

SLATE Missouri Career Center – Downtown

1520 Market St., St. Louis, MO 63103

(314) 589-8000



Workshop Descriptions

Space is limited. Customers must sign in at the front desk.

Career Success Strategies (CSS)

The Career Success Strategies is a three-day workshop that covers topics that every jobseeker should know: job search tips and techniques, how to promote yourself, interview skills development, career planning and more.

Resume Development

The Resume is a three-day workshop that helps individuals develop and update an effective and professional resume. Customers will also learn a 30-second summary, and how to use different marketing letters to set you apart from the competition.

* Must be able to type and understand computer basics

* Please bring a Flash Drive

REOS (Re-Entry One Stop)

REOS is a 2-day job readiness workshop geared toward the clients with criminal records who are re-entering job market.

Real Basic Computer & Beyond Real Basic Computer

Learn to work with the mouse, understand the keyboard, and get familiar with Windows OS and the removable media (CDs, flash drives). *2 hours long each.*

Internet Job Search/Email

Create your own email account and learn how to use it in your online jobs search. *2 hours.*

Online Job Application

Prepare your online profile, and work through online job application process. *2 hours.*

UI Reporting/MissouriCareerSource.com

Learn the steps of filing your weekly claim for unemployment insurance online and learn how to use www.MissouriCareerSource.com for job search. *1.5 hours.*

Career Exploration/Networking

For Professionals. Tips on how to stay career-focused and be ahead of the competition by using the comparative statistics in your chosen occupation from the Missouri Economic Research and Information Center (MERIC) and other sources. Also teaches the benefits of social media. *1.5 hours.*

Retention-How To Keep Your Job

Discover the strategies that could help you to become a truly valued, long-term employee. *1.5 hours.*

Center Hours of Operation

Monday: 8:00 am – 5:00 pm

Tuesday: 8:00 am – 5:00 pm

Wednesday: 9:00 am – 5:00 pm

Thursday: 8:00 am – 5:00 pm

Friday: 8:00 am – 5:00 pm