

# **JOB VACANCIES & FREE TRAINING COURSES**

**THURSDAY 24<sup>TH</sup> MARCH 2021**

**THIS JOB PACK IS ALSO AVAILABLE ONLINE WEEKLY AT [WWW.WLP.IE](http://WWW.WLP.IE)**

**PLEASE SELECT JOBSEEKERS TAB**

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

**FOR ONGOING SUPPORT, JOBSEEKERS CAN  
CONTACT US DAILY VIA:-**

**PHONE: 058 44077**

**TEXT: 086 787 0872 or 086 035 8615**

**Email: WESTWATERFORD.LES@WLP.IE**

**DUNGARVAN & LISMORE LOCAL EMPLOYMENT SERVICE**

**STAFF CONTACTS : NIAMH KUHNE / PAULA HENNESSY**

## **LOCAL EMPLOYMENT SERVICE**

**SUPPORT SERVICE FOR THE UNEMPLOYED**

**WORKING UNDER CONTRACT FOR THE DEPARTMENT OF SOCIAL PROTECTION**

**LIKE US ON FACEBOOK ~ COUNTY WATERFORD LES**



An Roinn Coimirce Sóisialaí  
Department of Social Protection



Comhpháirtíocht Leader  
Phort Láirge Waterford Leader  
Partnership





## SITUATIONS VACANT

**CLEANER WANTED** — For Air B&B property, Abbeyside, Dungarvan. Tel. 087-6705058.

(26/3/R)

**TRACTOR DRIVER/MACHINERY OPERATOR** — Cappoquin area. Requirements for role; Must have previous experience in slurry, silage, tillage, dump trailer and general agricultural work, full clean driving licence. Flexibility required with regard to working hours, job will also include working with dry stock on the farm. Full time position for suitable candidate. Contact Kieran on 087-2549759, calls only.

(26/3)



Nemeton is an international TV and sports streaming production company.

We are best known for our live productions of GAA, rugby, soccer, horse racing, boxing and much more. Our clients include TG4, BBC, RTE and Sky Sports as well as associations like the GAA.

Táimid ag lorg Cúntóir Cuntaisíochta.

We are looking for an Accounts Assistant to join our team.

I measc na gcúraimí, beidh - The role includes the following duties:

- Cuntaisí isteach is amach - Accounts payable and receivable
- Cúnamh le cuntaisí bainistíochta ginearálta - Assisting with management accounts
- Réitigh bainc - Bank reconciliations
- Tuairisceán cánach - Assisting with revenue returns
- Cúraimí ad hoc eile - Other ad-hoc accounts duties

### Tréithe - Requirements

- Cáilíocht 3ú leibhéal - 3rd level qualification in business/accounts
- Taithí i rannóg cuntaisíochta nó rannóg airgidis - experience in an accountancy practice/finance department
- Scileanna Excel go leibhéal idirmheánach - intermediate level knowledge of Excel
- Taithí Sage agus/nó Red Book - Experience using Sage and/or Red book in a work environment
- Ba mhór an buntáiste Gaeilge labhartha - a working knowledge of Irish is an advantage

Seol d'iarratas chuig:

For a full job description please visit our website: <http://nemeton.ie/news/career-opportunities>. Please send your CV to [hr@nemeton.ie](mailto:hr@nemeton.ie) before Friday, 2nd April 2021

## In House Finishing Limited

C/O CIL PRECISION LIMITED  
INDUSTRIAL ESTATE,  
CAPPOQUIN, CO. WATERFORD.  
Tel. (Mobile) : 087 235 53 27

In House Finishing Limited currently have a vacancy for a

# SPRAY PAINTER

Candidates should have experience in conventional wet spraying and a knowledge of powder paint application would be an advantage.

Applications in writing to the above address for the attention of Bernie Burke.

## SITUATIONS VACANT



## OFFICE STAFF WANTED

FOR OFFICE IN DUNGARVAN TOWN  
Full Time Position

### Duties Include:

- Answering telephone.
- Dealing with customers.
- Creating Invoices, Receipts, etc.
- Must be familiar with Sage Accounting.

Please reply with CV to:

Box No. 887, Dungarvan Leader, 18 Mitchel Street, Dungarvan, Co. Waterford.



**IN HOUSE FINISHING LIMITED**  
c/o Cil Precision Limited, Industrial Estate, Cappoquin  
Mob. No. 087 2355327

In House Finishing Limited currently have a vacancy for a

## Spray Painter

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Applications in writing to the above address for the attention of Bernie Burke.

(26-3)



Comhairle Cathrach & Contae Phort Láirge  
Waterford City & County Council

Applications are invited from suitably qualified persons for the following position:

### RETAINED (PART TIME) FIREFIGHTER FOR PORTLAW FIRE STATION

#### REMUNERATION:

Annual Retained Allowance	
0-2 years service	€8,194
2-5 years service	€9,106
5-10 years service	€10,210
10 +	€11,221

Additional payment for attendance at Fires and Drills and Clothing Allowance.

- Persons must reside and, if employed, work within 3 kms distance or 5 mins travelling of the Fire Station which will allow him/her to respond within the turnout time as set by the Chief Fire Officer.
- Persons must hold a full unendorsed Class B driving licence or a provisional Class B driving licence.
- Persons must be able to provide proof of release from workplace to respond to fire calls if necessary.
- Applicants must be over 18 and under 55 years old.
- Candidates may be shortlisted on the information provided on the application form.

Application forms are available from the Human Resources Department, Waterford City & County Council, Civic Offices, Dungarvan, Co. Waterford, Tel No: 0761 10 2045 or may be obtained on our website at [www.waterfordcouncil.ie](http://www.waterfordcouncil.ie).

Closing date for receipt of applications is **4 pm on Friday 16th April, 2021.**

**WATERFORD CITY & COUNTY COUNCIL IS AN EQUAL OPPORTUNITIES EMPLOYER.**



Nemeton is an international TV and sports streaming production company.

We are best known for our live productions of GAA, rugby, soccer, horse racing, boxing and much more. Our clients include TG4, BBC, RTE and Sky Sports as well as associations like the GAA.

Táimid ag lorg Cúntóir Cuntaisíochta.

**WE ARE LOOKING FOR AN**

## Accounts Assistant

**TO JOIN OUR TEAM**

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(26-3)

**MANUAL WORKERS REQUIRED BY TREE NURSERY NEAR DUNGARVAN** - One to two months work. Apply by phone (087) 2558731 or email [info@coronet.ie](mailto:info@coronet.ie)

(2-4)

**CHILDMINDER REQUIRED FROM MID-AUGUST** - 5 days per week, 2 children - ages 9 months and 21 months. Teachers' holidays. Glenbeg area. Tel. (086) 8355308.

(2-4)

**CHILDMINDER REQUIRED TO MIND 3 CHILDREN** - From January 2022. In children's own home. Dungarvan area. 4 days per week. Tel. (086) 3085353.

(2-4)

## OFFICE STAFF

**Wanted for Office in Dungarvan Town**  
**FULL-TIME POSITION**

Duties include:- Answering telephone, dealing with customers, creating invoices, receipts, etc.

Must be familiar with Sage Accounting

**Please reply with CV to: Box No. 8023**

### Full Time Manager required

for busy Ladies Boutique in New Ross.

