

THIS WEEKS JOB VACANCIES

12th May 2021

THIS JOB VACANCY PACK CAN ALSO BE VIEWED ONLINE @

WWW.WLP.IE

UNDER Jobseeker & Employer Tab

Hit Local Job Adverts

For daily Job Vacancy Updates

Follow us on Facebook - County Waterford LES

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

JOBSEEKERS CAN CONTACT US VIA:

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

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

**LOCAL EMPLOYMENT SERVICE
SUPPORT SERVICE FOR THE UNEMPLOYED**

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

Tel: 051-649516



The Nationalist
13/5/21



BUTTIMER
Engineering

We are hiring for the following positions:

- **Project Engineers**
- **Metal Fabricators**
- **Mechanical Fitters**
- **Apprentices**
- **Junior Painter**
- **Junior Safety Officer**

If interested please forward your CV to
hr@buttimer.ie or by post to Buttimer Engineering,
Cahir Business Park, Cahir, Co. Tipperary E21 W240

www.buttimer.com

O'CALLAGHAN FARM

Has vacancies for

2 BLOCKLAYERS

at Rockview Castlelake
Cashel, Co. Tipperary.

Duties blocklaying bricklaying and
associated works. 39 hr week.

Salary €30k p.a. 2 yrs experience.

Replies with CV to: ocallaghand1@gmail.com

The Nationalist
13/5/21



**Knockanrawley
Resource Centre CLG**
"It is better to light one candle than curse the dark."

is currently seeking to appoint a

COMMUNITY DEVELOPMENT COORDINATOR

Full-time, Fixed Term Position

June 2021 - December 2022

Job Description

Responsible for the coordination and delivery of the KRC Community Development Programmes with specific focus on the effective and efficient delivery of SICAP 2018 - 2022 in Tipperary Town and surrounding areas.

Person Specific

- Relevant nationally recognized qualification (preferably NFQ Level 7 or above)
- Minimum 4 years relevant experience at Senior Management level
- Experience of working directly with individuals and communities of disadvantage
- Experience of public-funded project management, planning, implementation and evaluation.
- Experience of project administration; coordinating & supervising staff; Computer skills; full clean driving license and own car.

For details and application forms contact Knockanrawley Resource Centre on 083 0763104 or knockcentremanager@gmail.com

Closing date for applications is COB Friday 28 May 2021.



The Social Inclusion and Community Activation Programme (SICAP) 2018-2022 is funded by the Irish Government through the Department of Rural and Community Development and co-funded by the European Social Fund under the Programme for Employment, Inclusion and Learning (PEIL) 2014-2020.

Receptionist/Legal Secretary Required For Full Time Position in Tipperary Office

- Excellent opportunity to build experience in the legal sector.
- Legal secretarial course an advantage.
- Applicant must have a friendly, outgoing personality with excellent communication skills.
- Good typing skills required.

Please apply in writing to
Box No: 253, c/o The Nationalist,
Queen Street, Clonmel, Co. Tipperary.

The Nationalist
13/5/21



The Money Advice and Budgeting Service (MABS) is a national, free, confidential and independent service, providing advice and support to people in debt or in danger of getting into debt. Each MABS company is rooted within the communities they serve and staff work with clients to enable them to cope with immediate debt problems and assist them to develop good money management skills.

REGIONAL ADMINISTRATOR

Full Time (35 Hours per Week),

North Munster MABS

Based in Clonmel or Waterford

North Munster MABS has a vacancy for a Permanent Full Time Regional Administrator. The Regional Administrator will support the essential HR, Finance and Governance functions of the company to ensure compliance with legal and regulatory requirements and the smooth operation of the company. For a full list of responsibilities please see the candidate pack.

Permanent Post:

This is a permanent position subject to completion of a six month probationary period.

Full Time Salary Scale:

€27,844 to €41,093 (including 2 long service increments), pro-rata for part time staff.

Incremental Credit:

MABS operates an incremental credit process for new entrants to the MABS Network, on request, which is based on the information provided by applicants on their application form. See candidate pack for more details.

Panel of Qualified Candidates:

A panel may be formed of qualified candidates from which temporary and permanent, part-time and full time Regional Administrator posts which arise within the next six months will be filled should vacancies arise in this period. Posts may be located in Clonmel or Waterford.

Application Process:

These details and the application process are outlined in the candidate pack.

Closing date:

12 Noon on Tuesday 25 May 2021: CVs and late and/or incomplete applications will not be accepted.

Please note that MABS has established a normal retirement age in line with the State Pension (currently 66).

A detailed candidate pack (including job description/person specification) and application form together with further information on MABS can be accessed at: www.mabs.ie

For details on how your personal data will be used as part of this process our Data Protection Notice for Job Applicants is available here:

http://www.citizensinformationboard.ie/en/data_protection/mabs.html

MABS is an equal opportunities employer.

