

# THIS WEEKS JOB VACANCIES

**10<sup>th</sup> June 2020**

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

***CLIENTS OF OUR SERVICE CAN***

**PHONE:** Annie(Employment Guidance Officer)on 086 035 8613  
or Christine(Administrator) on 086 787 0874

**EMAIL:** annie.dalton@wlp.ie / christine.rockett@wlp.ie

***LOCAL EMPLOYMENT SERVICE***

***SUPPORT SERVICE FOR THE UNEMPLOYED***

**Nano Nagle Community Resource Centre, Carrick-on-Suir, Co. Tipperary**

***Follow us on Facebook (County Waterford LES)***



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



# CLEANER

## REQUIRED

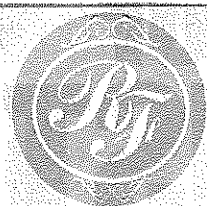
Must be meticulous.

Must have own transport.

2 miles from Clonmel.

1 to 2 hours most evenings.

Call Noel on  
**0861937201**



## RITA'S FLOWERS LIMERICK & TIPPERARY

ARE CURRENTLY SEEKING  
FULL & PART-TIME

## FLORAL DESIGNERS

expressing a personal sense of artistry.

Min 5 years experience in the floral industry

Excellent Client interpersonal skills

Ability to work under pressure as a team member

A passion for flowers and design

Must be flexible and compassionate

Non judgemental to minority groups

Please submit your CV & cover letter to  
Rita's Flowers

11 Church Street, Tipperary Town

Final date for submission 16th June, 2020.

Rossmore NS

## SCHOOL SECRETARY POSITION

10-12 hours per week

Letter of application to

Fr. Peter Brennan,

Chairperson Rossmore NS Board  
of Management, Parochial house,

Carrigeen, Clonoulty, Cashel,

Co. Tipperary.

# MACKEY

SPECIALISTS IN STEEL FABRICATION & INSTALLATION

Due to continued expansion  
we require the following:

- **Project Manager**
- **Draughtsman (familiarity with Strucad essential)**
- **Civil Engineers**
- **Structural Steel Fabricators**
- **Structural Steel Erectors**
- **Stainless Steel Fabricators**

Apply with CV to

**Personnel Officer**

Mackey Plant Construction Ltd.

Stereame Business Park,

Limerick Road,

Nenagh,

Co. Tipperary

Or email [office@mackeyplant.com](mailto:office@mackeyplant.com)

## OFFICE & YARD ASSISTANT REQUIRED for busy South Tipperary Manufacturing Plant

To apply send your CV  
with reference JOB2020 to  
[gemma.foran@nationalist.ie](mailto:gemma.foran@nationalist.ie)

Waterford News + Star

9/6/20

**KIND  
EXPERIENCED  
CHILDMINDER**

**Flexible Hours Required  
to mind Baby Girl  
in her own home**

- References required
- Immediate start for suitable applicant

For further information and to arrange an  
interview, please apply with CV to:

[babynanny@gmx.com](mailto:babynanny@gmx.com)

or Alternatively Text or Call 087 2271699  
for further details

The closing date for receipt of applications is  
Friday June 26th, 2020.

# SPAR



# Irishtown

Kil Kenny People

12/6/20

We are currently undertaking a revamp of our store and our New Look SPAR Convenience Store will be launched soon. We now invite applications for the following positions that may arise over the next few months.



## FRESH FOOD ASSISTANTS

20-30 hrs per week

Previous experience in food handling, preparation, cooking and baking required. You must possess good customer service skills.

## SHIFT SUPERVISOR

37.5 hrs per week

Previous experience in this role is essential. You will be an integral part of the management team and must be driven and have the ability to command a team. You must possess good customer service skills.

## GENERAL RETAIL ASSISTANTS

20-30 hrs per week

Previous retail experience desirable. You will assist in the smooth and efficient operation of the store. Duties include merchandising and customer service. You must possess good customer service skills.

Mature applicants welcome to apply for all advertised positions. All applicants must be over 18 years of age and of good character, have excellent multi task ability, and have the ability to provide first class customer service.

**Reply with up an to date CV and quote the position you are applying for to:**

**sparexcelhr@gmail.com  
or post to**

**SPAR , Irishtown Service Station, Vicar Street Kilkenny, R95 CFT6.**

Shortlisted applicants will only be contacted for interview.



## Office Administrator

RD Plumbing require an Office Administrator for our busy and fast paced office. Strong Knowledge of Microsoft Excel, Word and Outlook is essential for this role.

Temporary contract to cover maternity

Please email [recruitment@rdplumbing.ie](mailto:recruitment@rdplumbing.ie) for a detailed job specification

Closing date: Monday 22nd June at 5pm

Kilkenny People

12/6/20

## Office Administrator

**Freshford Garages Ltd.** require an office administrator to cover maternity leave.

### Requirements:

- ◆ A self motivated person with ability to work on own initiative.
- ◆ Strong I.T skills
- ◆ Experience with Microsoft Excel and Sage50
- ◆ General office duties

Applications with a current C.V to [donal@freshfordgarages.ie](mailto:donal@freshfordgarages.ie)

or in writing to:

**Freshford Garages Ltd.**  
Mill Street, Freshford, Co. Kilkenny

## Small Engineering Firm

looking to recruit a number of  
**Full time staff**

for both onsite and workshop. General steel work including welding, fabricating, and general engineering maintenance.

