

# **JOB VACANCIES & TRAINING OPTIONS**

## **25<sup>TH</sup> SEPTEMBER 2019**

**WATERFORD, SOUTH TIPP & CORK**

**THIS JOB VACANCY PACK CAN  
ALSO BE VIEWED ON-LINE @ [WWW.WLP.IE](http://WWW.WLP.IE)  
UNDER **JOB-SEEKER & EMPLOYER TAB**  
- HIT **JOB ADVERTS****

*Waterford Leader Partnership*

## **LOCAL EMPLOYMENT SERVICE**

### **SUPPORT SERVICE FOR THE UNEMPLOYED**

**WORKING UNDED CONTRACT FOR THE DEPARTMENT OF EMPLOYMENT AFFAIRS AND SOCIAL PROTECTION**  
**TO ACCESS SUPPORT FROM THE SERVICE YOU MUST BE IN RECEIPT OF A SOCIAL WELFARE PAYMENT**

**FOLLOW US ON**  **- County Waterford LES**



An Roinn Gnóthaí Fostaíochta  
agus Coimirce Sóisialaí  
Department of Employment Affairs  
and Social Protection

**DUNGARVAN OFFICE:** 2ND FLOOR, PRESENTATION BUILDING, MITCHELL STREET. TEL: 058 44077  
**LISMORE OFFICE:** JOHN BARRY HOUSE, LISMORE BUSINESS PARK, MAYFIELD. TEL: 058 58025

# Dungarvan Observer

27<sup>th</sup> September



## APPOINTMENT OF EXTERNAL MEMBERS AUDIT AND RISK COMMITTEE AND FINANCE COMMITTEE

Waterford and Wexford Education and Training Board invites expressions of interest from persons willing to serve as external members on the following Committees:

1. Audit and Risk Committee
2. Finance Committee

Experience and/or knowledge of financial accounting, corporate governance, risk management, internal audit and public sector bodies is desirable. A modest fee may be payable.

Please submit the following details to [margaretkelly@wwetb.ie](mailto:margaretkelly@wwetb.ie):

- Statement of interest in Committee(s)
- Curriculum Vitae detailing relevant qualifications; and
- Any other pertinent information.

For further information please visit the WWETB website  
<http://waterfordwexford.etb.ie/vacancies/>

Closing date for receipt of expressions of interest is **Friday, 11 October 2019**.

*WWETB is an equal opportunities employer.*

**Kevin Lewis**  
Chief Executive  
WWETB



**BioPharma  
Product Testing**

## LABORATORY ASSISTANT REQUIRED

Eurofins BioPharma Product Testing at IDA Industrial Estate, Clogherane, Dungarvan, has a vacancy for an experienced Laboratory Assistant.

This is a full time, permanent position. The hours are 09:00 hrs – 17:15 hrs (09:00 hrs – 17:30 hrs on Wednesdays).

Ideal candidates will have a QQI Level 5 in Laboratory Techniques and previous experience in a laboratory environment, ideally in the pharmaceutical industry. Good computer literacy and excellent attention to detail is essential.

Successful applicants will have the opportunity to work in a dynamic and successful organisation. The position comes with good opportunities for personal development and advancement.

Applicants should please forward their CV and a covering email giving details of relevant experience to:  
[KellyDunford@eurofins.com](mailto:KellyDunford@eurofins.com)

Please note that postal applications are not being accepted for this vacancy.



**wwetb**  
Bord Oideachais agus Oiliúna  
Board of Education and Training  
Waterford and Wexford  
Education and Training Board

Applications are invited from suitably qualified Primary Teachers for the following vacancy:

## FIXED TERM CONTRACT 25 HOURS PER WEEK (TWO POSITIONS)

**Location: EROC Centre Clonea**

Appointment will be subject to, but not limited to, satisfactory references, current and continuing Teaching Council registration, Occupational Health screening and satisfactory Garda Vetting.

To apply for this post please download the application form specific to Primary Teacher EROC from  
[www.waterfordwexford.etb.ie/vacancies](http://www.waterfordwexford.etb.ie/vacancies)

Completed application forms should be submitted to Recruitment Section, WWETB, Ardavan Business Park, Ardavan, Co. Wexford to arrive no later than **4.00 p.m. on Wednesday 2 October 2019**, clearly marked "Primary Teacher – EROC"

*Short Listing may apply.*

*Canvassing by or on behalf of the candidate will automatically disqualify.*

*Late applications will not be accepted.*

*Waterford and Wexford ETB is an equal opportunities employer.*

03.12.2019 11:35 AM DUNGARVAN LEADER, FRIDAY, SEPTEMBER 27, 2019



**wwetb**  
Bord Oideachais agus Oiliaina  
Phort Láirge agus Loch Garman  
Waterford and Wexford  
Education and Training Board

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LISMORE COMMUNITY CHILDCARE CENTRE LTD

[www.sallywagslismore.com](http://www.sallywagslismore.com)

Wishes to recruit dynamic, enthusiastic, childcare staff.  
We wish to recruit for the challenging and rewarding positions of:

## CHILDCARE ASSISTANT (20hrs) AND RELIEF PANEL

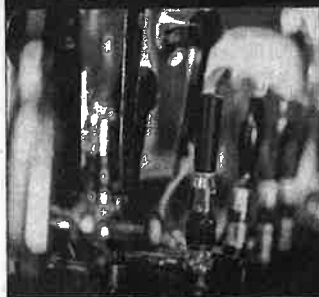
The ideal candidate must have at least a Level 5 childcare qualification and some experience working in a childcare setting.

Please forward a letter of application and CV before 30th September to:

Justina Flynn, Sallywags,  
Lismore Community Childcare Centre Ltd.,  
Bothar Mochuda, Lismore, Co. Waterford.



## BAR PERSON REQUIRED FOR EVERY 2ND SATURDAY NIGHT



For local busy Bar in the  
Dungarvan area

Reply to: Box No. 721,  
Dungarvan Leader,  
18 Mitchell Street, Dungarvan

## SITUATIONS VACANT

**KIND, RELIABLE CHILDMINDER WANTED** — To look after 3 children, one preschool and two primary school, to include school drop offs and pick ups. Ballinroad/Garranbane area. 4-5 days per week. 086-7014989.

(27/9/R)



**SPECSAVERS LISDUGGAN  
OPENING SOON  
RECRUITING OPTICAL  
ASSISTANTS**

Full training provided.  
We are looking for people who  
are enthusiastic and passionate  
about providing fantastic  
customer care.

If this is you, please email your CV to:  
[recruitment.lisduggan@specsavers.com](mailto:recruitment.lisduggan@specsavers.com)

Closing date: **03-10-19**



**Passage East National School  
Scoil Náisiunta an Phasáiste**

**The school has a vacancy for  
a Part-Time Caretaker  
(up to 3.5 hours a week).**

Suitable experience and references required  
and the candidates must be prepared  
to complete Garda Vetting.

CV by post to the Principal, Passage East National  
School, Crooke, Passage East, Co. Waterford.

Deadline for applications is Friday 11th October 2019.

**BOLAND'S  
NEW ROSS**

**We are currently recruiting for a  
HCV & LCV Tester**

The suitable applicant **MUST** have up to date  
qualifications for HCV & LCV testing

The applicant must have good communication skills,  
also good computer skills & have the ability to work  
independently & with supervision.

APPLY BY EMAIL TO: [mary@bolandmotors.com](mailto:mary@bolandmotors.com)

Visit Bolands Motors Waterford Road, New Ross  
Tel: 051-421403 Ext:1



## Anthony's Inn

Chef required to run/lease fully equipped restaurant in Piltown Co Kilkenny.

Excellent opportunity for the right person to take over an established and successful food business.

Interested parties please contact: anthonymsinn@gmail.com or call 051-643711 and ask for Tom.

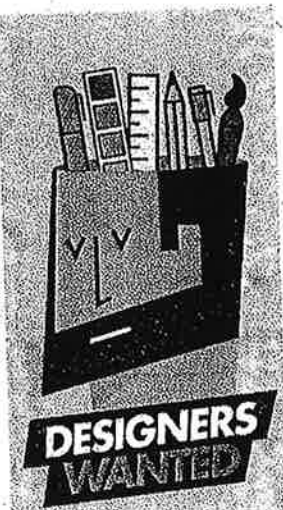


## Experienced Graphic Designer Required

Part time hours.

Interested?  
Please email your CV to:  
munsterreplies@gmail.com

All applications will be treated with strictest confidentiality.



**OPW**

Oifig na nOibreacha Poiblí  
Office of Public Works

### 2020 - Treoraithe/Oifigigh Eolais Shéasúracha (Poist Shealadacha)

Tá Treoraithe/Oifigigh Eolais Shéasúracha á n-earcú ag Oifig na nOibreacha Poiblí.

