
Medical	10,062	576	10,638
Dental	8,962	647	9,609
Transportation	978	282	1,260
Childcare	538	149	687
No Benefits	208	328	536

**Percent of Experienced Estimated Job Vacancies by Benefits and Training by Full-Time or Part-Time for St. Louis MSA**

<b>Benefit and Training</b>	<b>Full-Time</b>	<b>Part-Time</b>	<b>Total</b>
On the Job Training	81.7	18.3	100.0
Mentoring	76.9	23.1	100.0
Internship	87.7	12.3	100.0
Vacation	92.5	7.5	100.0
Medical	94.6	5.4	100.0
Dental	93.3	6.7	100.0
Transportation	77.6	22.4	100.0
Childcare	78.3	21.7	100.0
No Benefits	38.8	61.2	100.0

## *Incentives*

In terms of incentives offered, 59.0 percent of *experienced* estimated job vacancies in the St. Louis MSA provide *ongoing training*. About half of the *experienced* estimated job vacancies provide *401k* (56.3%). Less than half of the *experienced* estimated job vacancies provide *tuition reimbursement* (33.3%), *pension* (31.1%), and *bonus* (26.6%) incentives. Only 4.5 percent of *experienced* estimated job vacancies provide *no incentives* (see table below).<sup>25</sup>

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<sup>25</sup> Percentages based on the total number of *experienced* estimated job vacancies in which one or more of the incentives offered were reported (n= 13,776).

**Experienced Estimated Job Vacancies by Incentives by Full-Time or Part-Time for St. Louis MSA**

Incentives	Full-Time	Part-Time	Total
On Going Training	6,533	1,592	8,125
401K	6,981	781	7,762
Tuition	4,345	231	4,592
Pension	4,001	154	4,280
Bonus	3,664	0	3,664
Commission	1,222	338	1,560
Stock	1,398	90	1,488
No Incentives	226	376	602
SAR	447	172	619

**Percent of Experienced Estimated Job Vacancies by Incentives by Full-Time or Part-Time for St. Louis MSA**

Incentives	Full-Time	Part-Time	Total
On Going Training	80.4	19.6	100.0
401K	89.9	10.1	100.0
Tuition	94.6	5.0	99.7
Pension	93.5	3.6	97.1
Bonus	100.0	0.0	100.0
Commission	78.3	21.7	100.0
Stock	94.0	6.0	100.0
No Incentives	37.5	62.5	100.0
SAR	72.2	27.8	100.0

### *Reading and Math Requirements*

Approximately nine out of ten (91.8%) *experienced* job vacancies required reading skills<sup>26</sup> at a *10<sup>th</sup> grade level or higher* while required math skills<sup>27</sup> were somewhat less at 89.9 percent at the same level (see table below).

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<sup>26</sup> Percentages based on the total number of *experienced* estimated job vacancies in which Reading skills required were reported (n = 14,037).

<sup>27</sup> Percentages based on the total number of *experienced* estimated job vacancies in which Math skills required were reported (n= 14,026).

**Percent of Experienced Estimated Job Vacancies by Reading and Math Skills Required for St. Louis MSA**

<b>Skills required</b>	<b>Reading</b>	<b>Math</b>
< 10th grade	7.1	4.0
10th grade	8.0	13.0
>10th grade	83.8	76.9
No Skills Required	1.0	6.1
<b>Total</b>	<b>100.0</b>	<b>100.0</b>

**Percent of Experienced Estimated Job Vacancies by Reading and Math Skills 10th Grade or Higher by Industry for St. Louis MSA**

<b>Skills required</b>	<b>Experienced</b>	
	<b>Reading</b>	<b>Math</b>
HealthCare and Social Assistance	100.0	93.2
Accommodation and Food Services	62.5	85.6
Retail Trade	100.0	97.2
Professional, Scientific, and Technical Services	100.0	95.2
Educational Services	96.3	73.7
Manufacturing	100.0	100.0
Other Services (except Public Administration)	90.9	97.1
Wholesale Trade	100.0	88.2
Finance and Insurance	100.0	100.0
Construction	100.0	94.6
Transportation and Warehousing	33.5	33.3
Information	100.0	100.0
Public Administration	83.2	83.2
Arts, Entertainment, and Recreation	68.5	91.5
Admin. and Support and Waste Mngt and Remediation Svcs	100.0	40.4
Real Estate and Rental and Leasing	100.0	100.0
Mining	100.0	100.0
Utilities	100.0	100.0
Agriculture, Forestry, Fishing and Hunting	100.0	0.0

