WEST WATERFORD

LOCAL EMPLOYMENT SERVICE

SUPPORT SERVICE FOR THE UNEMPLOYED

WORKING UNDER CONTRACT FOR THE DEPARTMENT OF EMPLOYMENT AFFAIRS AND SOCIAL PROTECTION

FOR DAILY JOB VACANCY UPDATES

PLEASE LIKE US ON FACEBOOK ~ COUNTY WATERFORD LES

JOB VACANCIES & FREE ON-LINE COURSES

WEDNESDAY 22ND JULY 2020

DUE TO COVID-19 OUR OFFICES ARE CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE.

FOR ONGOING SUPPORT CLIENTS OF OUR SERVICE CAN CONTACT US VIA: -

PHONE: 058 44077

TEXT: 086 787 0872 or 086 035 8615

EMAIL: westwaterford.les@wlp.ie

DUNGARVAN & LISMORE

STAFF CONTACTS: NIAMH KUHNE / PAULA HENNESSY









Dungarvan Observer

Dungarvan Observer | Friday, 24 July, 2020

PERSON REQUIRED FOR GENERAL YARD WORK — With a knowledge of small machines an advantage. <u>Must hold</u> valid Safe Pass, Manual Handling and Full Driving Licence. Please forward CVs to Box No. 7099. (24-7)

Position available at a very busy Preschool, Creche and Afterschool in Dungarvan

The position includes weekly hours plus panel.

We are looking for an enthusiastic, friendly person who loves working with children, to become part of our dynamic team.

We require the applicant to have a minimum of Childcare Level 5.

Experience would be an advantage.

References essential.

Please send applications to P.O. Box 8000, Dungarvan Observer, Shandon, Dungarvan, Co. Waterford.

(31-7

Dungarvan Leader

DUNGARVAN LEADER; FRIDAY, JULY 24, 2020

SHUATIONS VACANT

PRE-SCHOOL LEADER REQUIRED — It's a Child's Life Pre-School, Stradbally. Please apply with CV to

itsachildslifestaff@gmail.com

(24/7/

WANTED — Part time domestic cleaner for 4 hours work a week. Location 5 km outside Dungarvan town. Tel. 083-3476222. (7/8/R)

WANTED Van Driver/Handyman, must have clean drivers licence. Good rates for suitable person. Tel. John 086-8705392. (31/7)

CHILDMINDING JOB—
Childminder required beginning
August 17th to mind 3 children
ages 4, 7 and 9, min 3 days,
afterschool hours and school
holidays. Ballinroad area.
Transport essential for school
pickups at Garranbane N.S.
Contact 086-8838387 or 087-

WANTED - DAIRY FARM
OPERATIVE — single accommodation available. Fermoy
area. Refs required. Salary
€25,000 to €35,000 Apply to
dairyjob8@gmail.com (3177R)

7982897 for more info.



WATERFORD NEWS & STAR

WATERFORD NEWS & STAR JULY 21, 2020



St. Saviours Parish Centre Grounds, Ballybeg, Waterford, Ireland. Charitable Status: CHY18647 Tel/Fax: 051-379980 Email fscballybeg@gmail.com

> **NEED A CHANGE?** WANT A CHALLENGE? INTERESTED?

> > Position:

Childcare Manager Full-time

Permanent position 40 hours per week

We are seeking an experienced and dynamic Childcare Manager for our centre in Ballybeg, Waterford. The Manager will have the responsibility of the day to day running of the childcare centre and to lead and inspire the staff team with best practice standards. A full job specification and application form is available by request at fscballybeg@gmail.com This is an exciting opportunity for a highly driven, experienced, motivated individual with a successful track record within the childcare sector to join

Candidates must have the following

- A minimum degree level qualification in Childcare
- A minimum of 5 years in the childcare field and at least two of these years in a management role within childcare.
- Management Qualification would be desirable but not essential

The successful candidate must be able to demonstrate the following:

- Ability to liaise with parents, guardians and families and build parent partnerships.
- Ability to line manage and supervise staff, supporting their continuous personal development
- Communicate effectively in a clear and professional manner at all times
- Manage and be accountable for funding
- Manage and project occupancy levels
- Have a full understanding of all guidelines and regulations as set out by TUSLA and Department of Education.

Closing date for application is Monday 3rd August 2020.

Transforming Ireland

Funded by the Irish Government under the National Development Plan 2007-2013











CLINICAL PHARMACIST University Hospital Waterford

Pharmacy Service to Model 4 HSE University Hospital, Tertiary Referral Centre, National Cancer Centre associated non-acute psychiatric and care of the elderly facilities and specific community care services, serving HSE Patients.

Developing in accordance with the requirements of healthcare services in the South East, the Pharmacy Department is a Clinical Operational Group in the UHW Diagnostics Directorate.

The Pharmacy Department in University Hospital Waterford comprises of the following services:

- Clinical Pharmacy Services
- General Inpatient Services
- Cancer Services
- Specific Specialties
- Antimicrobial Stewardship
- **Medicines Optimisation**
- Pharmacy Technical & Information Services
- Biosimilars

Applicants due to register with the Pharmaceutical Society Ireland later this year are eligible to apply.

Please refer to the HSE website https://www.hse.ie/eng/staff/jobs/job-search/allied-healthand-social-care/uhwbgpharm1607-clinical-pharmacist.html where you can download the Job Description, Application Form and Additional Campaign information.

For informal Enquiries please contact the Pharmacy Manager Jonathan Oakes on Tel +353 (0) 51 842508 or by Email: jonathan.oakes@hse.ie

We look forward to welcoming you to University Hospital Waterford.



Nos Fearr à Forbalit

Seirbhis Slainte | Building a Better Health Service

Project Engineer Vacancy – Dungarvan

The Role

- Offering specialist technical expertise and/or solutions for proposals, customer enquiries, contracts or special assignments
- Contributing towards the production of accurate and complete cost estimates in respect of client enquiries
- Liaising with client's representatives to ensure client requirements are clearly understood, resourced and implemented on time and to budget
- Mobilisation, on-going management and efficient utilisation of appropriate resources in accordance with site requirements and a pre-determined resource requirement plan
- Managing all workers engaged on assigned contracts, monitoring their performance and ability and assessing/identifying any skill/training requirements
- Identifying all material requirements and the definition of materials requirement plans
- Identifying all potential contract variations for potential commercial issues and client notification in order to identify any corrective or other actions that may be required
- Managing and coordinating all activities on assigned contracts and accurately reporting performance, contractual status and the anticipated/actual commercial position for inclusion in various monthly reports
- The continuous monitoring of contract progress to ensure contract objectives are being met
- In addition and equally as important, you will require the skills to develop strategies and positive relationships, in order to secure additional work primarily with existing clients whilst actively promoting the Company and all its capabilities.

The Person

- A third level qualification in mechanical or electrical engineering
- Project management experience in a similar role is desirable, however training will be provided
- You thrive and can work effectively in a team environment
- Strong IT and communication skills

If you have the required skills and abilities, please send your CV and cover letter to <u>Dungarvan</u> Local Employment Service

Email: westwaterford.les@wlp.ie

Closing Date: Tuesday 4th August 2020

Primary Care Centre - DUNGARVAN

Seeking to recruit

Part-time Cleaning Operatives

ARAMARK Workplace Solutions (AWS) are currently recruiting for 6 Cleaning Operatives based in their Primary Care Centre in the Dungarvan. These postitions are permanent and you will report to the Regional Facilities Manager (South).



