
SURVEY OF JOB OPENINGS IN THE

ST. LOUIS METROPOLITAN

STATISTICAL AREA:

October 2006

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



Table of Contents

Executive Summary	5
About the Survey	6
Survey Results: Overall	7
<i>Geography</i>	7
<i>Industry</i>	8
<i>Experience</i>	9
<i>Reading and Math Requirements</i>	10
<i>Education</i>	10
<i>Wages</i>	12
<i>Benefits and Training</i>	13
<i>Incentives</i>	13
<i>Applicants' Skills Compared to Job Requirements</i>	14
<i>Difficulty Finding Applicants</i>	14
<i>Shortcomings of Recent Applicants</i>	15
<i>Workplace Competencies</i>	15
<i>Thinking Skills</i>	16
<i>Occupations</i>	16
Future Hiring Trends	17

Survey Results: Entry-Level	18
<i>Geography</i>	18
<i>Industry</i>	19
<i>Experience</i>	19
<i>Education</i>	20
<i>Wages</i>	22
<i>Benefits and Training</i>	22
<i>Incentives</i>	24
<i>Reading and Math Requirements</i>	25
<i>Applicants' Skills Compared to Job Requirements</i>	26
<i>Difficulty Finding Applicants</i>	26
<i>Shortcomings of Recent Applicants</i>	27
<i>Workplace Competencies</i>	27
<i>Thinking Skills</i>	28
<i>Occupations</i>	28
Survey Results: Experienced	30
<i>Geography</i>	30
<i>Industry</i>	31
<i>Experience</i>	31
<i>Education</i>	32
<i>Wages</i>	34
<i>Benefits and Training</i>	34
<i>Incentives</i>	36
<i>Reading and Math Requirements</i>	37
<i>Applicants' Skills Compared to Job Requirements</i>	38
<i>Difficulty Finding Applicants</i>	38
<i>Shortcomings of Recent Applicants</i>	39
<i>Workplace Competencies</i>	39
<i>Thinking Skills</i>	40
<i>Occupations</i>	40

Survey Results: Comparison May 2006 – October 2006	42
<i>Geography</i>	44
<i>Industry</i>	45
<i>Experience</i>	45
<i>Education</i>	47
<i>Wages</i>	47
<i>Benefits</i>	49
<i>Training</i>	49
<i>Incentives</i>	51
<i>Reading and Math Requirements</i>	52
<i>Applicants' Skills Compared to Job Requirements</i>	52
<i>Difficulty Finding Applicants</i>	53
<i>Shortcomings of Recent Applicants</i>	54
<i>Workplace Competencies</i>	54
<i>Thinking Skills</i>	55
Survey Results: Time Series October 2002 – 2006	56
<i>Experience</i>	56
<i>Education</i>	56
<i>Benefits</i>	57
<i>Reading and Math Requirements</i>	57
<i>Applicants' Skills Compared to Job Requirements</i>	58
<i>Difficulty Finding Applicants</i>	58
<i>Shortcomings of Recent Applicants</i>	59
<i>Workplace Competencies</i>	59
<i>Thinking Skills</i>	59
Methodology	60
Appendix	62

Executive Summary

In October 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 29,404 job vacancies in the St. Louis MSA. The top three industries with the most estimated job vacancies were: *Healthcare and Social Assistance*, *Accommodation and Food Services*, 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 the majority of 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.¹ 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 October 2006.

¹ 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 October 2006 St. Louis MSA Job Vacancy Survey show that there are 29,404 estimated job vacancies.

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

	Total	%
Full - time	15,663	53.3
Part- time	13,700	46.6
Not Provided	41	0.1
Total	29,404	100.0

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

Geography

Five counties in the St. Louis MSA comprise 94.2 percent of 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 85.4 percent of all estimated job vacancies, while the Illinois counties account for 14.6 percent.

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

County	Total	%
St. Clair County, IL	2,099	49.1
Madison County, IL	1,838	43.0
Monroe County, IL	130	3.0
Clinton County, IL	127	3.0
Jersey County, IL	85	2.0
Illinois Total	4,279	14.6
St. Louis County, MO	18,911	75.3
St. Louis City, MO	3,259	13.0
St. Charles County, MO	1,581	6.3
Jefferson County, MO	1,010	4.0
Franklin County, MO	279	1.1
Lincoln County, MO	52	0.2
Warren County, MO	33	0.1
Missouri Total	25,125	85.4
St. Louis MSA Total	29,404	100.0

Industry

Six industries in the St. Louis MSA constitute 79.5 percent of all the estimated job vacancies: *Healthcare and Social Assistance, Accommodation and Food Service, Retail Trade, Finance and Insurance, Educational Services, and Other Services (except Public Administration)*.

Estimated Job Vacancies by Industry for St. Louis MSA

Industry	Total	%
HealthCare and Social Assistance	7,662	26.1
Accommodation and Food Services	6,240	21.2
Retail Trade	4,474	15.2
Finance and Insurance	2,135	7.3
Educational Services	1,563	5.3
Other Services (except Public Administration)	1,296	4.4
Professional, Scientific, and Technical Services	969	3.3
Manufacturing	860	2.9
Construction	722	2.5
Transportation and Warehousing	719	2.4
Information	567	1.9
Admin. and Support and Waste Mngt and Remediation Svcs	520	1.8
Wholesale Trade	502	1.7
Arts, Entertainment, and Recreation	452	1.5
Public Administration	346	1.2
Real Estate and Rental and Leasing	312	1.1
Agriculture, Forestry, Fishing and Hunting	30	0.1
Management of Companies and Enterprises	19	0.1
Utilities	14	0.0
Mining	2	0.0
Total	29,404	100.0

Experience

Over fifty percent (51.2%) of estimated job vacancies in the St. Louis MSA require *entry-level* experience (*less than 1 year or no experience*) whereas 36.3 percent of the estimated job vacancies require *experienced* workers. (*1-3 years: 23.5%; 4-10 years: 7.7%; 10+ years: 0.4%*).

Estimated Job Vacancies by Experience Required for St. Louis MSA

	Entry-Level		Experienced		All Other*	
	Total	%	Total	%	Total	%
St. Louis MSA	15,051	51.2	10,683	36.3	3,670	12.5

* 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	%
HealthCare and Social Assistance	1,728	11.5	3,597	33.7	2,337	63.7
Accommodation and Food Services	5,529	36.7	477	4.5	234	6.4
Retail Trade	3,626	24.1	695	6.5	153	4.2
Finance and Insurance	802	5.3	1,205	11.3	128	3.5
Educational Services	104	0.7	1,141	10.7	318	8.7
Other Services (except Public Administration)	1,059	7.0	235	2.2	2	0.1
Professional, Scientific, and Technical Services	256	1.7	687	6.4	26	0.7
Manufacturing	295	2.0	432	4.0	133	3.6
Construction	335	2.2	378	3.5	9	0.2
Transportation and Warehousing	216	1.4	472	4.4	31	0.8
Information	81	0.5	389	3.6	97	2.6
Admin. and Support and Waste Mngt and Remediation Svcs	341	2.3	70	0.7	109	3.0
Wholesale Trade	302	2.0	180	1.7	20	0.5
Arts, Entertainment, and Recreation	86	0.6	323	3.0	43	1.2
Public Administration	145	1.0	179	1.7	22	0.6
Real Estate and Rental and Leasing	143	1.0	169	1.6	0	0.0
Agriculture, Forestry, Fishing and Hunting	0	0.0	27	0.3	3	0.1
Management of Companies and Enterprises	3	0.0	14	0.1	2	0.1
Utilities	0	0.0	11	0.1	3	0.1
Mining	0	0.0	2	0.0	0	0.0

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

Reading and Math Requirements

The majority of the estimated job vacancies required reading skills² at a *10th grade level or higher* (93.8%) while required math skills³ were somewhat less at 83.9 percent at the same level.

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

Skills required	Reading	Math
< 10th grade	12.1	10.2
10th grade	14.0	18.5
>10th grade	67.7	55.2
No Skills Required	6.2	16.1
Total	100.0	100.0

Education

The majority of estimated job vacancies in the St. Louis MSA (65.5%) require a *high school diploma or less*. Another 18.5 percent of estimated job vacancies require an *associate's degree or higher*, and 10.5 percent of estimated job vacancies require *special, technical or professional certification* (see table below).

² Percentages base on the total number of estimated job vacancies in which reading skills required was reported (n=28,397).

³ Percentages base on the total number of estimated job vacancies in which math skills required was reported (n=28,792).

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	65.5	18.5	10.5	5.5

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	83.1	6.7	7.3	2.9
Experienced	56.5	31.4	7.4	4.7
All Other**	19.2	29.1	33.1	18.6

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

Industry	High school or Less	AA Degree - Graduate Degree	Certification	All other*
HealthCare and Social Assistance	46.2	22.9	26.7	4.2
Accommodation and Food Services	94.7	1.1	0.3	3.8
Retail Trade	91.7	6.2	0.1	2.0
Finance and Insurance	39.0	56.2	0.9	4.0
Educational Services	59.5	24.1	7.8	8.6
Other Services (except Public Administration)	42.1	10.3	44.7	3.0
Professional, Scientific, and Technical Services	22.7	52.4	0.2	24.7
Manufacturing	39.3	51.2	2.4	7.1
Construction	74.1	23.7	0.1	2.1
Transportation and Warehousing	90.0	4.5	0.7	4.9
Information	65.8	20.8	3.4	10.1
Admin. and Support and Waste Mngt and Remediation Svcs	46.5	15.4	29.8	8.3
Wholesale Trade	78.9	13.9	0.8	6.4
Arts, Entertainment, and Recreation	62.8	3.1	1.8	32.3
Public Administration	51.7	36.1	6.1	6.1
Real Estate and Rental and Leasing	52.9	2.9	23.7	20.5
Agriculture, Forestry, Fishing and Hunting	23.3	70.0	0.0	6.7
Management of Companies and Enterprises	21.1	78.9	0.0	0.0
Utilities	14.3	85.7	0.0	0.0
Mining	0.0	50.0	0.0	50.0

* 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

Wages

Of the estimated job vacancies⁴ in the St. Louis MSA for October 2006, 45.0 percent offer *less than \$8.00 per hour* while 38.9 percent offer *\$8.00 - \$14.99 per hour*. Another 16.1 percent of estimated job vacancies offer *\$15.00 or more per hour*.

