MOJOBS
Missouri's Job Search Resource

A proud partner of the **americanjob**center network

Looking for Your Next Great Employee?

Our enhanced job matching system allows you to post job orders, search resumes for qualified applicants, access industry statistics, and utilize other resources. We are your first and best partner in finding skilled candidates for your open positions.

Advanced Recruiting Tools

- Advanced online recruiting solutions
- Sophisticated resume search tools
- Automated correspondence
- Applicant tracking
- User-friendly functionality

This system is a focused recruiting tool for employers to find suitable candidates, rather than simply being a referral system.

Advertise Job Openings

- Quickly create and post job orders that describe position openings, requisitions, and required qualifications
- Select an occupation, enter a location, contact information, and details of the position
- Utilize standard job description templates, required skills, etc. to easily post openings
- Link to the latest labor market intelligence to ensure jobs offer competitive salaries and benefits

Focused Resume Search

- Combine simple and basic search options with more advanced candidate matching features
- Display candidate resumes with a ranking mechanism
- Easily select which applicants are most qualified
- Save a resume search and run it periodically to identify new talent that fit search criteria
- Results are sent to the message box, email address, or texted to your cell phone

Get started at jobs.mo.gov

Easy Account Set Up

- Visit jobs.mo.gov
- Click on "post a job on MoJobs"
- Create a new account
- Validation typically takes 24-48 hours and is required before jobs can be posted to the public

Tracking & Screening

- Manage your job openings from one screen and track applicants through every step of the recruiting process
- Utilize communications and correspondence functionality
- Use screening tools to pinpoint candidate strengths and weaknesses to ensure a good fit for your business

Partnering for a Strong Workforce