Regional Facilities Manager (South).				
	Key Responsibilities			
Personal General	 Ensure all designated areas are thoroughly cleaned Ensure all equipment is used and stored as necessary Ensure regular checks of equipment and report any deficiencies Check equipment is safe and working Assist in linen systems Carry out extra spring/deep cleaning tasks as required Use of site washing machine for internal laundry where appropriate Comply with the Health and Safety Regulations and Fire Policy. Report hazards to Management Maintain component hygiene standards Follow company or component policy in dealing with custome comments or complaints Upto 16 hours per week. Evening working 4pm-8pm occassional weekends to cover absences. Ensure that clothing, including footwear and headgear, ar personal hygiene is of the highest standards at all times. Participate in company training to improve your standard of performance Suggest areas of improvement and take any corrective action as required Carry out any other reasonable instructions of the ARAMARK management. Due to nature of the business additional duties may be 			
	assigned from time-to-time. Reporting to Supervisor/Manager.			
PERSON SPECIFICATION: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills and/or ability require. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.				
1/ OLU -	Essential			
Key Skills Required	 Eye for detail Is safety conscious Environmentally conscious Flexible and adaptable Results focused 			
Personal Qualities	 Can do attitude Ability to work at a fast pace The ideal candidate will have some previous experience although training to the required standards will be given. 			

If you have the <u>required key skills and personal qualities</u> **please email** your CV to The Local Employment Service ~ Dungarvan

westwaterford.les@wlp.ie

CLOSING DATE: THURSDAY 23RD JULY 2020

Kitchen Assistant - Anchor Bar - Dungarvan



Dungarvan & West Waterford Chamber Of Commerce

4h · 6

Job Vacancy Immediate Start

Anchor Bar are looking for a Kitchen Assistant full time & part time. Contact 087 873 6326

Anchor Bar



19

25 Comments 36 Shares

Advertised on facebook

FIND A JOB FIND A COLIGSE JOB TALK ADVERTISE A JOB

Q Job title, Skill or Company

Return to Job Search



Experienced Waiting Staff for Day-time Hours

2 Sisters Restaurant

- P Dungarvan, County Waterford, Ireland
- € Not Disclosed
- (a) Permanent | Full Time
- O Today



Description Company Details

2 Sisters Restaurant in Dungarvan are looking for a Full Time Experienced Wait Staff member with a proven track record, who can lead by example. The restaurant is a day time trading restaurant and some Saturday and Sunday shift work will be required.

Candidates must have exceptional experience in the service industry and demonstrate a strong work ethic.

Responsibilities

- To adhere to all Health & Safety, Hygiene and Cashiering Procedures.
- Wait on customers in a friendly and professional manner.
- To handle customer queries and complaints in a professional, efficient manner.
- Implementing and maintaining standards of operation.
- Definitive knowledge of HACCP and Safe Practices at Work.

Requirements

- · Minimum 2 year experience In the industry
- Barista experience is essential
- . Minimum 25-30 hours a week with full time hours for the right candidate. Available for weekday and weekends.
- Must be able work under own initiative
- · Be capable of working in a fast paced environment
- Must have good attitude / friendly

Skills:

Beverage Management, HACCP, Waiting Skills, Customer Engagement



2 Sisters Restaurant

- Carol Prendergast
- **** +353 5823540
- **9** Gratten Square Dungarvan Waterford

Cleaner - MITIE Facilities Management - Dungarvan

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:

8 hours daily, Thursday and Friday.

Job Types:

Part-time, Permanent

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.

Part Time Merchandiser – Dungarvan Crossell Recruitment

Crossell are one of Ireland's leading field marketing agencies.

Working with leading household brands across a variety of retail channels Dunnes, Tesco, Supervalu.

We are currently recruiting for a part-time merchandiser calling into Dunnes Stores, Dungarvan.

The position involves merchandising and auditing work representing various brands.

You must be available to cover the regular hours listed below:

Tuesday – 1.5 hours

Wednesday – 4 hours

Role & responsibilities will include:

- To merchandise product for maximum visibility in store, generating extra space for the brand and the client's products
- Representing all the client's brands & products in a professional manner
- Optimising the replenishment of stock on shelf and display units
- Liaising with sales representatives and store managers
- Prompt and accurate reporting on all calls

Requirements:

- Some merchandising and/or retail experience preferable but not essential
- Excellent communicator with appropriate professional politeness
- Great attention to detail
- Applicants will ideally have their own transport and a full clean driver's licence

Reference ID:

10207

Job Types:

Part-time, Permanent

Experience:

Merchandising: 1 year (Preferred)

Experienced Bar Staff - The Park Hotel - Dungarvan

The Park Hotel Dungarvan are currently recruiting for **Fully Qualified and experienced Bar Staff.**

- Candidates must have extensive experience working in a similar role.
- Candidates must also be flexible and willing to work early/late shifts during the week and at weekends.

As Bartender in The Park Hotel, you are required to tend to the beverage needs of our customers in a courteous fashion while complying with **Responsible Service of Alcohol legislation**.

The highest standards of customer service are required.

- ***Excellent terms and conditions apply for the correct candidate
- ***Excellent Rate of Pay and negotiable depending on experience
- ***Food provided on duty
- ***Excellent career progression opportunities

Job Types: Part-time, Temporary

Experience:

Bartending: 1 year (Preferred)

server: 1 year (Preferred)

Bar: 1 year (Preferred)

Language:

English (Preferred)

Waiting Staff - The Park Hotel - Dungarvan



The Park Hotel Dungarvan

13h · Q

We want you!! 3

Following the successful launch of our new bistro menu at the Park Hotel we are now recruiting for waiting staff with energetic personality's who display excellent customer care and have exceptional attention to detail.

Previous hospitality experience is essential.

Send CV and cover letter to generalmanager@parkhoteldungarvan.com #parkhoteldungarvan #jobfairy



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3 Comments 8 Shares

Advertised on facebook

Waiting Staff - The Square Grill - Dungarvan



The Square Grill

We have position available for a waitress/waiter. At least one year experience needed. Apply with in(ask for Lisa).



Advertised on facebook





Carriglea Cairde Services

CARRIGLEA, DUNGARVAN, CO. WATERFORD.

At Carriglea Cairde Services, we provide a comprehensive range of day, residential and respite services to approximately one hundred and eighty adults with mild, through to profound, degrees of intellectual disability. We are currently recruiting for the following positions:

Care Assistants

The successful candidates will provide support and follow relevant programs for adults with an intellectual disability. This will involve working with the service users, their families and other staff in developing a person centered plan for each individual. Applicants must demonstrate genuine kindness, empathy and patience in the daily interaction with service users in a person centered service. Successful candidates will be required to support service users in a socially inclusive model.

Applicants will be required to undertake domestic and cleaning duties and tend to the personal needs of the service users in their care.

Care assistants work across day, residential and community services. In line with supporting service users, care assistants will need to undertake sleepovers, and night duty as part of flexible rosters.

Applicants should hold a relevant minimum FETAC/QQI Level 5 Major Award qualification, and experience of working with people with intellectual disabilities is desirable. Excellent communication and organizational skills are required.

Candidates must have a full clean, driving license.

If you are creative, flexible and enthusiastic, come and join our dynamic team in caring for adults with intellectual disabilities. Current HSE Salary Scales will apply for all the above posts.

Curriculum Vitae's along with a covering letter can be sent on e mail to Eileen Skehan, Human Resources Manager at; <u>eileen.skehan@carrigleaservices.com</u> Closing date is Wednesday 29th July, 2020.

Carriglea Cairde Services is an equal opportunities employer.

Receptionist - Cliff House Hotel - Ardmore



Cliff House Hotel posted a job.

4d · 🚱

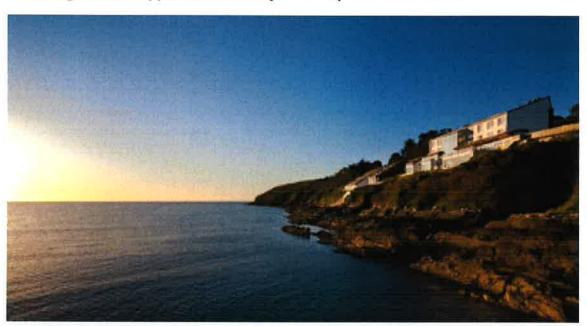
We are currently seeking an experienced receptionist to join the reception team at Cliff House Hotel.