*Minimum 5 years' experience in clothing retail and buying.*

Dedicated and capable retail sales professional who is passionate about selling and has shown they can deliver high performance sales figures.

**Excellent communicational skills.**

**Strong IT skills as Manager will be responsible for updating store website and social media platforms.**

**Self-motivated, shows initiative, confident and a strong team player.**

**Responsible for visual presentation and cleanliness of the store.**

**Salary commensurate with experience.**

*Please submit your CV and cover letter to: margaret@blossomsladieswear.ie.*



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#### Seol d'arratas chulg:

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### Optical Assistant required

Nolke Opticians are seeking a Fulltime optical assistant. An individual with strong customer service skills to fill the position of Optical Assistant, Frame stylist in our busy practice.

#### Duties to include:

- Proving excellent front Line Customer Service
- Frame selection and styling consultations.
- Scheduling Appointments
- Reception work and maintaining computerised patient records.
- Training will be provided to work in optical lab, frame repairs and lens recommendations.
- Experience is desirable but not essential as full training will be provided.

#### We are looking for an individual who:

- Has a minimum of 2 years' retail or customer service experience.
- Has completed the Leaving Certificate or equivalent standard of education
- Can Provide a high level of customer service to our customers.
- Possesses Excellent organisational and communication skills.
- Can work well within a team.
- Has excellent computer skills with the ability to learn new systems quickly.

**Applications:** Please log onto our Website [www.nolkeopticians.com](http://www.nolkeopticians.com) to download our application form.

Completed forms to be forwarded to: [jobs@nolkeopticians.com](mailto:jobs@nolkeopticians.com)

**Due to Covid restrictions we request electronic submission only.**



# WATERFORD NEWS & STAR

Waterford News & Star  
23 March, 2021

## IN HOUSE FINISHING LIMITED

c/o Cil Precision Limited,  
Industrial Estate, Cappoquin  
Mob. No. 087 2355327

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Applications in writing to the above  
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**Bernie Burke.**



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production company. We are best known for  
our live productions of GAA, rugby, soccer, horse racing, boxing  
and much more. Our clients include TG4, BBC, RTE and Sky  
Sports as well as associations like the GAA.

Táimid ag lorg Cúntóirí Cuntaisíochta.

We are looking for an:

## Accounts Assistant

to join our team.

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*Seol d'farrasas chuig:*

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Please send your CV to: [hr@nemeton.ie](mailto:hr@nemeton.ie) before Friday, 2nd April 2021

# CLANCY

Built on Partnership

Headquartered in Thurles, Co. Tipperary, Clancy are one  
of the leading main contractors in Ireland.  
We are pleased to announce that due to continued growth  
we have an immediate requirement for a:

## Prequalification Administrator

to join our Estimating Department.

Prior experience is not a necessity as full training will be  
provided. The successful candidate will need to be highly  
organised, self-motivated, capable of working to deadlines  
and be computer literate.

Please forward your CV in confidence to:

**[careers@clancy.ie](mailto:careers@clancy.ie)**



## OPTICAL ASSISTANT REQUIRED

Nolke Opticians are seeking a Fulltime Optical assistant.  
An individual with strong customer service skills to fill the position  
of Optical Assistant, Frame Stylist in our busy practice.

### Duties to include:

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### Applications:

Please log onto our website **[www.nolkeopticians.com](http://www.nolkeopticians.com)** to  
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- ✓ Can work well within a team.
- ✓ Has excellent computer skills with the ability to learn new systems quickly.

Waterford News & Star  
23 March, 2021



## WE'RE HIRING

**FULL TIME / PART TIME ROLES AVAILABLE  
CITY SQUARE SHOPPING CENTRE**

**CAR VALETOR /  
CUSTOMER SERVICE AGENT**

Successful candidates will have:

- Full, clean driver's licence is essential for this role
- Excellent communication and customer service skills
- Have ability to work on own initiative as well as in a team
- Ability to work in dynamic and fast paced environment
- Strong attention to detail and high degree of accuracy and professionalism
- Candidate must be flexible and available for morning, evening and weekend shifts

Previous Car Valeting experience preferred. References required.  
Excellent remuneration and working conditions will apply.

**SUBMIT YOUR CV AND COVER LETTER BY E-MAIL ONLY:**

INFO@IPAIRC.IE





## Exciting opportunities In new nursing home

SignalCare Waterford is a new, state-of-the-art, luxury nursing home in Ferrybank, Waterford. While we have assembled an excellent team of talented professionals, there are still some vacancies we need to fill as we continue to grow and develop.



## WE ARE RECRUITING

We specifically require the following people:

- Nurses
- Health Care Assistants
- Catering & Housekeeping
- Maintenance Staff

We offer many great  
benefits including:

- Excellent Salary Rates
- Caring Work Environment
- Innovative Approach to Older Person Care

To apply for any of the above  
positions, please email your CV  
to [info@signacare.ie](mailto:info@signacare.ie)

For more information,  
call 051 899 013



# Dungarvan and West Waterford Youth Employability Programme

## — April to July, 2021 —

Are you a young person, aged between 17 to 24, who is finding it hard to get a job, an apprenticeship or a place in education? Do you want to develop your CV, and improve your future employment prospects? Do you want to know what's available to you in the Dungarvan and West Waterford area?

If the answer is yes, then we may have a solution for you.

Waterford and South Tipperary Community Youth Service is running the Dungarvan and West Waterford Youth Employability Programme (YEP), starting in April 2020.

You'll get:

- A professional CV and Interview experience
- The chance to sample real-life work, further education and training environments
- Practical knowledge on how to look for the right job
- Certificates in Manual Handling, IT skills and Employability
- Increased self-confidence and the creation of a wide support network

The Dungarvan and West Waterford YEP will be operating out of the Dungarvan Youth Centre at Rinnasilogue, and is free of charge for participants. All transport and food will be provided. The Programme is co-funded by WSTCYS and Waterford Children and Young People's Services Committee.

The Programme will be on for 2 days per week (11am to 4pm), for 15 weeks in total, starting on Wednesday, April 21st and running until July. Participants will be involved in a wide variety of youth work activities, such as team-building trips, outdoor pursuits and group work. All activities will be carried out following strict Covid-19 prevention guidelines, and as a result we only have 8 places available currently.

If you're interested in applying, just give Declan a text or a call on 086-3889723, and we'll have a chat about the next steps.

## DUNGARVAN & WEST WATERFORD YOUTH EMPLOYABILITY PROGRAMME

**ARE YOU A YOUNG PERSON AGED 17-24,  
FINDING IT HARD TO GET A JOB, A  
TRAINING COURSE OR A PLACE IN  
EDUCATION?**

**WE COULD HAVE THE ANSWER FOR YOU**



- YOUTH WORK PROGRAMME
- GAIN SKILLS, GET QUALIFICATIONS
- FREE OF CHARGE
- FREE TRANSPORT
- IMPROVE YOUR CV
- DEVELOP CONFIDENCE
- MEET NEW PEOPLE
- 2 DAYS PER WEEK, 11am-4pm
- STARTING APRIL 21st FOR 15 WEEKS

**BASED IN DUNGARVAN YOUTH CENTRE**

FOR MORE INFORMATION,  
CALL/TEXT/EMAIL/WHATSAPP/MESSAGE  
DECLAN OR ANDREW ON: 086-3889723



woodstown@wstcys.ie



@youthemployabilityprogramme



@youth\_employability\_programme



**THIS PROGRAMME IS FULLY COMPLIANT  
WITH COVID REGULATIONS**



## Experienced Kitchen Staff – Ormonds Cafe – Dungarvan

### Urgently needed

This is an exciting opportunity for a recently qualified person to gain first hand experience in going from a takeout only offering to a new and locally sourced summer menu. Dungarvan will be a must visit destination once restrictions are lifted and a busy season is expected.