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

Wage	Total
< \$8.00	7,814
\$8.00- \$14.99	6,768
\$15.00+	2,796
Total	17,378

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

Wage	Entry-Level	Experienced	All Other*
< \$8.00	6,883	749	182
\$8.00- \$14.99	3,080	3,555	133
\$15.00+	570	2,151	75
Total	10,533	6,455	390

* All other includes other experience, 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*
< \$8.00	65.3	11.6	46.7
\$8.00- \$14.99	29.2	55.1	34.1
\$15.00+	5.4	33.3	19.2
Total	100.0	100.0	100.0

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

⁴ Percentages based on the total number of estimated job vacancies where wage was reported (n=17,387).

Benefits and Training

In terms of benefits and training offered, 69.9 percent of estimated job vacancies in the St. Louis MSA provide *on-the-job training* along with 41.8 percent providing *mentoring*. Over half of the estimated job vacancies provide medical (56.5%) and vacation (53.3%) benefits. Only 11.0 percent of estimated job vacancies provide *no benefits*.⁵

**Estimated Job Vacancies by
Benefits and Training Offered for
St. Louis MSA**

Benefit and Training	%
On the Job Training	69.9
Vacation	56.5
Medical	53.3
Dental	48.6
Mentoring	41.8

Incentives

In terms of incentives offered, 63.0 percent of estimated job vacancies in the St. Louis MSA provide *ongoing training*. Less than half of the estimated job vacancies provide *401k* (45.2%) and *tuition reimbursement* (42.3%) incentives. Only 14.2 percent of estimated job vacancies provide *no incentives*.⁶

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

Incentives	%
Ongoing Training	63.0
401K	45.2
Tuition	42.3
Bonus	39.1
Pension	27.6
Commission	14.6
Stock	12.2
SAR	1.0

⁵ Percentages base on the total number of estimated job vacancies in which one or more of the benefits and training offered was reported (n=27,955).

⁶ Percentages base on the total number of estimated job vacancies in which one or more of the incentives offered was reported (n=27,888).

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 54.2 percent of the estimated job vacancies, skills *matched somewhat, matched very little* or *matched not at all*. For 45.8 percent of the estimated job vacancies, applicants' skills and required job skills *matched well or matched very well*.⁷

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

Skill Match	%
Matched Very Well	9.9
Matched Well	35.9
Matched Somewhat	41.7
Matched Very Little	8.5
Matched Not At All	4.0
Total	100.0

Difficulty Finding Applicants

Employers in the St. Louis MSA reported that for more than half of estimated job vacancies, they had *some difficulty* (37.4%) or *great difficulty* (16.9%) finding qualified applicants. For 45.7 percent of the estimated job vacancies, they indicate *no difficulty* finding qualified applicants.⁸

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

	Entry-Level	Experienced	Total
No Difficulty	52.4	34.3	45.7
Some Difficulty	36.1	39.8	37.4
Great Difficulty	11.5	25.8	16.9
	100.0	100.0	100.0

⁷ 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= 21,644).

⁸ 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=13,409; Experienced n=8,233; Total n=21,931).

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).⁹

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

Shortcomings	%
Lack of Positive Attitude	68.9
Poor Work Ethic Skills	64.9
Poor Customer Service Skills	58.1
Poor Communication Skills	52.8
Lack of Industry Knowledge	41.0
Poor Technical Skills	21.8
Inability to Understand Written Information	21.3
Poor Basic Math	17.7
Poor Writing Skills	17.6
Lack of Computer Skills	14.9

Workplace Competencies

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

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

Workplace Competencies	%
Work Habits	96.9
Team Skills	95.9
Managing Time Wisely	92.8
Acquiring and Using Information	90.9
Leadership	71.2
Job Specific Skills	64.9
Computer Literacy	55.8

⁹ 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=22,261).

¹⁰ 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=28,726).

Thinking Skills

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

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

Thinking Skills	%
Decision-Making	89.2
Learning New Skills	88.9
Critical Thinking	88.9
Understanding Charts	43.2

Occupations

Seven occupations in the St. Louis MSA represent 38.0 percent of the estimated job vacancies.

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

Occupation	%
Registered Nurses	7.7
Retail Salespersons	7.7
Combined Food Preparation and Serving Workers, Including Fast Food	6.6
Nursing Aides, Orderlies, and Attendants	5.7
Waiters and Waitresses	4.1
Home Health Aides	3.2
Cashiers	3.0
Total	38.0

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

¹¹ 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=28,275).

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 (96.5 %).¹²

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

Employee Level	%
No change	66.7
Increase	29.8
Decrease	3.5
Total	100.0

¹² Percentages based on the number of firms responding to the question on future hiring trends, not estimated job vacancies (n=1,130).

Survey Results: Entry-Level

The results of the October 2006 St. Louis MSA Job Vacancy Survey show that there are 15,051 *entry-level* estimated job vacancies.

Entry-Level Estimated Job Vacancies for St. Louis MSA

	Total	%
Full-time	5,921	39.3
Part-time	9,127	60.6
Not Provided	3	0.0
Total	15,051	100.0

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

Geography

Five counties in the St. Louis MSA comprise 91.6 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 80.9 percent of all *entry-level* estimated job vacancies, while the Illinois counties account for 19.1 percent.

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

County	Total	%
Madison County, IL	1,399	48.8
St. Clair County, IL	1,242	43.3
Clinton County, IL	90	3.1
Monroe County, IL	85	3.0
Jersey County, IL	52	1.8
Illinois Total	2,868	19.1
St. Louis County, MO	9,321	76.5
St. Louis City, MO	920	7.6
St. Charles County, MO	911	7.5
Jefferson County, MO	809	6.6
Franklin County, MO	161	1.3
Warren County, MO	33	0.3
Lincoln County, MO	28	0.2
Missouri Total	12,183	80.9
St. Louis MSA Total	15,051	100.0

Industry

Five industries in the St. Louis MSA constitute 84.7 percent of all the *entry-level* estimated job vacancies: *Accommodation and Food Service, Retail Trade, Healthcare and Social Assistance, Other Services (except Public Administration), and Finance and Insurance.*

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

Industry	Total	%
Accommodation and Food Services	5,529	36.7
Retail Trade	3,626	24.1
HealthCare and Social Assistance	1,728	11.5
Other Services (except Public Administration)	1,059	7.0
Finance and Insurance	802	5.3
Admin. and Support and Waste Mngt and Remediation Svcs	341	2.3
Construction	335	2.2
Wholesale Trade	302	2.0
Manufacturing	295	2.0
Professional, Scientific, and Technical Services	256	1.7
Transportation and Warehousing	216	1.4
Public Administration	145	1.0
Real Estate and Rental and Leasing	143	1.0
Educational Services	104	0.7
Arts, Entertainment, and Recreation	86	0.6
Information	81	0.5
Management of Companies and Enterprises	3	0.0
Total	15,051	100.0

Experience

Over fifty percent (51.2%) of estimated job vacancies in the St. Louis MSA require *entry-level* experience (*less than 1 year or no experience*). Of the 15,051 *entry-level* estimated job vacancies 72.7 percent require *no experience* with the other 27.3 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	5,025	45.9	504	12.3	5,529	36.7
Retail Trade	2,514	23.0	1,112	27.1	3,626	24.1
HealthCare and Social Assistance	677	6.2	1,051	25.6	1,728	11.5
Other Services (except Public Administration)	794	7.3	265	6.5	1,059	7.0
Finance and Insurance	398	3.6	404	9.8	802	5.3
Admin. and Support and Waste Mngt and Remediation Svcs	134	1.2	207	5.0	341	2.3
Construction	271	2.5	64	1.6	335	2.2
Wholesale Trade	209	1.9	93	2.3	302	2.0
Manufacturing	234	2.1	61	1.5	295	2.0
Professional, Scientific, and Technical Services	117	1.1	139	3.4	256	1.7
Transportation and Warehousing	150	1.4	66	1.6	216	1.4
Public Administration	134	1.2	11	0.3	145	1.0
Real Estate and Rental and Leasing	143	1.3	0	0.0	143	1.0
Educational Services	55	0.5	49	1.2	104	0.7
Arts, Entertainment, and Recreation	31	0.3	55	1.3	86	0.6
Information	62	0.6	19	0.5	81	0.5
Management of Companies and Enterprises	1	0.0	2	0.0	3	0.0
Total	10,949	100.0	4,102	100.0	15,051	100.0

Education

The majority of *entry-level* estimated job vacancies in the St. Louis MSA (83.1%) require *a high school diploma or less*. Another 7.3 percent of *entry-level* estimated job vacancies require *special, technical or professional certification*, and 6.7 percent of *entry-level* estimated job vacancies require an *associate's degree or higher* (see table below).¹³

¹³2.9% of *entry-level* estimated job vacancies had no Preferred Education indicated (n=437).