Tabhair do d'aire, le do thoil, nach draigfear fostaíocht shealadach ach d'iarrthóirí rathúla de bhun an chomórtais seo. Ba chóir go mbeidís seo a leanas ag iarrthóirí ar spéis leo an obair seo:

- feasacht ar oidhreacht
- taithí bhainteach oibre
- scileanna mairthe cumarsáide
- cumas maith oibriú mar chuid d'fhoireann
- llofacht sa Ghaeilge le haghaidh Láithreán Ghaeltachta

#### LARRATAIS:

Ba chóir iarratais a dhéanamh ar líne tríd [www.opw.ie](http://www.opw.ie)

D'fhéadfai iarrthóirí a chur ar ghearrliosta le haghaidh agallaimh ar bhonn an colais a chuirtear ar fáil sna foirmeacha iarratais.

Ní mór do's na Foirm Iarratais a bheithonta roimh Si.n. An Deardaoin 10 Deireadh Fómhair 2019.

Ní ghlacfar le hiarratais dhéanacha.

Is féidir breathnú ar na téarmaí agus na coinníollacha a bhaineann leis an gceapachán seo ar ár suíomh gréasáin ag [www.opw.ie](http://www.opw.ie)

#### DÍCHÁILEOFAR DUINE MÁ DHÉANTAR STOICAIREACHT.

Is fostóir comhdheiseanna í Oifig na nOibreacha Poiblí.

### 2020 - Seasonal Guides/Information Officers (Temporary Positions)

The Office of Public Works is recruiting Seasonal Guides/Information Officers.

Please note that offers of temporary employment will only be made to successful candidates on foot of this competition.

Interested applicants should have:

- heritage awareness
- relevant work experience
- good communication skills
- good team working ability
- fluency in Irish for Gaeltacht Sites

#### APPLICATIONS:

Applications should be made online through [www.opw.ie](http://www.opw.ie)

Candidates may be short-listed for interview on the basis of information supplied in the application forms.

The Application Form must be completed no later than 5pm Thursday 10 October 2019.

Late applications will not be accepted.

Terms and conditions applicable to this appointment can be accessed on [www.opw.ie](http://www.opw.ie)

#### CANVASSING WILL DISQUALIFY.

The Office of Public Works is an equal opportunities employer.



**BOLAND'S**  
NEW ROSS



We are currently recruiting for a  
**HCV & LCV TESTER**

The suitable applicant MUST have up to date qualifications for HCV & LCV testing  
The applicant must have good communication skills,  
also good computer skills & have the ability to work independently  
& with supervision.

APPLY BY EMAIL TO: [mary@bolandmotors.com](mailto:mary@bolandmotors.com)  
[www.bolandmotors.com](http://www.bolandmotors.com)

Visit: Waterford Rd New Ross Call 051-421403



LISDUGGAN

**OPENING SOON**

RECRUITING  
**OPTICAL  
ASSISTANTS**

Full training provided

We are looking for people who are  
enthusiastic and passionate about  
providing fantastic customer care

If this is you, please email your CV to:  
[recruitment.lisduggan@specsavers.com](mailto:recruitment.lisduggan@specsavers.com)

Closing date:  
3rd October 2019



**wwetb**

Board Oideachais agus Oiliúnaí  
Rhordeáil agus Leasúcháin  
Waterford and Wexford  
Education and Training Board

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Completed application forms should be submitted to Recruitment  
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arrive no later than 4.00 p.m. on Wednesday 2 October 2019,  
clearly marked "Primary Teacher - EROC"

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automatically disqualify.  
Late applications will not be accepted.  
Waterford and Wexford ETB is an  
equal opportunities employer.*



Our Lady of Mercy Secondary  
Invites applications for the position of

**CLEANER**

Part time, 2 hours per day after school

Please apply, enclosing an up-to-date CV to;

**Our Lady of Mercy Secondary School,  
Ozanam Street, Waterford**

Closing date for applications Friday, September 27th

[www.mercywaterford.net](http://www.mercywaterford.net)





## Waterford & South Tipperary Community Youth Service

WSTCYS is a community-based youth organisation which places active youth participation, volunteerism and community development at the heart of our ethos

Applications are invited for the following post:

# COMMUNITY YOUTH WORKER

## FARRONSHONEEN CENTRE PROJECT, WATERFORD

(MATERNITY COVER FULL-TIME)

Based in the Farronshoneen Youth & Community Centre, Williamstown Road, Waterford, the Farronshoneen Centre Project aims to enable the local community to identify and respond to the needs of young people through the development of a variety of youth work responses as part of an Integrated Youth Service.

Key responsibilities are to:

- Develop and extend existing programmes and responses with young people aged 10 to 21 years
- Increase the level of youth participation in the Project
- Recruit, train, support and work with volunteers to develop a community-led response

Ideal candidates for the post which will commence in November should demonstrate flexibility, motivation and initiative, have excellent interpersonal, organisational, communication and facilitation skills, be able to engage young people in developmental group work and to build, lead and develop a volunteer team. The successful candidate will be committed to working in partnership with young people, local adults and allied professionals and will be a strong team player. They must have **at least 1 year's (ideally 2 years') professional experience of working directly with young people** and a recognised qualification in Youth and Community Work or related discipline.

Please forward applications in the form of a CV to:

**The Secretary, Waterford & South Tipperary Community Youth Service,  
Edmund Rice Youth & Community Multiplex, Manor Street, Waterford**

**Closing date for Applications is:  
Friday 4th October 2019**

Short-listing will apply and a panel may be formed for future vacancies

Waterford & South Tipperary Community Youth Service is an equal opportunities employer



A regional youth organisation  
Determined by  
Children and Young People



wweth  
Waterford & South Tipperary  
Youth & Community  
Multiplex



**OPW**

Oifig na  
nOibreacha Poiblí  
Office of Public Works

## 2020 - Treoraithe/Oifigigh Eolais Shéasúracha (Poist Shealadacha)

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Ba chóir go mbeidís seo a leanas ag iarrthóirí ar speis leo an obair seo:

- feacht ar oidhreacht
- taithí bhainteach oibre
- scileanna maithe cumarsáide
- cumas maith oibriú mar chuid d'fhoireann
- lloftacht sa Ghaeilge le haghaidh Láithreáin Ghaeltachta

### IARRATAIS:

Ba chóir iarratais a dhéanamh ar líne trí [www.opw.ie](http://www.opw.ie)

D'fhéadfaí iarrthóirí a chur ar ghearrliosta le haghaidh agallaimh ar bhonn an eolais a chuirtear ar fáil sna foirmeacha iarratais.

Ní mór do's na Foirm Iarratais a bheith fóna roimh 5i.n.  
An Deardaoin 10 Deireadh Fómhair 2019.

Ní ghlacfar le hiarratais dhéanacha.

Is féidir breathnú ar na téarmaí agus na coinníollacha a bhaineann leis an gceapachán seo ar ár suíomh gréasáin ag [www.opw.ie](http://www.opw.ie)

### DÍCHÁILEOFAR DUINE MÁ DHÉANTAR STOICREACHT.

Is fostaíocht comhdheiseanna / Oifig na nOibreacha Poiblí.

## 2020 - Seasonal Guides/Information Officers (Temporary Positions)

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Interested applicants should have:

- heritage awareness
- relevant work experience
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- good team working ability
- fluency in Irish for Gaeltacht Sites

### APPLICATIONS:

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Candidates may be short-listed for interview on the basis of information supplied in the application forms.

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Thursday 10 October 2019.

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**OPW**Oifig na  
nOibreacha Poiblí  
Office of Public Works**2020 - Treoraithe/Oifigigh Eolais Shéasúracha  
(Poist Shealadacha)**

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Ba chóir go mbeidís seo a leanas ag iarrthóirí ar spéis leo an obair seo:

- feasacht ar oidhreacht
- raithí bhainteach oibre
- scileanna maith cumarsáide
- cumas maith oibriú mar chuid d'fhoireann
- lófach sa Ghacúil le haghaidh Láithreán Ghaeltachta

**IARRATAIS:**

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**DÍCHÁILEOFAR DUINE MÁ DHÉANTAR  
STOCAIREACHT.**

Is fostaí comhdheiseanna í Oifig na nOibreacha Poiblí.

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The Nationalist  
26/9/19

**etb**Bord Oideachais agus  
Oibriste Mheánaist Ársa  
Tipperary Education and  
Training Board**Appointment of External Members  
Audit and Risk Committee  
Finance Committee**

Tipperary Education and Training Board invites expressions of interest from persons willing to serve as external members on the following committees:

1. Audit and Risk Committee
2. Finance Committee

Experience and/or knowledge of corporate governance, risk management, internal audit, financial practices and public sector bodies is desirable. A modest fee may be payable.

Further details are available on [www.tipperaryetb.ie](http://www.tipperaryetb.ie).

Please submit details of your experience and/or qualifications in the above areas to [bharty@tipperaryetb.ie](mailto:bharty@tipperaryetb.ie) by Tuesday 8 October 2019.