Replies to:

[pculletonengineering@gmail.com](mailto:pculletonengineering@gmail.com)

or call 087-9834605



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Tradesandlabour.ie

## General Operative Immediate Start

Temporary Outsourced Trades and Labour Limited

Waterford, County Waterford, Ireland

Not Disclosed

Permanent | Full Time

Today



APPLY NOW

### Description Company Details

General Operative required for an immediate start in Waterford

Valid Safe Pass and Manual Handling required.

€14.14 per hour

Full time position

Please upload your cv for immediate consideration and call back

Job Types: Full-time, Permanent

Salary: €14.14 /hour

## Dental Nurse

Williamstown Dental Centre  
Waterford

Apply Via Indeed.com

### Job details

#### Job type

Permanent

#### Number of positions for this role

1

### Qualifications

#### Experience:

- Dental practice, 1 year (Required)

### Full Job Description

Experienced dental surgery assistant required for friendly private multi surgery practice. Candidates must have good communication and IT skills and be prepared to work as part of a team. The role will be to work chairside and assist the dentists in the surgery for upto four days per week. Experience in the dental sector essential and applicants should have a friendly and pleasant outlook with a good understanding of the English language.

Infection control is a large part of this profession and employees would be expected to undertake light cleaning duties.

Salary is negotiable depending on past experience.

This is a fabulous opportunity for an enthusiastic dental nurse to be welcomed into our practice

- overtime may be available
- dental benefit available for employees

Job Type: Permanent

#### Experience:

- Dental practice: 1 year (Required)

#### Work remotely:

- No

- 1 day ago - report job

Be an early applicant (?)



# ~~Delicatessen Assistant~~

The Park Deli  
Waterford

*\*Apply Via Indeed.com*

## Job details

### Job type

Full-time  
Permanent

### Number of positions for this role

1

## Benefits

*Pulled from the full job description*

- Extensive training
- 20 days holidays plus bank holidays

## Qualifications

### Experience:

- Delicatessen, 1 year (Required)

## Full Job Description

### Job Summary

Do you want to work for a well known delicatessen located in the heart of Waterford? Do you have a passion for the catering industry and for providing top class service to customers? We have an exciting opportunity for a Delicatessen Assistant to join our team in Paula's Delicatessen.

### Required Education, Skills and Qualifications

- **Delicatessen experience (ESSENTIAL)**
- Customer service experience
- Friendly and can do attitude
- Good organisation skills
- Ability to work quickly and efficiently as part of the team
- HACCP (preferred)
- Catering experience (essential)
- Fluent in English (essential)

Apply Now



## Benefits

- Extensive training
- Full uniform
- 20 days holidays plus bank holidays
- Opportunity to work within fast paced and friendly environment

Job Types: Full-time, Permanent

Experience:

- Delicatessen: 1 year (Required)

Work remotely:

- No

- 3 days ago - report job

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**Employers**

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Apply Now

Pg 2 of 2

Sign in



## Car Valetor

Auto Boland  
Waterford

*\*Apply via WWW.Indeed.com*

### Job details

#### Job type

Full-time  
Permanent

### Full Job Description

Due to our continued expansion, we are currently recruiting a Car Valetor to join our team.

#### The ideal candidate will:

Have excellent organisational and interpersonal skills

Be energetic, enthusiastic and able to work under pressure

Have the ability to work on own initiative

Have good communication skills - both written and verbal in English

Be trustworthy and hardworking

Have a pleasant and professional manner

Have an interest in cars

Full Clean Driving Licence

Experience Valeing Vehicles preferred but not essential.

Please apply with your CV and Covering Letter

Auto Boland - 1 day ago - report job

 **Save this job**

Apply Now

# ~~\*~~ Domestic Worker - Relief - Waterford ~~\*~~

Cheshire Ireland  
Waterford

5 reviews

## Job

## Insights

### Job details

*\*Apply Via Indeed.com*

#### Salary

€12.29 - €15.15 an hour

#### Job type

Part-time

### Benefits

*Pulled from the full job description*

- Flexible Working Hours
- 12.29 - €15.15 per hour (depending on exp)
- Employee Assistance Program
- Twilight and Weekend Premiums
- Maternity Benefit
- Sick Pay Benefit

## Full Job Description

### CAREER OPPORTUNITY

#### Domestic Assistant

Cheshire Ireland provides quality services to adults with physical, sensory and neurological disabilities at a medium and high level of need. We provide individualised supports to promote wellbeing, independence and quality of life for all people who use our services. We currently provide services to over 200 people in their own homes, in residential centres, in supported accommodation and in respite facilities. Established in Shillelagh, Co. Wicklow in 1963, Cheshire Ireland are a Section 39 organisation funded by the HSE. We employ over 800 staff and operate in Dublin, Cork, Galway, Wicklow, Limerick, Donegal, Kerry, Carlow, W

Apply Now

The person we are looking to recruit will be contracted on a Relief basis, in Waterford Cheshire on an initial Six Month Contract. The service is based in Waterford City.

## THE ROLE

### What we do?

Waterford Cheshire provides residential accommodation to adults with physical, sensory and neurological disabilities. We provide individualised supports to promote wellbeing, independence and quality of life for all people who use our services.

### How we work.

The Cheshire residential service is based on clear principles of supporting people "one person at a time". As a member of the team you will be committed to rights based, person centred service delivery, be willing to embrace change and help foster a culture of continuous improvement.

