

# **JOB VACANCIES**

## **MONDAY 23<sup>RD</sup> MARCH 2020**

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

**DUE TO COVID-19 OUR OFFICES ARE CLOSED TO THE  
PUBLIC UNTIL 31.3.2020 – FOR SUPPORT:**

**CLIENTS OF OUR SERVICE CAN**

**PHONE : 086 787 0872 or**

**Email: [westwaterford.les@wlp.ie](mailto:westwaterford.les@wlp.ie)**

## **LOCAL EMPLOYMENT SERVICE**

**SUPPORT SERVICE FOR THE UNEMPLOYED**

*WORKING UNDED CONTRACT FOR THE DEPARTMENT OF EMPLOYMENT AFFAIRS AND SOCIAL PROTECTION*

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*Ag oibriú faoi chonradh don an Roinn  
Gnóthaí Fostaíochta agus Coimirce Sóisialaí  
Working under contract for the Department of  
Employment Affairs and Social Protection*

**DUNGARVAN & LISMORE LOCAL EMPLOYMENT SERVICE**  
**NIAMH KUHNE / PAULA HENNESSY CONTACTABLE ON THE ABOVE NUMBER**



**Comhpháirtíocht Leader Waterford Leader  
Phort Láirge Partnership**



# DUNGARVAN LEADER

# Recruitments

To place an advert in our recruitment section call us on 058 41203 or email [adverts@dungarvanleader.com](mailto:adverts@dungarvanleader.com)

 **Heiton Buckley**  
BUILDERS MERCHANTS

**CHADWICKS**  
GROUP



## Career Opportunity Available

Heiton Buckley Waterford are currently seeking applications for the position of  
**Plumbing & Heating Sales Representative**

As Plumbing & Heating Sales Representative you are responsible for generating heating & plumbing sales, managing customer relationships and construction related activity with key customers within a geographical area to achieve company objectives as directed by the Regional Director.

### Knowledge & Experience required:

- At least two years' proven heating & plumbing sales experience with the construction industry i.e. similar role in a builder's merchants or construction related company
- Excellent knowledge of all heating & plumbing products, existing and upcoming products
- Proven experience of dealing with building contractors and specifiers
- Third level qualification in construction or business-related discipline highly desirable

### Key Responsibilities include:

- Engage key strategic customers and potential contractors in-line with customer management framework guidelines and technical offerings to build strong relationships to gain maximum market advantage
- Promote the company's heating & plumbing products and services, by regularly visiting and otherwise contacting his/her customers
- Preparing quotations for Company's heating & plumbing products and services
- To be responsible for the commercial management of project management activity. Working collaboratively to ensure maximum commercial advantage and commitment achieved from technical resource and project specifications

If you are interested in applying for the role please email your CV & Cover Letter to [careers@Chadwicks.ie](mailto:careers@Chadwicks.ie)





**CHADWICKS**  
GROUP



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**If you are interested in applying for the role please email your CV & Cover Letter to [careers@Chadwicks.ie](mailto:careers@Chadwicks.ie)**

# **Part Time DEVELOPMENT FAMILY SUPPORT WORKER Portlao Community Hub**

St. Brigid's Family and Community Centre is seeking to recruit a Part Time Senior Development / Family Support Worker for the Community Resource Hub based in Clodaigh House, Portlao Co. Waterford.



The Portlao Community Resource Hub is a Tusla funded initiative operated by St. Brigid's Family & Community Centre which provides an alternative approach to Community Development and Family Support. A range of services are provided in the Hub including information / advice and practical supports to members of the public, emotional/esteem support and one to one and group parenting programmes.

This role requires an enthusiastic individual with a good understanding and experience of Community Development and the delivery of Family Support, and with practical experience of dealing with groups and individuals in the community. A minimum of 2 years experience in a lead role in a Community Development / Family Support setting is required along with the ability to work both independently and also in collaboration with a number of external agencies, and the ability to build and maintain relationships within the community.