The ideal candidate will have a professional, friendly & outgoing personality and display excellent customer service skills, have fluent English and a very high standard of personal presentation.

Applicants should have a minimum of two years' experience in a 4 or 5 star property.

- -Meals provided on duty
- -Uniform provided
- -Generous staff discounts
- -Salary based on experience

Closing date for applications: Friday 31st July 2020 at 17:00hrs



CLIFF HOUSE HOTEL

Experienced Hotel Receptionist

Waterford · Full-time

Apply Now

General Operative for Vegetable Farm – Annestown Green Speed Logistics

We are currently looking	for General	Operatives fo	r our vegetables
farm in Waterford.			

Ideal candidates will have some farm machinery operating experience.

Machinery maintenance experience an advantage but not essential.

Must have full clean drivers licence.

Job Types:

Full-time, Contract

Experience:

Farm Machinery: 2 years (Preferred)

Community Education Facilitator – Waterford Waterford Wexford ETB



- There is a path to learning for all -

Please visit our website for further information www.waterfordwexford.etb.ic/vacancies/



Advertised on facebook

Manufacturing Team Member - Jabil Circuit - Waterford

At Jabil, we empower the brands who empower the world – it's our reason for being and the guiding force that's driving us to become the most technologically advanced manufacturing solutions provider on the planet. Whether we're serving one of the world's biggest and best known brands or the coolest tech startups, our resolve never wavers. We share common desires with these brands: to make the world a better, safer and cleaner place.

Position Summary

Performs and adheres to health and safety, operational and quality work instructions, procedures and policies to ensure the production of quality product in a safe, timely and efficient manner.

Responsibilities

- Ensure adherence to quality standards and procedures.
- Adherence to all Work Instructions/Procedures.
- Equipment Operation.
- Component Inspection.
- Comply with all Health, Safety and Environmental policies and procedures.
- Ensure accurate completion of all relevant production documentation.
- Achieve all production targets.
- Maintain excellent Housekeeping at all times.
- Support all company safety and quality programs and initiatives.
- Ensure ongoing compliance with GMP in all practices, recording of events and processes.
- Ensure compliance with all learnings from all GMP training events.
- Other responsibilities may be assigned from time to time as needed, based on the evolution of the company and the requirements of the department/position

Job Specifications

- Leaving Certificate essential.
- Previous manufacturing experience essential.
- Experience of cGMP preferable.
- Previous Quality/Quality Control/Metrology experience an advantage.

Skills/Attributes

- Ability to work on own initiative and as part of a team.
- Flexible, Committed and results orientated.
- Good numerical ability.
- Strong communication skills.
- Fluent English essential, written and spoken.

Jabil, including its subsidiaries, is an equal opportunity employer and considers qualified applicants for employment without regard to race, color, religion, national origin, sex, sexual orientation, gender identify, age, disability, genetic information, veteran status, or any other characteristic protected by law.

Catering & Domestic Assistant – Waterford Noel Group

Noel Healthcare are recruiting for experienced Catering & Domestic Assistants for existing healthcare clients across County Waterford.

This opportunity will provide the chance for candidates to supplement their income and to broaden their experience.

We can currently offer a variety of shifts, including evenings & weekends.

The ideal candidates should have the following;

- Previous experience in similar roles.
- Be available to work part time or full time hours, which may include days, evenings & weekends.
- Manual Handling & Food Hygiene training will be required, and can be supplied at registration.
- Certain immunisations may be required for work in the healthcare sector.
- All staff will be required to complete Garda Vetting for work in the healthcare sector.
- All staff will require 3 references from previous employment, academic or groups with whom you have volunteered.

Candidates with their own transport will be able to increase their hours if they are flexible to work in other locations.

Attractive rates of pay will vary from €13.39per hour.

Please apply with an up to date CV & Cover letter through this advert. Successful candidates will be contacted in due course.

If you have completed your QQI Level 5 Major Award in Healthcare and the above sounds like something you might be interested in, then check out our other adverts for Health Care Assistants with the same great flexible schedule and attractive rates of pay.

Ref: INDHC

€13.39 - €26.78 an hour - Full-time, Part-time

Assistant Manager – Waterford Home Store & More

This is an exciting opportunity to join one of Ireland's most innovative and leading Homeware retailers. We are looking for an experienced Assistant Manager in Waterford that can manage and lead colleagues to deliver excellence for our customers through an inspirational shopping environment and superior service standards.

Can you create a store that will exceed our customer's expectations?

Are you inspirational, motivated and results driven, achieving those results by getting the best from colleagues through leading great teams?

You are likely to be a successful manager for another retailer at the moment with the relevant skills, behaviours and qualities to be successful in a diverse and dynamic retailer like home store + more.

We offer an excellent salary and bonus package of up to 30% for the right candidate with excellent career development opportunities.

Duties and Responsibilities:

- Lead, motivate, train and develop a team of colleagues through active management to deliver excellent standards of customer service.
- Manage the store ensuring consistent achievement of targets through excellent customer service and store standards.
- Ensure the best possible presentation and merchandising of the store at all times.

Skills and Specifications:

- Hands-on manager who can lead from the shop floor
- Innovation and initiative
- Excellent communication skills
- Enthusiastic, self-confident and self-motivated.
- Act as an inspiration to your team and lead by example

Minimum experience required:

3 years plus in a similar management position

Benefits:

- On-site parking
- Employee discounts
- Private medical/dental insurance

Job Types:

Full-time, Permanent

Salary:

€32,000.00 - €36,000.00 per year

Experience:

retail management: 3 years (Required) customer service: 5 years (Required)

Manufacturing Team Member – Oral Dose Sanofi – Waterford

About the Opportunity

As a manufacturing team member, you will play a critical role in the delivery and success of Oral Dose operations within Sanofi Waterford. You will be an integral part of a highly engaged and functional operational team who are aligned with site business objectives.

You will work on a 2/shift rotation which consists of days and evenings.

About the Sanofi Business Unit

The multiple national award-winning Sanofi Waterford biopharmaceutical and medical device campus is in Waterford on Ireland's southeast coast. Established in 2001 and now with more than 700 employees, the site has seen more than €600m invested in state-of-the-art infrastructure and technology. Diversification continues to bring new products to Waterford and the expanded site portfolio continues to create new opportunities.

In this role you will....

- Be responsible for ensuring our products are manufactured with quality and safety guidelines
- Operate equipment as part of the production lines
- Complete as relevant SOP's and training
- Ensure you adherance to aseptic practices and procedures and all relevant dress requirements with respect to cGMP's and PPE rules

Qualifications/ Education & work experience

- Essential that you have experience of working in a cGMP manufacturing environment
- Be a good problem solver and build relationship easily
- An added benefit if you have experience with
 - o the operation, cleaning, maintenance of manufacturing equipment
 - MES/SCADA experience

Inspire your Journey: what Sanofi can offer you:

- A role where you are instrumental to creating best practice and as the organisation grows, you can too
- We offer a generous package including flexible benefits, and are committed to helping you have a healthy work-life balance throughout your career with us
- We have highly subsidised restaurant with free tea and coffee
- A newly refurbished gym is available onsite for a small and highly competitive annual membership fee
- Parking available onsite
- This is a full-time role and we support flexible working

Apprentice Electronic Security Installer Tripwire – Waterford

*** This is an apprenticeship position - applicants should familiarise themselves with the apprenticeship program with Solas ***

- Installation, servicing and maintenance of intruder alarms, CCTV, Access Control Systems, Automatic Gates, Doors, Barriers and Turnstiles
- Completion of Paperwork
- To participate on the on-call Rota

Qualifications and Skills

- Strong work ethic
- Willingness to learn
- Excellent communications skills
- Attention to detail with the capacity to trace problems to root cause
- Must be able to work as part of a team
- Must be able to work on their own initiative and handle a mixed workload
- Must be fully committed to delivering a very high level of customer service
- An appreciation of industry and related quality standards
- To comply with the Company Health & Safety requirements
- MUST have a full clean driving licence and will undergo a full Garda Vetting procedure

Experience

Any previous electrical or electronic experience desirable but not essential Email only application - no phone calls please.