### *Applicants' Skills Compared to Job Requirements*

When asked to compare applicants' skills with the skills required for the *experienced* job vacancies, employers in the St. Louis MSA reported that for 68.2 percent of the *experienced* estimated job vacancies, skills

*matched somewhat, matched very little or matched not at all.* For 31.8 percent of the *experienced* estimated job vacancies, applicants' skills and required job skills *matched well or matched very well.*<sup>28</sup>

**Experienced Estimated Job Vacancies  
by Applicant and Job Requirement  
Match for St. Louis MSA**

<b>Skill Match</b>	<b>%</b>
Matched Very Well	17.2
Matched Well	14.6
Matched Somewhat	44.1
Matched Very Little	20.0
Matched Not At All	4.1
<b>Total</b>	<b>100.0</b>

### *Difficulty Finding Applicants*

Employers in the St. Louis MSA reported that for the majority of *experienced* estimated job vacancies, they had *some difficulty* (58.3%) or *great difficulty* (19.7%) finding qualified applicants. For 22.0 percent of the estimated job vacancies, they indicate *no difficulty* finding qualified applicants.<sup>29</sup>

**Percent of Experienced Estimated Job  
Vacancies by Difficulty Finding Qualified  
Applicants for St. Louis MSA**

	<b>Experienced</b>
No Difficulty	22.0
Some Difficulty	58.3
Great Difficulty	19.7
	<b>100.0</b>

<sup>28</sup> Percentages based on the total number of *experienced* estimated job vacancies in which there was a response to the question "Have applicants met job requirements?" (n= 10,253).

<sup>29</sup> Percentages based on the total number of *experienced* estimated job vacancies in which there was a response to the question "Is this position difficult to fill with the required experience needed?" (n=9,466).

## Shortcomings of Recent Applicants

Two of the most frequently cited shortcomings of recent applicants are *lack of positive attitude* and *lack of industry knowledge* (see table below).<sup>30</sup>

**Percent of Experienced Estimated Job Vacancies by Shortcomings of Recent Applicants for St. Louis MSA**

Shortcomings	%
Lack of Positive Attitude	51.0
Lack of Industry Knowledge	45.9
Poor Work Ethic Skills	43.0
Poor Communication Skills	39.3
Poor Technical Skills	38.2
Poor Customer Service Skills	37.0
Inability to Understand Written Information	34.3
Poor Writing Skills	24.8
Poor Basic Math	24.2
Lack of Computer Skills	22.9

## Workplace Competencies

The following table lists personal attributes considered *important* to the job performance of a worker in the St. Louis MSA.<sup>31</sup>

**Percent of Experienced Estimated Job Vacancies by Workplace Competencies Rated as Important for St. Louis MSA**

Workplace Competencies	%
Managing Time Wisely	97.3
Team Skills	97.1
Acquiring and Using Information	96.5
Work Habits	90.6
Job Specific Skills	81.5
Leadership	78.9
Computer Literacy	74.9

<sup>30</sup> Percentages based on the total number of *experienced* estimated job vacancies in which one or more of the workplace competencies and/or skills were reported in the Shortcomings Category (n=10,184).

<sup>31</sup> Percentages based on the total number of *experienced* estimated job vacancies in which one or more of the workplace competencies and/or skills were reported in the Workplace Competencies Category (n=14,115).



## Thinking Skills

The following table lists thinking skills considered *important* to the job performance of a worker in the St. Louis MSA.<sup>32</sup>

**Percent of Experienced Estimated Job Vacancies by Thinking Skills Rated as Important for St. Louis MSA**

Thinking Skills	%
Decision-Making	93.0
Learning New Skills	89.6
Critical Thinking	89.2
Understanding Charts	71.7

## Occupations

Four occupations in the St. Louis MSA represent 20.8 percent of the estimated job vacancies.

**Percent of Experienced Estimated Job Vacancies by Selected Occupation for the St. Louis MSA**

Occupation	Percent
Registered Nurses	7.1
Business Operations Specialists, All Other	5.2
Retail Salespersons	4.3
Waiters and Waitresses	4.1
<b>Total</b>	<b>20.8</b>

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<sup>32</sup> Percentages based on the total number of *experienced* estimated job vacancies in which one or more of the personal attributes were reported in the Thinking Skills Category (n=14,116).