Closing date for receipt of expressions of interest is **Tuesday 8 October 2019.**

Bernadette Cullen,  
Chief Executive

Tipperary ETB is an equal opportunities employer





The Nationalist  
26/9/19



## Supervisor, Line Leader & Factory Operative Roles

We are looking for self-motivated, hardworking people to join our team.

Team players who will work to increase productivity are essential along with people who can be flexible to work different shifts mainly Monday to Friday on days and/or evenings (depending on customer and seasonal requirements).

You will be working in a team to hit targets.

Although no experience is needed, a desire to learn is key and those with an understanding of the requirements of working in a food production environment is desirable.

Full training will be provided to the successful candidate.

If you are interested in a permanent job with development opportunities please forward your CV to [HR@oakparkfoods.ie](mailto:HR@oakparkfoods.ie) or post to Oakpark Foods, Clogheen Road, Cahir, Co. Tipperary.

a job with style...  
and substance

One of Ireland's leading names in menswear, the Connolly group is now expanding its team in Clonmel. We have an exciting job opportunity for

## sales consultant

Clonmel | Full Time

If you're an enthusiastic, proactive individual who enjoys meeting people, then we'd like to talk to you. Excellent communication skills and a genuine commitment to providing quality customer service are essential. Minimum of 2 years' experience in sales, retail or hospitality required.

Please forward your CV, along with a covering letter to:

[noelle@anyconnolly.com](mailto:noelle@anyconnolly.com)

or by post to:

Brian Hogg, Connolly Man,

74 O'Connell Street,

Clonmel, Co. Tipperary

to reach us not later than

**Friday 4th October 2019.**



OFFICIAL OUTFITTERS TO MUNSTER RUGBY

Connolly  
-man

The Nationalist  
26/9/19



## HANDYMAN REQUIRED TIPPERARY TOWN AREA

For general maintenance, painting & repairs  
Full Time Permanent Position

Please reply in writing to Box No 111,  
The Nationalist, Queen Street, Clonmel

## PART TIME BAR STAFF REQUIRED FOR CLONMEL PUB

Some Experience Needed

Email CV to  
[anne.phelan@iconicnews.ie](mailto:anne.phelan@iconicnews.ie)

## PART-TIME SECRETARY REQUIRED

For Office in Clonmel  
Apply with CV to BOX NO: 108  
C/o The Nationalist, Queen Street, Clonmel,  
Co. Tipperary or email cv to  
[anne.phelan@iconicnews.ie](mailto:anne.phelan@iconicnews.ie)  
ref Part-Time Secretary

## GLENPATRICK SPRING

## RIGID DRIVER REQUIRED

EVENING SHIFT OPERATIONS 4PM TO 12PM  
DEPOT TO DEPOT CLONMEL

NO OUT OF TOWN TRAVEL - FIXED HOURS

Full clean C Licence

Driver Qualification Card

1 years minimum Experience

Good English

**RATES NEGOTIABLE**

## SAFE PASS COURSE

TO BE HELD  
IN CLONMEL ON  
THURSDAY 3rd OCTOBER

TO BOOK TELEPHONE  
05261 23111 OR 086 8121590

**WE'RE  
HIRING!**



Barlo Motor Group are a leading automotive dealer in Tipperary who are looking to recruit an experienced **Senior Sales Executive** for their Clonmel based dealerships. The successful candidate must demonstrate strong communication & presentation skills as well as being a team player.

**Salary and Benefits: Remuneration package includes:**

- Company car
- Competitive salary based on experience
- Significant OTE
- Excellent Commission Structure on Sales and Finance.
- Career Progression Opportunities
- Candidates should possess the following:

Minimum 3 years' experience with a proven track record in the motor retail sector. Ability to develop new business, increase client base and work on your own initiative. Finance/PCP experience not essential but a distinct advantage. The ability to work in a fast-paced environment with excellent organisational, customer and negotiation skills.

Microsoft office & IT knowledge essential. Previous dealer management system experience an advantage. Full clean driving licence essential. If you believe that you have the experience and skill set required for this position please submit a full CV, together with a cover letter detailing your suitability for the role to Ivan Barlow, Dealer Principal, Barlo Motor Group, Clonmel, Co. Tipperary or email us your application to [ivan@barlomotors.ie](mailto:ivan@barlomotors.ie).



**St. Bernard's Children's Services  
Relief Social Care Workers  
(Various Hours)  
Required for Residential Service**

St. Bernard's is a Therapeutic Children's Residential Service which provides a unique and dedicated service to children of mixed gender from the age seven to eleven years of age on admission.

Please send C.V's with the names of three referees to the Director of Services, St. Bernard's Children's Services, Rocklow Road, Fethard, Co. Tipperary or by email to [director@stbernards.ie](mailto:director@stbernards.ie)

Applicants must have acquired a minimum Level 7 qualification in Social Care.

Full job description available on request.  
Shortlisting will apply.

**Closing Date for applications is 5pm  
Thursday 10<sup>th</sup> October 2019.**

## **Cosmetics Sales Assistant - Clarins**

### **McCauley Health & Beauty Pharmacy - Dungarvan, Co Waterford**

McCauley Health & Beauty Pharmacy, the unique and highly successful "One Stop Health and Beauty Shop", are the leading Irish owned pharmacy chain with 36 branches nationwide and over 600 colleagues. We are currently looking for a Cosmetics Sales Assistant – Clarins, to work with our team in Dungarvan to cover a maternity contract.

As the face of McCauley Health & Beauty Pharmacy, it is important that the successful applicant demonstrates excellence in the following skills and attributes:

- Excellent sales skills and a passion for cosmetics and skin care is essential.
- A makeup qualification is essential.
- Must have excellent attention to detail and be very organised.
- A bright, enthusiastic and positive outlook on how you do your job.
- Excellent merchandising skills.
- Ability to communicate and get along with a variety of different personalities.
- Passion for the delivery of excellent customer service.

#### **We can offer you:**

- Competitive Hourly rates
- Great Colleague Discount
- Social Funds
- Maternity benefit after two years of service
- Annual Leave which increases with service
- PRSA contribution
- Further educational assistance
- Bike to work scheme
- Uniform provided
- Awards for long service

To apply for this role, please submit your Cover Letter and CV through the link below.

Job Types: Full-time, Contract

Salary: €0.00 /year

Experience:

- Sales: 1 year (Required)

1 day ago  
report job

**Advertised on [www.indeed.com](http://www.indeed.com)**

# **Waiting Staff**

**Shake Dog Dungarvan - Dungarvan, Co Waterford**

Shake Dog the Finer Diner is coming to Dungarvan and we are looking for enthusiastic and motivated people to join our team.

Making people feel welcome, smiling and serving great food and drinks is all in a days work and if you can deal with the pressures of working in a busy fast paced environment then you should apply

Job Types: Full-time, Part-time

Salary: €10.00 /hour

Experience:

- restaurant: 1 year (Preferred)

Language:

- English (Preferred)

3 days ago  
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**Advertised on [www.indeed.com](http://www.indeed.com)**



## **Security Officer**

### **NOONAN - Dungarvan, Co Waterford**

#### **Summary:**

Due to continuous expansion, NOONAN is seeking to hire a Security Officer. This is a position that will suit an organised and energetic individual with customer service skills.

#### **Responsibilities:**

- Deal with conflict and diffuse situations
- Successfully manage difficult situations whereby you may be required to protect and defend the client's property and assets
- Deal with emergencies
- Provide an open and consistent communication interface between the Client and Management
- Provide a professional service and ensure total customer satisfaction
- Full awareness of all emergency and evacuation procedures
- Carry out regular health & safety checks and internal/external patrols as necessary
- Liaise with NOONAN Management regarding any security issues or problems
- Good working knowledge of Microsoft Office
- General security duties and other reasonable duties that may be assigned from time to time

#### **Essential:**

- Must have excellent interpersonal and communication skills.
- Must have the ability to manage staff and deal with issues when they arise
- Ability to provide quality customer service
- PSA Licence required

#### **Who we are:**

- NOONAN is a leading provider of strategic outsourcing which operates across its targeted geographic markets of the UK and Ireland. We design and deliver services and solutions for many of the world's largest and most prestigious organisations and we are highly experienced in delivering large and complex outsourcing projects.

**Location of work:** Dungarvan      **Rate of pay:** €11.65 per hour + Sunday Premium

**Job Types:** Full-time, Part-time

#### **Licence:**

- Visa enabling you to work in Ireland (Preferred)
- PSA License (Preferred)

#### **Language:**

- good written and spoken English (Preferred)

1 day ago  
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**Advertised on [www.indeed.com](http://www.indeed.com)**



# **Contact Worker, Dungarvan Co Waterford, Ref; CWDH19**

## **Focus Ireland - Waterford**

**TITLE:** Contact Worker

**SECTION:** Waterford County Housing Project

**PROJECT:** Dungarvan

**RESPONSIBLE TO:** Project Leader

**LOCATION:** Mitchel Street, Dungarvan

**Primary Purpose:** To work as a part of a team providing Day to Day contact services to families and customers of the Mitchel Street Housing Hub. Working to agreed protocols and standards, providing customers practical support, advice and assistance to enable them to stabilise and/or live independently.