Job Types:

Full-time, Apprenticeship

Licence:

Driving license (Required)

Centre Administrator / Tutor – Waterford Pitman Training

Waterford are now recruiting for the position of Centre Administrator / Tutor.

- Are you passionate about helping others and delivering remarkable service?
- Do you possess excellent administration skills with a keen eye for detail?
- Are you a team player that would like to be part of the most successful training organisation in Ireland?

As Pitman Training's Centre Tutor, you will be accountable for the delivery of all courses and to take responsibility for the day-to-day running of the training centre.

You are primarily responsible for ensuring that all Pitman Training's students are supported, resourced and satisfied with a remarkable level of service at the centre. You are also responsible for sharing with your colleagues in working as a team to support all students in the company training network.

A Pitman Training Diploma or relevant qualification is desirable but not essential as full training for this role will be provided.

Responsibilities

You have five main areas of responsibility, as outlined in more detail in your initial induction / training programme.

These are:

- 1. Student Welfare including the consistent delivery of Remarkable Service
- 2. General Administration and Record Keeping
- 3. Specific performance KPIs to ensure the highest standards and performance
- 4. Sharing in the responsibility and management of training Centre(s)
- 5. Motivating and encouraging students to help each reach their career and training objectives.

Requirements

- Availability to work on some Saturdays and on average one evening each week
- Experience in administration, customer service or related role
- Exceptional Customer Service skills
- Excellent Communication skills
- Proven ability to be responsible and honest
- Self-motivated and willing to learn
- Must be a well organised with proven ability to work with little supervision
- Full driving licence & own transport
- Sound judgment and decision-making capabilities

Benefits

- Full training provided with recognised tutor qualification once completed
- Opportunities to upskill and qualify on any Pitman Training course or Diploma at any time encouraged with all fees paid on your behalf
- Free work-related books
- Free Christmas & Summer parties and accommodation
- Regular rewards and fun days (e.g. Pizza Fridays, Enquiry handling awards, Remarkable Service Awards etc)
- Excellent career progression opportunities to progress and transfer between Flúirse
 Education Solutions and Pitman Training South departments and offices
- Bonus scheme
- Free or subsidised travel
- Company events & social hours
- On-site parking

Job Types:

Full-time, Permanent

Salary:

€22,000.00 - €25,000.00 per year

Experience:

• Customer Service: 1 year (Preferred)

Care Assistant - Waterford **Waterford Intellectual Disability Association**

A position for a Part Time Care Assistant has arisen in our residential service, applications are invited from suitably qualified persons.

Care Assistant - 80 Hour Per Month FTC Contract

Essential Requirements:

- A minimum of QQI Level 5 in Health Care or similar qualification essential (A Degree in Social Care or other relevant discipline advantageous)
- 2+ years' experience of working with people with an Intellectual Disability essential.
- Full Clean Drivers Licence essential

Required Skills and Attributes:

- Confidentiality
- Accountability
- Ability to show leadership
- Resilience and empathy
- Excellent Interpersonal and communication skills
- Flexibility in work duties and working hours
- Respect the dignity and privacy of service users
- Strong planning and organisational skills
- Knowledge of HIQA and New Directions standards.

Sample of responsibilities of the Position:

- Organise and participate actively in the recreational, educational and other training programmes of service users.
- Foster, encourage and develop the social skills of each service user.
- Implementation of a Person Centred approach for each service user.
- To carry out risk assessments, implement care plans and conduct reviews.
- Support service users medication management
- Provide a safe and supportive and empowering environment for service users

Remuneration: HSE consolidated pay scales apply.

Reference ID: CA02/20

Job Type: Contract

Licence:

Experience: ID: 1 year (Required) Care: 1 year (Required)

Driving (Required) Level 5 Healthcare Qualification (Required)

Administrative Assistant - Team Obair - Clonmel

Our client based in Clonmel are currently seeking for an admin assistant.

This is a temporary assignment. The pay rate is €11 per hour.

Hours are Monday to Friday 8-5pm.

Please email your CV on indeed.com

Job Types:

Full-time, Temporary

Salary:

€11.00 per hour

Logistics Administrator – Clonmel Bulmers Clonmel [C&C Gleeson Group]

An excellent opportunity has arisen in Clonmel Manufacturing for the role of Logistics Administrator

PURPOSE OF THE ROLE:

Coordinate and manage the planning and execution of all outbound & inbound transport requirements in line with all KPI Targets and Customer Service Requirements.

KEY RESULT AREAS:

Stock

Continuous review of stock levels against order requirements. Ensure any issues with stock availability or order fulfilment are highlighted to the Inventory team. Liaise closely with the inventory team on stock availability issues.

Planning

Plan, create and co-ordinate the execution of the inbound and outbound transport plan for all direct and indirect deliveries.

Review orders against booking times to ensure they are planned in lien with customer requirements. Schedule and allocate resources to specific tasks to ensure all deliveries are delivered as required

Manage customer load building to ensure optimum utilisation, order fulfilment accuracy and customer satisfaction

Daily Operation Plan

- Produce daily loading schedule for the warehouse
- Produce daily transport plan and communicate to all hauliers

Service levels

- Monitor and escalate any issues with service or deviation from the original plan to the relevant stakeholders.
- Respond and report on queries related to transport issues to ensure resolution.

KPI

Prepare and complete all daily and weekly KPI's as required. Assist in producing the weekly and monthly freight cost reports for finance and senior management.

KEY PERFORMANCE INDICATORS:

- Manage the utilisation of all transport resources to achieve OTIF targets and direct / Indirect %
- Manage load building to achieve 100% accuracy & superior customer satisfaction.
- Achievement of cost efficiencies.
- Maximisation of customer satisfaction around on-time delivery.
- Timely and comprehensive reporting of 3rd Party performance issues

SKILLS & EXPERIENCE:

- Substantial experience of a similar role in an FMCG environment.
- Good Knowledge of Road Transport Business
- Focus Skills on Time Efficiency & Vehicle Utilisation.
- Good Communications & Monitoring Skills.
- Good administration skills i.e. excel / word etc.
- Good Numerical Skills with Budgetary focus.
- Good people / interpersonal & communicative skills

Job Types:

Full-time, Permanent

Experience:

Logistics: 1 year (Required)

Medical Secretary – Clonmel Alliance Medical

We are currently recruiting for a medical secretary to work in our MRI centre, South Tipperary General Hospital, Clonmel, Co. Tipperary.

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 own initiative.

This role is for the candidate to work full time 37.5 hours per week on a maternity leave contract.

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

Landscaping General Operative – Youghal







Advertised on facebook

RSS [Rural Social Scheme] Receptionist / Administrator Youghal —Cumann Na Daoine



Employment Opportunity with Cumann na Daoine. Come join our team!





Cumann Na Daoine

Community Development Resource Centre Catherine Street, Youghal, Co. Cork Phone (024) 91900

canusarmudacinet guist com

RSS Vacasey for Receptionist/Administrator for Cumana an

Depiese.

Currence as Receive in partnership with SECAD are currently looking to fall the cole of Receptionist/Administrator for its frost reception office under the Resul Social Scheme Initiative. The successful condidate will work to 5 hours per week and will have the exportantity to gain a wide range of administrative shifts in a warm welcoming atmosphere with a strong Community focus

Dutter will include:

- Responsibility for day to day resering of the office.
- Acting as a receptionist, meeting and velocining people to the project.
- Sesponding to people queries, in person or phone.
- * Providing administration back up to Staff, management sub-groups and to the wider com-
- Dealing with correspondence, photocopying taking secondes, etc.
- 4 Handling perty carb
- Providing admin back up and support to the Development Manager/Coordinator on remount.

Please contact Declan Baron for more information or to check your eligibility for this scheme: dbarron@secad.be or Phone: 087-9126566

The aims of the RSS are to provide income support for farmers and fishermen who are currently in receipt of specified Social Welfare payments, and to provide certain services of benefit to rural communities. The RSS allows low-income farmers and fishermen and their spanses, who are unable to earn an adequate biring from their farm holding fishing, to earn a supplementary income.