**Occupation for the St. Louis MSA with 100+ Experienced Estimated Job Vacancies  
by Preferred Education**

<b>Associates Degree or Higher</b>
Accountants
Business Operations Specialists, All Other
Civil Engineers
Computer Software Engineers, Applications
Computer Software Engineers, Systems Software
Computer Support Specialists
Computer Systems Analysts
Probation Officers and Correctional Treatment Specialists
Registered Nurses
Sales Managers
Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products
Teacher Assistants
<b>Special, Technical or Professional Certification</b>
Registered Nurses
Education Administrators, Elementary and Secondary School
<b>High School Diploma or Less</b>
Combined Food Preparation and Serving Workers, Including Fast Food
Construction Laborers
Cooks, Restaurant
Customer Service Representatives
First-Line Supervisors/Managers of Food Preparation and Serving Workers
Floral Designers
Loan Officers
Maintenance and Repair Workers, General
Medical Assistants
Nursing Aides, Orderlies, and Attendants
Retail Salespersons
Social and Human Service Assistants
Tractor-Trailer Truck Drivers
Truck Drivers, Heavy
Truck Drivers, Heavy and Tractor-Trailer
Waiters and Waitresses
Welders, Production

For more detailed information on the reported occupations, please visit <http://pprc.umsl.edu/wis/>.

## Survey Results: October 2005 – May 2006

The results of the October 2005 and the May 2006 St. Louis MSA Job Vacancy Surveys indicate that there were 21,033 and 44,676 estimated job vacancies respectively. Seven industries in the St. Louis MSA constitute 78.0 percent and 77.3 percent of estimated job vacancies respectively: *Healthcare and Social Assistance, Accommodation and Food Service, Retail Trade, Construction, Professional Scientific and Technical Services, Educational Services, and Manufacturing*. Six counties in the St. Louis MSA comprise 96.7 percent and 96.3 percent of estimated job vacancies respectively: *St. Louis County, St. Louis City, Charles County and Jefferson County* in Missouri, and *Madison and St. Clair Counties* in Illinois. Over half of all estimated job vacancies are *full-time*, require only *entry-level* (less than one year) experience, and call for a *high school diploma or less*.

For quick reference, the following section presents a snapshot of the major results of the St. Louis MSA for both the October 2005 and the May 2006 Job Vacancy Surveys.<sup>33</sup>

	<b>Oct-05</b>		<b>May-06</b>	
	<b>Total</b>	<b>%</b>	<b>Total</b>	<b>%</b>
Full - time	13,291	63.2	29,099	65.1
Part- time	7,648	36.4	15,385	34.4
Not Provided	94	0.4	192	0.4
<b>Total</b>	<b>21,033</b>	<b>100.0</b>	<b>44,676</b>	<b>100.0</b>

\* Not provided includes don't know/not sure and refused to answer

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<sup>33</sup> There are two assumed reasons for the increase in number of estimated job vacancies for October 2005 to May 2006. The first reason has to do with response rate and the methods used for estimating job vacancies. The number of firms responding to the May 2006 (n=1,554) survey decreased by 13.4% from the October 2005 survey (n=1,795). However, 35.0% of companies responding to the May 2006 reported having job vacancies compared to 26.7% in October 2005. In addition, there are typically higher job vacancy rates in the May survey generally thought to be related to seasonal hiring changes.

## Geography

### Entry-Level Estimated Job Vacancies by County for St. Louis MSA

County	Oct-05		May-06	
	Total	%	Total	%
Madison County, IL	1,526	7.3	4,388	9.8
St. Clair County, IL	1,132	5.4	2,234	5.0
Monroe County, IL	152	0.7	75	0.2
Clinton County, IL	23	0.1	162	0.4
Jersey County, IL	18	0.1	100	0.2
<b>Illinois Total</b>	<b>2,851</b>	<b>13.6</b>	<b>6,959</b>	<b>15.6</b>
St. Louis County, MO	10,744	51.1	24,583	55.0
St. Louis City, MO	2,970	14.1	7,141	16.0
St. Charles County, MO	2,826	13.4	3,542	7.9
Jefferson County, MO	1,137	5.4	1,135	2.5
Franklin County, MO	334	1.6	881	2.0
Lincoln County, MO	105	0.5	328	0.7
Warren County, MO	66	0.3	107	0.2
<b>Missouri Total</b>	<b>18,182</b>	<b>86.4</b>	<b>37,717</b>	<b>84.4</b>
<b>St. Louis MSA Total</b>	<b>21,033</b>	<b>100.0</b>	<b>44,676</b>	<b>100.0</b>