### **Key Responsibilities**

- To work within the framework of the overall objectives of Focus Ireland
- To work within the overall policies and procedures of Focus Ireland, inclusive of Health and Safety Policy
- To work to the Focus Ireland model and standards of best practice
- To work a flexible rota over 5 days a week to meet the objectives of the service, to include sleepovers.
- To provide a safe, welcoming environment for families and individuals in long-term housing and transitional programs attached to the Mitchel Street Hub, including the provision of basic social care and support.
- To monitor the safety and welfare of all families, and to provide interventions to agreed risk management plans advised by the Project Worker (Case Management) and/or the Line Manager
- To assist with the administrative function with regard to established aftercare service practices and systems
- To undertake individual contact work with families and individuals in transitional programs and customers in long-term housing, and to work in conjunction with the Project Worker (Case Management) in the formulation of assessments and inductions for residents.
- To maintain professional links with other organisations and services that may offer services to high need families
- To provide interventions around the support plan in conjunction with Project Worker (Case Management), and to participate in Intensive Case Management services and Transitional support program within the project.
- To accompany and provide support to families on appointments to other services i.e. doctors, counsellors, court visits etc
- To be responsible for keeping up to date contact work records and daily logs and for the inputting of information on Focus Ireland's PASS System
- To work in close liaison and co-operation with other teams within Focus Ireland and other Statutory and Voluntary Agencies, as deemed appropriate
- To attend Team, Section, Divisional, Organisational and external organisational meetings, as required.
- To adhere to the policies and procedures of the Project and the Organisation and to input into the development of new policies and procedures
- To engage in supervision sessions on a regular basis with the relevant Supervisor
- To participate in relevant training and development courses as agreed with your Line Manager

- To undertake such other duties as might be reasonably assigned from time to time in consultation with the Line Manager
- To be vigilant to any Health, Safety and Welfare risks in the workplace and bring any concerns to the attention of your line manager or Health & Safety Representative

**Focus Ireland is an equal opportunities employer**

**Criteria: Contact Worker**

**(Intensive Care and Case Management)**

Essential Criteria

- Relevant third level qualification in the area of social care, eg, youth work, social studies, addiction, psychology.
- Previous experience of working in the social care field with disadvantaged families.
- Experience of supporting marginalised young people with high risk and challenging behaviour
- A working knowledge and insight into the issues affecting young people who have had a care experience and the impact on their physical, emotional and psychological development
- Ability to cope with and manage lone working, including out of hours work
- Working knowledge and understanding of Child Protection
- Excellent report writing and IT skills
- Ability to work well in a team environment
- Person needs to demonstrate
- Communication skills
- Knowledge and understanding of children, adolescents and

issues affecting parents

- Ability to Plan and Implement Programmes
- Flexibility in approach to work

**Desirable Criteria**

- A working knowledge of services in the homeless sector
- A working knowledge and understanding of Therapeutic Crisis Intervention model

Job Type: Full-time

4 days ago  
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**Advertised on [www.indeed.com](http://www.indeed.com)**

Q dungarvan

📍 Waterford

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**Vodafone Flexi Retail Sales Assistants required - D...**

Vodafone The Phone Stores

📍 Dungarvan

€ Competitive wage and uncapped commission

📅 Permanent | Full Time

🕒 20 Sep

Flexi Retail Sales assistant - Shopping Centre **Dungarvan** Co. Retail sales assistant for our **Dungarvan** Branch - Tipperary \* Should be enthusiastic and ambitious \* A...

**Accommodation Housekeeping Assistant**

Gold Coast Holiday, Golf &amp; Sports Resort

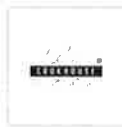
📍 Dungarvan

€ Neg

📅 Contract | Full Time

🕒 18 Sep

Accommodation personnel - at our Resort - Are you a hard-working, experienced cleaner with a great attitude hoping to further your career in a hospitality environment? Then we want to hear from you!...

**Chef de Partie**

360 Cookhouse

📍 Dungarvan, Co. Waterford

€ Salary will depend on experience

📅 Permanent | Full Time

🕒 21 Sep

360 Cookhouse, a busy award-winning contemporary restaurant located in the seaside town of **Dungarvan**, Co. Waterford, is currently inviting applications for the position of full-time...

**Food/Beverage & Accommodation Services Person...**

Gold Coast Holiday, Golf &amp; Sports Resort

📍 Dungarvan Co Waterford

€ DOE

📅 Contract | Part Time

🕒 18 Sep

Family Run Hotel and Leisure Group.....consisting of Two Hotels, 55 Self-Catering Holiday Homes, an 18 Hole Golf Course, Two leisure Centre, 10 Pin Bowling Complex and The Play Loft. The applicant ...

**Assistant Manager - Youghal**

Zachary Daniels

📍 Cork

€ €27000 - €30000.00 per annum + Package

📅 Permanent | Full Time

🕒 Today

Cork, Mahon Point, Douglas, Youghal, Waterford, Midleton, **Dungarvan**, Cork, Killeagh, East Cork - Cork, Youghal, Waterford, Midleton, **Dungarvan**, Cork, Killeagh, East...

**Assistant Manager (6 Month contract)**

Teamworx

📍 Waterford

€ 25K

📅 Contract | Full Time

🕒 19 Sep

**Home Instead Senior Care** was brought to Waterford by Danette and Michael Connolly in 2009. We provide world-renowned, quality care to seniors in their own homes and offer a wide range of services including companionship, the completion of household duties, and personal care. We are the largest home care provider in Waterford and are currently seeking to add friendly and reliable CAREGivers in **West Waterford (e.g. areas such as Dungarvan, Cappoquin and Lismore)** to our award-winning team on a part-time basis.

Previous experience as a carer is desirable, **but not essential**, as we will provide you with our high-quality training programme ensuring you will have all the necessary skills you will need to succeed as a CAREGiver.

A full driving licence and access to your own transport is required, as is a QQI Level 5 in Healthcare (or be working towards this), however, we can also provide access to QQI training programs and Joe and Louise are more than happy to discuss this process in detail with you, so please feel free to enquire within!

We will offer you a flexible, extremely rewarding role with ongoing and unrivalled support and we are even open 24 hours a day, 7 days a week for our CAREGivers. Don't believe us?! Check out what some of our CAREGivers and clients have to say:

*\*\*\* "I cannot rate this company highly enough. My carer has lifted my spirits on down days. She is always bright and cheerful" - Anne*

*\*\*\* "I feel like I am working for a company that care about me, so that I can do my best for my clients" – Kallindra*

*\*\*\* "Home Instead Senior Care is a great service. Our CAREGiver Kieran is very obliging and extremely patient with my father. He does his job really well and goes above and beyond to make sure he is happy before he leaves" - Andrew*

*\*\*\* "Great staff, great carers. I feel I am appreciated as a carer working for Home Instead"- Catherine*

To apply online, please click "Apply Now" and one of the team will be back in touch shortly, or for more information please feel free to contact **Joe or Louise on 051-333966**.

Q ardmore

Waterford

## 5 Waterford Ardmore Jobs

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**Kitchen Porter**

Featured



Cliff House Hotel

Ardmore, Co Waterford

€ Depending on experience

Contract | Full Time

22 Sep

We are looking for an experienced Full Time Kitchen Porter to join our Kitchen Team  
\* 1+ years' experience \* Must be able to work as part of a team \* Flexibility in shift work \* Good level of spoken...

**Sommelier**

Cliff House Hotel

Ardmore, Co. Waterford

€ Depending on experience

Permanent | Full Time

Today

We are looking for a career-driven individual to join our well-established team in The House Restaurant (1 Michelin Star) as a Sommelier. The ideal candidate will have a keen eye for detail, be...

**Chef de Partie**

Cliff House Hotel

Ardmore, Co Waterford

€ Depending on experience

Permanent | Full Time

1 Day Ago

We are seeking a hardworking dynamic Chef de Partie to join our Kitchen team. The House Restaurant is a One Michelin Star / 4 AA rosette Restaurant where you can enjoy a delicious mix of Irish...

**Breakfast/ Prep Chef**

Featured



Cliff House Hotel

Ardmore, Co. Waterford

€ Depending on experience

Permanent | Full Time

22 Sep

We are seeking a hardworking dynamic individual to join the Kitchen Team within Cliff House Hotel. · 1+ years' experience · Be a team player · Flexibility in shifts · Cook a la carte breakfast and...