### What you will do.

You will perform cleaning duties in Waterford Cheshire. You will carry out your cleaning duties as required in a safe effective and hygienic manner with due regard to Health and Safety Regulations. You will ensure there is sufficient stock of cleaning materials and attend training or meetings as required.

## SKILLS and EXPERIENCE

- Previous experience in a similar role
- Strong interpersonal and communication skills, both verbal and written.
- Knowledge of Health and Safety regulations and its implementation.
- Ability to work flexibly as per the needs of the service.
- In possession of the necessary documentation to work and live in the Republic of Ireland.
- Ability to speak and write English fluently.

## WHY WORK WITH US?

- Flexible Working Hours
- €12.29 - €15.15 per hour (depending on exp)
- Employee Assistance Program
- Twilight and Weekend Premiums
- Maternity Benefit
- Career Opportunities

Apply Now

- Sick Pay Benefit
- Training

APPLY NOW!

To Apply For This Post Please Forward A Detailed CV Via Email To: david.slattery@cheshire.ie

**Closing Date: 22nd June 2020**

**Ref : Cleaner/WTF/June 2020**

Cheshire Ireland is an equal opportunity company. All successful candidates will be subject to vetting by the Garda Vetting Unit.

Cheshire Ireland - 1 day ago - report job

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## \* Customer Assistant - Dunmore Road, Waterford.

Circle K Europe

9,397 reviews Waterford

Job

Insights

**Circle K** is Ireland's largest Forecourt Retailer with Retail Service Stations across the island of Ireland.

Our family of brands include Miles Fuel, Miles Plus Fuel, Simply Great Coffee, Real Hot Dogs, Cantina & The Good Catch.

**\*\*\* Candidates for this position will be selected from virtual interviews. Once you submit your application for this role please follow the link which is emailed to you \*\*\***

**We currently have a Part Time vacancy for a Customer Assistant in Circle K, Dunmore Road, Co. Waterford.**

**The successful candidates will work on a 15 hour weekly contract (guaranteed minimum hours) and must be available to work shifts throughout the week.**

### **Being a Sales/Deli Assistant at Circle K.**

You will bring our vision to life for our customers. Whether you are placed in our Deli, our Retail Store or on our Forecourts you will be passionate about our business, have get-up-and-go and put the customer at the heart of everything you do. Our Retail Sites are busy places so you will need to enjoy working in high performance and target driven environments.

You will be part of a team; however successful candidates use their initiative every day to make sure that safety is our priority while delivering on our values. We trade long hours so your flexibility is important to us – tell us about your availability during your application.

Apply Now

\*Apply via Indeed.com

Sign in



## \*Retail Assistant Waterford \*

Iceland

1,978 reviews

Waterford

Job

Insights

### Job details

#### Salary

€10.10 an hour

#### Job type

Part-time

Permanent

### Full Job Description

As a Retail Assistant you will work as part of a team and will be involved in merchandising, till operations and stock management across our Frozen, Chilled and Grocery Departments.

We are seeking individuals who have full flexibility across the week and can support us as an Essential Retailer.

This is a temporary position

Iceland - 1 day ago - report job

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## \* Medical Secetary - Maternity leave

Alliance Medical

57 reviews

Clonmel, County Tipperary

Job

Insights

### Job details

#### Job type

Temporary

### Full Job Description

We are recruiting for a medical secretary to work in our MRI centre in South Tipperary General Hospital, Clonmel, Co. Tipperary to cover a maternity leave contract. The role will involve booking appointments, updating systems, acting as the first point of contact to our patients, showing empathy and assistance. The candidate should have previous medical secretary experience and must have the ability to work on their own initiative. This role is full time and offers maternity leave contract and the successful candidate will work 37.5 hours per week.

#### Essential Criteria:

Previous Medical Secretary experience

Ambition to learn

Ability to work successfully with colleagues

Enthusiastic and caring nature

#### Competencies (Behaviours & Attitudes):

Excellent Communication Skills

Flexibility

Alliance Medical - Today - report job

Apply Now

## ~~#~~ Health Care Assistant

Sonas Nursing Homes  
Clonmel, County Tipperary

8 reviews

Job

Insights

### Job details

#### Job type

Full-time  
Permanent

#### Benefits

*Pulled from the full job description*

- Training and Development Provided
- Free on-site Parking

### Full Job Description

**Sonas Nursing Home Melview, Clonmel, Co. Tipperary are currently recruiting Permanent Full Time Healthcare Assistants.**

**\*\*We are seeking Energetic individuals who would like to work as part of a great team\*\***

**\*\* Sonas Nursing Homes have built and sustained its reputation for excellence which make us an excellent employer of choice.**

Sonas Melview House is situated in a quiet cul-de sac on a mature site, in a residential area slightly removed from the town centre of Clonmel, Co. Tipperary easily accessible from the main Limerick, Waterford and Cork roads. Our 44 bed home is convenient to all services including shops, schools, churches and the nearby South Tipperary General Hospital.

**Responsibilities and duties will include but are not limited to:**

- Support and assist residents are encouraged

Apply Now

living ensuring that

- Deliver a high standard of person-centred care ensuring all practices reflects the privacy, dignity and respect of our residents and underpins all the basic values that contribute to an excellent quality of life.
- Establish and maintain relationships with residents that are based on respect and equality.
- Promote, encourage and practice the ethos of person-centred care.
- Participate in organising and carrying out social outings and in-house activities.
- Maintain resident's dining rooms, living areas and bedrooms in a neat, presentable and hygienic state.
- Assist the management team during internal and external audits/inspections.
- Must be available to work day, night and weekend shifts on a fulltime basis.