- While a recognised professional 3rd level qualification is desirable consideration will be given to candidates with relevant training who have had significant experience in a similar role.
- This is a Part Time post for 21 hours per week. Salary will be commensurate with qualifications and experience.
- Job Description and Person Specification are available upon request at [stbrigidsfcc@eircom.net](mailto:stbrigidsfcc@eircom.net)
- Background information on St Brigid's Family & Community Centre is available on our website [www.stbrigidsfcc.ie](http://www.stbrigidsfcc.ie)

## **Application Process**

- A cover letter and CV addressing the required competencies should be emailed to [stbrigidsfcc@eircom.net](mailto:stbrigidsfcc@eircom.net) for the attention of The Manager St. Brigid's FCC.
- Your application should be clearly marked Senior Development Worker Post.
- St Brigid's Family & Community Centre is an equal opportunities employer.
- Shortlisting will apply.

**Closing date for application is close of business by  
Monday, March 30th, 2020**



**Clerical Officer in the Civil Service 2020**

The recruitment campaign for this role is managed by the Public Appointments Service.

The Civil Service is the independent, impartial body which serves the State and the people of Ireland. It carries out the work of Government and delivers public services efficiently and effectively.

As a Clerical Officer in the Civil Service, you may work in one of the main Departments of Government or one of the many Offices of the State. The variety of work which you will be involved in, impacts on all aspects of Irish life and makes for a very satisfying and varied career where you can make a real difference.

The Civil Service has evolved over many years to meet the ever changing needs of the State and today, as this pace of change intensifies, it is an exciting time to begin your career as a Clerical Officer in the Civil Service.

*Candidates are required to complete a standard application form at application stage and will be requested to complete a detailed application form prior to Stage 2- Interview.*

**Closing Date & Time: Tuesday, 24th March 2020 at 3pm**

The recruitment campaign for this role is managed by the Public Appointments Service.

**Employing Department/Authority**

Civil Service

**Location**

Nationwide

**Employing Department/Authority Website**

<https://www.gov.ie/en/>

**Advertising Date**

10/03/2020

**Information Booklet**

[2037907\\_Final Information Booklet CO 2020 2037907.pdf](#)

**Closing Date for Application**

24/03/2020

**Required Qualifications**

Clerical Officer

**Reference ID**

2037907

**APPLY NOW THROUGH [WWW.PUBLICJOBS.IE](http://WWW.PUBLICJOBS.IE)**

## Retail Store Assistants

### Noel Group

- Kilkenny / Wexford / Waterford
- 25000 - 35000
- Temporary part-time
- Updated 20/03/2020
- Elaine sherry

this job is expired

Save

**APPLY NOW**

Share

Store Assistants - Grocery retail - Waterford city, Dungarvan & Ardkeen

We are recruiting a team of retail store assistants on temporary contracts to assist store teams

Responsibilities will include but will not be limited to:

- Greeting customers and assisting with customer queries
- General housekeeping to ensure shop floor is maintained in a safe and tidy manner
- Assisting team with replenishing stock to ensure all stock is available all times
- Assisting in goods in area to ensure deliveries are received and decanted in an efficient manner
- Communicating with store management to ensure a smooth customer experience
- Any reasonable request from store management

We are seeking a large team to assist our retail partner. These roles will suit people on temporary lay-off from hotels, restaurants & cafes and any other customer - facing roles.

**Please note you will only be considered for these roles if you are eligible and willing to work a minimum of 25 hours per week on a 5 over 7 day roster and available to start work immediately.**

If you are happy you can fill the above criteria please forward your CV and we will be back in touch.

**To apply please go to [www.irishjobs.ie](http://www.irishjobs.ie)**

**As advertised on [www.irishjobs.ie](http://www.irishjobs.ie)**

## Care Assistant (CAREGiver) - Weekend Work - Waterford City and County

Home Instead Senior Care 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 due to increasing demand we are currently seeking to speak to friendly and reliable CAREGivers who are interested in joining our award-winning team on a part-time basis, **with a view to weekend work. Please note that we do not expect CAREGivers to work every weekend and you can even choose your own availability! Premium rates for weekend work are offered. Start dates are flexible - we will do what suits you!**

Previous experience as a carer is desirable, **but not essential**, as we will provide you with our renowned 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 qualification in Healthcare (or be working towards this), however, **we can also assist you with QQI training.** 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 in which you choose your own availability, ongoing and unrivalled support, free induction training, 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 .