**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	83.1	6.7	7.3	2.9

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

Industry	High school or Less	AA Degree - Graduate Degree	Certification	All other*
Accommodation and Food Services	98.5	0.0	0.0	1.5
Retail Trade	98.7	1.2	0.0	0.1
HealthCare and Social Assistance	50.3	11.3	29.9	8.5
Other Services (except Public Administration)	51.0	9.3	39.7	0.0
Finance and Insurance	53.7	45.9	0.1	0.2
Admin. and Support and Waste Mngt and Remediation Svcs	67.7	0.0	26.7	5.6
Construction	97.6	1.2	0.0	1.2
Wholesale Trade	97.7	1.3	0.0	1.0
Manufacturing	95.6	4.4	0.0	0.0
Professional, Scientific, and Technical Services	26.2	53.5	0.0	20.3
Transportation and Warehousing	94.4	0.0	0.0	5.6
Public Administration	35.2	52.4	12.4	0.0
Real Estate and Rental and Leasing	25.2	6.3	23.8	44.8
Educational Services	40.4	50.0	4.8	4.8
Arts, Entertainment, and Recreation	46.5	0.0	7.0	46.5
Information	92.6	7.4	0.0	0.0
Management of Companies and Enterprises	66.7	33.3	0.0	0.0

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

Wages

Of the 15,051 *entry-level* estimated job vacancies in the St. Louis MSA, 65.4 percent offer *less than \$8.00 per hour* while 29.2 percent offer *\$8.00 – \$14.99 per hour*. Another 5.4 percent of estimated job vacancies offer *\$15.00 or more per hour*.¹⁴

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

Wage	Entry-Level	
	Total	%
< \$8.00	6,883	65.4
\$8.00- \$14.99	3,080	29.2
\$15.00+	570	5.4

Benefits and Training

In terms of benefits and training offered, 80.7 percent of *entry-level* estimated job vacancies in the St. Louis MSA provide *on-the-job training* along with 43.3 percent provide *mentoring*. Less than half of the *entry-level* estimated job vacancies provide vacation (42.2%), medical (41.5%), and dental (36.7%) benefits. Only 12.6 percent of *entry-level* estimated job vacancies provide no benefits (see table below).¹⁵

¹⁴ Percentages based on the total number of *entry-level* estimated job vacancies in which a wage was reported (n=10,533). 30.0 percent of *entry-level* estimated job vacancies had no reported wage.

¹⁵ 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=14,763).

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

Benefit and Training	Full-Time	Part-Time	Total
On the Job Training	4,993	6,918	11,911
Mentoring	3,128	3,258	6,386
Internship	1,932	1,769	3,701
Vacation	4,184	2,039	6,223
Medical	4,021	2,101	6,122
Dental	3,419	1,997	5,416
Childcare	623	269	892
Transportation	171	318	489
No Benefits	269	1,597	1,866

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

Benefit and Training	Full-Time	Part-Time	Total
On the Job Training	41.9	58.1	100.0
Mentoring	49.0	51.0	100.0
Internship	52.2	47.8	100.0
Vacation	67.2	32.8	100.0
Medical	65.7	34.3	100.0
Dental	63.1	36.9	100.0
Childcare	69.8	30.2	100.0
Transportation	35.0	65.0	100.0
No Benefits	14.4	85.6	100.0

Incentives

In terms of incentives offered, 69.9 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* (37.2%), *bonus* (31.3%), and *tuition reimbursement* (28.6%) incentives. An additional, 19.6 percent of *entry-level* estimated job vacancies provide no incentives.¹⁶

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	4,389	5,930	10,319
401K	3,304	2,193	5,497
Bonus	2,864	1,755	4,619
Tuition	2,909	1,316	4,225
Commission	1,964	1,061	3,025
Pension	1,319	1,328	2,647
Stock	1,473	560	2,033
SAR	184	0	184
No Incentives	2,311	575	2,886

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	42.5	57.5	100.0
401K	60.1	39.9	100.0
Bonus	62.0	38.0	100.0
Tuition	68.9	31.1	100.0
Commission	64.9	35.1	100.0
Pension	49.8	50.2	100.0
Stock	72.5	27.5	100.0
SAR	100.0	0.0	100.0
No Incentives	80.1	19.9	100.0

¹⁶ Percentages based on the total number of *entry-level* estimated job vacancies in which one or more of the incentives offered were reported (n=14,762).

Reading and Math Requirements

Approximately nine out of ten (89.1%) *entry-level* job vacancies required reading skills¹⁷ at a *10th grade level or higher* while required math skills¹⁸ were somewhat less at 81.5 percent at the same level.

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

Skills required	Reading	Math
< 10th grade	19.6	14.0
10th grade	22.3	27.1
>10th grade	47.2	40.4
No Skills Required	10.9	18.5
Total	100.0	100.0

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

Skills required	Entry-Level	
	Reading	Math
Accommodation and Food Services	54.8	44.9
Retail Trade	59.8	71.6
HealthCare and Social Assistance	90.7	83.5
Other Services (except Public Administration)	100.0	94.2
Finance and Insurance	100.0	100.0
Admin. and Support and Waste Mngt and Remediation Svcs	100.0	85.6
Construction	18.1	68.9
Wholesale Trade	58.3	58.3
Manufacturing	75.3	95.9
Professional, Scientific, and Technical Services	100.0	100.0
Transportation and Warehousing	100.0	53.5
Public Administration	100.0	66.9
Real Estate and Rental and Leasing	100.0	100.0
Educational Services	100.0	100.0
Arts, Entertainment, and Recreation	100.0	100.0
Information	79.0	79.0
Management of Companies and Enterprises	100.0	100.0

¹⁷ Percentages based on the total number of *entry-level* estimated job vacancies in which Reading skills required were reported (n=14,592).

¹⁸ Percentages based on the total number of *entry-level* estimated job vacancies in which Math skills required were reported (n=14,984).

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 54.4 percent of the *entry-level* estimated job vacancies, skills *matched somewhat, matched very little or matched not at all*. For 45.6 percent of the *entry-level* estimated job vacancies, applicants' skills and required job skills *matched well or matched very well*.¹⁹

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

Skill Match	%
Matched Very Well	11.9
Matched Well	33.7
Matched Somewhat	46.3
Matched Very Little	3.3
Matched Not At All	4.8
Total	100.0

Difficulty Finding Applicants

Employers in the St. Louis MSA reported that for the majority of *entry-level* estimated job vacancies, they had *some difficulty* (36.1%) or *great difficulty* (11.5%) finding qualified applicants. For 52.4 percent of the estimated job vacancies, they indicate *no difficulty* finding qualified applicants.²⁰

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

	%
No Difficulty	52.4
Some Difficulty	36.1
Great Difficulty	11.5
	100.0

¹⁹ 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=13,227).

²⁰ 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=13,409).

Shortcomings of Recent Applicants

Two of the most frequently cited shortcomings of recent applicants are *lack of positive attitude* and *poor work ethic skills*.²¹

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

Shortcomings	%
Lack of Positive Attitude	71.4
Poor Work Ethic Skills	65.4
Poor Customer Service Skills	65.3
Poor Communication Skills	48.1
Lack of Industry Knowledge	37.5
Inability to Understand Written Information	20.2
Poor Basic Math	17.6
Poor Writing Skills	17.1
Poor Technical Skills	16.3
Lack of Computer Skills	10.4

Workplace Competencies

The following table lists personal attributes considered *important* to the job performance of a worker in the St. Louis MSA.²²

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

Workplace Competencies	%
Work Habits	99.5
Team Skills	96.4
Acquiring and Using Information	93.3
Managing Time Wisely	91.7
Leadership	81.4
Job Specific Skills	61.7
Computer Literacy	45.0

²¹ 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=13,382).

²² 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=15,017).

Thinking Skills

The following table lists thinking skills considered *important* to the job performance of a worker in the St. Louis MSA.²³

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

Thinking Skills	%
Learning New Skills	96.7
Decision-Making	83.8
Critical Thinking	83.2
Understanding Charts	32.9

Occupations

Four occupations in the St. Louis MSA represent 38.9 percent of the *entry-level* estimated job vacancies.

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

Occupation	%
Retail Salespersons	13.3
Combined Food Preparation and Serving Workers, Including Fast Food	12.8
Waiters and Waitresses	7.0
Cashiers	5.8
Total	38.9

²³ 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=14,998).

Occupations in St. Louis MSA with 100+ Entry-Level Estimated Job Vacancies by Preferred Education

Associates Degree or Higher
Loan Officers
Special, Technical or Professional Certification
Hairdressers, Hairstylists, and Cosmetologists
Home Health Aides
Manicurists and Pedicurists
Registered Nurses
High School Diploma or Less
Automotive Service Technicians and Mechanics
Automotive Specialty Technicians
Bill and Account Collectors
Bus Drivers, School
Cashiers
Child Care Workers
Combined Food Preparation and Serving Workers, Including Fast Food
Construction Laborers
Cooks, Fast Food
Cooks, Restaurant
Customer Service Representatives
Dishwashers
Driver/Sales Workers
First-Line Supervisors/Managers of Food Preparation and Serving Workers
Hotel, Motel, and Resort Desk Clerks
Loan Officers
Locker Room, Coatroom, and Dressing Room Attendants
Maids and Housekeeping Cleaners
Nursing Aides, Orderlies, and Attendants
Retail Salespersons
Stock Clerks, Sales Floor
Tellers
Tire Repairers and Changers
Waiters and Waitresses

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

Survey Results: Experienced

The results of the October 2006 St. Louis MSA Job Vacancy Survey show that there are 10,683 *experienced* estimated job vacancies.

Experienced Estimated Job Vacancies for St. Louis MSA

	Total	%
Full-time	7,480	70.0
Part-time	3,178	29.7
Not Provided	25	0.2
Total	10,683	100.0

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

Geography

Five counties in the St. Louis MSA comprise 97.0 percent of *experienced* 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 91.5 percent of all *experienced* estimated job vacancies, while the Illinois counties account for 8.5 percent.