Our year round opening times are Monday to Saturday for a day time trade and will expand as the season allows to include early dinner dining

There is also space for an experienced chef who wants to expand on their role and have control of the food offering for this busy town center cafe/ bakery/deli.

A proven track record in kitchens or with a recognized trade qualification is a must. Complete understanding of HAACP systems and Health & Safety systems is required and formal training in this area should be shown.

The ability to control stock, purchases and contribute new ideas is a key aspect of this job.

### Job Duties:

- Prepare all food items as directed in a sanitary and timely manner
- Follow recipes and presentation specifications
- Operate standard kitchen equipment safely and efficiently
- Maintain a clean working station whilst adhering to health & safety standards
- Assist with the cleaning and organisation of kitchen and equipment
- Restock items as needed throughout the shift
- Adhere to all food hygiene & safety standards
- Report any serious incidents to upper management, such as machine failure or broken facilities
- Other duties as requested

### Additional Duties:

- Menu planning
- Food shopping
- Recording food temperatures
- Preparing reports

**Part-time hours:** 35 per week

**Expected start date:** 29/3/2021

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

**Salary:** From €12.50 per hour

### **Additional pay:**

- Retention bonus
- Tips

### **Benefits:**

- Employee discount
- Food allowance

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

## Kitchen Assistant – CareChoice – Dungarvan

We are currently expanding our Kitchen Team in our Dungarvan facility. We are seeking someone who can contribute to the high standards of service that are maintained throughout our nursing home. This is a home from home for our residents and we are passionate about creating the best quality of life for them while they are in our care. The ideal candidate will have previous experience in a similar role and be passionate about elder care, providing residents with a friendly, unique, homely food service.

You will be responsible for the following:

- Compliance with 'HACCP' guidelines as directed by the Head Chef ensuring all work practices are in line with regulations
- Ensuring the dishwasher and surrounding area is clean and used efficiently
- Ensure all the equipment is cleaned to a high standard as directed
- Adherence to the safe storage and use of all food and cleaning products

The ideal candidate will have:

- Experience in a similar role
- A genuine passion for elder care and a desire to make a difference
- Friendly and respectful manner

Benefits:

- Discounted/free food
- Comprehensive induction training
- Free Garda Vetting
- A rewarding working environment, with support from supervisors and managers
- Competitive rates of pay
- Paid quality training
- Continuous professional development
- Opportunities for promotion within an expanding group
- Extensive in-house training (NMBI approved)
- Employee of the Month programme
- Employee Assistance Programme which offers advice
- 1 Free Uniform/year
- Free parking

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



## **Housekeeping / Accommodation Team Leader [Supervisor] Role – The Park Hotel – Dungarvan**

Excellent opportunity to join our Hotel and develop your career in the Accommodation Department. An experienced Supervisor/Team Leader required to join the team where excellent standard of service is required. You will report to the Accommodation Manager.

### **Candidate requirements:**

- Previous experience in accommodation hospitality is required.
- Must have excellent leadership skills and have the ability to develop and guide the team.
- Assumed responsibility of teaching all requisite techniques and skills of housekeeping staff.
- Maintaining the quality of housekeeping activities with routine checks.
- Ensuring all housekeeping activities are performed in compliance with hotel policy.
- Supervising, delegating and monitoring everyday housekeeping tasks across the entire hotel.
- Standards oriented, with excellent attention to detail.
- Ability to multitask and prioritise duties in a fast paced environment.
- Check supply levels to make sure the establishment never runs out of essential cleaning supplies, place orders for new cleaning equipment, such as vacuums, laundry machines, and carpet cleaners.
- Create Employee schedules.
- Keep senior hotel management in the loop on any major issues, such as room damages or extreme custodial situations.

### **Skills:**

- Substantial experience in supervising housekeeping staff in a Hotel/Resort
- Operational knowledge of housekeeping cleaning equipment and inventory
- Profound knowledge of hotel policy and compliance rules and safety hazards environment.

### **Benefits:**

- Flexible working hours
- On-site parking
- Discounted/free food

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

### **Experience:**

- Housekeeping: 1 year (Required)
- Housekeeping Supervisor: 1 year (Required)

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

## Care Assistant – Dungarvan/West Waterford Home Instead Senior Care



Home Instead provide world-renowned, quality care to seniors in their own homes and offer a wide range of services including companionship, the completion of household duties and personal care. We are the largest home care provider in Waterford and due to increasing demand, we are currently seeking to speak to friendly and reliable CAREGivers in the Dungarvan/West Waterford areas who are interested in joining our award-winning team on a part-time basis.

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

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

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

**To apply for this role, please copy and paste the link below and complete the short application form or apply directly on [www.indeed.com](http://www.indeed.com)**

[https://www.homeinstead.ie/apply-job.aspx?jobId=Q41FK026203F3VBQBLO688NKX-231&langCode=en\\_GB](https://www.homeinstead.ie/apply-job.aspx?jobId=Q41FK026203F3VBQBLO688NKX-231&langCode=en_GB)

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

**Part-time hours:** 20 per week

**Benefits:** Flexible schedule

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



 Job title, Skill or Company Location[<< Return to Job Search](#)

## Crew Member - Dungarvan

### McDonald's Restaurants of Ireland Ltd

 Waterford Not Disclosed Permanent | Full Time Today[Login or register to apply](#)

#### Description

#### Company Details

##### Position Description

###### What I Do

- Deliver hot fresh food, in a clean and friendly restaurant, giving customers a great experience each visit, every time
- Consistently deliver the highest standards of quality, service and cleanliness in the restaurant
- Provide friendly, fast and accurate service

##### Position Requirements

###### Deliver A Great Customer Experience

- Prepare the customer's meal with care and respect – give your customers gold standard food and drink every time
- Make it special – be welcoming, personalise your comments and connect with your customers
- Make it genuine – give the customer your full attention, smile, use eye contact and body language that is enthusiastic and energetic
- Adapt to each customer's needs – give them an individual experience that exceeds their expectations, e.g.:
  - o Be patient with customers who need help, offer to explain the menu
  - o Get to know regular customers and treat them individually
  - o Use positive gestures, e.g. offer to clear trays, help parents with pushchairs or make a child's visit special
- Use initiative and confidence when interacting with customers
- Answer customer queries confidently and professionally – keep up-to-date with knowledge on our food and promotions
- Treat all customers and colleagues with courtesy and respect
- Work as a supportive team member

McDonald's is an equal opportunities employer.