**Skills:** Personal Care, QQI, Healthcare, Home Care

**Please Apply Through [www.irishjobs.ie](http://www.irishjobs.ie)**

## Cleaner

[MITIE Facilities Management9 reviews](#) - Dungarvan, County Waterford

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Dungarvan, County Waterford

Full-time, Contract

€12.30 an hour

**Cleaner - Dungarvan**

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Mitie provides a wide range of facilities management (FM) services across Ireland, Europe and the UK. These are delivered as integrated FM contracts, in bundles or as single services, depending on client requirements. We manage and maintain some of the nation's most recognised landmarks, high street buildings and even homes in your community. Our service areas include Integrated FM; Hard FM technical and building services; Cleaning, landscaping, waste; Security and front of house; and Catering.

**Location: Dungarvan Co. Waterford**

**Hours: Wednesday, Thursday, Friday Saturday and Sunday (39 hours)**

**Rate: €12.30 per hour**

**Fixed Term Contract**

To be considered for this role you must have:

- Minimum 6 – 12 months paid cleaning experience.
- Previous office cleaning experience would be desirable.

Applicants must be able to attain/confirm:

- Provide at least previous work history.
- Provide suitable work reference.
- Provide address history

If you are available to work the above-mentioned hours, please get in touch with an updated CV outlining all your paid commercial cleaning experience to date.

Job Types: Full-time, Contract

Salary: €12.30 /hour

**Please apply through [WWW.INDEED.IE](http://WWW.INDEED.IE)**

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



# Retail Assistant

Sigmar Recruitment - Youghal, County Cork

✓ Save this job

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Youghal, County Cork

Full-time, Temporary

€12.30 an hour

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Retail assistants required for a busy supermarket.

Replenishing stock , keeping the store tidy and other general duties.

Manual handling would be an advantage.

Job Types: Full-time, Temporary

Salary: €12.30 /hour

Experience:

- retail sales: 1 year (Preferred)
- Sales: 1 year (Preferred)

Language:

- English (Preferred)

2 days ago

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## Experienced Meat Processor Operatives - Dawn

Meats

**PAID POSITION**



### DAWN MEATS IRELAND

Ref: #JOB-2130557

We are currently recruiting for Experienced Meat Processor Operatives across all our site locations in Ireland.

These locations are Grannagh, Co. Waterford, Kilmacthomas, Co. Waterford, Ballymount, Dublin 24, Ballyhaunis, Co. Mayo, Charleville, Co Cork, Slane, Co Meath, Kilbeggan, Co Westmeath, Rathdowney, Co Laois

#### Role Description

The successful candidates will work as part of the factory processing team producing meat to fulfil production targets on a daily and weekly basis. Successful candidates will be required to work in all areas of the factory where you will be required to: Work on own initiative and as part of a team.

Meet production targets.

Work a shift schedule

Will be required to work across all areas of the meat processing plant.

Physical role including lifting and standing.

Using fork lift equipment for picking and packing orders and goods.

Working in a chilled and ambient environment.

Keeping the work area clean and tidy.

Maintaining high levels of Health and Safety standards.

Being adaptable and flexible in your approach to work.

Training in English language skills, company operating procedures. The successful applicants must have a B1-B2 level of English

#### Career Level

- ☒ Experienced [Non-Managerial]

#### Candidate Requirements

##### Essential

- ☒ **Minimum Experience Required (Years):** 1
- ☒ **Minimum Qualification:** No Qualification

##### Desirable

- ☒ **Ability Skills:** Communications, Manual

#### Overview

##### Location:

Kilmacthomas, County Waterford, Ireland  
Grannagh, Dunkitt, Cour Kilkenney, Ireland  
Ballymount, Ballymount, County Dublin, Ireland  
Ballyhaunis, Friarsgroun County Mayo, Ireland  
Charleville, Rathgoggan Middle, County Cork, Ire  
Slane, Slane, County Me  
Ireland  
Kilbeggan, Aghamore, Cc Westmeath, Ireland  
Rathdowney, Rathdown County Laois, Ireland