Experienced Estimated Job Vacancies by County for St. Louis MSA

County	Total	%
St. Clair County, IL	543	59.9
Madison County, IL	290	32.0
Monroe County, IL	45	5.0
Clinton County, IL	28	3.1
Jersey County, IL	0	0.0
Illinois Total	906	8.5
St. Louis County, MO	7,624	78.0
St. Louis City, MO	1,473	15.1
St. Charles County, MO	433	4.4
Jefferson County, MO	193	2.0
Franklin County, MO	32	0.3
Lincoln County, MO	22	0.2
Warren County, MO	0	0.0
Missouri Total	9,777	91.5
St. Louis MSA Total	10,683	100.0

Industry

Seven industries in the St. Louis MSA constitute 77.5 percent of all the *experienced* estimated job vacancies: *Healthcare and Social Assistance, Finance and Insurance, Educational Services, Retail Trade, Professional Scientific and Technical Services, Accommodation and Food Services, and Transportation and Warehousing.*

Experienced Estimated Job Vacancies by Industry for St. Louis MSA

Industry	Total	%
HealthCare and Social Assistance	3,597	33.7
Finance and Insurance	1,205	11.3
Educational Services	1,141	10.7
Retail Trade	695	6.5
Professional, Scientific, and Technical Services	687	6.4
Accommodation and Food Services	477	4.5
Transportation and Warehousing	472	4.4
Manufacturing	432	4.0
Information	389	3.6
Construction	378	3.5
Arts, Entertainment, and Recreation	323	3.0
Other Services (except Public Administration)	235	2.2
Wholesale Trade	180	1.7
Public Administration	179	1.7
Real Estate and Rental and Leasing	169	1.6
Admin. and Support and Waste Mngt and Remediation Svcs	70	0.7
Agriculture, Forestry, Fishing and Hunting	27	0.3
Management of Companies and Enterprises	14	0.1
Utilities	11	0.1
Mining	2	0.0
Total	10,683	100.0

Experience

Of 29,404 estimated job vacancies in the St. Louis MSA, 36.3 percent require *experienced (more than one year of experience)* workers. Of these 10,683 *experienced* estimated job vacancies 84.8 percent require *1 - 3 years* of experience with another 13.6 percent requiring *4 - 10 years* of experience. There are 1.6 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	3,417	37.7	163	11.2	17	9.8	3,597	33.7
Finance and Insurance	1,053	11.6	129	8.9	23	13.3	1,205	11.3
Educational Services	1,065	11.8	74	5.1	2	1.2	1,141	10.7
Retail Trade	573	6.3	90	6.2	32	18.5	695	6.5
Professional, Scientific, and Technical Services	475	5.2	205	14.1	7	4.0	687	6.4
Accommodation and Food Services	445	4.9	14	1.0	18	10.4	477	4.5
Transportation and Warehousing	456	5.0	16	1.1	0	0.0	472	4.4
Manufacturing	177	2.0	230	15.8	25	14.5	432	4.0
Information	49	0.5	336	23.1	4	2.3	389	3.6
Construction	298	3.3	62	4.3	18	10.4	378	3.5
Arts, Entertainment, and Recreation	311	3.4	12	0.8	0	0.0	323	3.0
Other Services (except Public Administration)	227	2.5	8	0.5	0	0.0	235	2.2
Wholesale Trade	158	1.7	19	1.3	3	1.7	180	1.7
Public Administration	143	1.6	36	2.5	0	0.0	179	1.7
Real Estate and Rental and Leasing	129	1.4	20	1.4	20	11.6	169	1.6
Admin. and Support and Waste Mngt and Remediation Svcs	57	0.6	13	0.9	0	0.0	70	0.7
Agriculture, Forestry, Fishing and Hunting	11	0.1	14	1.0	2	1.2	27	0.3
Management of Companies and Enterprises	5	0.1	8	0.5	1	0.6	14	0.1
Utilities	4	0.0	7	0.5	0	0.0	11	0.1
Mining	1	0.0	0	0.0	1	0.6	2	0.0
Total	9,054	100.0	1,456	100.0	173	100.0	10,683	100.0

Education

Less than half of *experienced* estimated job vacancies in the St. Louis MSA (31.4%) require *an associate’s degree or higher*. Another 56.5 percent of *experienced* estimated job vacancies require a *high school diploma or less*, and 7.4 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	56.5	31.4	7.4	4.7

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

Industry	High school or Less	AA Degree - Graduate Degree	Certification	All other*
HealthCare and Social Assistance	62.1	24.7	12.6	0.6
Finance and Insurance	32.5	63.2	1.3	3.0
Educational Services	74.8	14.5	6.0	4.6
Retail Trade	66.0	33.5	0.1	0.3
Professional, Scientific, and Technical Services	22.1	52.4	0.1	25.3
Accommodation and Food Services	76.7	14.5	3.8	5.0
Transportation and Warehousing	92.6	4.0	1.1	2.3
Manufacturing	5.1	83.1	4.2	7.6
Information	75.8	21.1	1.0	2.1
Construction	55.0	43.7	0.3	1.1
Arts, Entertainment, and Recreation	74.9	2.8	0.6	21.7
Other Services (except Public Administration)	2.1	14.5	67.7	15.7
Wholesale Trade	55.0	30.0	2.2	12.8
Public Administration	70.9	27.4	1.7	0.0
Real Estate and Rental and Leasing	76.3	0.0	23.7	0.0
Admin. and Support and Waste Mngt and Remediation Svcs	4.3	85.7	0.0	10.0
Agriculture, Forestry, Fishing and Hunting	25.9	70.4	0.0	3.7
Management of Companies and Enterprises	0.0	100.0	0.0	0.0
Utilities	18.2	81.8	0.0	0.0
Mining	0.0	50.0	0.0	50.0

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

Wages

Of the 10,683 *experienced* estimated job vacancies in the St. Louis MSA, 55.1 percent offer \$8.00 – \$14.99 per hour while 33.3 percent offer \$15.00 or more per hour. Another 11.6 percent of estimated job vacancies offer less than \$8.00 per hour.²⁴

Experienced Estimated Job Vacancies by Wage for St. Louis MSA

Wage	Experienced	
	Total	%
< \$8.00	749	11.6
\$8.00- \$14.99	3,555	55.1
\$15.00+	2,151	33.3

Benefits and Training

In terms of benefits and training offered, 70.8 percent of *experienced* estimated job vacancies in the St. Louis MSA provide *on-the-job training* along with 51.1 percent provide *mentoring*. The majority of *experienced* estimated job vacancies provide *vacation* (72.0%), *medical* (62.5%), and *dental* (56.8%) benefits. Only 8.8 percent of *experienced* estimated job vacancies provide no benefits (see table below).²⁵

²⁴ Percentages based on the total number of *experienced* estimated job vacancies in which a wage was reported (n=6,455). 39.6 percent of *experienced* estimated job vacancies had no reported wage.

²⁵ 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=10,388).

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

Benefit and Training	Full-Time	Part-Time	Total
On the Job Training	4,967	2,392	7,359
Mentoring	3,505	1,804	5,309
Internship	2,453	1,260	3,713
Vacation	6,665	806	7,471
Medical	6,040	430	6,470
Dental	5,452	429	5,881
Transportation	505	0	505
Childcare	1,348	1,081	2,429
No Benefits	356	561	917

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

Benefit and Training	Full-Time	Part-Time	Total
On the Job Training	67.5	32.5	100.0
Mentoring	66.0	34.0	100.0
Internship	66.1	33.9	100.0
Vacation	89.2	10.8	100.0
Medical	93.4	6.6	100.0
Dental	92.7	7.3	100.0
Transportation	100.0	0.0	100.0
Childcare	55.5	44.5	100.0
No Benefits	38.8	61.2	100.0

Incentives

In terms of incentives offered, 66.8 percent of *experienced* estimated job vacancies in the St. Louis MSA provide *ongoing training*. Half of the *experienced* estimated job vacancies provide *bonus* (55.9%), *tuition reimbursement* (53.8%), and *401k* (52.4) incentives. Only 7.9 percent of *experienced* estimated job vacancies provide no incentives.²⁶

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	5,118	1,804	6,922
Bonus	4,469	1,319	5,788
Tuition	5,035	520	5,555
401K	4,975	433	5,408
Pension	3,455	403	3,858
Stock	1,194	135	1,329
Commission	773	108	881
SAR	104	0	104
No Incentives	116	701	817

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	73.9	26.1	100.0
Bonus	77.2	22.8	100.0
Tuition	90.6	9.4	100.0
401K	92.0	8.0	100.0
Pension	89.6	10.4	100.0
Stock	89.8	10.2	100.0
Commission	87.7	12.3	100.0
SAR	100.0	0.0	100.0
No Incentives	14.2	85.8	100.0

²⁶ Percentages based on the total number of *experienced* estimated job vacancies in which one or more of the incentives offered were reported (n=10,358).

Reading and Math Requirements

Approximately nine out of ten (98.4%) *experienced* job vacancies required reading skills²⁷ at a 10th grade level or higher while required math skills²⁸ were somewhat less at 82.2 percent at the same level.