Advertised on facebook

Preschool Teacher – Youghal Bee Happy Montessori

Bee Happy Montessori is seeking a preschool teacher for 2020/21.

Minimum of level 7 required and 2yrs. experience. The closing date for applicants is Friday 7th August.

Reference ID: 20/21

Job Types: Full-time, Contract

Salary: €13.00 per hour

Experience:

early childhood education: 1 year (Required)

House Keeper [Hotel] – Youghal Total Solutions

House Keeper required in Youghal, Co. Cork for an immediate start. Job will involve preparing and making up guest bedrooms each day in a hotel.

Ideal candidate will have one year minimum house keeping / cleaning experience, have excellent interpersonal customer service skills and be able to make up and prepare multiple guest rooms daily.

Hours will be either 8am to 12pm each day or 9am to 1pm each day.

If interested and available in this role please apply today with your CV for consideration.

Reference ID:

jk6-16072020

Job Types:

Temporary, Contract

Experience:

House keeping / cleaning: 1 year (Preferred)

Artic Driver - McDonnell Bros - Fermoy



Artic Driver

Required for full-time position.

Applicants should have:

- Full clean CE driver's licence
- Valid Digital Tachograph Card
- Valid CPC Certificate

Location:

Fermoy, Cork

Company

McDonnell Bros

Date added

20/07/2020

Website

http://mcdbros.ie

Term

Permanent / Full-time

Advertised on www.jobsdonedeal.ie

Cleaning Equipment Technician – Fermoy



POSITION AVAILABLE

Assembling, fitting and repairing pressure cleaning equipment. Must have mechanical aptitude, good English and full licence.

Location:

Fermoy, Cork

Company

Triace Ltd

Date added

20/07/2020

Website

http://triace.ie

Term

Permanent / Full-time

Advertised on www.jobsdonedeal.ie

Experienced Welder / Fabricator – Fermoy



Job Description

Waste Recovery Services Ltd (WRS) are a leading independent waste management services company in the Munster region. Due to continued growth we are seeking: EXPERIENCED WELDER | FABRICATOR

Welding, fabrication & repairs of skips and steel bodies etc. Ongoing preventative maintenance of recycling equipment, including shredders, screeners, conveyors and sorting equipment will form part of the job from time to time. Flexible hours available to the right candidate and operating from our site based in Fermoy.

The successful candidate should have 5 years experience in a similar role Experience with welding, fabrication & repairs. An understanding of hydraulics and basic electrical and electronic components is very helpful.

Location:

Fermoy, Cork

Company

Waste Recovery Services Ltd (WRS)

Date added

20/07/2020

Website

http://wrs.ie

Term

Permanent / Full-time

Advertised on www.jobsdonedeal.ie

Traffic Management Operative – Fermoy Gary Keville Traffic Management Ltd

GKTM is a traffic management company providing traffic management solutions nationwide, having operated at the forefront of the industry over the past decade, working on many large infrastructure and transport projects. We currently have a number of vacancies for Traffic Management Operatives & Supervisors to be based primarily in our soon to be open Cork City depot.

Traffic Management Operatives are involved in the installation, maintenance & removal of traffic management equipment such as signs, cones and barrier, on site each day or night, depending on the site specific requirements. They are responsible for the safety of road users and pedestrians while on site and they must be able to demonstrate an ability to deal with the public in a friendly and effective manner. TMO's must be flexible as our clients may require our services during day or night depending on permitted working hours.

Training will be delivered upon commencement to ensure the successful candidate understands how to carry out their duties safely while on site.

Requirements

- Previous experience desirable but not essential
- Valid Safe Pass and Manual Handling must be in place prior to commencement
- Full B and/or C driver license desirable but not essential
- Own transport essential for shifts which may begin outside of the hours of public transport

Responsibilities

- Successful candidate will work as part of a crew under the direction of an experienced supervisor.
- Successful candidate will assist the supervisor in installing, maintaining, and removing various traffic management systems each day.

Benefits

- Competitive rates of pay
- Opportunities to progress within company
- In depth traffic management training, both in-house and externally
- Full-time, permanent positions are available
- Large amounts of overtime available

If you feel you are suitable for this role and would be interested in attending an interview, please click the Apply button.

Job Types:

Full-time, Part-time, Temporary, Permanent

Salary:

€11.00 - €17.00 per hour

Licence:

B or C Category (Preferred)

Manual Handling (Required)

Safe Pass (Required)

Advertised on www.indeed.com

Plumber / Construction Operative Munster Area – SES Water Management

SES Water Management are currently looking to add to their team.

Ideally, we are looking for someone with plumbing experience, a background in Construction would also be considered.

The role is a Leak Technician, who will be involved in works throughout the Munster Area.

Full Training on all equipment will be provided.

You must hold a Full Driving License, Safepass & Manual Handling.

Experience in Leak Detection/Water Industry would be very advantageous but not essential.

Job Types: Full-time, Permanent

Advertised on www.indeed.com

Webchat Sales Agents - Nationwide

Eir are now recruiting in Ireland for Webchat Sales Agents.

About the job: The position of the Webchat Sales Advisor is responsible for delivering sales via digital chat conversations, communicating with existing/potential eir customers to provide a superb digital sales customer experience.

Apply here: https://www.jobalert.ie/job/webchat-sales-agent-eir... See More



Advertised on facebook

Executive Assistant – Work from Home

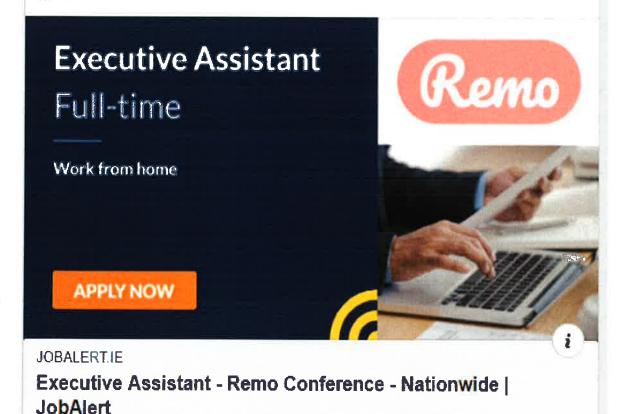


JobAlert.ie - Waterford Jobs

Remo Conference are now seeking an Executive Assistant to work remotely from home.

Remo is the first web-video platform that allows people to have face-to-face networking online just like in-person events that build meaningful relationships and conversations.

Apply here: https://www.jobalert.ie/.../executive-assistant-remo-conferen... ... See More



Advertised on facebook





Full details of these vacancies can be found on www.jobsireland.ie

CE Vacancies

[Community Employment Schemes]

CES - 2149394 - Maintenance / Tidy Towns Operative - Tallow

Associated Tidy Towns Work, litter picking, pest control, planting, digging, pruning a variety of plants, trim hedges, maintain walks and walkways etc, painting buildings and items, repair stone walls. Various other duties from time to time as required. Position subject to approval of same.

CES - 2149391 - Creche Worker - Lismore

Duties to include assisting the Crèche/Playschool Leader with all general associated childcare tasks and duties, supervision of children, plan activities, teach through play etc. Various other duties from time to time as required. Participant will be expected to undertake childcare training and development including QQI Level 5 childcare training where relevant. Applicants should supply suitable character references and be prepared to complete a Garda vetting application form.

CES – 2148885 - Caretaker - Cappoquin

Caretaker in Tourin GAA

CES - 2148884 - Carer - Cappoquin

Carer and Kitchen Assistant in Cappoquin Daycare Centre

CES – 2148882 - Caretaker - Cappoquin

Caretaker in Cappoquin Daycare Centre

CES - 2148881 - Caretaker - Cappoquin

Caretaker in Cappoquin/Railway F.C.