## Industry

### Estimated Job Vacancies by Industry for St. Louis MSA

Industry	Oct-05		May-06	
	Total	%	Total	%
HealthCare and Social Assistance	4,662	22.2	9,503	21.3
Accommodation and Food Services	4,069	19.3	9,690	21.7
Retail Trade	2,360	11.2	5,287	11.8
Construction	1,628	7.7	1,775	4.0
Professional, Scientific, and Technical Services	1,422	6.8	2,871	6.4
Educational Services	1,200	5.7	3,322	7.4
Manufacturing	1,067	5.1	2,079	4.7
Real Estate and Rental and Leasing	715	3.4	504	1.1
Finance and Insurance	701	3.3	2,579	5.8
Wholesale Trade	659	3.1	1,241	2.8
Other Services (except Public Administration)	651	3.1	1,749	3.9
Admin. & Support & Waste Manage. and Remed. Svcs	526	2.5	1,370	3.1
Public Administration	492	2.3	840	1.9
Information	374	1.8	521	1.2
Arts, Entertainment, and Recreation	254	1.2	491	1.1
Transportation and Warehousing	190	0.9	822	1.8
Agriculture, Forestry, Fishing and Hunting	39	0.2	12	0.0
Management of Companies and Enterprises	9	0.0	0	0.0
Utilities	8	0.0	6	0.0
Mining	7	0.0	14	0.0
<b>Total</b>	<b>21,033</b>	<b>100.0</b>	<b>44,676</b>	<b>100.0</b>

## Experience

### Estimated Job Vacancies by Experience Required for St. Louis MSA

Experience	Oct-05		May-06	
	Total	%	Total	%
< 1 year or No Experience	11,614	55.2	25,730	57.6
1-3 years	6,033	28.7	10,494	23.5
4-10 years	1,187	5.6	3,457	7.7
10+ years	174	0.8	194	0.4
Other*	2,025	9.6	4,801	10.7
<b>Total</b>	<b>21,033</b>	<b>100.0</b>	<b>44,676</b>	<b>100.0</b>

\*Includes Other, Refused to Answer and Don't Know/Not Sure

## Education

**Estimated Job Vacancies by Education Required for St. Louis MSA**

Education	Oct-05		May-06	
	Total	%	Total	%
No Education	206	1.0	1,940	4.3
Some High School	5,652	26.9	10,915	24.4
High School Diploma	6,277	29.8	11,249	25.2
2-year Associates Degree	1,404	6.7	2,630	5.9
4-Year College Degree	2,020	9.6	5,228	11.7
Graduate or Professional Degree	766	3.6	2,855	6.4
Professional Certification	1,950	9.3	3,782	8.5
Technical and Special Certification	1,528	7.3	2,015	4.5
Other*	1,230	5.8	4,062	9.1
<b>Total</b>	<b>21,033</b>	<b>100.0</b>	<b>44,676</b>	<b>100.0</b>

\*Includes other, don't know/not sure and refused to answer

## Wages<sup>34</sup>

**Estimated Job Vacancies by Wage for St. Louis MSA**

Wages	Oct-05		May-06	
	Total	%	Total	%
< \$8.00	6,429	48.8	11,188	39.3
\$8.00- \$14.99	4,141	31.4	8,499	29.8
\$15.00+	2,611	19.8	8,795	30.9
<b>Total</b>	<b>13,181</b>	<b>100.0</b>	<b>28,482</b>	<b>100.0</b>

<sup>34</sup> Percentages based on the total number of estimated job vacancies in which a wage was reported (October 2005 n= 13,181; May 2006 n=28,482). Of estimated job vacancies in October 2005, 19.8 percent had no wage reported, for May 2006 30.9 percent had no reported wage.