**Casual Dining Service Staff**

Cliff House Hotel

Ardmore, Co. Waterford

€ Depending on experience

Contract | Part Time

18 Sep

We are looking for motivated and enthusiastic people to join our well established Food and Beverage Team in the role of Casual Dining Service Staff. The ideal candidates will share our teams passion...



## Foreman O'Neill & Brennan - Co Waterford

O'Neill & Brennan, Ireland's leading construction recruitment agency, are delighted to be recruiting on behalf of our client, an established building and engineering contractor.

Our client is looking for a **Foreman** to join their team in **Waterford**. This is a permanent full time position with an immediate start

### As a Foreman your responsibilities will include:

- Liaising with Site Management, Design Team, Procurement and Health and Safety to ensure the day to day running of the site runs smoothly and on schedule
- Maintaining site diary – recording manpower levels for each sub-contractor and keeping detailed notes of all site activities
- Managing site personnel and sub-contractors
- Ensuring those on site hold the relevant tickets, passes and documentation
- Implementing all Health and Safety policies on site to ensure high standards are met and maintained
- Presenting site inductions for new starters
- Assisting with other duties as given by management.

### Foreman Requirements Include:

- Strong trades background is necessary
- A strong performance history of site supervision experience and management is essential
- Knowledge of latest building regulations and certification standards
- A strong sense of ownership and responsibility for tasks/projects
- Team player with a positive attitude to work alongside a diverse team.
- Excellent organisation & time management skills are essential

### Benefits offered:

- Salary range circa €45,000+ DOE,
- Healthcare Insurance,
- Travel Allowance

Please send your CV to [ireprotech@oandb.ie](mailto:ireprotech@oandb.ie) or call 01 456 9899 for a confidential conversation.

INDWC1

5 days ago  
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**Advertised on [www.indeed.com](http://www.indeed.com)**



Job title, Skill or Company

 Location

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## Customer Solution Specialist

ECC

Waterford Business Park

€11.06 per hour with option to increase

Permanent | Full Time

18 Sep


[APPLY NOW](#)

### Description Company Details

#### Customer Solutions Specialist

**Emerald Contact Centre (ECC)** based in the Waterford Business Park, Cork Rd, Waterford, is focused on providing superior customer service support for our clients. Our clients provide networks of health and investment information to our customers around the world. Customers can purchase supplements & health products, books, newsletters, attend seminars and receive free electronic newsletters on topics of interest to them. ECC employs people who are incredibly driven and passionate about providing outstanding service to the customer.

Our Customer Solutions Specialists are responsible for providing quality customer sales and service via phone by utilizing exceptional communication skills.

Strong attendance, performance and adherence to policies are not a desirable, they are an essential here. We take this seriously. In return, we can offer a relaxed environment, supportive managers, open door policy, along with a competitive salary, pension scheme, free onsite car parking, employee reward incentives and many employee wellbeing initiatives such as 'Office Yoga'.

#### What you will be doing:

- Using existing procedures to solve routine or standard customer inquiries; receives instruction, guidance and direction from others as needed;
- Navigate through appropriate customer service systems and tools in a timely manner while servicing the customer (CRM application is the primary tool);
- Maintain quality scores and call center metrics;
- Inform customers of promotions and new or upgraded products;
- Explain product options and related charges clearly and concisely;
- Maintain a high level of first call resolution and quality assurance.

#### What we need from you:

- 1-2 years prior customer service experience – essential
- Leaving Certificate (or equivalent)
- Strong verbal communications skills including diction, grammar and tone - essential
- Ability effectively and clearly communicate with customers under circumstances requiring tact and diplomacy
- Self-motivated, upbeat, consultative demeanor, combined with a high energy level
- Ability to handle confidential information
- Ability to navigate multiple applications / systems in several environments.

We have part time & full time positions open

We would like to think we are a nice place to work.... some days are busier than others but it is all part of the journey

[« Back to browse jobs](#)

## Receptionist - 4 month contract

PAID POSITION



John Kelly Waterford Ltd

Ref: #JOB-2124789

John Kelly Opel are looking for a pleasant Front Desk Receptionist to undertake all receptionist and clerical duties at the desk of our main entrance. You will be the "face" of the company for all visitors and will be responsible for the first impression we make. Candidate must be energetic, well presented and have a proven track record of excellent customer service.

Our goal is to make guests and visitors always feel comfortable and valued while on our premises

## Responsibilities:

- Welcome and direct clients by greeting them, in person or on the telephone; answering or referring inquiries.
- Maintains safe and clean reception and customer area
- Contributes to team effort by accomplishing related results as needed.
- Answering questions and addressing complaints
- Check, sort and forward emails
- Provide back up support to sales and accounts departments
- Areas to include registering vehicles, road tax, staff training daily reports, creditor invoices and database enquiry management
- Monitor office supplies and place orders when necessary

## Candidate:

- Excellent team player
- Self-motivated professional with excellent customer service skills
- Demonstrate strong interpersonal, written and oral communication skills
- Polite and clear telephone manner
- Ability to work under pressure in a fast-paced environment
- Reception experience
- Prior experience in the Motor Industry would be advantage
- Be personable, outgoing and well presented with a can-do attitude
- Excel at understanding, anticipating and exceeding customers' expectations
- Deal well under pressure

[Show accessibility settings](#)

## Overview

**Location:**

Waterford, County Waterford,  
Ireland

**Job Title:**

Receptionist - 4 month  
contract

**Hours:**

40 h / week

**No of Positions:**

1

**Rate:**

25000.00 Euro Weekly

[APPLY FOR THIS JOB](#)

## ABOUT THE COMPANY



## Company

John Kelly Waterford Ltd

## Requirements:

- Proven experience as front desk representative
- Familiarity with office machines
- Proficient in English (oral and written)
- Good organisation and multi-tasking abilities
- Strong communication and people skills
- Customer service orientation
- Problem-solving skills

Ideal candidate would be available to start immediately. Please call 051 874988 and speak to Linda for more information

## Career Level

- Not Required

## Candidate Requirements

## Essential

- **Minimum Experience Required (Years):** 1
- **Minimum Qualification:** Level 5 (incl Leaving Certificate/ Leaving Certificate Applied/ Leaving Certificate Vocational Programme)

## Desirable

- **Ability Skills:** Administration, Communications, Customer Service, Interpersonal Skills
- **Competency Skills:** Initiative, Teamwork, Time Management, Working on own Initiative

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## Our Mission

We aim to make JobsIreland the most popular online job vacancy service in Ireland for employers and jobseekers.

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## **Construction Site Administrator GCL Group - Waterford**

GCL Group are currently seeking a **Site Administrator** for their client, a leading Main Contractor for a position based on-site in Waterford.

### **Responsibilities:**

- Maintenance and processing of all paperwork on site.
- Diary management.
- Tracking, uploading and signing off of invoices.
- Coordinate project documentation.
- Preparation of reports/minute taking at meetings.

### **Requirements:**

- Previous experience as an Administrator for a Construction company.
- Strong IT skills including Microsoft Office.
- Excellent communication skills, both written and oral.

### **To apply:**

Please send your CV to Fiona Cassidy or call 059 8623349 to find out more.

**\*\*Please Note:** You will need to have a Stamp 4 visa/EU citizenship to be eligible to apply for this position.

6 days ago  
report job

**Advertised on [www.indeed.com](http://www.indeed.com)**

## **Administrative Assistant- Public Body (Waterford)**

### **Ascension Group - Waterford**

We are currently looking to recruit an Administrative Assistant for our client a Public Body based in Waterford. This is a contract opportunity for up to March 2020 with the salary €34,106 per annum.

#### **Job purpose:**

The main purpose of the role is to support the evaluation of Tourism Investment Strategy through administration and office management support for the Evaluations team.

#### **Main responsibilities:**

- Support the implementation of the evaluation process for investment schemes and programmes under the Tourism Investment Strategy 2016-2022.
- Liaise closely with the key experience brand teams and product development teams in the evaluation of investments.
- Provide support to financial aspects of evaluations and provide quality assurance tasks to ensure the accuracy of records.
- Assist with the administration of a range of investment (grant) schemes and other funding initiatives and a range of strategic partnerships with State Agencies and State Bodies.
- Manage and maintain the evaluations mailbox and manage communications as appropriate.
- Assist the Evaluations team with documentation for meetings of the Management Advisory Committee (MAC), Authority meetings and its Investment Committee.
- Provide logistics support for meetings by setting up venue, organising room layout, booking accommodation, dealing with the invitees.
- Record, produce and distribute minutes of meetings and follow up on any actions that arise.
- Manage the relevant budget and raise purchase orders as required.
- Assist in the maintenance of all required documentation for internal and external audits.
- Support the team in the delivery of both file migration and GDPR initiatives.
- Contribute to monthly review meetings and team meetings.
- Carry out all other duties as required.