##### Position Attributes

###### Quality, Service & Cleanliness

- Complete tasks and activities in line with training, company guidelines and management direction
- Adhere to McDonald's standards of quality, service and cleanliness
- Follow all workplace safety, security and food hygiene procedures
- Follow our guidelines and take pride in your personal appearance
- Take responsibility for your training in all areas; look for opportunities to improve and develop

##### Additional Information

N/A

Job title, Skill or Company

 Location

 Sector

Search

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## Sales Development Representative - US Market

Zevas Communications Ltd.



Dungarvan, County Waterford, Ireland



€25,000 - €30,000



Permanent | Full Time



1 Day Ago


[Click here to apply](#)

### Description

### Company Details

**\*\* We are offering temporary remote working and successful candidates would relocate and work from the Dungarvan office post-Covid \*\***

#### What is the role?

This is an outbound business sales role contacting existing customers in the US Market. We are looking for a candidate who will be expected to consistently exceed quarterly sales targets through high volume outbound calling, emailing and to existing customers leads that are provided daily. We work some of the most prestigious and well known companies in the World and you will be provided with intensive sales and product training, as well as mentorship and coaching from management & senior reps.

#### Who we are seeking?

- You have a competitive spirit and thrive under pressure, always striving to be the top performer / stand out from the crowd.
- You are a team player, willing to go out of your way to help a struggling teammate
- You constantly strive to improve, seeking coaching & guidance from both peers and managers
- You are an entrepreneurial self-starter, who can operate with minimal supervision and is motivated to find solutions to problems as they occur
- You understand how businesses operate and have strong business acumen, including knowledge of different business models & the importance of return on investment

#### Minimum Requirements:

- Fluent English Speaker
- Knowledge of E-commerce e.g. buying or selling
- Excellent communication skills, both oral and written
- Highly disciplined, with excellent time management and organisational skills

#### Preferred requirements (Not Essential)

- Relevant qualifications
- Passion for the web and e-commerce
- Ideally 1-2 years of sales experience

#### Benefits

- 30K On Target Earnings.
- Exceptional training provided
- Career Development Program
- Pension Plan
- Health Care Subsidy

Zevas is an equal opportunity employer who accepts and celebrates diversity.

Working Hours for US Market: 2pm to 11pm Monday to Friday

Before applying for this position, please review our Recruitment Privacy Policy:

Interviewing now, apply today!

#### Skills:

sales   Communication   Outbound Call Centre



 Job title, Skill or Company





 Location


[<< Return to Job Search](#)



Motor Mechanic

Holden Plant Rentals Ltd

-  Dungarvan, County Waterford, Ireland
-  €45,000 - €50,000
-  Contract | Full Time
-  Today



Apply Now

Description	Company Details
<div><div>Mechanic</div><div><ul style="list-style-type: none"><li>5 Years Post Graduate Minimum Experience Required</li><li>Experience with Texa diagnostics</li><li>Knowledge of Maintenance and Repair of Cars and Light Commercial Vehicles</li><li>Ability to work on own initiative</li><li>Location Waterford/ Kilkenny/ Kildare/ and Limerick</li><li>Full Clean Licence Required</li><li>Transport Provided</li><li>Generous Remuneration to Suitable Candidate</li></ul></div></div> <div><div>Skills:</div><div><div>Mechanic</div><div>Manager</div><div>Maintenance Management</div></div></div> <div><div>Benefits:</div><div><div>Company Vehicle</div></div></div>	

 Job title, Skill or Company

 Location

[<< Return to Job Search](#)



Assistant Support Worker & Social Care Worker

Nua Healthcare

 Lismore, Co. Waterford, Ireland

 €28,000 - €32,000

 Permanent | Full Time

 1 Day Ago



Login or register to apply

Description	Company Details
<p>We are seeking applications from energetic and enthusiastic individuals to join our team for the above position. The successful candidate will be afforded all necessary training and development in line with the role. Candidates must be highly motivated, creative and experienced with a passion for engaging with clients on a daily basis.</p>	
<p>The Company</p> <p>Nua Healthcare specialises in providing Residential care, Community outreach and Day services to adults and children with complex support requirements on both the Intellectual Disability and Mental Health spectrums. We pride ourselves in providing true person-centred care for individuals in their own home or in appropriate community-based care facilities.</p> <p><b>Skills:</b></p> <div>Full drivers LicenceHealthcareSocial Care</div> <p><b>Benefits:</b></p> <div>Company Pension</div>	
Login or register to apply	



## **Concrete Labourer – Ballymacarbry, Co. Waterford**

### **Ryan Bros Construction**

**[Apply Now](#)**

Concrete labourer.

Must have minimum 5 years experience with concrete finishing / preparing or shuttering.

<b>Contract length:</b>	12 months
<b>Job Types:</b>	Full-time, Contract
<b>Salary:</b>	From €20.00 per hour
<b>Schedule:</b>	Monday to Friday
<b>Experience:</b>	Concrete work: 5 years (Required)

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

## General Operative – Dawn Meats – Carroll's Cross



Dawn Meats are looking to recruit General Operatives to join the team at our Carroll's Cross facility in Co. Waterford

### **The successful candidate will be based at our production plant and will:**

- Work as part of a team in the factory, packing meat cuts and trims to customer specification on a paced production line to fulfil production targets on a daily and weekly basis
- Assist in the production area & provide support to the production team
- Work in all areas of the factory
- Keep good housekeeping standards in all areas
- Keep up to date knowledge of all products
- Keep up to date with all training to ensure you are trained to complete your day to day role
- Follow work instructions in all areas
- Ensure you comply with Health & Safety regulations
- Ensure all data to be recorded is accurate and up to date
- Ensure quality guidelines are followed for all areas
- Undertake flexible working hours to meet deadline

### **The ideal Candidate will have or demonstrate:**

- Entry level, semi-skilled & advanced positions available
- An ability to work to deadlines
- An ability to work on own initiative
- Interested in future development & progression.

Successful candidates will need to be able to work a shift pattern of days and evenings on a bi-weekly rotation.

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

## Administrative Assistant – David Crowley Furniture – Co Waterford

David Crowley Furniture is looking for an Office administrator on a part time basis. The Office Administrator (OA) is a key player in the running of the business and is responsible for providing all aspects of administrative, financial and HR support to the management team.

The OA is a proactive, resourceful and highly organised individual who thrives in a fast-paced environment. He/she has experience working collaboratively with staff, management, clients and is capable of communicating in a professional manner. Multitasking and efficiently prioritising workflow are required for success in this role.

### The Main Responsibilities Include

#### **Financial**

- Purchase supplies and equipment as authorized by management
- Maintain supplier invoices/issue invoices to clients and follow up on payments
- Assist with weekly payroll and expense claims
- Assist with the preparation of VAT reports for Revenue
- Maintain accurate and up-to-date financial records

#### **Administrative**

- Deal with queries from clients and suppliers in a professional and appropriate manner
- Assist with the creation of Project Charters, which include project contact lists and general project information
- Maintain office supplies and order stock as required
- Organize and maintain files and databases
- Support management and staff with ad-hoc requests that may arise from time to time
- Assist the Foreman with the creation of order lists

#### **Human Resources**

- Prepare and update employee records and ensure proper records are maintained
- Update Employee Handbook as required and ensure staff are made aware of changes
- Be aware of and alert management to any emerging HR issues in the business
- Monitor and record working hours, holiday requests/balances, absenteeism, etc

### REQUIREMENTS

#### **Essential**

- Minimum 2 years' experience in an administrative role
- Excellent Microsoft Office skills
- Excellent written and spoken English

#### **Desired**

- Experience devising and implementing new/updated administrative processes and procedures
- Bookkeeping experience

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

**Part-time hours:** 20 per week

**Schedule:** Monday to Friday

**Experience:** Administrative: 4 years (Preferred)

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



## Branch Assistant

Glanbia

Kilmeaden, Co. Waterford

Contract

Top Irish recruitment agency



At PE Global, we provide permanent, contract and temporary roles in a range of industries.