##### Job Title:

Experienced Meat Processor Operatives - Dawn Meats

##### Hours:

39 h / week

##### No of Positions:

100

##### Rate:

22000.00 Euro Annually

##### Email Contact:

[careers@dawnmeats.co](mailto:careers@dawnmeats.co)

*\* Please send your CV to*

*CAREERS@DAWNMEATS.COM*

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Metal fabricator/welder

**PAID POSITION**



**M&J RYAN BROS. CONSTRUCTION LIMITED**

Ref: #JOB-2142006

*Ballymacbry*

Require welder/fabricator for mig welding. Duties will include: cutting raw items, set-out, welding. Must have minimum 3 years experience, ability to read drawings, own transport. Forklift certificate, operate CNC guillotine, press-brake an advantage.

#### Career Level

- Not Required

#### Candidate Requirements

##### Essential

- Minimum Experience Required (Years):** 3
- Minimum Qualification:** No Qualification
- Languages:** English C2-Master (Fluent)
- Proximity to Vacancy:** 40 Kilometres

##### Desirable

- Ability Skills:** Engineering, Interpersonal Skills, Manual
- Competency Skills:** Initiative, Problem Solving, Teamwork
- Driving Licence:** None
- Proximity to Vacancy:** 40 Kilometres

**Application Method** Please apply to this vacancy by the following means:

- |  |  |
|--|--|
| <input type="checkbox"/> Method Of Application | Email  |
| <input type="checkbox"/> Contact Details       | <a href="mailto:info@ryanbrothers.ie">info@ryanbrothers.ie</a> |

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#### Overview

- Location:**  
Ballymacbry, Curtiswo  
County Waterford, Ireland
- Job Title:**  
Metal  
fabricator/welder
- Hours:**  
40 h / week
- No of Positions:**  
1
- Rate:**  
Competitive
- Email Contact:**  
[info@ryanbrothers.ie](mailto:info@ryanbrothers.ie)

#### ABOUT THIS COMPANY



**Company**  
M&J RYAN BROS.  
CONSTRUCTION LIMITED

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

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## Assitant Support Worker and Social Care Worker

**PAID POSITION**



**NUA HEALTHCARE SERVICES UNLIMITED COMPANY**

Ref: #JOB-2144191

We are seeking applications from energetic and enthusiastic individuals to join our team for the above position. The successful candidate will be afforded all necessary training and development in line with the role. Candidates must be highly motivated, creative and experienced with a passion for engaging with clients on a daily basis.

### The Company

Nua Healthcare specialises in providing Residential care, Community outreach and Day services to adults and children with complex support requirements on both the Intellectual Disability and Mental Health spectrums. We pride ourselves in providing true person-centred care for individuals in their own home or in appropriate community-based care facilities.

### Benefits

- Company Pension
- Paid Maternity/Paternity Leave
- Education Assistance
- Employee Assistance Programme (EAP)
- Employee Referral Scheme
- Flexible working hours over a 7 day roster which includes shift work
- Continuous Professional development
- Life Assurance/Death-in-Service benefit
- Fantastic development & career opportunities
- & more .....

### Selection Process

- Competency based interview against criteria for the role
- Competency Framework Evaluation conducted against role

### Key Responsibilities

- Previous experience within the area of Social Care
- Experience of report writing, personal support plans, people and roster management
- Genuine respect and empathy for diversity and individuality
- Flexible, Responsible and mature approach to work
- Professional, accountable, good planning and time management skills
- Excellent working knowledge of regulatory compliance and HIQA standards
- Excellent Written, Spoken and Listening skills
- Excellent Problem Solving skills

### Overview

- Location:**  
Waterford, County Wate  
Ireland
- Job Title:**  
Assitant Support  
Worker and Social  
Care Worker
- Hours:**  
40 h / week
- No of Positions:**  
10
- Rate:**  
12.25 - 14.15 Euro Hourl
- Email Contact:**  
[recruitment@nuahealthc](mailto:recruitment@nuahealthc)

### ABOUT THIS COMPA



**Company**  
NUA HEALTHCARE SERVIC  
UNLIMITED COMPANY

Page 2.