### Qualifications and Skills

- FETAC/QQI Major Award Level 5 in Healthcare or related field preferred but not essential.

### Benefits

- Induction Training Program
- Training and Development Provided
- All Meals Provided during working hours
- Free on-site Parking

Job Types: Full-time, Permanent

Sonas Nursing Homes - Today - report job

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## \* Retail Security Officer

Bidvest Noonan

138 reviews

Clonmel, County Tipperary

### Job

### Insights

### Job details

#### Salary

€11.65 an hour

#### Job type

Full-time

Temporary

### Qualifications

#### Licence:

- PSA License (Required)

#### Language:

- a good level of English (written and spoken) (Required)

### Full Job Description

#### Summary

Bidvest Noonan is seeking to hire a Retail Security Officer. Immediate start.

**Location of work:** Clonmel

**Hours of work:** Full Time (Temporary position)

**Rate of Pay:** €11.65 per hour + €3.44 per hour Sunday allowance

#### Responsibilities:

- Act as an ambassador for the company
- Present for work at the designed time
- Follow on site security requirements including internal patrols, external patrols, monitoring CCTV, access control
- Report any security events in the onsite log
- Deal with emergency situations

Apply Now

- Liaise with Bidvest Noonan Management and the National Call Centre regarding any security issues or problems

### Requirements

- Must have the relevant documents to work in Ireland
- Valid PSA License
- Good customer service skills
- Excellence communication skills including fluent English

Job Types: Full-time, Temporary

Salary: €11.65 /hour


Licence:

- PSA License (Required)

Language:

- a good level of English (written and spoken) (Required)

- Today - report job

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## Part Time Chef/Cook

PAID POSITION



Company Details Confidential

Ref: #JOB-2145481

We are currently looking for a motivated part time chef/cook to join our kitchen and provide meals to residents and nursing staff while ensuring the proper smooth running of the kitchen according to hygiene requirements. Ensuring that the cleanliness and good order of the kitchen and associated areas is maintained to the highest possible standards. Ordering of food supplies. Ensure deliveries are suitably delivered and placed in their respective storage areas. Maintain up to date records. Adhere to specifications standards and procedures including HACCP.

### Career Level

- Experienced [Non-Managerial]

### Candidate Requirements

#### Essential

- Minimum Experience Required (Years): 3
- Minimum Qualification: No Qualification

#### Desirable

- Ability Skills: Catering, Communications, Interpersonal Skills, Personal/Social Care
- Competency Skills: Decision Making, Teamwork, Time Management, Working on own Initiative

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

Method Of Application	Email	Post
Contact Details	info@mayparkhouse.ie	Maypark House, Maypark Lane, Waterford, Ireland.

d

### Overview

- 📍 **Location:**  
Waterford, County Waterford, Ireland
- 👤 **Job Title:**  
Part Time Chef/Cook
- 🕒 **Hours:**  
15 h / week
- 👥 **No of Positions:**  
1
- 💰 **Rate:**  
To be Confirmed
- ✉ **Email Contact:**  
info@mayparkhouse.ie
- 📍 **Address Contact:**  
Maypark House,  
Maypark Lane,  
Waterford,  
Ireland.

### ABOUT THIS COMPANY



Company  
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## **Experienced Welder/Fabricator**

Almuco - Waterford

Full-time, Contract

Experienced Welder Fabricator required for workshop and on site work.

Experience in structural steel would be an advantage

Pay negotiable to correct candidate.

Immediate start.

Job Types: Full-time, Contract

Experience:

MIG Welding: 2 years (Preferred)

*\* Apply Via Indeed.com \**



# *Community Employment Scheme (CE) Vacancies*

## **Parish Support Worker CE Scheme – Carrick Beg**

General Office duties with in the parish office, admin support and some cleaning in the church if required.

## **Maintenance Person / Grounds person CE Scheme -Clonea Graveyard**

Grass cutting and general maintenance at the graveyard.

## **Maintenance Person / Groundsperson CE Scheme - Rathgormack GAA club**

Grass cutting and general maintenance at the GAA club.

## **Maintenance Person / Groundsperson CE Scheme - Rathgormack Hiking Centre**

Indoor and outdoor maintenance at Rathgormack Hiking Centre.

## **Maintenance Person / Grounds person CE Scheme – Mothel**

Grass cutting and general maintenance at Mothel Graveyard and Well

**\*If you are interested in any of the above CE Scheme's please contact Annie Dalton (Employment Guidance Officer) about how to apply, Tel/Text: 086-0358613 or email [annie.dalton@wlp.ie](mailto:annie.dalton@wlp.ie)\***

17 courses found

F = Fulltime P = Parttime O = Online E = Evening

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REF	COURSE TITLE	PROVIDER	LOCATION	STARTS	CATEGORY	TYPE
276262	Carrick Early Childhood Care & Education 5M2009	Back to Education Initiative	Carrick-On-Suir	14/09/2020	Education	E
276298	Carrick Care Skills 5N2770 Level 5 (Healthcare- Evening)	Back to Education Initiative	Carrick-On-Suir	14/09/2020	Health and welfare	E
290489	Carrick - Driver Theory Test Preparation	Adult Learning Scheme (South)	Carrick-On-Suir	15/09/2020	Generic programmes and qualifications	P
276342	Carrick Communications 5N0690 - (Healthcare- Daytime)	Back to Education Initiative	Carrick-On-Suir	17/09/2020	Health and welfare	P
274643	EHAL - Primary Certificate in Food Safety (Carrick on Suir)	Tipperary Training	Carrick-On-Suir	14/10/2020	Services	E
276300	Carrick Safety & Health at Work 5N1749 (Healthcare- Evening)	Back to Education Initiative	Carrick-On-Suir	23/11/2020	Health and welfare	E
276355	Carrick Safety & Health at Work 5N1794 - Healthcare Level 5 (Daytime)	Back to Education Initiative	Carrick-On-Suir	26/11/2020	Health and welfare	P