#### **Required skills and competencies:**

- Minimum of three years' experience in an administrative support role. Previous investment/grant administration experience would be an advantage
- Professional qualifications in one of the following: Finance, Business, I.T. (especially database maintenance & management, particularly Microsoft Excel, Word and PowerPoint), Investment Grant Administration, Project Management
- Strong working knowledge of Microsoft Office packages
- Effective and efficient organisation and planning skills and the ability to prioritise work and meet deadlines
- The successful candidate must have the flexibility to travel for meetings when required.

3 days ago  
report job

**Advertised on [www.indeed.com](http://www.indeed.com)**

## 10 Tipperary Clonmel Jobs

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**vodafone**

### Vodafone Flexi Sales Consultant-Clonmel Co.Tippe...



Vodafone The Phone Stores

Clonmel Co.Tipperary

Competitive basic and commission

Permanent | Full Time

22 Sep

We require Retail Sales Consultants for our branch in **Clonmel** Co. Tipperary. This is an exciting role and your duties will include \* Demonstrating key products and services including...



### Receptionist required for Clonmel Park Hotel (Cas...



Clonmel Park Conference, Leisure &amp; Spa Hotel

Clonmel, Co. Tipperary

Negotiable

Permanent | Part Time

14 Sep

The **Clonmel** Park Hotel is a 4 star hotel in **Clonmel**, Tipperary. The **Clonmel** Park offers 99 luxuriously appointed bedrooms with all the facilities you...



### Supervisor - Food Service



Mulcahy's Clonmel

Clonmel

Competitive Salary

Permanent | Full Time

Today

Company backround- Mulcahy's is a family run business owned and managed by the Higgins family for nearly forty years. Mulcahy's comprises of two bars, the main bar and the brewery bar, East Lane a la ...



### Night Porter



Clonmel Park Conference, Leisure &amp; Spa Hotel

Clonmel, Co Tipperary

Depends on experience

Contract | Part Time

18 Sep

The **Clonmel** Park offers 99 luxuriously appointed bedrooms with all the facilities you would expect of a modern hotel. Ideally located, **Clonmel** can be reached by train...



### Kitchen Porter



Clonmel Park Conference, Leisure &amp; Spa Hotel

Clonmel, Co Tipperary

negotible

Permanent | Full Time

16 Sep



The **Clonmel** Park Hotel offers 99 luxuriously appointed bedrooms with all the facilities you would expect of a modern hotel. Ideally located, **Clonmel** can be reached by...



### Car Valetor

Kevin O'Leary Group

📍 Clonmel

€ €22K - €26K

📅 Permanent | Full Time

🕒 18 Sep

Relevant experience essential. We are seeking to recruit a highly motivated and enthusiastic person who has a minimum of 1 years' experience as a valetor in a busy main dealership or professional...



### Trainee Manager

Cpl Retail - Recruitment for Retail Nationwide

📍 Clonmel Area

€ 25,000 - 27,000

📅 Permanent | Full Time

🕒 Today

Minimum 1 years' experience in the grocery retail industry; \* Good knowledge of Microsoft Office package; \* Experience balancing cash/tills is desirable; \* Experience with fresh food; \* Excellent...



### Office Administrator

James Whelan Butchers

📍 Clonmel, Co. Tipperary

€ Non Disclosed

📅 Permanent | Full Time

🕒 1 Day Ago

From the JWB **Clonmel** Office you will also work closely with all teams within James Whelan Butchers. As we continue to expand, we are looking for a Office Administrator who is both,...

Featured



### Receptionist Reservation

Hotel Minella

📍 Clonmel, Co. Tipperary

€ Salary will depend on experience

📅 Permanent | Part Time

🕒 17 Sep

We are currently seeking to recruit an Experienced Hotel Receptionist/Reservations with at least 6 months experience - in a 3/4\* star hotel in Ireland. Hours shifts typically working 5 -11pm, working ...



### Commis Chef

Hotel Minella

📍 Clonmel, Co. Tipperary

€ From €12 Per hour - 39hrs per week

📅 Permanent | Full Time

🕒 15 Sep

We are currently recruiting for a Commis Chef, the ideal candidate will have 1 years experience in similar role in a 4/5\* hotel. This is a permanent position. Working with an Experienced Kitchen...



[<< Return to Job Search](#)**Assistant Manager - Youghal**

Zachary Daniels

Cork

€ €27000 - €30000.00 per annum + Package

Permanent | Full Time

Today



APPLY NOW

## Description Company Details

**ASSISTANT MANAGER / DUTY MANAGER - YOUGHAL , CORK****New Store Opening - Be the Future Store Managers as the business grows over the next 2 years.**

Join a lifestyle homeware brand that is about to launch in your area.! Currently we are seeking for ambitious Assistant Manager to lead from the front in Youghal / Mahon Point Region. You will be managing in a business that gives you the freedom to make decisions, that works to driving sales and providing a great customer experience.

You will be part of a team of 10 in store who all have a role to play to drive the operational standards in store. This role is fast paced, about multi tasking effectively and someone who loves that no 2 days are the same.

You will be an experienced Supervisor, Team Leader, Trainee Manager or Assistant Manager who has the following qualities;

- Results Driven
- Confident and asks questions.
- Naturally involves your team and is hands on.
- Is hungry to succeed and wants to be part of a growing business in Ireland
- Has passion to deliver the brands message to its customers.
- high energy to motivate your team to succeed.

To find out more send your cv today, offering Competitive salary, package and most of all development in your future as a Store Manager.

**Living Location suitable to store location; Co.Cork, Mahon Point, Douglas, Youghal, Waterford, Midleton, Dungarvan, Cork, Killeagh, East Cork**

The successful candidate will have an amazing induction into the business where you will be flying out to other store locations in Europe and the UK, time invested into them and their future in the business. You will have involvement and be part of the new store openings and excitement of a new brand launching in IRELAND.

Job title, Skill or Company

 Location

 Sector

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### Production Operatives - Food Production and Packing

Fitzgerald's Family Bakery

 Midleton, County Cork

 Hourly rate

☐ Permanent | Full Time

 19 Sep

[APPLY NOW](#)

#### Description Company Details

##### The Role

As a result of the continued growth of our business we currently have multiple vacancies for FULL TIME staff with an immediate start for the right candidate.

This role requires Production Operatives to effectively and efficiently perform their daily work tasks to the highest level of hygiene, food safety and health and safety standards, meeting all targets and reporting all issues. The role involves the employee being an integral part of a team, working together and meeting production plans.

This role will involve the production, packing and picking of products in order to meet production targets. You will be rotated through different areas on the production line, and will have the opportunity to become familiarised and skilled with the whole production process. You will report daily to the Production Supervisor/Manager.

This is an ideal opportunity for enthusiastic and hardworking individuals who will ideally have experience working in food production environments.

##### Duties and Key Responsibilities

This position involves a wide range of duties and responsibilities, including:

- Production of bread and confectionery products from scratch
- Packing products on a fast paced production line with a responsibility to meet daily/weekly production requirements
- Complying at all times with SOPs and Safety and Quality procedures in your area.
- Understand HACCP and adhere to all HACCP and food safety standards consistently
- Reporting any product, package or machine deficiencies to the Production Supervisor or Quality Manager
- Supporting other relevant personnel to ensure that the production line runs smoothly, safely and efficiently, resulting in the output of products which are of the highest quality, in line with company guidelines
- Maintain a hygienic, safe and organised work environment at all times
- Report to work in a clean, timely and presentable manner.

##### Qualifications/Experience/Skills

The ideal candidate will have:

- **Good** understanding of English – must be able to understand instructions in English and conduct an interview in English
- Previous experience in similar roles would be an advantage.
- Strong work ethic, with motivation to achieve production targets
- Ability to work at a fast pace in a production environment.
- Teamwork and positive interpersonal skills.
- Must be flexible to work on morning, afternoon and night shifts as start times and days vary throughout the year, dependent upon business demands.
- Manual Handling Cert would be advantageous, but training can be provided.

##### Hours

24 hour production (8hours x 3), 7 days a week

Work start times:

Morning: 6am, 7am, 8am;

Afternoon: 2pm, 3pm, 4pm;

Night: 10pm, 11pm, 12am;

##### Rate

Hourly rate: *starting from* €10.00 (dependent on experience/position)

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## Accounts Assistant

Cavanaghs Of Fermoy

📍 Fermoy Co. Cork

€ Competitive DOE

📅 Permanent | Full Time

🕒 22 Sep



APPLY NOW

### Description Company Details

Cavanaghs of Fermoy, are a long-established New Holland and Ford franchised dealership, celebrating 100 years in business this year. Following the retirement of one of our longest serving members of staff we have a new and exciting opportunity for a part qualified or senior accounts assistant who is looking to take the next step in their career, and join our very busy, fast paced Accounts Department.