- Excellent Decision Making skills
- Excellent Planning skills
- Excellent Leadership skills
- Excellent ability to relate to staff at all levels with specific regard to Understanding and Managing Relationships

## Essential Criteria

- Minimum of Fetaac Level 5/Level 7 Degree related to Social Care
- Full Clean Drivers' Licence
- Must be available to work over a 7-day roster which will include shift work
- Garda Vetting upon your application
- Extensive training will be provided.

These positions are part time and full time.

## Career Level

- Experienced [Non-Managerial]

## Candidate Requirements

## Essential

- **Minimum Experience Required (Years):** 2
- **Minimum Qualification:** Level 7 (incl Diploma & Ordinary Bachelor Degree) **OR** FETAC LEVEL 5 Healthcare/ Level 7 On Social Care

## Desirable

- **Ability Skills:** Administration, Communications, Hospitality, Interpersonal Skills
- **Competency Skills:** Collaboration, Decision Making, Initiative, Teamwork

**Application Method** Please apply to this vacancy by the following means:

□ Method Of Application	Email
□ Contact Details	recruitment@nuahealthcare.ie

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

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Artic lorry driver required

**PAID POSITION**



Company Details Confidential

Ref: #JOB-2144200

Artic lorry driver required for milk collection from farm to factory. Experienced driver with CE license, excellent pay, accommodation provided if needed. Lismore co waterford area. send cv or details to [donnellyvivienne@yahoo.com](mailto:donnellyvivienne@yahoo.com)

#### Career Level

- Professional

#### Candidate Requirements

##### Essential

- Minimum Experience Required (Years):** 7
- Driving Licence:** Full EC

##### Desirable

- Minimum Qualification:** No Qualification
- Ability Skills:** Communications, Computer Literacy, Interpersonal Skills
- Competency Skills:** Problem Solving, Time Management, Working on own Initiative
- Additional Skills:** CPC ,
- Languages:** English B1-Intermediate

**Application Method** Please apply to this vacancy by the following means:

- | Method Of Application | Email  |
|-----------------------|--|
| Contact Details       | <a href="mailto:donnellyvivienne@yahoo.com">donnellyvivienne@yahoo.com</a> |

d

#### Overview

- Location:** Lismore, Lismore, County Waterford, Ireland
- Job Title:** Artic lorry driver required
- Hours:** 60 h / week
- No of Positions:** 1
- Rate:** Competitive
- Email Contact:** [donnellyvivienne@yahoo.com](mailto:donnellyvivienne@yahoo.com)

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Customer Collections & Loan Agent

[SELF EMPLOYED](#)

Page 1  
of 2.



Provident

Ref: #SEMP-2140520

## Overview

Provident Self Employed Customer Loans & Collections Agent

Immediate Self Employed Opportunities in Clonmel.

Apply today.... [www.providentcareers.ie](http://www.providentcareers.ie)

You could be working for yourself as a self-employed Provident Agent in your local area, visiting new and existing customers in their homes to arrange their loans and manage their regular payments.

Who are we looking for:

Self-motivated, reliable and highly organised individuals  
Excellent customer service skills, preferably face to face  
Cash handling experience  
Good IT skills, particularly with mobile applications  
Own transport  
Own up to date phone or tablet device  
Wants to work flexible hours  
Agent Responsibilities:

Arranging loans for new & existing customers  
Collecting weekly repayments from customers  
Managing customer arrears, where necessary  
Complying with all legal and regulatory requirements  
Planning your working week around your and the customers' needs  
Keeping customer records accurate and up to date, using the Company's mobile applications

What are we looking for?

To be there for Provident's customers is a regular commitment, but without the mundane 9-5 constraints. So as long as you're there for our customers, you'll plan your own working day and week. You don't even have to do it yourself - by using one or more Deputy Agents, you can get help with as much or as little of the work as you wish. You will need a great way with people, strong drive and an organised approach. Previous experience of working in a customer focused role is essential.