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

Skills required	Reading	Math
< 10th grade	5.4	8.0
10th grade	5.8	9.9
>10th grade	87.2	64.3
No Skills Required	1.6	17.8
Total	100.0	100.0

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

Skills required	Experienced	
	Reading	Math
HealthCare and Social Assistance	97.9	48.5
Finance and Insurance	100.0	100.0
Educational Services	100.0	100.0
Retail Trade	100.0	88.8
Professional, Scientific, and Technical Services	100.0	100.0
Accommodation and Food Services	92.3	68.8
Transportation and Warehousing	69.0	68.4
Manufacturing	97.5	97.5
Information	100.0	100.0
Construction	59.8	59.8
Arts, Entertainment, and Recreation	28.5	28.5
Other Services (except Public Administration)	71.9	71.9
Wholesale Trade	100.0	100.0
Public Administration	92.2	80.4
Real Estate and Rental and Leasing	100.0	100.0
Admin. and Support and Waste Mngt and Remediation Svcs	100.0	100.0
Agriculture, Forestry, Fishing and Hunting	100.0	84.6
Management of Companies and Enterprises	100.0	100.0
Utilities	100.0	100.0
Mining	100.0	100.0

²⁷ Percentages based on the total number of *experienced* estimated job vacancies in which Reading skills required were reported (n=10,443).

²⁸ Percentages based on the total number of *experienced* estimated job vacancies in which Math skills required were reported (n=10,443).

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 53.7 percent of the *experienced* estimated job vacancies, skills *matched somewhat, matched very little or matched not at all*. For 46.3 percent of the *experienced* estimated job vacancies, applicants' skills and required job skills *matched well or matched very well*.²⁹

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

Skill Match	%
Matched Very Well	7.1
Matched Well	39.2
Matched Somewhat	35.0
Matched Very Little	16.4
Matched Not At All	2.3
Total	100.0

Difficulty Finding Applicants

Employers in the St. Louis MSA reported that for the majority of *experienced* estimated job vacancies, they had *some difficulty* (39.9%) or *great difficulty* (25.8%) finding qualified applicants. For 34.3 percent of the estimated job vacancies, they indicate *no difficulty* finding qualified applicants.³⁰

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

	Experienced
No Difficulty	34.3
Some Difficulty	39.9
Great Difficulty	25.8
	100.0

²⁹ 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=8,131).

³⁰ 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=8,233).

Shortcomings of Recent Applicants

Two of the most frequently cited shortcomings of recent applicants are *lack of positive attitude* and *poor work ethic skills*.³¹

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

Shortcomings	%
Lack of Positive Attitude	65.1
Poor Work Ethic Skills	64.2
Poor Communication Skills	60.8
Poor Customer Service Skills	48.0
Lack of Industry Knowledge	46.2
Poor Technical Skills	29.9
Lack of Computer Skills	22.4
Inability to Understand Written Information	22.4
Poor Basic Math	18.5
Poor Writing Skills	17.7

Workplace Competencies

The following table lists personal attributes considered *important* to the job performance of a worker in the St. Louis MSA.³²

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

Workplace Competencies	%
Team Skills	95.9
Managing Time Wisely	95.7
Work Habits	95.1
Acquiring and Using Information	87.5
Computer Literacy	65.3
Job Specific Skills	63.6
Leadership	57.0

³¹ 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=8,593).

³² 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=10,483).

Thinking Skills

The following table lists thinking skills considered *important* to the job performance of a worker in the St. Louis MSA.³³

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

Thinking Skills	%
Decision-Making	94.9
Critical Thinking	94.9
Learning New Skills	76.4
Understanding Charts	47.2

Occupations

Four occupations in the St. Louis MSA represent 29.3 percent of the estimated job vacancies.

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

Occupation	Percent
Nursing Aides, Orderlies, and Attendants	11.3
Home Health Aides	7.3
Registered Nurses	6.4
Teacher Assistants	4.4
Total	29.3

³³ 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=10,326).

Occupations in St. Louis MSA with 100+ Experienced Estimated Job Vacancies by Preferred Education

Associates Degree or Higher
Accountants
Child Care Workers
Computer Software Engineers, Systems Software
Registered Nurses
Sales Agents, Securities and Commodities
Special, Technical or Professional Certification
Hairdressers, Hairstylists, and Cosmetologists
Registered Nurses
High School Diploma or Less
Cooks, Restaurant
Elementary School Teachers, Except Special Education
First-Line Supervisors/Managers of Food Preparation and Serving Workers
First-Line Supervisors/Managers of Retail Sales Workers
Food Preparation Workers
Home Health Aides
Laborers and Freight, Stock, and Material Movers, Hand
Loan Officers
Nursing Aides, Orderlies, and Attendants
Retail Salespersons
Sales Representatives, Services, All Other
Teacher Assistants
Truck Drivers, Heavy and Tractor-Trailer
Waiters and Waitresses

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

Survey Results: Comparison May 2006 – October 2006

The results of the May 2006 and the October 2006 St. Louis MSA Job Vacancy Surveys indicate that there were 44,676 and 29,404 estimated job vacancies respectively.³⁴ Seven industries in the St. Louis MSA constituted 79.1 percent and 83.1 percent of estimated job vacancies respectively: *Accommodation and Food Services, Healthcare and Social Assistance, Retail Trade, Educational Services, Professional Scientific and Technical Services, Finance and Insurance, and Manufacturing.* Six counties in the St. Louis MSA represent 93.8 percent and 94.2 percent of estimated job vacancies respectively: St. Louis County, St. Louis City, St. 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 May 2006 and October 2006 Job Vacancy Surveys.

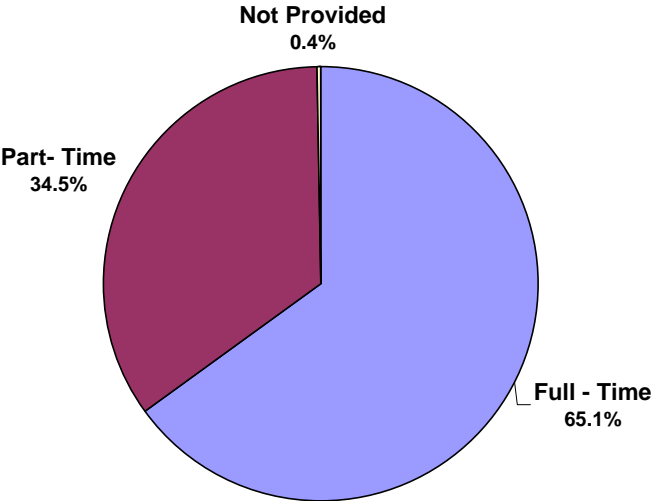
Estimated Job Vacancies for St. Louis MSA

	May-06		Oct-06	
	Total	%	Total	%
Full - time	29,099	65.1	15,663	53.3
Part- time	15,385	34.5	13,700	46.6
Not Provided	192	0.4	41	0.1
Total	44,676	100.0	29,404	100.0

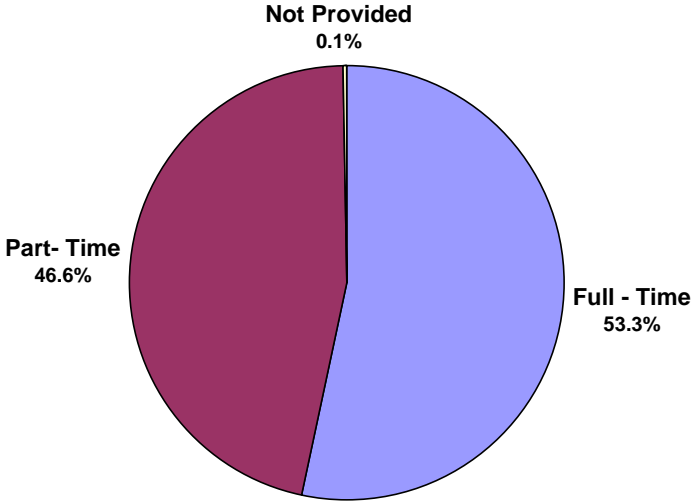
** Not provided includes don't know/not sure and refused to answer*

³⁴ There are two assumed reasons for the decrease in the number of estimated job vacancies from May 2006 to October 2006. First, even though more companies responded to the October 2006 survey, a higher percentage of these companies responded that they currently had no job vacancies. The combination of changes in response rate and percent of companies without job vacancies is magnified through the estimation process. Secondly, the lower job vacancy rates in this October survey are consistent with an ongoing pattern of having lower job vacancy rates in October than in May. This is thought to be related to seasonal hiring changes.

Percent of Estimated Job Vacancies for St. Louis MSA, May 2006



Percent of Estimated Job Vacancies for St. Louis MSA, October 2006



Geography

Estimated Job Vacancies by County for St. Louis MSA

County	May-06		Oct-06	
	Total	%	Total	%
Madison County, IL	4,388	9.8	1,838	43.0
St. Clair County, IL	2,234	5.0	2,099	49.1
Monroe County, IL	75	0.2	130	3.0
Clinton County, IL	162	0.4	127	3.0
Jersey County, IL	100	0.2	85	2.0
Illinois Total	6,959	15.6	4,279	14.6
St. Louis County, MO	24,583	55.0	18,911	75.3
St. Louis City, MO	7,141	16.0	3,259	13.0
St. Charles County, MO	3,542	7.9	1,581	6.3
Jefferson County, MO	1,135	2.5	1,010	4.0
Franklin County, MO	881	2.0	279	1.1
Lincoln County, MO	328	0.7	52	0.2
Warren County, MO	107	0.2	33	0.1
Missouri Total	37,717	84.4	25,125	85.4
St. Louis MSA Total	44,676	100.0	29,404	100.0