&lt;&lt; &lt; 1 2 &gt; &gt;&gt;

10 25 50

\* Back to Education Initiative Courses (BTEI)

Carrick-on-Suir\* Check out [fetchcourses.ie](https://www.fetchcourses.ie) for more details

OR

Phone Annie Dalton @ the Local Employment Service (LES) on 086-0358613

OR

email [annie.dalton@wlp.ie](mailto:annie.dalton@wlp.ie)

=

Fetchcourses.ie

## 285959 - Construction Groundworks Skills Operator (with Tickets)

The aim of this full-time 18 week programme is to provide learners with the knowledge, skills and competence to construct concrete slabs and paths and to lay kerbs, flags and paviors under various conditions.

Learners who successfully complete the course will achieve a Special Purpose Level 4 Award in Construction Ground Work Skills and will be eligible to seek employment as Construction Operatives.

Included in this course:

- Induction
- Concreting (QQI Level 4N2849)
- Kerb Flag and Paviour Laying (QQI Level 4N2848)
- New Entrant Site Dumper Operations Ticket (CSCS)
- New Entrant 360° Excavator Digger Ticket (CSCS) - Mini Digger
- New Entrant Telescopic Handler Ticket (CSCS)
- Safepass
- Manual Handling
- Career Planning & Job Seeking Skills

Eligibility Criteria:

- Applicants must be over 18 years of age
- have a minimum of three months construction on-site experience

Apply Now

### ENTRY REQUIREMENTS

- Education: Junior Certificate Standard or its equivalent.
- Aptitude: Good hand/arm co-ordination. Ability to measure and quantify materials required for a job.
- Previous Experience: N/A

### COURSE CONTENT

Title	Award	Awarding Body
Induction		
Concreting - 4N2849	Concreting (4N2849)	QQI
Safety And Manual Handling		
Kerb Flag And Pavior Laying - 4N2848	Laying Kerbs, Flags & Paviers (4N2848)	QQI
Safepass		
Induction And Safety - Site Dumper Operations	Site Dumper Operation (Front Loader) (07U)	QQI
Induction And Safety - 360° Excavator Operations	360° Hydraulic Excavator Operation (02U)	QQI
Safe And Efficient Operations Of A Telescopic Handler	Telescopic Handler Operation (17U)	QQI

### LEARNING OUTCOMES

Demonstrate knowledge of the construction industry environment.

Practice safe manual handling techniques and correct operation procedures for small plant and machinery.

Work on construction sites without being a risk to themselves or to others. Note: As an 8 hour duration within one day, is a mandatory requirement to complete this Safepass module, it is important that the training centres extend their day to 8 hours in order to accommodate this requirement.

Mix concrete using an Electric Concrete mixer, transport, place, compact and finish concrete using hand float/trowel and power float.

Plan and Achieve realistic work goals.

Demonstrate a broad range of occupational competencies in a real work environment.

ETB Courses  
Carrick-on-Suir

### Qualifications

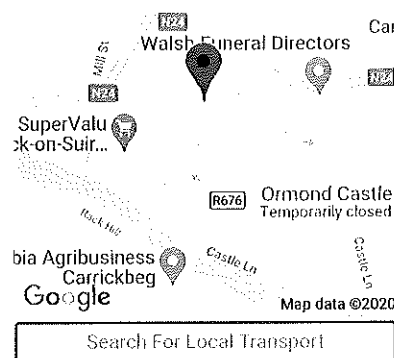
### Location

Tipperary Training

Contracted Training CARRICK ON SUIR  
Carrick on Suir  
Carrick on Suir

GPS (52.3475, -7.4134)

RIVER  
SS PARK



Start Date 28/09/2020  
End Date 29/01/2021  
Duration 18 Weeks

### TimeTable

	Morning	Afternoon	Evening
Mon	X	X	
Tue	X	X	
Wed	X	X	
Thur	X	X	
Fri	X		
Sat			
Sun			

### Facilities

### Contact

Catherine OCallaghan

052 619 1433  
cocalaghan@tipperaryetb.ie

Apply Now

Check out Fetch Courses  
OR email Annie in the Local  
Employment Service (LES)  
annie.dalton@wlp.ie  
OR phone 086 035 8613

## 285923 - Medical Administration Support

### Programme Aim

The aim of the programme is to provide learners with the skill, knowledge and competencies to provide administrative support in a medical office environment.

### Employability Statement

The successful completion of the QQI Level 5 award in Medical Administration will enable applicants to work independently and under supervision providing administration services and support in a range of Medical office administration contexts in a modern office environment.