PE Global

Rooted in our rich heritage of family farming and embedded in our communities, Glanbia Ireland has evolved to bring the passion of our farmers and their high-quality ingredients to the world. Using modern-day technology and applying the best processes to our milk pool of three billion litres and our outstanding grains portfolio, we export innovative products and tailored ingredient solutions to more than 100 countries. We nurture a talented team of over 2,000 people to manage our network of 11 processing plants and 52 agri branches, serving our communities and delivering annual revenues of around €2 billion.

Glanbia Ireland owns leading consumer and agri brands such as Avonmore, Kilmeaden Cheese, Millac, Truly Grass Fed, Premier Milk, Wexford, mymilkman.ie, Glanbiaconnect.com, countrylife.ie and GAIN Animal Nutrition.

As a valued member of the team you will be essential to the success of our branch by providing customers with a first class experience.

### Key Responsibilities

- Top Class Customer Service
- Branch Operations

### Key Requirements

- Keen interest in Agri sector
- A friendly outgoing personality, excellent customer service skills and ambition to deliver beyond customers' expectation
- Outstanding communication and interpersonal skills
- Excellent team work skills as well ability to work on own initiative
- Ability to multitask and to consistently deliver high standard quality work in a busy environment

### Desired Skills

- A person with an agricultural or farming background is desirable
- A forklift licence is desirable

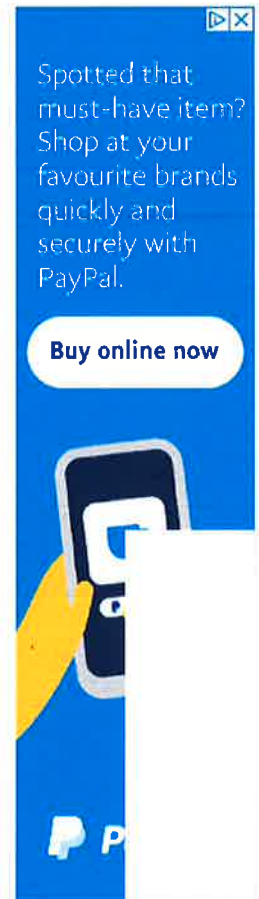
Follow us on Facebook and stay up to date with the latest jobs in Waterford!



Liked



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## Office Based Account Manager - (Waterford )



FOCUS ONE



Ref: #JOB-2174066



Waterford, County Waterford, Ireland



No of positions: 1



Paid Position



34 hours per week



12.50 Euro Hourly



Published On: 23 Mar 2021



Closing On: 20 Apr 2021

[Apply](#)

### Frequently Asked Questions

## Job Description



Founded in 2005, Focus One provide support services to other businesses. Our clients operate in the business to business market. Our services include lead generation and appointment setting where we generate leads and appointments for the client to action. We also provide customer feedback and satisfaction services where we telephone interview our clients customers to independently discover their level of overall satisfaction. Our campaigns are predominantly telephone based.

Our office is based at Waterford Business Park, behind John Kelly Opel Garage. Our office hours are 9am - 4.30pm Monday - Friday. We are looking for 1 - 2 candidates to join our team. You should have customer service or telephone experience. IMPORTANT: A very high level of admin, computer, typing, spelling and grammar skills are an absolute must for this role. Hourly rate plus quarterly bonus applies. Please send CV to: [hr@focusone.ie](mailto:hr@focusone.ie)

## Career Level

- Experienced [Non-Managerial]

## Candidate Requirements

### Essential

- Minimum Experienced Required (Years): 1

### Desirable

- Ability Skills: Administration, Computer Literacy, Customer Service, Interpersonal Skills
- Competency Skills: Initiative, Teamwork, Working on own Initiative
- Specialising In: pc skills, spelling and grammar, telephone experience, typing skills

## Follow Us

## Our Mission

**At JobsIreland, we aim to help people to get jobs and help employers connect with the right people.**

Whether you're looking for your next job or finding the right person to join your team, JobsIreland can help you.

## JobsIreland

[About us](#)


## Van Driver/Junk Removal – Kollect – Waterford



Full time driver/operative required for Junk removal service

### The Person

If you are an experienced B licence driver, have great work ethic and a genuine desire to provide excellent customer care at all times,. The successful candidate will provide an efficient junk removal service and will be responsible for ensuring timely collections from customers' homes.

Excellent interpersonal skills are essential, along with a flexible approach, to ensure that customers' expectations are met and surpassed.

The position is based in Waterford but serves adjoining counties as well. If you are interested in taking on a new challenge at a growing company, we encourage you to apply today.

- Must be punctual and reliable.
- Previous experience in furniture removal/delivery
- Must work well with the logistics team and adapt to changes as issues arise.
- Maybe asked to work late from time to time.
- Experience driving a Luton box body or similar is essential.

### Responsibilities

- Deliver a fantastic customer experience at all times
- Review orders prior to collection
- Load goods as per client specifications
- Remove old furniture where necessary and pre-arranged
- Maintain ongoing communication with Logistics and Customer Service teams
- Maintain personal appearance by following dress code – must wear uniform
- Conduct inspection of vehicle before departing

### Skills and Qualifications

- Must have experience driving a Luton box body or similar , full clean "B" driving licence.
- Must have a good knowledge of county road networks and a familiarity with area within the province
- Fit and healthy - this is a physically demanding role as heavy lifting is involved on a daily basis
- 1 year Home Delivery/collection experience essential, training will be provided

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

**Salary:** From €10.50 per hour

Application Questions You have requested that Indeed ask candidates the following questions:

- How many years of Driving a luton box body or similar experience do you have?
- Do you have the following licence or certification: B Driving Licence?
- Do you have the following licence or certification: Full driving licence?

**Licence:**

- B Driving licence (Required)
- C driving licence (Preferred)

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



Job title, Skill or Company

Location

[Return to Job Search](#)

BOLANDS

Apprentice Technician

Bolands

Waterford, Ireland

Not Disclosed

Permanent | Full Time

1 Day Ago



Login or register to apply

Description

Company Details

**Bolands Waterford** are the Main Dealer Franchises for BMW, MINI, Hyundai and Citroen.

Due to continued expansion, we have opportunities available for Apprentice Technicians.

Giving the chosen candidate an opportunity to gain a skilled qualification, which in return leads to a rewarding career with excellent opportunities for growth and progression within Bolands Waterford.

This role does not require previous experience.