Your own car and phone or tablet are also essential kit, as once you are up and running, we will give you access to special Apps that allow you to quickly and accurately record customer transactions on the go, leaving you free to do what you do best... And that's having exceptional customer service skills and the ability to provide Provident's customers with the service they require.

- Location:**  
Clonmel, County Tipperary  
Ireland
- Job Title:**  
Customer Collections  
& Loan Agent
- Hours:**  
25 h / week
- No of Positions:**  
1
- Rate:**  
To be Confirmed
- Email Contact:**  
[Talent.Acquisition@providentcareers.co.uk](mailto:Talent.Acquisition@providentcareers.co.uk)
- Address Contact:**  
[https://providentcareers.k/job-detail/?id=10677B102\\_customer\\_collections\\_loans\\_agent-clonmel](https://providentcareers.k/job-detail/?id=10677B102_customer_collections_loans_agent-clonmel)

## ABOUT THIS COMPANY



**Company**  
Provident

Page 2

Provident Agents have been providing great customer service, lending responsibly, understanding customers' needs, building lasting relationships and exceeding customer expectations since 1880. You could carry on that tradition in your local area.

You'll benefit from a flexible structured induction to understand the legal and regulatory requirements of running an agency. You'll have encouragement to help you deliver great customer service, support to ensure you lend and collect responsibly and the chance to enjoy running your own business. Support is also on offer from a local branch manager when needed.

Earnings are based on collections and are unlimited. We have opportunities for new Provident Agents to take on an existing agency, so start earning immediately.

#### Career Level

- Entry Level

#### Candidate Requirements

##### Essential

- **Minimum Experience Required (Years):** 0
- **Minimum Qualification:** No Qualification

##### Desirable

- **Ability Skills:** Customer Service, Financial, Sales/Marketing
- **Competency Skills:** Flexibility, Time Management, Working on own Initiative

**Application Method** Please apply to this vacancy by the following means:

Method Of Application	Email	Post
Contact Details	Talent.Acquisitio n@provident.co.u k	<a href="https://providentcareers.co.uk/job-detail?id=10677BR_60">https://providentcareers.co.uk/job-detail?id=10677BR_60</a> 02_customer_collections_and_loans_agent-clonmel

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Construction Labourer

PAID POSITION



Paddy Casey

Ref: #JOB-2141980

Required for construction work in the Abbeyfeale and Clonmel areas. Previous experience an advantage. Own transport preferred. Phone Paddy on 0876419122 for interview arrangements.

#### Career Level

- Not Required

#### Candidate Requirements

##### Essential

- Minimum Experience Required (Years):** 0
- Minimum Qualification:** No Qualification

##### Desirable

- Ability Skills:** Communications, Interpersonal Skills, Manual
- Competency Skills:** Initiative, Labouring, Teamwork, Time Management
- Additional Skills:** Safepass
- Driving Licence:** Full B

**Application Method** Please apply to this vacancy by the following means:

Method Of Application	Phone
Contact Details	0876419122

d

#### Overview

- Location:**  
Abbeyfeale, Abbeyfeale  
County Limerick, Ireland  
Clonmel, County Tipperary  
Ireland
- Job Title:**  
Construction Labourer
- Hours:**  
40 h / week
- No of Positions:**  
2
- Rate:**  
500.00 Euro Weekly
- Phone Contact:**  
0876419122

#### ABOUT THIS COMPANY



**Company**  
Paddy Casey

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Secretary / Receptionist

COMMUNITY EMPLOYMENT PROGRAMME



DUNGARVAN PARISH COMMUNITY EMPLOYMENT LIMITED

Ref: #CES-2138917

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career.

Please contact your local DEASP Employment Services/Intreo Office to check your eligibility and to apply for this vacancy. Vacancy Reference Number will be required. Eligibility to participate on CE is generally linked to those who are 21 years or over and applicants must also be in receipt of a qualifying Irish social welfare payment for 1 year or more.

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form.

#### Duties

High degree of administration skill with excellent interpersonal skills, ability to communicate effectively, reception and customer care, answering calls, taking calls and handling correspondence, maintaining diaries and arranging appointments, computer literacy and proficient in the use of word and excel, desktop publishing and databases, typing, prepare and collating reports, email, photocopying and printing and filing, managing databases, prioritising workloads, implementing new procedures and administrative systems, liaise with relevant committees and organising rotas, preparing and printing newsletters and balancing petty cash.