Reporting to the Financial Controller & working closely with our Departmental Heads will be required to assist the Financial Controller in :-

- General accounts postings – sales & purchase ledgers
- Process cash payments and allocations
- Vies reporting, filing & ROS returns
- Responsible for maintaining and reconciling General Ledger
- Bank reconciliation
- Credit Control
- Sage (professional) payroll (weekly & monthly)
- Support month end functions & assist in the preparation of management accounts
- Assist Financial Controller in submission of month end manufacturer reports
- Assistance in half yearly stock takes (flexibility in hours required)
- Adhering to company month & year end deadlines
- Assisting Financial Controller in preparing management account to audit status
- Liaising with internal & external Customers

Our successful candidate will have the following qualifications and attributes: -

- A minimum of two years accounts experience
- Proficiency in general accounts and good understanding of double entry
- Proficiency in computer systems and Microsoft Office (Excel in particular)
- Good communication skills (with fluent English a perquisite)
- Hardworking and self-motivated, with an ability to work on your own initiative and to work to deadlines. A team player and collaborator who is happy to take and act on feedback.

You will be highly organised, flexible and capable of prioritising effectively.

You must be a self-starter who is comfortable operating in a responsive environment.

In return we offer

- A very competitive remuneration package plus performance bonus
- Professional subscriptions / CPD allowances where applicable
- Study leave and ongoing training
- 21.5 days paid holiday
- Staff discount on car purchase or maintenance



Cavanaghs Of Fermoy

📍 Cork Road Fermoy , Co. Cork, Ireland

## **Cafe Assistant**

### **Hanna's Restaurant - Fermoy, Co Cork**

We are looking for a Cafe Assistant to join the team in our busy restaurant in Fermoy. We have 3 to 5 shifts available.

#### **Tasks & Responsibilities:**

- Be friendly & approachable & have a good customer attitude;
- Assist with food preparation as required;
- Serve teas and coffees
- Operate the till
- Keep service counters clean
- Ensure that all food cabinets are stocked and tidy to deliver a full service;
- Assist in the cleaning and clearing of tables;
- Clean relevant service, preparation and storage areas using correct chemicals where appropriate and sign cleaning schedules as necessary. Must be completed at the end of every day;
- To keep up to date with all Health & Safety procedures.

The ideal candidate:

- Must have at least 1 years' experience of working in a cafe.
- Must deliver a high standard of **customer service** in a fast paced environment at all times.
- Must have an understanding and an **interest in food**.
- **Flexibility** with regards to working hours: **Monday to Sunday throughout the year**.
- **Barista skills & Deli experience** an advantage.

Job Type: Permanent

Experience:

- Cafe environment: 1 year (Preferred)

1 day ago  
report job

**Advertised on [www.indeed.com](http://www.indeed.com)**

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## Funeral Director Assistant - Part time

PAID POSITION



MARTIN NELIGAN &amp; SONS

Ref: #JOB-2125244

A part time position has become available for funeral directors assistant/hearse driver. The successful candidate must have a full clean B drivers licence, be available at short notice and have plenty of life experience. There will be heavy lifting involved and unsociable working hours. Greet people at the funeral home.

Greet customers, patrons, or visitors. Carry flowers to hearses for transportation to places of interment. Perform a variety of tasks during funerals to assist funeral directors and to ensure that services run smoothly and as planned.

## Career Level

- Not Required

## Candidate Requirements

## Essential

- **Minimum Experience Required (Years):** 0
- **Minimum Qualification:** No Qualification
- **Driving Licence:** Full B

## Desirable

- **Ability Skills:** Communications, Customer Service, Hospitality, Personal/Social Care
- **Competency Skills:** Flexibility, Labouring, Time Management, Working on own Initiative
- **Specialising In:** empathetic

## Overview

- Location:**  
Fermoy, County Cork, Ir
- Job Title:**  
Funeral Director Assistant - Part time
- Hours:**  
20 h / week
- No of Positions:**  
1
- Rate:**  
To be Confirmed

[APPLY FOR THIS JOB](#)

## ABOUT THIS COMPANY



**Company**  
MARTIN NELIGAN & SONS

[APPLY FOR THIS JOB](#)

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## Our Mission

We aim to make JobsIreland the most popular online job vacancy service in Ireland for employers and jobseekers.

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An Roinn Gnóthaí Fostaíochta  
agus Coimirce Sóisialaí  
Department of Employment Affairs  
and Social Protection

# SAFE PASS COURSE

## Dates Available in 2019

**21<sup>st</sup> October – Dungarvan**

**23<sup>rd</sup> October – Tallow**

**27<sup>th</sup> November – Dungarvan**

THE ABOVE COURSES ARE ORGANISED AND DELIVERED BY THE WWETB

TO VIEW ALL TRAINING OPPORTUNITIES AND COURSE PROFILES PLEASE LOG ONTO  
[WWW.FETCHCOURSES.IE](http://WWW.FETCHCOURSES.IE)

IF YOU WANT YOUR NAME TO BE ADDED TO THE WAITING LIST FOR THE  
ABOVE COURSE PLEASE CONTACT YOUR CASE OFFICER

**Clients of the LES - Local Employment Service  
in Dungarvan / Lismore can phone  
Niamh or Paula Tel: 058 44077**



An Roinn Gnóthaí Fostaíochta  
agus Coimirce Sóisialaí  
Department of Employment Affairs  
and Social Protection

**Full details of these vacancies can be found on [www.jobsireland.ie](http://www.jobsireland.ie)**

## **Places available on CE Schemes for Co. Waterford & Surrounding Areas**

- **Groundsperson [Ref: 2124320]** - **Brickey Rangers GAA**  
Duties to include field maintenance, cutting GAA fields, lining fields, resodding goal mouths, weed control, litter control, general maintenance and upkeep of playing pitches, clubhouse, stand and car park. Brickey Rangers GAA Club.
- **Cleaner / Groundsperson [Ref: 2124318]** - **Fraher Field**  
Duties to include field maintenance, cutting GAA fields, lining fields, resodding goal mouths, weed control, litter control, general maintenance and upkeep of playing pitches, clubhouse, stand and car park. Cleaning dressing rooms and toilets and stand - Fraher Field.
- **Cleaner / Groundsperson [Ref: 2124316]** - **Dungarvan GAA Club**  
Duties to include field maintenance, cutting GAA fields, lining fields, resodding goal mouths, weed control, litter control, general maintenance, upkeep of playing pitches, clubhouse, stand, car park, cleaning dressing rooms and toilets and in Dungarvan GAA Club grounds.
- **Sportsground Worker [Ref: 2124314]** - **Kilgobnet GAA**  
Duties to include field maintenance, cutting GAA Fields, lining fields, resodding goal mouths, weed control, litter control, general maintenance and upkeep of playing pitches, clubhouse and car park Kilgobnet.
- **Environmental Worker [Ref: 2118665]** - **Leamybrien**  
Duties include maintenance of grass areas, flowerbeds, litter control, painting, general maintenance work in various parts of the sponsored designated areas.  
Location: Lemybrien Tidy Towns
- **Environmental Worker [Ref: 2123285]** - **Stradbally**  
Duties to include field maintenance, cutting soccer field, lining field, care of astro turf, weed control, litter control, general maintenance and upkeep of playing pitch, clubhouse and car park.  
Location: Stradbally Soccer Club
- **Environmental Worker [Ref: 2123279]** - **Stradbally**  
Duties include maintenance of grass areas, flowerbeds, litter control, painting, general maintenance work in various parts of the sponsored designated areas.  
Location: Stradbally Tidy Towns.

- **Museum Assistant [Ref: 2121832]** - **Dungarvan**  
Duties: attending to visitors and members at reception, genealogy queries, events and talks, general administration duties, image and artefact archival, cleaning and organisation of museum and associated store rooms.
- **Caretaker [Ref: 2122345]** - **Coligan/Kilbrien/Kilgobinet**  
Caretaker required for maintenance of graveyards. Duties to include grass cutting, strimming, spraying, hedge cutting, sweeping, keep area tidy and other maintenance work. Some painting involved.
- **Cleaner [Ref: 2121760]** - **Touraneena**  
Cleaner required of the Touraneena Church and Community Centre. Duties to include cleaning in and around community hall, kitchen, cloak rooms and toilets . Assist in the preparation of liturgical events ie: Christmas, Easter etc. Garda vetting required.
- **Caretaker [Ref: 2121763]** - **Dungarvan**  
Caretaker required for maintenance of la Cheile Childcare sesame & special needs pre-school. Duties to include maintaining play school to a high standard, gardening, cleaning, caretaking, painting, light maintenance and repairs as required. Garda vetting required.
- **Caretaker [Ref: 2121507]** - **Kilmacthomas**  
Job includes looking after Parochial grounds and Daycare Centre area in Kilmacthomas which includes grass cutting, weed control, painting, cleaning, and general upkeep of all areas to a satisfactory standard.