*Benefits and Training*<sup>35</sup>**Estimated Job Vacancies by Benefits and Training for St. Louis MSA**

Benefits and Training	Oct-05		May-06	
	Total	%	Total	%
On the Job Training	13,584	66.6	28,670	66.2
Mentoring	6,947	34.1	15,329	35.4
Internship	3,496	17.1	7,303	16.9
Vacation	11,433	56.0	28,183	65.1
Medical	12,569	61.6	29,311	67.7
Dental	11,058	54.2	27,760	64.1
Transportation	1,445	7.1	2,987	6.9
Childcare	1,297	6.4	2,655	6.1
No Benefits	1,286	6.3	1,538	3.6

*Incentives*<sup>36</sup>**Estimated Job Vacancies by Incentives for St. Louis MSA**

Incentives	Oct-05		May-06	
	Total	%	Total	%
Ongoing Training	13,723	67.6	26,533	61.4
401K	8,977	44.2	23,007	53.2
Bonus	8,595	42.3	13,922	32.2
Tuition	8,483	41.8	14,562	33.7
Pension	5,027	24.8	11,494	26.6
Commission	2,783	13.7	5,070	11.7
Stock	1,916	9.4	4,462	10.3
SAR	545	2.7	2,378	5.5
No Incentives	1,616	8.0	2,717	6.3

<sup>35</sup> Percentages based on the total number of experienced estimated job vacancies in which one or more of the benefits and training offered were reported (October 2005 n= 20,402; May 2006 n=43,301).

<sup>36</sup> Percentages based on the total number of experienced estimated job vacancies in which one or more of the incentives offered were reported (October 2005 n= 20,296; May 2006 n=43,206).

*Reading<sup>37</sup> and Math<sup>38</sup> Requirements*

**Estimated Job Vacancies by Reading and Math Skills Required for St. Louis MSA**

Skills required	Reading		Math	
	Oct-05	May-06	Oct-05	May-06
< 10th grade	1,924	3,819	3,570	4,273
10th grade	5,338	10,111	4,489	10,982
>10th grade	12,430	29,325	11,106	25,763
No Skills Required	569	584	1,217	3,105

**Percent of Estimated Job Vacancies by Reading and Math Skills Required for St. Louis MSA**

Skills required	Reading		Math	
	Oct-05	May-06	Oct-05	May-06
< 10th grade	9.5	8.7	17.5	9.7
10th grade	26.3	23.1	22.0	24.9
>10th grade	61.3	66.9	54.5	58.4
No Skills Required	2.8	1.3	6.0	7.0
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

*Applicants' Skills Compared to Job Requirements<sup>39</sup>*

**Percent of Estimated Job Vacancies by Skills Required for St. Louis MSA**

Skill Match	Oct-05	May-06
Very Well	9.1	15.4
Well	21.7	19.0
<b>Somewhat</b>	<b>51.8</b>	<b>45.5</b>
Very Little	16.5	16.9
Not At All	1.0	3.2
<b>Total</b>	<b>100.0</b>	<b>100.0</b>

<sup>37</sup> Percentages based on the total number of estimated job vacancies in which Reading skills required were reported (October 2005 n = 20,261; May 2006 n = 43,839).

<sup>38</sup> Percentages based on the total number of estimated job vacancies in which Math skills required were reported (October 2005 n = 20,382; May 2006 n = 44,123).

<sup>39</sup> Percentages based on the total number of estimated job vacancies in which there was a response to the question "Have applicants met job requirements?" (October 2005 n=14,127; May 2006 n= 33,953).



### *Difficulty Finding Applicants*<sup>40</sup>

**Percent of Estimated Job Vacancies by Difficulty Finding Qualified Workers for St. Louis MSA**

Skills required	Entry-Level		Experienced	
	Oct-05	May-06	Oct-05	May-06
No Difficulty	26.6	36.8	13.2	22.0
Some Difficulty	66.7	52.4	54.9	58.3
Great Difficulty	6.7	10.8	32.0	19.7
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

### *Shortcomings of Recent Applicants*<sup>41</sup>

**Percent of Estimated Job Vacancies by Shortcomings of Recent Applicants for St. Louis MSA**

Shortcomings	Oct-05	May-06
Lack of Positive Attitude	61.0	55.8
Lack of Industry Knowledge	57.1	36.4
Poor Work Ethic Skills	56.6	54.0
Poor Communication Skills	55.8	44.6
Poor Customer Service Skills	55.3	44.3
Poor Technical Skills	38.8	24.5
Poor Writing Skills	30.9	21.1
Inability to Understand Written Information	26.9	28.9
Lack of Computer Skills	25.5	14.5
Poor Basic Math	25.5	17.2

<sup>40</sup> Percentages based on the total number of *entry-level* and *experienced* estimated job vacancies in which there was a response to the question "Is this position difficult to fill with the required experience needed?" (October 2005 *entry-level* n=8,871; *experienced* n= 4,908; May 2006 *entry-level* n=21,705; *experienced* n=9,466).