We are looking for the candidate to be

- Enthusiastic
- Hardworking
- Willing to learn
- Who is passionate about becoming a fully qualified mechanic

The ideal candidate would have the following attributes:

- A full and valid driving licence
- Mechanical Knowledge would be an advantage but not essential
- The ability to work well within a fast-paced environment
- The candidate must have good initiative and be self-motivated
- Excellent time management skills

Please submit a CV detailing your reason of interest in this position and why you would be the ideal candidate for the role.

## Stock Controller – Store All Logistics – Waterford

We are looking for a highly capable stock controller to manage stock inventory in one of our busy logistics facilities.

### **Responsibilities:**

- To monitor stock levels; maintain stock control using location procedures, update records accordingly.
- Direct communication with clients regarding stock movement.
- Producing relevant paperwork for the Warehouse Operation, checking/filing information and communicating with the customer via telephone, email or fax.
- Support the Warehouse Operations team with any additional administrative tasks as required.
- Processing all stock movements.

### **Stock Controller Requirements:**

- Must have excellent IT skills
- Must have excellent written and verbal communication skills
- Must have good data input skills and attention to detail
- Must have excellent organizational, planning and problem-solving skills
- Must be willing to work within a shift pattern

**Application Deadline:** 2/4/2021

**Expected Start Date:** 12/4/2021

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

**Additional pay:** Performance bonus

### **Schedule:**

- 8 hour shift
- Monday to Friday

**Education:** Leaving Certificate (Preferred)

**Licence:** Driving (Preferred)

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

## Plumber – Walsh & Sheehan Ltd – Waterford

We are currently recruiting for qualified (Domestic/ Industrial) and 2nd, 3rd and 4th year apprentice plumbers for a project in Waterford.

\*Fully qualified Domestic or Industrial Plumbers with experience

\*2nd, 3rd, 4th Year Apprentices with experience

### **Requirements:**

- Safepass card,
- Manual Handling certificate
- CIF Covid induction
- Friendly & Positive attitude

### **Working Hours:**

- Monday to Friday
- Std: 39 hrs/ wk

**Reference ID:** Waterford

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

**Schedule:** Monday to Friday

**Experience:** Plumbing: 2 years (Required)

### **Licence:**

- Safe Pass (Required)
- Manual Handling Certificate (Required)

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



# Electrical Apprentices – Sepam – Clonmel



## **Job Description**

SEPAM is a Clonmel based, global company who specialize in design, build and implement projects which enable the efficient flow of goods, data, ideas, capital, services and people.

We are currently recruiting for Electrical Apprentices for a 4-year Solas apprenticeship, you will become a fully qualified Electrician, with a QQI Level 6 Advanced Certificate Craft.

This is an opportunity to earn as you learn with one of Irelands fastest growing companies, with a wide global reach.

This is a very high skilled, hands-on role where you will need to use your initiative, be highly motivated and can problem solve daily.

<b>Location</b>	Clonmel, Tipperary
<b>Company</b>	SEPAM
<b>Date added</b>	18/03/2021
<b>Website</b>	<a href="http://sepam.com">http://sepam.com</a>
<b>Term</b>	Permanent / Full-time
<b>Closing Date -</b>	05 Apr 2021

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

Job title, Skill or Company

Location

[<< Return to Job Search](#)

NO LOGO

Hardware Operative  
Cal Flavin Limited



Youghal, County Cork, Ireland

€ Not Disclosed

Permanent | Full Time

🕒 Today



Apply Now

Description

Company Details

The job is in the Hardware Dept but the candidate should be flexible across different departments. A forklift licence would be an advantage but not absolutely necessary as training can be given..

Hardware shop experience certainly an advantage but a genuine interest in hardware & DIY is necessary.

The job would involve

- Ordering stock ,dealing with suppliers etc
- Dealing with sales enquiries in person ,email & by phone
- Managing point of sale cash & card transactions
- Maintaining good standards of stock & store presentation

Skills:

Hardware   Forklift   warehouse

Apply For This Job

You are just a few steps away

## Bakewell Team Member – Applegreen – Youghal



**Bakewell Team Member**

**Applegreen Youghal**

**Fulltime**

### What will I be doing as a Bakewell Team Member at Applegreen?

You will play a vital role in supporting the front-line operations of our business.

- Support day to day operations of the business
- Ensure shop floor is clean and tidy
- Ensure all food safety policies are met
- Prepare food
- Follow and enforce Bakewell manual training contents
- Stock control and management
- Create the best food experience possible for customers
- Work closely with management to achieve weekly and quarterly targets

### Why should I join The Applegreen Team?

#### **Benefits**

1. All staff will be entitled to a colleague discount card that offers 50% off our Bakewell Deli foods and all hot drinks. (Up to €5 saving a day)
2. Bike to Work Scheme (Available after 6 months of service)
3. HSF health plan for everyone from under €2.50 a week
4. Employee Assistance Programme run by the HSE offers free counselling on personal, family, work and money matters.

#### **Training and Development**

We as a company are constantly growing our business, but it's our people driving its success

1. The Educational Training Board offers retail training courses through the Applegreen Academy
2. We offer fantastic career opportunities and a great deal of our promotions are internal

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

## Store Manager – JYSK – Youghal



### Company Description

JYSK is one of the fastest growing retail chains in Europe and has expanded from one store in Denmark in 1979 to more than 3,000 stores worldwide today. The JYSK business concept focuses on selling quality products with a Scandinavian look and feel at very competitive prices. We have ambitious growth plans in Ireland & UK over the next 5 years and are looking for driven individuals to join us on the journey.

### Job Description

JYSK is now recruiting for a dedicated and ambitious Store Manager to lead our team in Youghal, Co. Cork.

### **You Bring Dedication And You...**

- Have a proven track record of delivering excellent sales results with your team
- Have experience leading and developing a team to create great talents
- Deliver great service to all customers
- Work hard and play active role as part of your team
- Can make independent decisions in a busy and dynamic environment and take full responsibility for all decisions
- Are eager to develop yourself and you have the drive and ambition to make a career

### **You Meet Possibilities And We Offer You...**

- Opportunities for development and first-class practical trainings
- Competitive bonus scheme that rewards great sales results
- The chance to compete, win and celebrate excellent performance
- A great company culture designed around our people
- Structure and concepts that create opportunities for you to deliver excellent results
- An organization that delivers fast and practical decisions at all levels

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



## **Accounts Administrator – Fermoy**

### **Amberley Home and Retirement Cottages**

We are currently recruiting for a full-time Accounts Administrator.

Amberley Home and Retirement Cottages is a unique Care Centre dedicated to providing care and companionship to all of our residents. We believe in living life to the fullest. Where you can meet new friends, have an active lifestyle and enjoy your golden years.

#### **Job purpose:**

To assist the management in the day-to-day operation of Amberley Home & Retirement Cottages. To ensure the daily running of the office is in order and up to date within the general philosophy of the Home, in a caring, kind and respectful manner.