Apply Now

## ENTRY REQUIREMENTS

- Education: Applicants should have a standard of knowledge, skill and competence equivalent to NFQ Level 4 when accessing a Level 5 programme. Applicants may have participated in primary and secondary education although no formal qualifications are required.
- Aptitude: Applicants must have a motivation to learn, an interest in the subject and the ability to acquire the knowledge, skills and competencies set out in the course.
- Previous Experience: Applicants must be able to demonstrate a moderate range of knowledge, skills and competencies relevant to the course, be able to work with responsibility and demonstrate the ability to work on their own initiative.

## COURSE CONTENT

Title	Award	Awarding Body
Reception And Frontline Office Skills	Reception & Frontline Office Skills (5N1407)	QQI
Medical Terminology	Medical Terminology (5N2428)	QQI
Word Processing	Word Processing (5N1358)	QQI

## LEARNING OUTCOMES

### Learning Outcomes

On completion of this programme learners will have the knowledge, skills and competencies to work independently and under supervision providing administration services and support in a range of office administration contexts. Learners also have the option to progress to higher education and training.



Check out Fetch Courses

or email Annie in the

Local Employment Service (LES)

annie.dalton@wlp.ie

or

phone annie on

086-0358613

ETB Courses

FetchCourses.ie

Qualifications

Office Administration

## Location

Tipperary Training

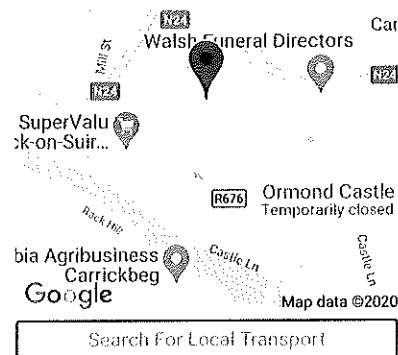
Contracted Training CARRICK ON SUIR

Carrick on Suir

Carrick on Suir

GPS (52.3475, -7.4134)

RIVER  
SS PARK



Start Date 21/09/2020  
End Date 08/01/2021  
Duration 16 Weeks

## TimeTable

	Morning	Afternoon	Evening
Mon	X	X	
Tue	X	X	
Wed	X	X	
Thur	X	X	
Fri	X		
Sat			
Sun			

## Facilities

### Contact

Catherine OCallaghan

052 619 1453

cocallaghan@tipperaryetb.ie

Apply Now

# ETB Courses

## 285948 - Skills for your Future (inc. Driving Licence)

The aim of this program is to provide long-term unemployed people with the opportunity to develop the skills, knowledge and attitudes to obtain their Class B Drivers Licence and progress into Further Education & Training and/or directly to Employment.

### Contents:

- Induction
- Career Planning & Job Seeking Skills
- Suite of Personal Development workshops
- Manual Handling
- Basic First Aid
- Drive a car/light van in a safe manner and in accordance with the Road Traffic Acts.
- Practical Lessons & Test

Note: Please note that all learners must be in possession of an Irish Provisional Learner Permit Class B for a minimum period of 18 weeks prior to commencement of the course.

Apply Now

## ENTRY REQUIREMENTS

- Education: Statutory School Leaving Age
- Aptitude: A good standard of written and spoken English is essential in order to successfully complete this course and the associated assessments. The ability to correctly interpret and respond to written English instruction is essential for both the assessment and tuition elements of the programme.
- Previous Experience: Learners must be in possession of an Irish Provisional Learner Permit Class B for a minimum period of six months prior to commencement of the course.

## COURSE CONTENT

Title	Award	Awarding Body
Induction		
Driver Class B - Car And Light Van Practical		
Manual Handling		

## LEARNING OUTCOMES

Manually lift and move objects and loads safely.

State and explain the Rules of the Road and be prepared to take the Department of Transport/Environment Driver Theory Test for classes A,B,M,W vehicles.

Drive a car/light van in a safe manner in accordance with the Road Traffic Act and the manufacturer's specifications.

To provide participants with the skills of change towards a positive way of thinking.

To help participants set Goals and strengthen their ability to achieve their potential, build up their Self Image and thereby enhance their Self Esteem.

State and explain the Rules of the Road, and be prepared to take the Driver Theory Test for class C Rigid Truck and Articulated Truck.

State and explain the Rules of the Road and be prepared to take the Driver Theory Test for Class D - Bus vehicle in accordance with the Road Traffic Acts.

Plan and achieve realistic work goals.



fetchcourses.ie

Qualifications OR email

Location Annie @ the Local Employment Service (KES)  
Tipperary Training annie.dalton@tipperaryetb.ie

Contracted Training CARRICK ON SUIR

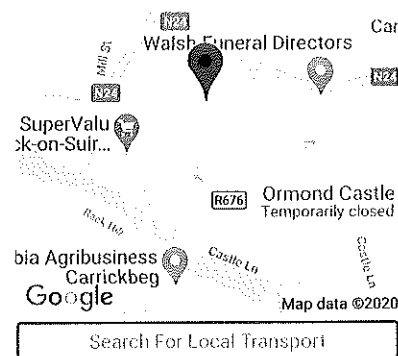
Carrick on Suir

Carrick on Suir

OR phone  
Annie on  
086-035  
8613

GPS (52.3475, -7.4134)

RIVER  
SS PARK



Start Date 17/08/2020  
End Date 02/10/2020  
Duration 7 Weeks

## TimeTable

	Morning	Afternoon	Evening
Mon	X	X	
Tue	X	X	
Wed	X	X	
Thur	X	X	
Fri	X		
Sat			
Sun			