<sup>41</sup> Percentages based on the total number of *entry-level* and *experienced* estimated job vacancies in which one or more of the workplace competencies and/or skills were reported in the Shortcomings Category (October 2005 n=14,158; May 2006 n=33,374).

*Workplace Competencies<sup>42</sup>*

**Percent of Estimated Job Vacancies by Workplace Competencies Rated as Important for St. Louis MSA**

<b>Workplace Competencies</b>	<b>Oct-05</b>	<b>May-06</b>
Work Habits	98.9	93.8
Team Skills	98.1	98.3
Managing Time Wisely	94.4	97.9
Acquiring and Using Information	93.7	95.1
Leadership	74.2	79.7
Job Specific Skills	70.5	73.3
Computer Literacy	67.4	63.8

*Thinking Skills<sup>43</sup>*

**Percent of Estimated Job Vacancies by Thinking Skills Rated as Important for St. Louis MSA**

<b>Thinking Skills</b>	<b>Oct-05</b>	<b>May-06</b>
Learning New Skills	92.5	94.2
Critical Thinking	86.9	83.2
Decision-Making	85.1	91.4
Understanding Charts	52.4	50.0

For more detailed information on the reported estimated job vacancies, please visit <http://pprc.umsl.edu/wis/>.

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<sup>42</sup> Percentages based on the total number of estimated job vacancies in which one or more of the workplace competencies and/or skills were reported in the Workplace Competencies Category (October 2005 n=20,866; May 2006 n=44,514).

<sup>43</sup> Percentages based on the total number of estimated job vacancies in which one or more of the personal attributes were reported in the Thinking Skills Category (October 2005 n=20,837; May 2006 n=44,513).

## Survey Time Series: May 2002 – May 2006

For quick reference, the following section presents a snapshot of the major results of the St. Louis MSA for May 2002 – May 2006 Job Vacancy Surveys.

### Estimated Job Vacancies for St. Louis MSA

	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
Totals	24,794	27,337	33,047	28,011	36,782	21,533	26,484	21,033	44,676

## Experience

### Percent of Estimated Job Vacancies by Experience Required for St. Louis MSA

Experience Required	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
< 1 year or No Experience	69.0	79.1	69.8	70.9	60.8	65.9	58.8	61.1	64.5
Experienced	31.0	20.9	30.2	29.1	39.2	34.1	41.2	38.9	35.5
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

## Education

### Percent of Estimated Job Vacancies by Required Education for St. Louis MSA

Education Required	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
Some High School or Less	33.5	44.1	32.8	40.2	25.0	35.8	23.9	29.6	31.7
High School Diploma	38.6	34.7	29.3	28.0	43.8	34.1	30.7	31.7	27.7
2-year Associates Degree	5.4	5.7	5.3	8.0	5.2	7.9	7.5	7.1	6.5
4-Year College Degree or higher	12.0	5.4	7.3	9.2	14.4	10.7	15.8	14.1	19.9
Professional, Technical or Special Certification	10.6	10.0	25.3	14.6	11.7	11.4	22.2	17.6	14.3
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

## Benefits

Percent of Estimated Job Vacancies by Benefits Offered for St. Louis MSA

Benefits Offered	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
Vacation	63.3	67.8	75.2	62.9	60.9	66.5	71.1	56.0	65.1
Medical	60.7	58.9	70.9	58.8	57.3	63.1	70.3	61.6	67.7
Dental	45.7	41.1	61.6	50.0	50.0	52.5	61.7	54.2	64.1
Childcare	3.5	3.4	8.0	13.2	9.5	5.4	2.4	6.4	6.1
Transportation	11.3	13.0	6.8	7.2	5.8	4.5	3.6	7.1	6.9
No Benefits	5.2	7.2	2.9	3.6	4.0	6.4	10.2	6.3	3.6

## Reading and Math Requirements

Percent of Estimated Job Vacancies by Required Reading and Math Skills for St. Louis MSA