#### **Responsibilities:**

- Completing resident Monthly Accounts and Monthly Invoices
- Ensuring payroll is completed on a weekly basis according to hours entered on staff roster
- Monthly invoicing to HSE
- Ensuring Sage accounting computer system is kept up to date
- Uploading resident payment files to the Bank and preparing other lodgements.
- Ensure entry of supplier invoices and prompt payment of same
- Record keeping
- Ensuring residents' billing is kept up to date and payments are received in a timely fashion
- Meeting new resident families and ensuring all pre-admission paperwork is prepared and signed.
- Ensuring payment of suppliers' invoices as required taking into account credit periods
- Handling telephone enquiries and showing people around the home
- Ensuring residents' records are filed and organized as appropriate
- Assisting the Director of Care in monitoring any complaints received
- Answering telephone and transfer calls to appropriate resident or member of staff
- Liaising with other professionals visiting and phoning the home including officers of Health Information and Quality Authority, GPs, dentists, opticians, district nurses, community psychiatric nurses, chiropodists, physiotherapists and so on
- Ensuring residents, families, visitors to the Home and other employees are treated with courtesy, politeness, dignity and respect at all times
- Working with the activity's coordinator and other key staff to ensure payment of social activities is taking place.
- Monitoring levels of consumables in cooperation with Director of Care and order consumables and other goods as necessary
- Facilitating training opportunities for staff by receiving, printing and organizing certificates staff
- To carry out instruction by senior staff and management in an efficient and conscientious manner


#### **Requirements:**

- Excellent knowledge of Microsoft packages is essential
- Experience in Sage accounts and payroll is essential
- Ability to multi task and priorities workloads to meet deadlines
- Strong interpersonal and communication skills

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

**Schedule:** 8 hour shift

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

 Job title, Skill or Company Location[<< Return to Job Search](#)

BROWNE'S

## Office Administrator

### Browne's Mobile Home Sales

 Cork, County Cork, Ireland Not Disclosed Permanent | Full Time 21 Mar

Apply Now

#### Description

#### Company Details

Brownes Mobile Home Sales based in Fermoy, Co. Cork are looking for an Office Administrator/Bookkeeper to join their team.

The role will have flexible hours working and will require the following.

The successful applicant will have at least 2 years of experience in a similar role and will perform duties such as:

- Maintenance of Big Red Cloud bookkeeping system.
- Preparation of VAT + Payroll Returns for Revenue.
- Dealing with customs on Mobile Home imports from UK.
- Management of Mobile Home Stock movements.
- Answering the phone to deal with customer queries/orders.
- General Office Management.

#### Skills:

Payroll

Vat Returns

Office Administration

 Job title, Skill or Company Location[<< Return to Job Search](#)

## Bookkeeper

A.T. Blackley & Co CharteredAccountants

 Cork, County Cork, Ireland

 Not Disclosed

 Permanent | Part Time

 21 Mar

[Apply Now](#)

### Description

### Company Details

#### Description of Role:

A. T. Blackley & Co, Chartered Accountants are looking for a Part Time, Permanent role working in Fermoy as a Bookkeeper/ admin.

#### Key Duties & Responsibilities:

- Preparing basic accounts from accounting records.
- Book-keeping for clients, taking books from basic records, inputting to computer software & bank reconciliations to trial balance stage.
- Vat analysis and statutory returns.
- General office administration duties.
- Payroll preparation.
- Secretarial / Admin.

#### Requirements:

- Experience with bank reconciliations, basic account preparations would be an advantage.
- Attention to detail, accuracy with recording information.
- Bookkeeping skills.
- General Office Administration.
- Organised and precise.
- Good PC Skills, to include Excel and Word, experience in an accounting package. such as Quickbooks would be an advantage.
- Strong interpersonal and communication skills.
- Ability to deliver top quality customer service.

#### Please Note:

- Excellent terms and conditions for the suitable candidate, Training will be provided.

#### Skills:

Organisation   pc skills   Bookkeeper

 **Location**

 Springer Nature

## Blackwater Motors

 Today



## Company Details

### Skills:

1/3

 Job title, Skill or Company Location[<< Return to Job Search](#)**CVR Tester****Cavanaghs Of Fermoy** **Fermoy**, County Cork, Ireland Not Disclosed Permanent | Full Time 1 Day Ago[Apply Now](#)**Description****Company Details**

We currently have a rare opportunity to join a long established business with an excellent reputation as a CVT vehicle tester. This could be either a full time or part time position.

**Job Purpose**

To join & work within a welcoming workshop team - delivering excellent customer service and high quality testing in accordance with Company & Regulatory standards.

**Key Responsibilities**

- Reporting to the Service Manager
- Be a qualified CVRT tester
- Are currently up to date with CVRT / RSA legislation, training and regulatory standards
- Have good oral & written communication skills enabling you to communicate directly with customers the results of their tests
- To be able to carry out tachograph & RSL calibrations
- Able to perform tests to the highest standards & within allocated time frames
- To work ensure that your work station is a clean, tidy & safe place to work
- To be able to carry out fault diagnostics, servicing and repairs to LCV's as required
- Undertake other duties as required

**Our ideal candidate will have / be:-**

- a Qualified Tester with a minimum of twelve months experience
- Will be a positive, naturally enthusiastic and motivated person with a strong work ethic.
- a good team 'player'
- ability to work in a fast paced environment

**Skills:**

Qualified technician

Qualified CVT tester

Qualified CVT Tester



## General Site Operatives / Groundworkers Castlerock Homes – Midleton & Innishannon

### **Job Description**

CASTLEROCK HOMES ARE LOOKING FOR FULL-TIME

- Ground Workers
- Ground Working Gangs
- General Site operatives
- Trainee Ground Workers

For sites in Midleton and Innishannon.

Transport available from West Cork.

Take home €550 to €800 — 5 Days

<b>Location</b>	Charleville, Cork
<b>Company</b>	Castle Rock Homes Limited
<b>Date added</b>	22/03/2021
<b>Website</b>	<a href="http://castlerockhomes.ie">http://castlerockhomes.ie</a>
<b>Term</b>	Permanent / Full-time

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



**An Roinn Coimirce Sóisialaí**  
**Department of Social Protection**

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

## **CE Vacancies**

### **[Community Employment Schemes]**

**CES – 2174101 – Caretaker - Cappoquin**

General Maintenance of Cappoquin Community Centre, may have to work evenings or weekends.

**CES – 2174133 – Caretaker - Portlao**

Job entails being caretaker of GAA Club Grounds which includes grass cutting, pitch lining, weed control, painting, club house maintenance, cleaning and keeping grounds to a high standard

**CES – 2173954 – Office Worker - Dungarvan**

Duties to Include staffing the Information Office, assisting with the homework club, assisting with other Youth Work activities, planning & delivering youth projects, working with other professionals in this field in an energetic and positive environment.

**CES – 2173793 – Bookkeeper / Administrator - Dungarvan**

Duties: Basic Bookkeeping, Payroll, Administration - training and coaching provided but administration experience necessary.

**CES – 2173788 – Tourist Officer Assistant - Dungarvan**

Duties will include: customer services, administration, sales, creation of tourist material, working on various projects to promote the area. From July 2021

**CES – 2173787 – Administration Assistant - Dungarvan**

Duties: Administration, Customer Service, Surveys, Events, Social Media, Accounts. This is an entry level position and you will receive training and coaching. Dungarvan and West Waterford Chamber of Commerce.