Industry

Estimated Job Vacancies by Industry for St. Louis MSA

Industry	May-06		Oct-06	
	Total	%	Total	%
Accommodation and Food Services	9,690	21.7	6,240	21.2
HealthCare and Social Assistance	9,503	21.3	7,662	26.1
Retail Trade	5,287	11.8	4,474	15.2
Educational Services	3,322	7.4	1,563	5.3
Professional, Scientific, and Technical Services	2,871	6.4	969	3.3
Finance and Insurance	2,579	5.8	2,135	7.3
Manufacturing	2,079	4.7	860	2.9
Construction	1,775	4.0	722	2.5
Other Services (except Public Administration)	1,749	3.9	1,296	4.4
Admin. & Support & Waste Manage. and Remed. Svcs	1,370	3.1	520	1.8
Wholesale Trade	1,241	2.8	502	1.7
Public Administration	840	1.9	346	1.2
Transportation and Warehousing	822	1.8	719	2.4
Information	521	1.2	567	1.9
Real Estate and Rental and Leasing	504	1.1	312	1.1
Arts, Entertainment, and Recreation	491	1.1	452	1.5
Mining	14	0.0	2	0.0
Agriculture, Forestry, Fishing and Hunting	12	0.0	30	0.1
Utilities	6	0.0	14	0.0
Management of Companies and Enterprises	0	0.0	19	0.1
Total	44,676	100.0	29,404	100.0

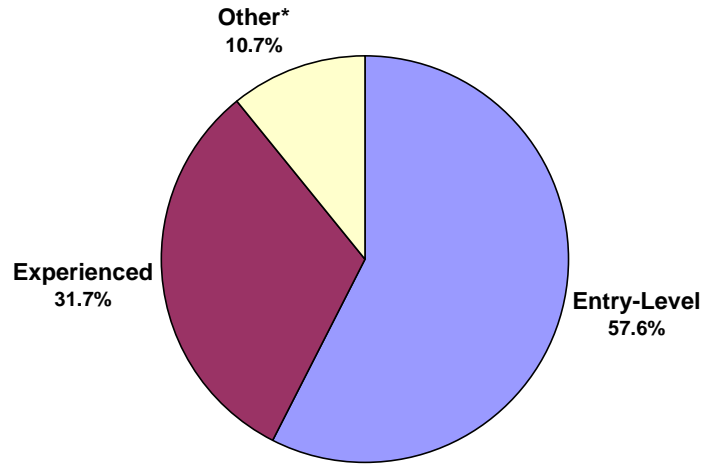
Experience

Estimated Job Vacancies by Experience Required for St. Louis MSA

Experience	May-06		Oct-06	
	Total	%	Total	%
< 1 year or No Experience	25,730	57.6	15,051	51.2
1-3 years	10,494	23.5	9,054	30.8
4-10 years	3,457	7.7	1,456	5.0
10+ years	194	0.4	173	0.6
Other*	4,801	10.7	3,670	12.5
Total	44,676	100.0	29,404	100.0

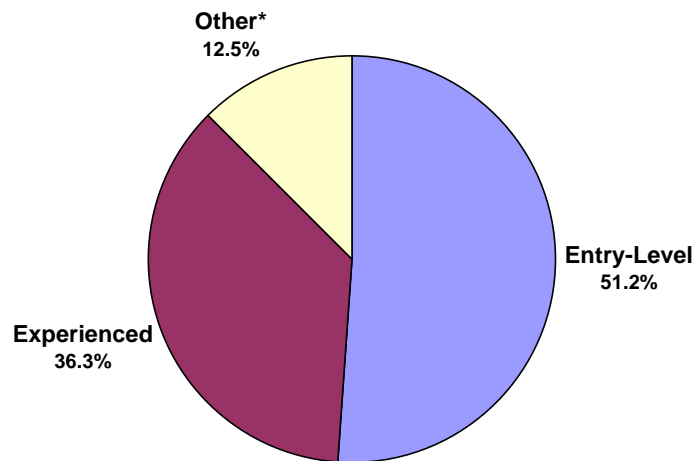
*Includes Other, Refused to Answer and Don't Know/Not Sure

**Percent of Estimated Job Vacancies by Experience Required
for St. Louis MSA, May 2006**



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

**Percent of Estimated Job Vacancies by Experience Required
for St. Louis MSA, October 2006**



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

Education

Estimated Job Vacancies by Education Required for St. Louis MSA

Education	May-06		Oct-06	
	Total	%	Total	%
No Education	1,940	4.3	2,038	6.9
Some High School	10,915	24.4	6,847	23.3
High School Diploma	11,249	25.2	10,366	35.3
2-year Associates Degree	2,630	5.9	1,349	4.6
4-Year College Degree	5,228	11.7	3,465	11.8
Graduate or Professional Degree	2,855	6.4	613	2.1
Professional Certification	3,782	8.5	1,676	5.7
Technical and Special Certification	2,015	4.5	1,424	4.8
Other*	4,062	9.1	1,626	5.5
Total	44,676	100.0	29,404	100.0

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

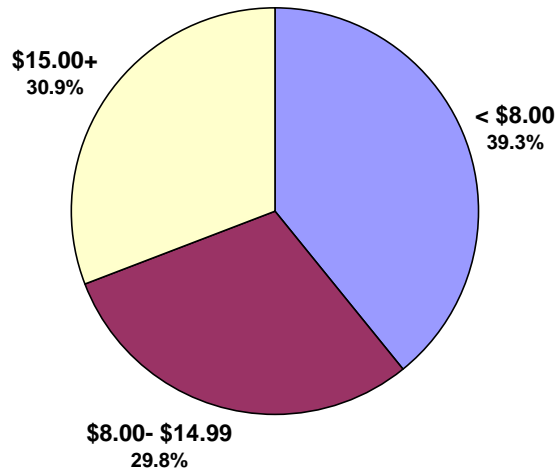
Wages³⁵

Estimated Job Vacancies by Wage for St. Louis MSA

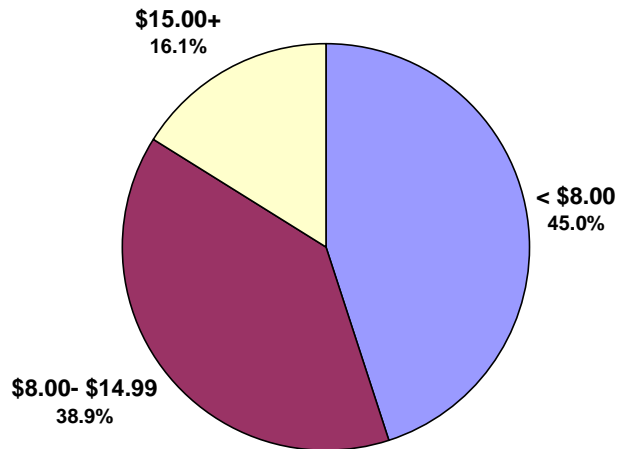
Wages	May-06		Oct-06	
	Total	%	Total	%
< \$8.00	11,188	39.3	7,814	45.0
\$8.00- \$14.99	8,499	29.8	6,768	38.9
\$15.00+	8,795	30.9	2,796	16.1
Total	28,482	100.0	17,378	100.0

³⁵ Percentages based on the total number of estimated job vacancies in which a wage was reported (May 2006 n=28,482 and October 2006 n=17,378). Of estimated job vacancies in May 2006, 30.9 percent had no wage reported; for October 2006 40.9 percent had no reported wage.

**Percent of Estimated Job Vacancies by Wage for St. Louis MSA,
May 2006**



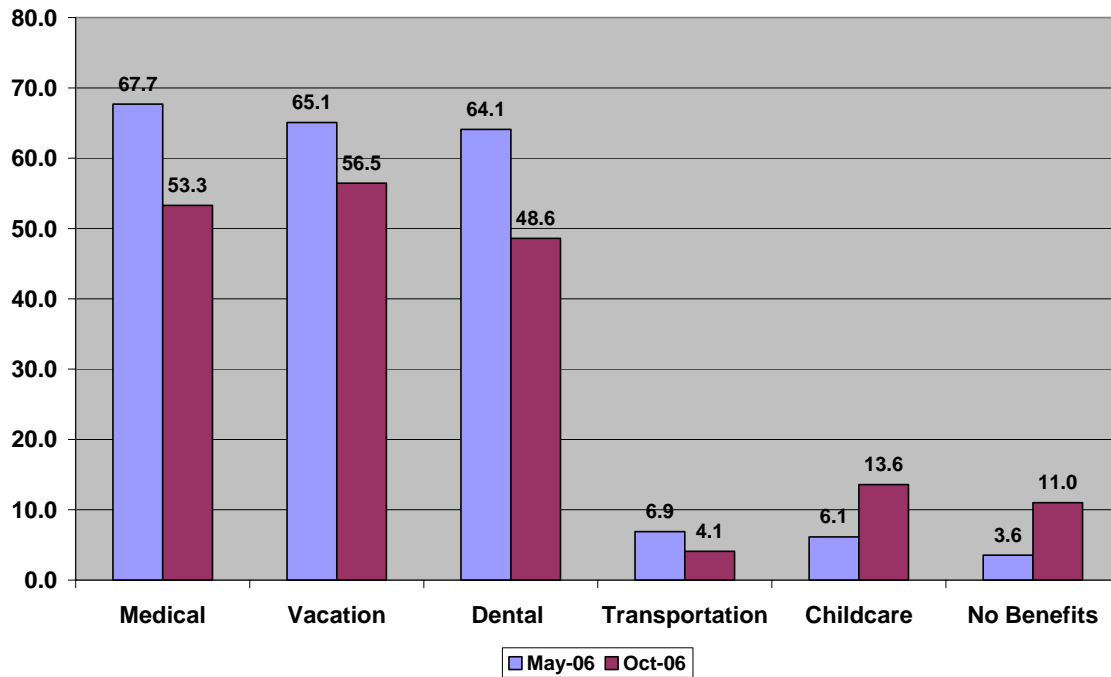
**Percent of Estimated Job Vacancies by Wage for St. Louis MSA,
October 2006**



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

Benefits	May-06		Oct-06	
	Total	%	Total	%
Medical	29,311	67.7	14,895	53.3
Vacation	28,183	65.1	15,783	56.5
Dental	27,760	64.1	13,587	48.6
Transportation	2,987	6.9	1,146	4.1
Childcare	2,655	6.1	3,795	13.6
No Benefits	1,538	3.6	3,079	11.0