## Facilities

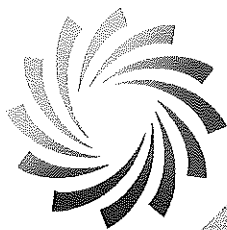
## Contact

Catherine OCallaghan

052 619 1433

cocallaghan@tipperaryetb.ie

Apply Now


**etb**

Bord Oideachais agus  
Oiliúna Thiobraid Árann  
Tipperary Education and  
Training Board

# VTOS Course Pathways to Employment

Customer Care  
Mathematics  
Computer Applications  
Retail and Office Skills  
Work Experience  
Career Planning

Location:

Carriack-on-Suir

Dates:

Sept 2020 - May 2022

Times:

9.00-3.45pm Mon- Fri

Contact: Fiona 051 649932  
Apply [www.fetchcourses.ie](http://www.fetchcourses.ie)

Please note applicants must be over 21 and receipt of a qualifying  
social welfare payment





## Online Course

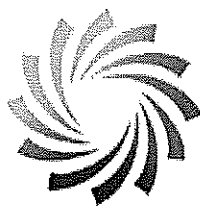
# Health, Safety & Welfare in Construction (City & Guilds)

Register your interest by email to:

trainingservices@tipperaryetb.ie

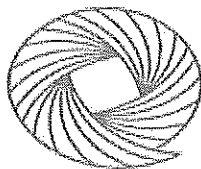
Call: 052-6134333





**etb**

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Oiliúna Thíobraid Árann  
Tipperary Education and  
Training Board



QQI AWARD

• QQI Level 5 Medical Terminology & Administration

**Commencing  
6th July 2020**

**Medical Terminology & Administration (ONLINE)  
(Full-Time) QQI Level 5 Qualification**



Microsoft Office Specialist:  
Word Associate (Word 2019)



Contact: Harvey Allen  
Telephone: (052) 613 4333



E-mail: [hallen@tipperaryetb.ie](mailto:hallen@tipperaryetb.ie)

For more information, visit:



**[www.fetchcourses.ie](http://www.fetchcourses.ie)  
[www.tipperaryetb.ie](http://www.tipperaryetb.ie)**



**European Union**  
European  
Social Fund



**Ireland's European Structural and  
Investment Funds Programmes  
2014-2020**  
Co-funded by the Irish Government  
and the European Union



**IRISH COLLEGES  
TRAINING CENTRE**

# Communications QQI Level 5



**etb**

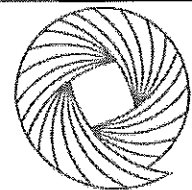
Bord Oleachais agus  
Ollúna Thiobraid Árann  
Tipperary Education and  
Training Board

**Online  
Course/  
Virtual  
Classroom**

**T: 0504 22723**

**E: [trainingservices@tipperaryetb.ie](mailto:trainingservices@tipperaryetb.ie)**

**22nd  
June 2020**



**QQI AWARD**



**Free**

**CONTACT**

Lavinia

087 - 2904160

APPLY ONLINE AT

[www.fetchcourses.ie](http://www.fetchcourses.ie)

course code 299678

[lenglish@tipperaryetb.ie](mailto:lenglish@tipperaryetb.ie)

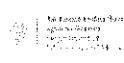
## Online Introduction to Customer Service

- New to self-employment?
- Employee who wants to upskill?
- Do you have a computer and an internet connection?

**This FREE course is for you!**

**Short Course**

**Location:** ONLINE  
**Start Date:** 15th June 2020  
**End Date:** 19th June 2020  
**Duration:** 8 Hours Online



**SOLAS**  
An tArdán Náisiúnta leasúcháin agus treenála  
National Training Agency





## Eligibility

ECollege courses are temporarily being made available free of charge as an additional support to those impacted by Covid-19 containment measures. The courses may benefit those already doing a FET course who would like to augment their learning, those who have recently become unemployed or had their hours reduced, and those wishing to up skill and re-skill in digital, ICT and business skills related areas.

**\*\*You must be over 18 to apply for these courses\*\***

**\*\*CHECK OUT [WWW.ECOLLEGE.IE](http://WWW.ECOLLEGE.IE) FOR FULL COURSE LISTINGS AND  
DETAILS OF HOW TO APPLY\*\***

OR

Contact Annie at the

Local Employment Service (LES)