**CES – 2173784 – Administration & Events Assistant - Dungarvan**

Duties: This is a 19.5 hour Community Employment placement in West Waterford Festival of Food. You will be working within a team and will need to be outgoing and comfortable in dealing face to face and by phone with various food and beverage suppliers around the area as well as the general public. This is an entry level role however some experience in word, excel, email etc would be beneficial.

**CES – 2173786 – Museum Assistant - Dungarvan**

Duties: attending to visitors and members at reception, genealogy queries, events and talks, general administration duties, image and artefact archival, cleaning and organisation of museum and associated store rooms.

19.5 hours over 3 days 9.45 -5. This position will be available from July 2021.

**CES – 2173049 – Environmental Worker - Kilrossanty**

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

**CES – 2172826 – Environmental Worker - Dungarvan**

Duties to include: Litter control of parks/roads, grass cutting with lawnmowers. strimmer, upkeep of parks, maintenance of park furniture, etc., tree maintenance.

**CES – 2171495 – Maintenance Worker - Lismore**

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.

**CES – 2171588 – Caretaker /Cleaner - Ring**

Caretaker/Cleaner Community Hall ( Ionad Pobail na Rinne) & Playground: (An Imearlann.).  
Community Hall ( Ionad Pobail na Rinne)

Duties to include: Opening and closing of Centre, responsibility for keys and alarm codes. Maintain a high standard of cleanliness and hygiene throughout the building including, kitchen, sports hall, rooms, stairs, cloakroom, toilet and shower rooms. Preparing and setting up for events/users.

Dispose of all waste appropriately. Light maintenance in hall and surrounds. Surrounding building carry out general sweeping, weeding, tidying & gardening including cutting grass.

Playground: (An Imearlann.) - Cutting grass control of weeds picking up rubbish keeping playground swept & clean at all times. Garda vetting a requirement.

**CES – 2167570 – Sportsground Worker - Nire / Fourmilewater**

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. Location: Nire/Fourmilewater.

**CES – 2166930 - Environmental Worker - Stradbally**

Duties to include litter control, grass cutting and strimming, spraying, repair, maintenance and general upkeep of green areas of St James Church/graveyard.

**CES – 2166933 - Environmental Worker - Stradbally**

Duties to include grass cutting, strimming and caretaking/maintenance duties in and around Stradbally GAA.

**CES – 2166929 - Environmental Worker - Fews**

Duties to include litter control, grass cutting and strimming, spraying, repair, maintenance and general upkeep of green areas of Fews Church/graveyard.

**CES – 2161333 - Environmental Worker - Stradbally**

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

**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



<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>



## FURTHER EDUCATION & TRAINING COURSE HUB

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](http://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**



## **NEW ONLINE PORTAL TO ASSIST JOBSEEKERS**

**FIND OUT THEIR TRAINING OPTIONS ALL IN ONE LOCATION**

[HTTPS://WWW.GOV.IE/EN/CAMPAIGNS/F205A-THE-RIGHT-COURSE/](https://www.gov.ie/en/campaigns/f205a-the-right-course/)

[gov.ie](https://www.gov.ie) - **The Right Course** ([www.gov.ie](https://www.gov.ie))

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# **The Right Course**

Education is for everyone and there is a range of options for anyone who is considering their next step in life, at any time in their lives.

Whether you need to learn new skills, update your skills or find a new direction, there is a course for you.

The Right Course is your one-stop-shop for finding out the opportunities available to you or your employee.

If you need some guidance, there are a range of supports available here too.

It is never too late to learn something new.

[Apprenticeship - Earn and Learn](#) - Free online courses for everyone

[Free On-line courses for Everyone](#) - Learn new skills or retrain

[Learn New Skills or Retrain](#) - Help your staff develop new skills

[Help your Staff Develop New Skills](#) - Social protection and other supports

[Social Protection and Other Supports](#) - Career Guidance and Information

[Career Guidance and Information](#)

From [Department of Further and Higher Education, Research, Innovation and Science](#) - **Published on 18 January 2021**



## **BUS / MINI-BUS DRIVING COURSE – D / D1 LICENCE THROUGH TIPPERARY EDUCATION & TRAINING BOARD**



**Tipperary Education and Training Board**

February 26 at 9:50 PM · 🌐

...

Commencing May 2021 in [#CLONMEL](#) full time bus / mini bus course running for 10 weeks. Learners must possess a CLASS D LEARNER PERMIT to be eligible. Apply at <https://www.fetchcourses.ie/course/finder...> or enquiries to Harvey on 052 6134333



**etb**

etb Tipperary  
Education and Training Board  
Tipperary Education and Training Board



### **Bus / Mini-Bus Driving Course (D / D1 Licence)**

**Full time | CLONMEL | MAY 2021 | 10 weeks**  
**Apply - [fetchcourses.ie](https://www.fetchcourses.ie) & enter code 305824**  
 **Harvey 052 6134333**

[Advertised on facebook](#)

## TRADITIONAL STONEWALL CONSTRUCTION TRAINING COURSE THROUGH TIPPERARY EDUCATION & TRAINING BOARD



Tipperary Education and Training Board

February 27 at 8:05 PM · 🌐

...

Course commencing in #Clonmel full time from May 2021. Apply at <https://www.fetchcourses.ie/course/finder...>

BOOK EARLY as places will fill fast. Enquiries to Harvey on 052 6134333 or email [courses@tipperaryetb.ie](mailto:courses@tipperaryetb.ie)



### TRADITIONAL STONEWALL CONSTRUCTION

full time | CLONMEL | May 2021

👉 [fetchcourses.ie](https://www.fetchcourses.ie) & enter code 320863

☎ Harvey on 052 6134333

[Advertised on facebook](#)

# ONLINE TRAINING COURSES

Date	Training Courses
April	Retail and Static Security Course
April	Virtual Effectiveness - Career Planning

***If you are interested in securing a place on any of these training courses or for more information on them please contact:***

***Mary Byrne - Waterford AREA Partnership***

***Email: [mbyrne@wap.ie](mailto:mbyrne@wap.ie)***

***Mobile: 086 700 7998***



Rialtas na hÉireann  
Government of Ireland





# UPCOMING TRAINING IN DUNGARVAN & WATERFORD THROUGH WATERFORD TRAINING CENTRE


**FURTHER EDUCATION & TRAINING COURSE HUB**


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


**EUROPEAN UNION**  
Investing in your future  
European Social Fund

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REF	COURSE TITLE	PROVIDER	LOCATION	STARTS
07271	Warehouse Operative	Waterford Training Centre	Dungarvan	12/04/2021
09806	Diploma in Women's and Men's Hairdressing	Waterford Training Centre	Waterford	10/05/2021
Q97	Safepass	Waterford Training Centre	Dungarvan	08/06/2021
Q97	Safepass	Waterford Training Centre	Dungarvan	10/08/2021
09429	First Aid Responder PHECC	Waterford Training Centre	Dungarvan	04/10/2021
07145	RTITB Forklift Truck Operator	Waterford Training Centre	Dungarvan	11/10/2021

**PLEASE NOTE THE ABOVE COURSE START DATES ARE SUBJECT TO CHANGE**

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

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

**IF YOU WANT YOUR NAME TO BE ADDED TO THE WAITING LIST FOR ANY OF THE ABOVE  
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**



An Roinn Coimirce Sóisialaí  
Department of Social Protection