Skills required	Reading								
	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
No Skills Required	7.3	5.9	2.3	4.4	5.1	3.8	1.8	2.8	1.3
< 10th grade	15.5	13.3	10.2	15.8	11.2	10.2	6.8	9.5	8.7
10th grade	28.3	35.5	29.7	23.5	27.3	28.6	20.0	26.3	23.1
>10th grade	48.9	45.3	57.7	56.3	56.3	57.4	71.5	61.3	66.9
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

Skills required	Math								
	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
No Skills Required	13.6	25.5	8.3	14.5	16.7	15.4	10.0	6.0	7.0
< 10th grade	18.2	18.8	11.4	16.1	12.8	10.7	10.2	17.5	9.7
10th grade	30.3	26.6	32.2	23.3	32.1	27.2	20.7	22.0	24.9
>10th grade	37.9	29.2	48.1	46.0	38.3	46.8	59.1	54.5	58.4
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

## *Applicants' Skills Compared to Job Requirements*

**Percent of Estimated Job Vacancies by Applicants Skills and Job Requirements  
for St. Louis MSA**

<b>Skill Match</b>	<b>May-02</b>	<b>Oct-02</b>	<b>May-03</b>	<b>Oct-03</b>	<b>May-04</b>	<b>Oct-04</b>	<b>May-05</b>	<b>Oct-05</b>	<b>May-06</b>
Very Well	2.3	2.8	3.2	2.7	1.5	2.0	1.8	9.1	15.4
Well	14.1	23.0	16.8	18.2	10.6	16.3	7.8	21.7	19.0
Somewhat	38.1	38.0	54.9	52.7	43.5	48.4	53.1	51.8	45.5
Very Little	31.0	28.5	20.5	22.2	27.2	22.0	27.5	16.5	16.9
Not At All	14.4	7.8	4.6	4.1	17.2	11.3	9.8	1.0	3.2
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

## *Difficulty Finding Applicants*

**Percent of Estimated Job Vacancies by Difficulty Finding Applicants for St. Louis MSA**

	<b>Entry-Level</b>								
	<b>May-02</b>	<b>Oct-02</b>	<b>May-03</b>	<b>Oct-03</b>	<b>May-04</b>	<b>Oct-04</b>	<b>May-05</b>	<b>Oct-05</b>	<b>May-06</b>
No Difficulty	36.6	24.5	30.6	31.0	39.6	35.4	29.8	26.6	36.8
Some Difficulty	46.8	67.1	58.9	60.9	53.8	53.7	54.2	66.7	52.4
Great Difficulty	16.6	8.4	10.5	8.1	6.6	10.9	16.0	6.7	10.8
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

	<b>Experienced</b>								
	<b>May-02</b>	<b>Oct-02</b>	<b>May-03</b>	<b>Oct-03</b>	<b>May-04</b>	<b>Oct-04</b>	<b>May-05</b>	<b>Oct-05</b>	<b>May-06</b>
No Difficulty	14.3	17.1	19.1	15.8	13.3	14.4	19.6	13.2	22.0
Some Difficulty	61.4	59.6	57.4	55.5	61.7	56.1	54.9	54.9	58.3
Great Difficulty	24.3	23.3	23.4	28.6	25.0	29.5	25.5	32.0	19.7
<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

## Shortcomings of Recent Applicants

**Percent of Estimated Job Vacancies by Shortcomings of Recent Applicants for St. Louis MSA**

Shortcomings	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
Lack of Positive Attitude	60.1	59.0	48.1	63.7	65.2	66.1	64.5	61.0	55.8
Poor Customer Service Skills	53.2	49.9	41.9	43.9	55.8	58.4	60.6	55.3	44.3
Poor Work Ethic Skills	56.9	70.2	48.4	54.4	62.1	65.0	56.4	56.6	54.0
Poor Communication Skills	50.0	39.3	36.1	54.9	49.6	55.5	49.3	55.8	44.6
Lack of Industry Knowledge	41.1	43.4	31.3	38.8	53.0	54.8	48.2	57.1	36.4
Poor Technical Skills	22.9	21.0	16.9	27.6	32.3	29.0	30.2	38.8	24.5
Inability to Understand Written Information	27.5	25.1	22.7	26.0	27.9	33.6	29.0	26.9	28.9
Poor Writing Skills	15.9	20.5	12.3	27.0	27.4	22.9	21.7	30.9	21.1
Lack of Computer Skills	17.6	10.5	8.6	17.9	17.1	18.2	18.0	25.5	14.5
Poor Basic Math	20.5	10.7	9.7	16.1	17.5	20.9	14.8	25.5	17.2