CES - 2148879 - Caretaker - Cappoquin

Caretaker in Cappoquin Community Centre, may have to work evenings and weekends

CES - 2148876 - Caretaker - Aglish

Caretaker in Aglish Hall, Geraldines GAA and Aglish

CES - 2148830 - Sportsground Worker - Fourmilewater/Nire

Duties to include field maintenance, cutting GAA fields, lining fields, re-sodding goal mouths, weed control, litter control, general maintenance and upkeep of playing pitches, clubhouse, stand and car park

CES - 2148828 - Cleaner / Groundsperson - Dungarvan

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.

CES - 2148826 - Cleaner / Groundsperson - Dungarvan

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.

CES - 2148484 - Caretaker - Newtown

Job entails care taking of clubhouse and sporting facilities. Grass cutting, painting, weed control. Keeping the facilities clean tidy and making sure upkeep is always of a high standard and grounds are available when needed.

CES - 2148480 - General Maintenance - Bunmahon

Job includes grass cutting and maintenance, Painting and general upkeep of the areas associated with the Coppercoast Geo Park. Different projects and events will take place during the year and this is also an important part of the job.

CES – 2147241 – Caretaker – Dungarvan

Duties to include: Grass cutting; strimming; spraying; operating machinery; security; maintenance of graveyard; painting and cleaning, Bins and refuse. The candidate will have to maintain confidentiality. St. Marys Parish.

CES – 2147164 – Sports Club Groundperson – Dungarvan Soccer Club

Duties will include: Grounds maintenance, pitch lining, dressing room cleaning, general horticultural work and caretaking at Dungarvan Soccer Club.

CES - 2146711 - Administration Assistant - Stradbally Office

Duties to include: Administer the payroll systems, ensure attendance and wage records are updated weekly, prepare monthly bank reconciliations, support the supervisor to ensure all aspects of administration are up to date.

CES - 2146709 - Environmental Worker - Kilrossanty GAA

Duties to include: Grass cutting, strimming and caretaking/maintenance duties in and around Kilrossanty GAA.

CES – 2146708 - Environmental Worker - Stradbally Playground

Duties include: Maintenance of Playground, maintenance of grass areas, litter control, painting, general maintenance work in various parts of the sponsored designated areas.

CES - 2146710 - Cleaner - Stradbally GAA

Duties to include: Indoor and outdoor cleaning of all areas in the club house and dressing rooms and general cleaning duties.

CES - 2146703 - Caretaker - Tourneena / Knockboy

Duties to include: Grass cutting(ride on and walk behind lawnmower), strimming, spraying, hedge cutting, sweeping, keeping areas tidy some painting, power washing and maintenance work. Cleaning and weeding at Touraneena and Knockboy graveyards.

Please contact your local DEASP Employment Guidance Officer to check your eligibility and to apply for the above vacancies. 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.

CLIENTS OF THE LES - LOCAL EMPLOYMENT SERVICE IN DUNGARVAN / LISMORE
CAN PHONE

NIAMH KUHNE OR PAULA HENNESSY - LOCAL EMPLOYMENT SERVICE - TEL: 058 44077

LIST OF POPULAR JOB SEARCH SITES



● REZOOMOglassdoor



















MONSTER jobtome







https://ie.jooble.org/jobs/Waterford

https://www.recruitireland.com/search/?County=Waterford

https://waterfordjobs.ie/

https://www.rezoomo.com/

https://www.glassdoor.ie/index.htm

https://www.jobalert.ie/jobs-by-county

https://www.irishjobs.ie/

https://www.jobsdonedeal.ie/

https://www.adverts.ie/jobs

https://ie.indeed.com/jobs-in-Waterford

https://www.jobsireland.ie/#/home

https://www.clsrecruitment.ie/

http://www.sherlockrecruitment.com/jobs/construction/

https://www.gumtree.ie/s-jobs/waterford/v1c8l3300023p1

http://wardpersonnel.com/

https://www.frsrecruitment.com/

https://www.jobs.ie/

https://www.monster.ie/

https://ie.jobtome.com/jobs?what=&where=waterford

http://www.wlrfm.com/jobs/

http://www.beat102103.com/jobs/

https://www.cpl.ie/Home

Cappoquin Adult Education Centre



FREE courses on offer



Starting September/October 2020

Back to Education Initiative (BTEI) is designed to ensure you build on your skills or develop new ones to help you return to work or progress in your current job. You can return to education at a level that suits you and as all our courses are **part-time**, it is flexible around your family or work commitments.

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
- At risk of economic displacement



Search & Follow: Cappoquin Adult Education Centre

We update our Facebook page on a regular basis with the latest courses on offer

Essential ICT Skills for Office Work - QQI Level 4 (1 year part-time)

Start Date: Friday, 11th September 2020

This Major Award focuses on developing the essential Information and Communication Technology skills desired by many employers. Strong communication and computer skills along with bookkeeping are paramount to the smooth and effective day-to-day running of an office in any business environment.

Wednesday	11:30 – 1:30	IT Skills Computer Applications (Jan 2021)
Thursday	9:15 – 11.15	Mathematics
Thursday	11:30 – 1:30	Bookkeeping and Accounts
Friday	9:15 – 11.15	Desktop Publishing Web Design (Jan 2021)
Friday	11:30 – 1:30	Communications Work Experience (Jan 2021)

Skills for the Catering Industry

Start Date: Tuesday, 20th September 2020

Tuesday	9:15 – 1:15	Food & Nutrition (QQI Level 4)
		Pastry, Baking and Desserts (QQI Level 5)

Cappoquin Adult Education Centre



FREE courses on offer



Starting September/October 2020

Tourism with Business - QQI Level 5 (2 year part-time)

Start Date: Monday, 19th October 2020

The course is designed for those who have been unemployed for some time or who wish to retrain/upskill to advance in the workplace. With a large focus on IT, accounts and tourism, learn all of the skills needed to pursue employment in this sector.

-	Monday	9:15 – 11:15	Bookkeeping – Manual and Computerised
R.	Tuesday	9:15 – 11:15	Word Processing
ΕA	Tuesday	11:30 – 1:30	Tourism Information and Administration
>			Tourism Principles and Practice

YEAR 2

Work Experience | Communications | Spreadsheets | Payroll – Manual & Computerised

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

Start Date: Monday, 7th September 2020

As there are currently numerous job opportunities for healthcare assistants, the course is structured in such a way as to give those wishing to work in the area a thorough grounding in the necessary skills. The course is relevant and highly practical, with each module focusing on a specific area of care.

H	Monday	9:15 – 11:15	Infection Prevention & Control
R.	Wionuay	9.15 – 11.15	Safety and Health at Work (Jan 2021)
YEA	Wednesday	0.15 11.15	Care of the Older Person
		9.15 – 11:15	Care Skills (Jan 2021)

YEAR 2

Work Experience | Communications | Care Support | Palliative Care Support

Training is also provided in Manual and Patient Handling and Basic First Aid

Please note that due to COVI-19, we may have to make changes to advertised timetable.

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







FOOTBALL TRAINING AND EDUCATION PROGRAMME



Advertised on facebook

THROUGH TIPPERARY EDUCATION AND TRAINING BOARD



Just two spots left on Covid 19 Stay Safe For Hospitality Online Course for August . Ref 300948

To book your spot go to fetchcourses.ie , call 051-640746 or email soreilly@tipperaryetb.ie

#tipperaryetb #learningtogetheryoursuccessourgoal #communityeducation #staysafe



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5 Shares

THROUGH TIPPERARY EDUCATION AND TRAINING BOARD



EHAI Covid 19 Training for Food Workers. Date available in July and Aug. This Course was developed in response to the current COVID-19 situation. This training is targeted specifically towards food workers and those who may have lost their jobs due to Covid-19.