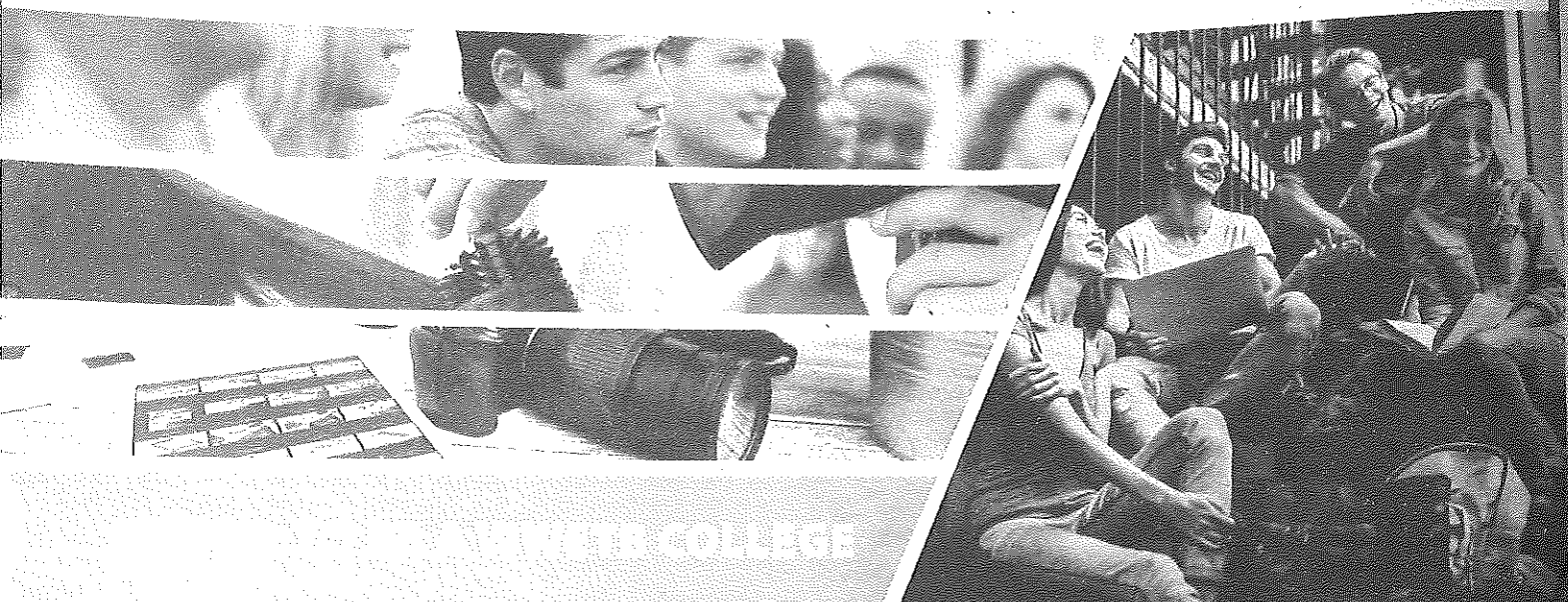
annie.dalton@wlp.ie

086 - 035 8613



# WATERFORD COLLEGE OF FURTHER EDUCATION

Parnell Street Waterford. Web: [www.wcfe.ie](http://www.wcfe.ie) Email: [info@wcfe.ie](mailto:info@wcfe.ie) Ph: 051-874053 Fax: 051-870136



## WCFE Courses for 2020-2021

**Journalism, Photography and New Media Journalism - SM2464**

**Advanced Animal Science (L6) Animal Science - 6M5153**

**Advanced Beauty Therapy & Make-Up Artistry Year 2**

**Advanced Certificate in Audio/Visual Media Production - Advanced Certificate in Media Production (L6) - 6M5130**

**Advanced Certificate in Childcare (L6)**

**Early Childhood Care and Education - 6M2007**

**Advanced Certificate in Social Care - Social & Vocational Integration (L6) - 6M2218**

**Advanced Special Needs Assistant (L6) Inclusive Education and Training - 6M2263**

**Alternative Health & Well-Being Therapies**

**Animal Care - Animal Care - SM2768**

**Applied Psychology Community Health Services - SM4468**

**Applied Social Studies SM2181**

**Art, Craft and Design Portfolio Art Craft Design - SM1984**

**Beauty Therapy Year 1 Business Studies Business Studies - SM2102**

**Canine Grooming Animal Care - SM2768**

**Childcare Early Childhood Care and Education SM2009**

**Computer Systems and Networks SM0536**

**Sustainable Construction Technology Construction Technology - SM5010**

**Fitness and Health Sports and Recreation - SM5146**

**Security Systems Technology Security**

**Systems Technology - SM2109**

**Hairdressing & Barbering Year**

**1 Hairdressing & Barbering Year 2 Healthcare Support/Health Services Skills SM4339/ SM3782**

**Multimedia Production SM2146**

**Nursing Studies SM4349**

**Pharmacy Assistant - Community Health Services - SM4468**

**Photography and Digital Media - Photography - SM2094**

**Advanced Photography QQI Level 6 Advanced Certificate in Photography - 6M3732**

**Pre Third Level Arts General Studies - SM3114**

**Sound Engineering and Music Technology Sound Production - SM2149**

**Special Needs Assistant Intellectual Disability Practice - SM1761**

**Sport, Recreation and Exercise SM5146**

**Sports Therapy and Injury Management (L6) Sports and Recreation - 6M5147**

**Sports, Physical Fitness and Massage (L5) Sports and Recreation - SM5146**

**Tourism and Travel Industry Studies Tourism with Business - SM5011**

**Accounting Technician Apprenticeship (L6)**

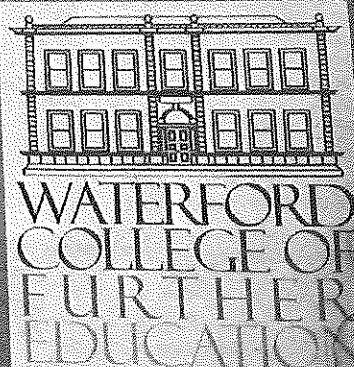
**Advanced Certificate in Accounting Youthwork QQI Level 5 Health and Welfare SM4732**

### Adult Access/VTOS

**Option 1: Social and Health Care Studies**

**Option 2: Childcare and Youth Studies**

**Option 3: Business Studies**



**Hurry, Places Filling Fast!**  
Apply NOW at [wcfe.ie](http://wcfe.ie)

Parnell Street, Waterford  
**051-874053**  
[info@wcfe.ie](mailto:info@wcfe.ie)