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

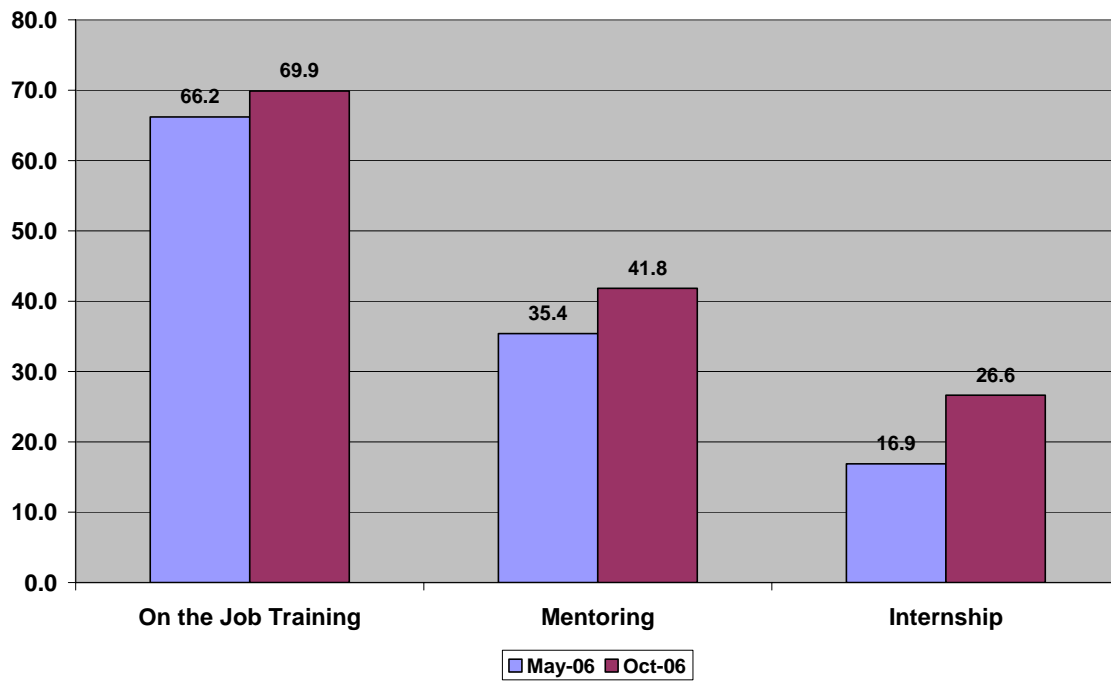


³⁶ Percentages based on the total number of experienced estimated job vacancies in which one or more of the benefits and training offered were reported (May 2006 n=43,301; October 2006 n=27,955).

Estimated Job Vacancies by Training for St. Louis MSA

Training	May-06		Oct-06	
	Total	%	Total	%
On the Job Training	28,670	66.2	19,537	69.9
Mentoring	15,329	35.4	11,695	41.8
Internship	7,303	16.9	7,444	26.6

Percent of Estimated Job Vacancies by Training for St. Louis MSA

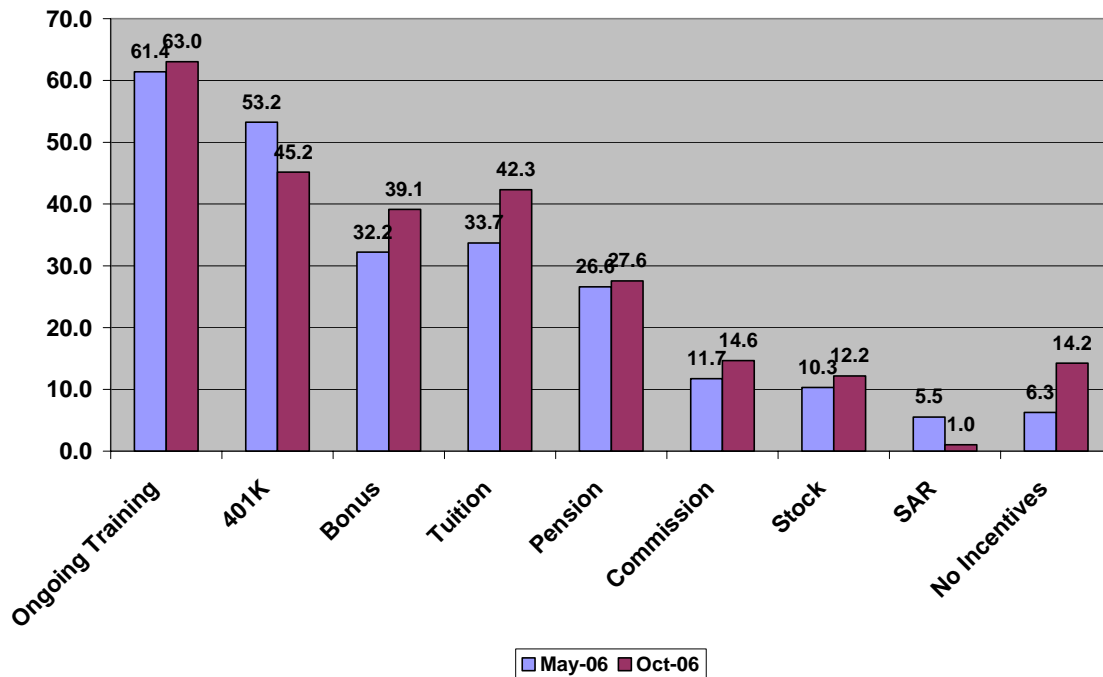


³⁷ Percentages based on the total number of experienced estimated job vacancies in which one or more of the benefits and training offered were reported (May 2006 n=43,301; October 2006 n=27,955).

Estimated Job Vacancies by Incentives for St. Louis MSA

Incentives	May-06		Oct-06	
	Total	%	Total	%
Ongoing Training	26,533	61.4	17,578	63.0
401K	23,007	53.2	12,597	45.2
Bonus	13,922	32.2	10,917	39.1
Tuition	14,562	33.7	11,801	42.3
Pension	11,494	26.6	7,686	27.6
Commission	5,070	11.7	4,085	14.6
Stock	4,462	10.3	3,398	12.2
SAR (Stock Appreciation Right)	2,378	5.5	289	1.0
No Incentives	2,717	6.3	3,973	14.2

Percent of Estimated Job Vacancies by Incentives for St. Louis MSA



³⁸ Percentages based on the total number of experienced estimated job vacancies in which one or more of the incentives offered were reported (May 2006 n=43,206; October 2006 n=27,888).

Reading³⁹ and Math⁴⁰ Requirements

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

Skills required	Reading		Math	
	May-06	Oct-06	May-06	Oct-06
< 10th grade	8.7	11.1	9.7	14.3
10th grade	23.1	34.6	24.9	34.8
>10th grade	66.9	52.7	58.4	42.2
No Skills Required	1.3	1.6	7.0	8.7
Total	100.0	100.0	100.0	100.0

Applicants' Skills Compared to Job Requirements⁴¹

Percent of Estimated Job Vacancies by Applicants' Skills Compared to Job Requirements for St. Louis MSA

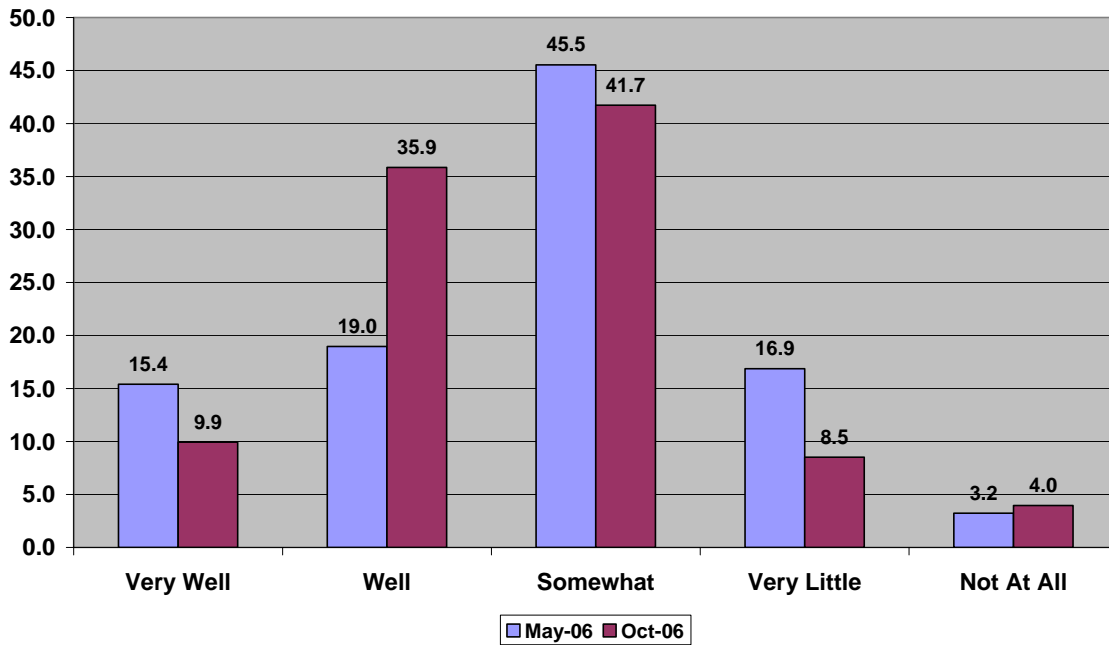
Skill Match	May-06	Oct-06
Very Well	15.4	9.9
Well	19.0	35.9
Somewhat	45.5	41.7
Very Little	16.9	8.5
Not At All	3.2	4.0
Total	100.0	100.0

³⁹ Percentages based on the total number of estimated job vacancies in which Reading skills required were reported (May 2006 n=43,839; October 2006 n=25,442).