Training will be provided.

#### Overview

**Location:**  
Dungarvan, County Waterford  
Ireland

**Job Title:**  
Secretary /  
Receptionist

**Hours:**  
19.5 h / week

**No of Positions:**  
2

**Rate:**  
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COMMUNITY EMPLOYMENT  
LIMITED

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Service Advisor - 007/2020

PAID POSITION



IRISH MOTOR INDUSTRY

Ref: #JOB-2136295

We are hiring a Service Advisor for a busy and fast growing Service Department.

Previous experience would be an advantage but not essential as training would be provided. The person needs drive and ambition. You need to be customer focused, have excellent communication skills and be computer literate. A competitive package is available for the right candidate.

CVs to: [tcurran@dungarvan-nissan.com](mailto:tcurran@dungarvan-nissan.com)

#### Career Level

- Experienced [Non-Managerial]

#### Candidate Requirements

##### Essential

- Minimum Experience Required (Years):** 2
- 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:** Flexibility, Initiative, Teamwork, Time Management
- Driving Licence:** Full B

**Application Method** Please apply to this vacancy by the following means:

- | Method Of Application | Email  |
|-----------------------|--|
| Contact Details       | <a href="mailto:tcurran@dungarvan-nissan.com">tcurran@dungarvan-nissan.com</a> |

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#### Overview

- Location:** Dungarvan, County Waterford, Ireland
- Job Title:** Service Advisor - 007/2020
- Hours:** 40 h / week
- No of Positions:** 1
- Rate:** Competitive
- Email Contact:** [tcurran@dungarvan-nissan.com](mailto:tcurran@dungarvan-nissan.com)

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Care Assistant - Dungarvan Bluebird Care PAID

[POSITION](#)



Bluebird Care

Ref: #JOB-2139768

The Care Assistant's primary role is to deliver personal care and assistance to a client in his/her own home. Care Assistants are responsible for the implementation of the requirements of the clients care plan, perform identified care duties and promote client comfort, dignity and wellbeing.

Your responsibilities will include...

- Assist the client with Activities of Living
- Pay due care and attention to all aspects of care duties carried out on behalf of the client
- Provide a high standard of care in compliance with Bluebird Care Policies

Qualifications & Experience

- Care Assistants must have obtained QQI approved Level 5 Modules Care of the Older Person and Care Skills/Healthcare Support.
- Or have a minimum of one-year experience caring for others and be in a position to undertake the two modules outlined above.

Qualities

Essential qualities of a Care Assistant include having a genuine concern for others, having the ability to demonstrate kindness, compassion and patience.

Employment Type

- Full and part time hours available
- Flexible working hours
- Attractive salary and employee benefits

Contact us if you would like to know more about this position

Tel: 0567789952

Email: [ckw@bluebirdcare.ie](mailto:ckw@bluebirdcare.ie)

Career Level

- Experienced [Non-Managerial]

Candidate Requirements

## Overview

- Location:**  
Dungarvan, County Waterford, Ireland
- Job Title:**  
Care Assistant -  
Dungarvan Bluebird  
Care
- Hours:**  
15 h / week
- No of Positions:**  
1
- Rate:**  
To be Confirmed
- Email Contact:**  
[ckw@bluebirdcare.ie](mailto:ckw@bluebirdcare.ie)

## ABOUT THIS COMPANY



**Company**  
Bluebird Care



## Essential

- **Minimum Experience Required (Years):** 1
- **Minimum Qualification:** Level 5 (incl Leaving Certificate/ Leaving Certificate Applied/ Leaving Certificate Vocational Programme) **OR** QQI approved Level 5 Modules Care of the Older Person

## Desirable

- **Ability Skills:** Interpersonal Skills, Personal/Social Care
- **Competency Skills:** Teamwork, Time Management, Working on own Initiative

**Application Method** Please apply to this vacancy by the following means:

□ Method Of Application

Email

□ Contact Details

ckw@bluebirdcare.ie

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