Apply online at fetchcourses ie or call Susan on 051-640746 or email soreilly@tipperaryetb.ie

#tipperaryetb #learningtogetheryoursuccessourgoal #communityeducation #staysafe



THROUGH TIPPERARY EDUCATION AND TRAINING BOARD



Tipperary Education and Training Board 22 hrs 6

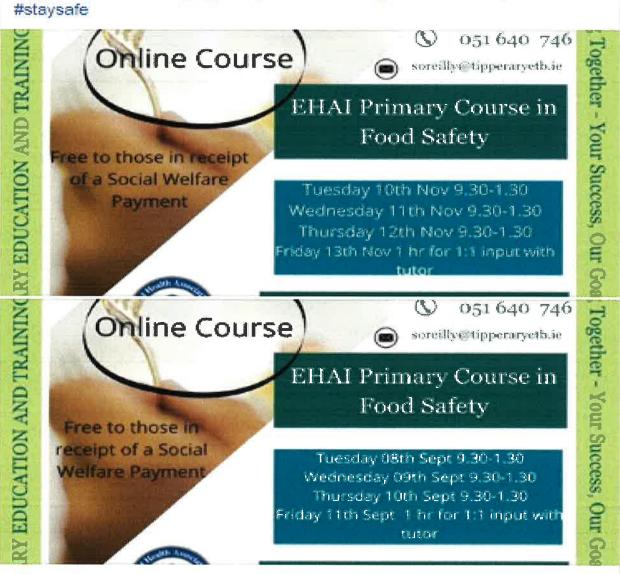
Due to popular demand we have two additional dates for Infection,
Prevention and Control on 24th September and 15th October. Apply online
at fetchcourses.ie or call Susan on 051-640746. LIMITED PLACES
#tipperaryetb #learningtogetheryoursuccessourgoal #communityeducation
#staysafe



THROUGH TIPPERARY EDUCATION AND TRAINING BOARD



#tipperaryetb #learningtogetheryoursuccessourgoal #communityeducation #staysafe



THROUGH WATERFORD WEXFORD EDUCATION AND TRAINING BOARD

Homecare Assistant Online Course [300494] - 8 weeks - Start Date 27th July

To view full course profile details click on www.fetchcourses.ie and enter keyword - 300494



SKILLS TO COMPETE -HOMECARE ASSISTANT

(BLENDED LEARNING)



Course **Description**

The aim of this intense 8 week online programme is to provide learners with the knowledge, skills and competencies to work as a Home Care Assistant. This is a full time tutor led course where a combination of training methods will be used. These include daily live tutor led classes on Zoom morning and afternoon during the 8 weeks of learning delivery

Learners will be required to engage in self-directed learning daily, complete course work and participate in 1.1 support sessions with the tutor. Learners should be aware that this is a full-time commitment for 8 weeks. The Training will be delivered from 08:30-15:45 Mon-Thurs, 08:30-12:45 Fri.

CERTIFICATION

Upon successful completion of this course, the learner will receive a COI Level 5 Component Certificate for the following awards:
Care of the Older Person (5N2706), Care Skills (5N2770)

The learner will also receive Pre-Hospital Emergency Care Certificate (PHECC) in First Aid Response

ASSESSMENTS

Skills demonstrations will take place in a classroom setting. Assignments and Projects will be submitted through Moodle

COURSE MATERIALS

All course study materials are available within an online learning environment focused on self-directed learning supported by a skilled tutor including personal development and career

COURSE CONTENT

The Home Care Assistant online course is designed to help learners acquire the key skills needed to gain entry to the important and expanding field of Hearth and Social Care. The course is based around the core modules Care Skils and Care of the Older Person. In addition PHECC First Aid. Responder and Patient Handling modules are also covered on this course and will be completed. in a classroom setting.

Care Skills 6N2770

- Understanding the physical, emotional, social, psychological and spiritual needs of a range of people both as individuals and as part of a wider group. Learning the range of interpersonal skills needed in dealing with clients and service users such as empathy, respect, patience and effective communication.

- Assisting clients and service users with dressing grooming, eating, drinking, to letting, continence promotion, mobility and supporting their roctor needs. Learn the techniques of safely working and how to enhance and support the privacy, dignity, independence and positive self-image of clients within a care setting.

Care of the Older Person 5N2706

- Learn how the Health Care Assistant plays a vital role in promoting positive attitudes to ageing and the statutory and voluntary agencies who promote the wellbeing of older people. Gain important insights in a range of age related issues, including healthy ageing, global and national demographic trends including the normal physiological and psychological processes of
- ageing

 Understand the social impact of ageing on older people and differing attitudes within society to
- ageing and older people.

 Explore ways to promote care for the older person through empowerment and partnership with families via advocacy, independence, person-centred care, dignity, respect, choice and self-esteem

JOB OPPORTUNITIES

Individuals seeking to work as a Home Care Assistant by upskilling and gaining a valuable qualification in the area of Health and Social Care.

LEARNER ENTRY REQUIREMENTS

Education: Leaving Cert or equivalent educational attainment

Aptitude: Motivation to learn new skills. An interest in Health and Social Care issues. Both bal and written English language skills plus basic internet and word processing competencies

Resources: Access to a laptop/PC with good quality broadband

ஷ் www.fetchconrses.ie

NEXT COURSES

on the 13th July 2020

For further details contact 087-1958761

recruit@wwetb.ie

(i) www.wwetblooning.ie

Waterford Wexford Training Services







THROUGH WATERFORD WEXFORD EDUCATION AND TRAINING BOARD

Mediacl Office Assistant Online Course [297032] - 25 weeks - Start Date 27th July

To view full course profile details click on www.fetchcourses.ie and enter keyword - 297032



Wareeford

MEDICAL OFFICE ASSISTANT



Medical administration

405

Course Description

This is a full time tutor led course where a combination of training methods will be used. These include daily Eve tutor led classes on Zoom - morning and afternoon during the 14 weeks of learning delivery. Learners will be required to engage in self-directed learning daily, complete course work and participate in 1:1 support sessions with the tutor.

Learners should be aware that this is a full-time commitment for 24 weeks, 14 weeks Training and 10 weeks Work Placement. The Training will be delivered from 08:30-15:45 Mon-Thurs, 08:30-12:45 Fn

Open successful completion of this course, the learner will receive a QCI Level 5 Component Certificate for the following awards: **Text Production** (5N1422); **Audio Transcription** (5N1649). **Medical Terminology** (5N2428) Work Practice (5N) 433)

ASSESSMENTS

Skills demonstration and theory exams will take place in a classroom setting Assignments, Learner Records and Projects will be submitted through Moodle.

COURSE MATERIALS

All course study materials and equipment will be supplied.

COURSE CONTENT

Text Production

Produce a range of documents to a mailable standard with a minimum speed of 35 words per minute

Audio Transcription

Operate an audio transcription unit; understand the conventions of written language and numeracy, apply appropriate layout and presentation, proof documents, produce fluent text and attem minimum production standards.

Learn a range of medical terminology applicable and relevant to a medical eceptionist or administrative role in a medical practice, clinic or hospital

This course includes a ten week certified work placement in a medical office in a hospital, GP, or Dental Practice. This has proven very successful in assisting. learners to get full-time positions

JOB OPPORTUNITIES

Successful completion of this programme will enable learners to source employment in the area of medical administration. Previous learners from similar type courses have gained employment in GP's Surgeries and Hospitalis.

LEARNER ENTRY REQUIREMENTS

Education: Applicants seeking entry onto the programme must have reached the current statisticity school leaving age and have achieved a QCI Level 4 Major Award or its equivalent prior to entry on to the programme.

Applitude: Good numerical and communication skills are essential including.

verbal and written command of the English language. Good working knowledge of Word Processing as well as a proficiency to copy type at 20wpm are also

Access: Learners will require access to good quality broadband.

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NEXT COURSES

on the 27th July 2020.