⁴⁰ Percentages based on the total number of estimated job vacancies in which Math skills required were reported (May 2006 n=44,123; October 2006 n=25,623).

⁴¹ Percentages based on the total number of estimated job vacancies in which there was a response to the question "Have applicants met job requirements?" (May 2006 n= 33,953; October 2006 n=21,644).

Percent of Estimated Job Vacancies by Applicants' Skills Compared to Job Requirements for St. Louis MSA



Difficulty Finding Applicants⁴²

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

Skills required	Entry-Level		Experienced	
	May-06	Oct-06	May-06	Oct-06
No Difficulty	36.8	52.4	22.0	34.3
Some Difficulty	52.4	36.1	58.3	39.8
Great Difficulty	10.8	11.5	19.7	25.8
Total	100.0	100.0	100.0	100.0

⁴² 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?" (May 2006 *entry-level* n=21,705; *experienced* n=9,466; October 2006 *entry-level* n=13,409; *experienced* n= 8,233).

Shortcomings of Recent Applicants⁴³

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

Shortcomings	May-06	Oct-06
Lack of Positive Attitude	55.8	68.9
Poor Work Ethic Skills	54.0	64.9
Poor Communication Skills	44.6	52.8
Poor Customer Service Skills	44.3	58.1
Lack of Industry Knowledge	36.4	41.0
Inability to Understand Written Information	28.9	21.3
Poor Technical Skills	24.5	21.8
Poor Writing Skills	21.1	17.6
Poor Basic Math	17.2	17.7
Lack of Computer Skills	14.5	14.9

Workplace Competencies⁴⁴

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

Workplace Competencies	May-06	Oct-06
Team Skills	98.3	95.9
Managing Time Wisely	97.9	92.8
Acquiring and Using Information	95.1	90.9
Work Habits	93.8	96.9
Leadership	79.7	71.2
Job Specific Skills	73.3	64.9
Computer Literacy	63.8	55.8

⁴³ 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 (May 2006 n=33,374 ; October 2006 n=22,261).

⁴⁴ 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 (May 2006 n=44,514; October 2006 n=28,726).

Thinking Skills⁴⁵

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

Thinking Skills	May-06	Oct-06
Learning New Skills	94.2	88.9
Decision-Making	91.4	89.2
Critical Thinking	83.2	88.9
Understanding Charts	50.0	43.2

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

⁴⁵ 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 (May 2006 n=44,513; October 2006 n=28,275).

Survey Results: Time Series October 2002 – 2006

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

Estimated Job Vacancies for St. Louis MSA

	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
Totals	27,337	33,047	28,011	36,782	21,533	26,484	21,033	44,676	29,404

Experience

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

Experience Required	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
< 1 year or No Experience	79.1	69.8	70.9	60.8	65.9	58.8	61.1	64.5	58.5
Experienced	20.9	30.2	29.1	39.2	34.1	41.2	38.9	35.5	41.5
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

Education

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

Education Required	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
Some High School or Less	44.1	32.8	40.2	25.0	35.8	23.9	29.6	31.7	32.0
High School Diploma	34.7	29.3	28.0	43.8	34.1	30.7	31.7	27.7	37.3
2-year Associates Degree	5.7	5.3	8.0	5.2	7.9	7.5	7.1	6.5	4.9
4-Year College Degree or higher	5.4	7.3	9.2	14.4	10.7	15.8	14.1	19.9	14.7
Prof., Tech. or Special Certification	10.0	25.3	14.6	11.7	11.4	22.2	17.6	14.3	11.2
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

Benefits

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

Benefits Offered	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
Vacation	67.8	75.2	62.9	60.9	66.5	71.1	56.0	65.1	56.5
Medical	58.9	70.9	58.8	57.3	63.1	70.3	61.6	67.7	53.3
Dental	41.1	61.6	50.0	50.0	52.5	61.7	54.2	64.1	48.6
Childcare	3.4	8.0	13.2	9.5	5.4	2.4	6.4	6.1	13.6
Transportation	13.0	6.8	7.2	5.8	4.5	3.6	7.1	6.9	4.1
No Benefits	7.2	2.9	3.6	4.0	6.4	10.2	6.3	3.6	11.0

Reading and Math Requirements

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

	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
No Skills Required	5.9	2.3	4.4	5.1	3.8	1.8	2.8	1.3	1.6
< 10th grade	13.3	10.2	15.8	11.2	10.2	6.8	9.5	8.7	11.1
10th grade	35.5	29.7	23.5	27.3	28.6	20.0	26.3	23.1	34.6
>10th grade	45.3	57.7	56.3	56.3	57.4	71.5	61.3	66.9	52.7
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

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

	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
No Skills Required	25.5	8.3	14.5	16.7	15.4	10.0	6.0	7.0	8.7
< 10th grade	18.8	11.4	16.1	12.8	10.7	10.2	17.5	9.7	14.3
10th grade	26.6	32.2	23.3	32.1	27.2	20.7	22.0	24.9	34.8
>10th grade	29.2	48.1	46.0	38.3	46.8	59.1	54.5	58.4	42.2
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

Applicants' Skills Compared to Job Requirements

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

Skill Match	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
Very Well	2.8	3.2	2.7	1.5	2.0	1.8	9.1	15.4	9.9
Well	23.0	16.8	18.2	10.6	16.3	7.8	21.7	19.0	35.9
Somewhat	38.0	54.9	52.7	43.5	48.4	53.1	51.8	45.5	41.7
Very Little	28.5	20.5	22.2	27.2	22.0	27.5	16.5	16.9	8.5
Not At All	7.8	4.6	4.1	17.2	11.3	9.8	1.0	3.2	4.0
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

Difficulty Finding Applicants

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

	Entry-Level								
	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
No Difficulty	24.5	30.6	31.0	39.6	35.4	29.8	26.6	36.8	52.4
Some Difficulty	67.1	58.9	60.9	53.8	53.7	54.2	66.7	52.4	36.1
Great Difficulty	8.4	10.5	8.1	6.6	10.9	16.0	6.7	10.8	11.5
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

	Experienced								
	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
No Difficulty	17.1	19.1	15.8	13.3	14.4	19.6	13.2	22.0	34.3
Some Difficulty	59.6	57.4	55.5	61.7	56.1	54.9	54.9	58.3	39.8
Great Difficulty	23.3	23.4	28.6	25.0	29.5	25.5	32.0	19.7	25.8
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

Shortcomings of Recent Applicants

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

Shortcomings	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
Lack of Positive Attitude	59.0	48.1	63.7	65.2	66.1	64.5	61.0	55.8	68.9
Poor Customer Service Skills	49.9	41.9	43.9	55.8	58.4	60.6	55.3	44.3	58.1
Poor Work Ethic Skills	70.2	48.4	54.4	62.1	65.0	56.4	56.6	54.0	64.9
Poor Communication Skills	39.3	36.1	54.9	49.6	55.5	49.3	55.8	44.6	52.8
Lack of Industry Knowledge	43.4	31.3	38.8	53.0	54.8	48.2	57.1	36.4	41.0
Poor Technical Skills	21.0	16.9	27.6	32.3	29.0	30.2	38.8	24.5	21.8
Inability to Understand Written Info.	25.1	22.7	26.0	27.9	33.6	29.0	26.9	28.9	21.3
Poor Writing Skills	20.5	12.3	27.0	27.4	22.9	21.7	30.9	21.1	17.6
Lack of Computer Skills	10.5	8.6	17.9	17.1	18.2	18.0	25.5	14.5	14.9
Poor Basic Math	10.7	9.7	16.1	17.5	20.9	14.8	25.5	17.2	17.7

Workplace Competencies

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

Workplace Competencies	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
Work Habits	99.2	98.8	96.4	87.7	100.0	99.8	98.9	93.8	96.9
Team Skills	97.2	97.6	95.1	94.1	98.4	99.2	98.1	98.3	95.9
Managing Time Wisely	89.4	96.4	94.1	84.9	93.4	98.2	94.4	97.9	92.8
Acquiring and Using Information	87.1	92.0	88.4	81.5	92.0	96.3	93.7	95.1	90.9
Leadership	64.6	67.2	57.0	59.3	64.9	80.3	74.2	79.7	71.2
Job Specific Skills	54.8	59.7	62.5	61.8	65.5	79.9	70.5	73.3	64.9
Computer Literacy	56.1	50.2	55.1	54.5	56.8	68.6	67.4	63.8	55.8

Thinking Skills

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

Thinking Skills	Oct-02	May-03	Oct-03	May-04	Oct-04	May-05	Oct-05	May-06	Oct-06
Learning New Skills	91.5	91.3	86.9	92.3	93.1	97.1	92.5	94.2	88.9
Critical Thinking	68.4	82.4	75.3	80.8	81.0	91.3	86.9	83.2	88.9
Decision-Making	81.7	84.8	78.7	83.3	85.1	87.7	85.1	91.4	89.2
Understanding Charts	30.1	40.6	44.1	44.0	39.9	57.7	52.4	50.0	43.2

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.⁴⁶

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 the 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.⁴⁷ Based on this matrix, a stratified random sample of these companies is selected for participation in the Job Vacancy Survey.⁴⁸ 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).

⁴⁶ 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.

⁴⁷ The 5-249 company size is grouped into five different categories: 5-9, 10-19, 20-49, 50-99, and 100–249.

⁴⁸ 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, October 2006**

Business Size	STL
250+ Employees	501
5-249 Employees*	1,902
Total Survey Sample	2,403

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

	STL
Response Rate (%)	68.0

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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