**IF YOU WANT TO APPLY FOR ANY OF THE ABOVE POSITIONS  
PLEASE CONTACT YOUR CASE OFFICER**

**CLIENTS OF THE LES - LOCAL EMPLOYMENT SERVICE IN DUNGARVAN / LISMORE  
CAN PHONE  
NIAMH KUHNE OR PAULA HENNESSY - LOCAL EMPLOYMENT SERVICE - TEL: 058 44077**

**ELIGIBILITY CRITERIA: You must be**

- Over 21 years of age
- 12 months or more unemployed and
- Be in receipt of a social welfare payment

**SALARY:**

The rate of payment for new applicants based on 19.5 hours worked will be the equivalent to your existing personal rate DEASP payment plus a €22.50 participation bonus

# Carriglea Woodlands

## Training Programme

Enrolling now for  
**November 2019**



087 1697179



QQI Level 3  
Major Award in  
Employability Skills

### Modules

- Craft Woodwork
- Personal Effectiveness
- Technical Drawing
- Work Experience
- Woodturning
- IT Skills
- Maths

**Requirement:** 18 to 65 in receipt of any social welfare payment. Training bonus may apply. Garda Clearance necessary

### Further Training

- Stonecarving • Woodcarving
- Woodland Care, Maintenance & Development •
- Traditional Stonewall Construction



[info@carrigleacommunityproject.com](mailto:info@carrigleacommunityproject.com)



**Enrolling Now - September 2019**

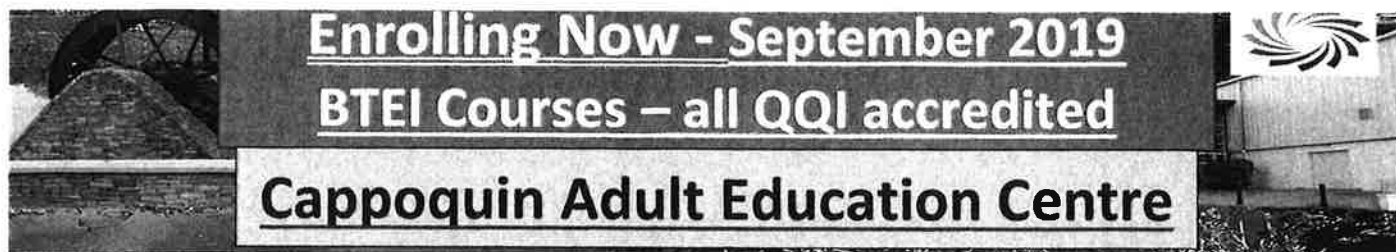
**Adult Learning Courses**

## **Cappoquin Adult Education Centre**

**Adult Learning Programmes  
target those with less than  
Junior Cert Levels of Education  
Courses are FREE**

Monday	9.15-11.15	L2 Operation Transformation
Monday	9.15-11.15	L3 Computers – Desktop Publishing
Monday	11.30-1.30	L3 Breakfast Cookery
Monday	11.30-1.30	L2 Computers & Data Handling
Monday	2.00-4.00	L3 Nutrition & Health Options
Tuesday	9.30-12.30	L2 Health & Fitness (Yoga/Mindfulness)
Tuesday	9.15-11.15	L3 Digital Media
Tuesday	11.30-1.30	L3 Spreadsheets
Wednesday	10.00-1.00	Gardening for Beginners (Sept-Dec) Growing Veg (Jan-May 20)
Wednesday	7.00-9.30pm	Skills for Work – (Employed only) Computer Skills (Oct-Dec 10wks)
Thursday	9.15-11.15	Improve your Reading, Writing & Spelling
Thursday	11.30-1.30	L3 Health & Fitness
Thursday	2.00-4.00	Smartphones, Smart Technology & Devices
Friday	9.15-11.15	Computers for Beginners/Improvers
Friday	10.00-1.00	L3 Art – Ceramics, Painting
Friday	11.30-1.30	L3 Word Processing
<b>ESOL ENGLISH</b>	<b>English For Speakers of Other Languages</b>	<b>QQI Levels 1-3</b> Beginners English Writing/Grammar Reading/Writing for the world of work

For further information on or to book your place on any of the Adult Learning courses, contact contact **Aoife** on **058-52570** or **aoifeawalsh@wwetb.ie**



**Back to Education Initiative (BTEI) is available and free**  
to those with one or more of the following:

- No leaving certificate
- Current Medical Card
- Social Welfare Payment
- CE Scheme Participant
- A dependant of a Social Welfare Recipient

Through the Skills to Advance initiative, BTEI is also free to employees who are currently in a lower skilled job *and/or* Age 50+ *and/or* are in vulnerable employment.

### **Communications & Social Media Studies (specialise in Tourism and/or Accounts)**

**QQI Level 4 Major award in Information & Communication Technology Skills (1 year part-time)**

Strong communication skills with a competence in Information Technology and Social Media are essential to the smooth and effective day-to-day running in all work environments from tourism to accounts.

<b>Wednesday</b>	<b>9:15 – 11:15</b>	Information Technology Skills
<b>Wednesday</b>	<b>11:30 – 1:30</b>	Tourism Principles & Practice / Customer Service
<b>Thursday</b>	<b>9:15 – 11:15</b>	Mathematics
<b>Thursday</b>	<b>11:30 – 1:30</b>	Bookkeeping & Accounts
<b>Friday</b>	<b>9:15 – 11:15</b>	Communications / Work Experience
<b>Friday</b>	<b>11:30 – 1:30</b>	Digital Media / Desktop Publishing

### **Business Administration Skills for Financial Sector - QQI Level 5 (2 year part-time)**

With a large focus on IT and Accounts packages, learn all of the skills needed to pursue employment in a sector where there are huge opportunities at this time.

<b>YEAR 1</b>	<b>Tuesday</b>	<b>9:15 – 11:15</b>	Word Processing
	<b>Tuesday</b>	<b>11:30 – 1:30</b>	Business Administration Skills
	<b>Thursday</b>	<b>9:15 – 11:15</b>	Bookkeeping – Manual and Computerised
	<b>Tuesday</b>	<b>11:30 – 1:30</b>	Database Methods

### **Healthcare Support - QQI Level 5 (2 year part-time)**

As there are currently numerous job opportunities for healthcare assistants, the course is relevant and highly practical, with each module focusing on a specific area of care.

<b>YEAR 1</b>	<b>Monday</b>	<b>11:30 – 1:30</b>	Infection Prevention & Control / Safety and Health at Work
	<b>Wednesday</b>	<b>11:30 – 1:30</b>	Care of the Older Person / Care Skills

### **Other Areas of Interest:**

<b>Monday</b>	<b>7:00 – 9:30pm</b>	Digital Media for your club/business or personal interest
<b>Tuesday</b>	<b>9:15 – 11:15</b>	Pastry, Baking and Desserts (QQI Level 5)
<b>Tuesday</b>	<b>11:30 – 1:30</b>	Kitchen Skills (QQI Level 4)

For further information on or to book your place on any of the BTEI courses, contact **Edel** on **086-0460987** or **edelwalsh@wwetb.ie**

**FREE TRAINING FOR JOB-SEEKERS**



START DATE	COURSE	LOCATION	DURATION
7th October 2019	<b>CV &amp; INTERVIEW PREPARATION</b>	<b>Dungarvan</b>	2 mornings per week for 2 weeks
21st October 2019	<b>SAFE PASS</b>	<b>Dungarvan</b>	1 Full Day [8am to 5pm]
23rd October 2019	<b>SAFE PASS</b>	<b>Tallow</b>	1 Full Day [8am to 5pm]
4th November 2019	<b>CV &amp; INTERVIEW PREPARATION</b>	<b>Dungarvan</b>	2 mornings per week for 2 weeks
4th November 2019	<b>START YOUR OWN BUSINESS</b>	<b>Dungarvan</b>	Monday & Tuesday evenings 6.30pm - 9.30pm for 10 weeks Note days and times can change
4th November 2019	<b>PALLIATIVE CARE</b>	<b>Waterford City</b>	Evenings – for 5 weeks
27th November 2019	<b>SAFE PASS</b>	<b>Dungarvan</b>	1 Full Day [8am to 5pm]
14th January 2020	<b>PREPARATION FOR ECDL</b>	<b>Dungarvan</b>	2 evenings per week for 5 weeks
28th January 2020	<b>RECEPTION AND FRONTLINE OFFICE SKILLS</b>	<b>Waterford City</b>	Tuesday & Thursday evenings from 6pm – 9pm for 11 weeks
24th February 2020	<b>ECDL VERSION 6</b>	<b>Dungarvan</b>	Tuesday & Thursday evenings from 6.30pm – 9.30pm for 13 weeks
2nd March 2020	<b>DIPLOMA IN WOMEN'S AND MEN'S HAIRDRESSING</b>	<b>Dungarvan</b>	39 weeks Full Time

**ALL OF THE ABOVE COURSES ARE ORGANISED AND DELIVERED BY THE WWETB  
THE LOCAL EMPLOYMENT SERVICE CAN ADD YOUR NAME TO THE "WAITING LIST"  
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