## Workplace Competencies

**Percent of Estimated Job Vacancies by Workplace Competencies Rated as Important for St. Louis MSA**

Workplace Competencies	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
Work Habits	99.8	99.2	98.8	96.4	87.7	100.0	99.8	98.9	93.8
Team Skills	97.6	97.2	97.6	95.1	94.1	98.4	99.2	98.1	98.3
Managing Time Wisely	86.4	89.4	96.4	94.1	84.9	93.4	98.2	94.4	97.9
Acquiring and Using Information	87.7	87.1	92.0	88.4	81.5	92.0	96.3	93.7	95.1
Leadership	58.7	64.6	67.2	57.0	59.3	64.9	80.3	74.2	79.7
Job Specific Skills	48.2	54.8	59.7	62.5	61.8	65.5	79.9	70.5	73.3
Computer Literacy	47.7	56.1	50.2	55.1	54.5	56.8	68.6	67.4	63.8

## Thinking Skills

**Percent of Estimated Job Vacancies by Thinking Skills Rated as Important for St. Louis MSA**

Thinking Skills	May-02	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06
Learning New Skills	93.2	91.5	91.3	86.9	92.3	93.1	97.1	92.5	94.2
Critical Thinking	74.6	68.4	82.4	75.3	80.8	81.0	91.3	86.9	83.2
Decision-Making	75.3	81.7	84.8	78.7	83.3	85.1	87.7	85.1	91.4
Understanding Charts	33.8	30.1	40.6	44.1	44.0	39.9	57.7	52.4	50.0

## Methodology

The survey was developed in consultation with St. Louis MSA local Workforce Investment Boards and based upon a model used by the University of Wisconsin–Milwaukee during the 1990s under the auspices of the Department of Labor. In addition to estimating job vacancies, the Job Vacancy Survey also focuses on occupation–specific job requirements.<sup>44</sup>

### Sampling Procedures

The current business population is based on by an employer database produced by InfoUSA. For each MSA, the business population is divided into two size categories based on the number of employees for each business: those with 5–249 employees, and those with 250 employees or more. One hundred percent of these businesses with 250 employees or more are included in the JVS.

The businesses with 5–249 employees are stratified by the counties in the MSA, by the 20 North American Industry Classification System (NAICS) codes, and by company size.<sup>45</sup> Based on this matrix, a stratified random sample of these companies is selected for participation in the Job Vacancy Survey.<sup>46</sup> Business establishments that have fewer than five employees are excluded from the sample population because they represent a large proportion of self–employed persons with no labor demand (see table below).

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<sup>44</sup> The St. Louis MSA Job Vacancy Survey also includes questions on labor market contexts such as job and applicant match and the difficulty finding qualified applicants. The Job Vacancy Survey employs methods that include mail, fax, telephone and on-line surveys. All survey respondents are given the opportunity to respond to the survey in the method that is most convenient for them.

<sup>45</sup> The 5-249 company size is grouped into five different categories: 5-9, 10-19, 20-49, 50-99, and 100–249.

<sup>46</sup> The sample size for the randomly selected businesses is based upon a 95 percent confidence level, a 5 percent confidence interval and an expected response rate of 20 percent.

**Survey Population  
St. Louis MSA, May 2006**

<b>Business Size</b>	<b>STL</b>
<b>250+ Employees</b>	519
<b>5-249 Employees*</b>	1,900
<b>Total Survey Sample</b>	2,419

*\*A 95.0% Confidence Level, 5.0% Interval Level are used.*

	<b>STL</b>
<b>Response Rate (%)</b>	64.2



## Appendix

### Weighting Procedures

To estimate the number of job vacancies for the total population, weights are created that take into account the fore mentioned stratification. Therefore, the businesses responding to the survey (both with openings and no openings) are stratified by FIPS, NAICS, and company size and are applied to the total population to estimate the number of jobs available in the St. Louis and Kansas City MSAs. This is accomplished by dividing total business responses into the total business population for each corresponding cell created by the stratification. For example, if the total business population with 5–9 employees for retail trade in St. Louis County is 100 and the responses were 80 the resulting stratified cell weight would be 1.25.

This stratified cell weight is then linked to each survey record in its equivalent stratified cell. This weight is multiplied against the number of reported openings, either full-time or part-time for each of these survey records. Once these estimates are computed they can be aggregated to the county – industry level.

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