For further details contact

087-1958761 recruit@wwetb.ie

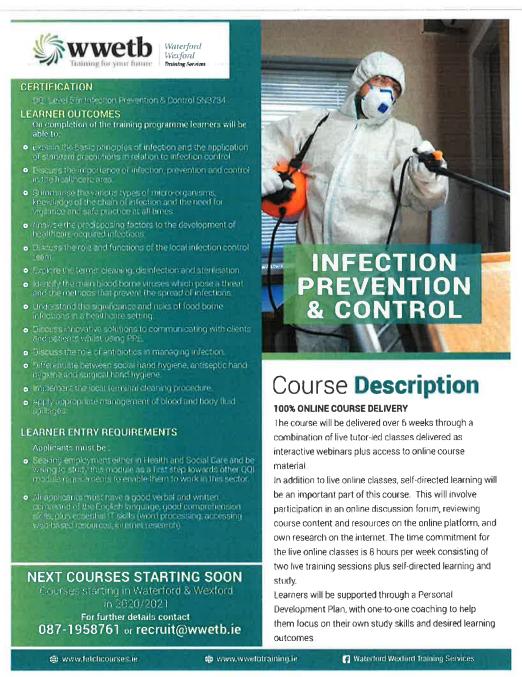
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THROUGH WATERFORD WEXFORD EDUCATION AND TRAINING BOARD

Infection Prevention Control Online Course [300286] - 5 weeks - Start Date 28th July

To view full course profile details click on www.fetchcourses.ie and enter keyword - 300286









TRAINING COURSE

THROUGH WATERFORD WEXFORD TRAINING SERVICES

Cleanroom and Packaging Operations Course [301421] - 36 weeks - Start Date 24th August

To view full course profile details click on www.fetchcourses.ie and enter keyword - 301421

The aim of the programme is to enable the trainee to develop the skills, knowledge and competencies to work at operative level in a Cleanroom within a life sciences environment, performing a range of packaging and labelling tasks in compliance with quality standards and good manufacturing practice and using a range of continuous improvement methodologies.

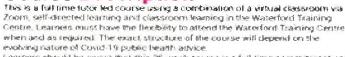


Skills to

Compete

CLEANROOM & PACKAGING wwetb OPERATIONS TRAINEESHIP **BLENDED LEARNING**





Learners should be aware that this 36 week course is a full-time commitment and classes will be delivered from 08 20-15 45 Mon-Thurs, 08:30:12 45 Fr.

CERTIFICATION

Lipon successful completion of this programme, the learner will receive a

DDI Level 5 Comparent Certificate in Quality and Good Manufacturing Practice (set see DDI Level 5 Comparent Certificate in Certificates Improvement in Manufacturing (SN) (1):2:

84x Sigma Yellow Bell (\$550) QCI Level 5 Component Certificate in Cleanroom Operations (\$47921)

OOF Level 5 Component Certificate in Packaging and Labelling (\$42.55) DOF Level 5 Component Certificate in Work Practice (\$43.431)

Skills demonstrations and theory exams will take place in a classroom setting Assignments and Projects will be submittled through Moodle.

COURSE EQUIPMENT & MATERIALS

A lapton will be provided for the duration of me course where req course materials will be available online for self-directed learning

COURSE CONTENT

Quality & Good Manufacturing Practice
Perform a range of manufacturing tasks in compliance with quality standards and good manufacturing practice.

Continuous Improvement in Manufacturing
Utilise a range of continuous improvement methodologies whast working at operative level in the life sciences manufacturing sector.

Cleanroom Operations

Undertake a range of tasks whilst working at operative level in the clean conservironment in the life sciences manufacturing sector. This module also includes Six Sigma Yellow Belt training.

Packaging & Labelling
Undertake a range of packaging and labelling tasks whilst working at operative level in the life sciences insusufacturing sector.

Work Placement
This course includes a twelve-week certified work placement in the life sciences/manufacturing sectors. This has proven very successful in assisting

JOB OPPORTUNITIES

in of this programme will allow the learner to develop the Successful completion of this programme will allow the learner to develop the skills, knowledge and competencies to work at operative level in a Clear com-within a life science (manufacturing environment.)

LEARNER ENTRY REQUIREMENTS

learners to get full-time positions on previous courses

Education: Applicants seeking entry to the programme must have achieved a minimum of a QQI Level 4 Major Award or its equivalent prior to entry to the programme.

Aptitude: Good verbal and written command of the English language, ECDL qualification is desirable or good working knowledge of MS Office software. Access: Will require access to good quality broadband.



Www.letchcoorsec.in



Waterford Westord Statistics Services

TRAINING COURSE

THROUGH WATERFORD WEXFORD TRAINING SERVICES

Pharmaceutical Manufacturing Traineeship Course [301420] – 43 weeks – Start Date 24th August

To view full course profile details click on www.fetchcourses.ie and enter keyword - 301420

The aim of this programme is to provide the learner with the knowledge, skill and competence to undertake fluid transfer related tasks, interpret and use PFD's and P&ID's and operate process control equipment complying with relevant health, safety and environmental regulations and controls in the life sciences industry.





Fetchcourses.ie was developed by SOLAS, the Further Education & Training Authority, in partnership with Education and Training Boards Ireland (ETBI) and other Further Education and Training providers.

ANYONE WHO HAS LOST THEIR JOB DUE TO COVID-19 CAN NOW ACCESS FREE TRAINING ON-LINE.

TO VIEW ALL COURSES AVAILABLE PLEASE LOG ONTO:

WWW.FETCHCOURSES.IE

SELECT LOCATION AS ONLINE

Examples of courses to choose from include:

ECDL, Photoshop, Excel, Word, Advanced Word, Advanced Excel, Graphic Design & Illustration using Adobe, Powerpoint, CompTIA A+, Python Programming and many more.

ON-LINE AND TELPHONE TUTOR SUPPORT AVAILABLE FOR DURATION OF TRAINING

FOR MORE INFORMATION PLEASE CONTACT:

e-COLLEGE LEARNING - Contact - Fiona Lester - 1800 855 831

CLIENTS OF THE DUNGARVAN/LISMORE LOCAL EMPLOYMENT SERVICE

PLEASE CONTACT YOUR CASE OFFICER - NIAMH KUHNE - 058 44077



ONLINE COURSES

REF	COURSE TITLE	PROVIDER
4357	Graphic Design and Illustration using Adobe Illustrator	eCollege
6150	Print & Digital Media Publication Using Adobe InDesign	eCollege
14634	Speak Irish With Me	eCollege
12173	Visual Communication using Adobe Photoshop- online	eCollege
12162	Project Management - Certified Associate (PMBOK) - Online	eCollege
12175	Java Foundations Certified Junior Associate	eCollege
200265	Software Testing - ISTQB Certified Tester Foundation Level	eCollege
215214	Java Associate Developer SE8	eCollege
221074	Microsoft Office Specialist Excel 2016	eCollege
217676	CompTIA Security + SY0-501	eCollege
228070	Microsoft PowerPoint 2016	eCollege
228076	Microsoft Word 2016	eCollege
229547	CompTIA Network +	eCollege
229605	Java Professional Developer SE 8	eCollege
229877	Microsoft Access 2016	eCollege
230138	ECDL - Online	eCollege
231022	PRINCE2 Foundation	eCollege
237238	Introduction to Programming using Python	eCollege
228121	Programming using JavaScript (Microsoft Technology Associate)	eCollege

REF	COURSE TITLE	PROVIDER
251322	Introduction to Programming using HTML and CSS	eCollege
275964	CompTIA A+ Core Series	eCollege
297325	Programming in HTML with Javascript and CSS	eCollege
297658	Microsoft Excel Expert 2016	eCollege
298272	Microsoft Word Expert 2016	eCollege
298363	Windows Operating Systems Fundamentals	eCollege
298383	Windows Server Administration Fundamentals	eCollege
298384	Windows Security Administrator Fundamentals	eCollege
298385	Networking Fundamentals	eCollege
299187	Software Development Fundamentals	eCollege
299189	Database Fundamentals	eCollege

ALL OF THE ABOVE ONLINE COURSE PROFILES CAN BE VIEWED ON

WWW.FETCHCOURSES.IE

IF YOU ARE INTERESTED IN DOING ANY OF THE ABOVE ONLINE COURSES 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