Funded and supported by the Citizens Information Board

PART-TIME SECRETARY REQUIRED

FOR NEWTOWN UPPER NATIONAL SCHOOL.

Candidates must have excellent I.T. Skills, uphold the school's Catholic Ethos and possess a strong sense of teamwork and flexibility.

Candidates must be Garda Vetted and willing to train in Child Protection.

Please send Letter of Application and C.V. to include contact details for at least three referees to:

**The Reverend Chairperson,
Chapel Street, Carrick on Suir, Co Tipperary.**

**Please mark envelope
"SECRETARY APPLICATION"**

Closing date Wednesday 26th May 2021.

Starting date: Monday 30th August 2021.

The Nationalist
13/5/21



GENERAL MANAGER – THE MOOREHAVEN CENTRE

The MooreHaven Centre was founded in 1981 to provide a day service for adults with mild to moderate intellectual disabilities. Service Users attend from within a 30-mile radius of Tipperary Town, in counties Tipperary and Limerick, and have grown from an initial 4 in 1981 to 111 today. The Centre is an integral part of Tipperary and employs up to 75 full- and part-time skilled service providers. Funding is provided by the HSE under Section 39 of the Health Act 2004 and from MooreHaven's fundraising and supporters.

Services provided have grown significantly over the years and now encompass Day Activation, Supported Work/Employment, Day Services, Training Programmes, and HIQA-registered Residential & Respite facilities.

Our Mission is to support adults with an intellectual disability to enable them develop to their full potential through our Day and Residential Services. We promote and support personal development, independent living, community integration and work opportunities for our Service Users.

The Role

The General Manager is responsible for both the strategic and operational management of MooreHaven.

They will provide strong values-based leadership to effectively manage MooreHaven's Staff and other resources to ensure all activities are focused on the Centre's mission and objectives and delivery of its Strategic and Operating Plans as set out by the Board.

Remuneration to Include

- Salary and Leave linked to HSE SC1 salary scales
- Access to MooreHaven's Pension Scheme
- Employee Assistance Program

A full Job Description, including essential qualifications and experience, and details of the Application Process, are available from our website

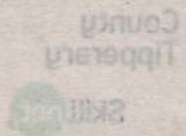
<https://www.moorehaven.ie/recruitment>

Please return your application, comprising your Curriculum Vitae and a covering letter highlighting your suitability for the position, for the attention of: **Denis Kennedy, Chairperson of the Board, c/o Human Resources Manager, MooreHaven Centre, O'Brien Street, Tipperary Town, Co. Tipperary, E34 H280.**

Alternatively, please send your application via email to helen.hogan@moorehaven.ie
Closing date for receipt of applications is **Wednesday May 26th 2021.**

The MooreHaven Centre is an equal opportunities employer.

The Nationalist
13/5/21



The MooreHaven Centre was founded in 1981, to provide a day service for adults with mild to moderate intellectual disabilities. Service Users attend from within a 30-mile radius of Tipperary Town, in counties Tipperary and Limerick, and have grown from an initial four in 1981 to about 111 today. The Centre is an integral part of Tipperary and employs up to 75 full - and part-time skilled service providers. Services provided have grown significantly over the years and now encompass Day Activation, Supported Work/Employment, Day Services, Training Programmes, and HIQA-registered Residential & Respite facilities.

Our Mission is to promote and support independent living and community integration, personal development and work opportunities for people attending the Centre.

We are currently recruiting for the following positions:

Day Service

1:1 Support Worker – 30 hours per week Special Purpose Contract:

1 x Relief Supervisor Instructor – Day Services

Residential Service

2 x daytime Support Workers - Fixed Term up to 31/12/2021. 30 hour per week from 10.00 a.m. to 4.30 p.m. Mon - Thurs & 10.00 a.m. to 2.00 p.m. Friday.

1 x Social Care Worker 38.88 hours per week

We are also recruiting Relief Support Workers for our Day & Residential Support Worker Panels.

We Offer

- Salary linked to HSE salary scales.
- Fortnightly pay
- Employee Assistance Program
- Free Parking
- Access to our Pension Scheme

Application forms for these positions along with the full job descriptions including essential qualifications and experience are available from our website <https://www.moorehaven.ie/recruitment>

Applications to be submitted on the relevant application form, along with a current CV and a covering letter to: **Helen Hogan, HR Manager, The MooreHaven Centre, O'Brien Road, Tipperary**, or by email to helen.hogan@moorehaven.ie

Closing date for receipt of applications is **Friday 28th May 2021**

MooreHaven Centre is an equal opportunities employer.

The Nationalist
13/5/21



**County Tipperary
Chamber**
Advancing Local Enterprise



NETWORK MANAGER

COUNTY TIPPERARY SKILLNET

County Tipperary Chamber is recruiting a Network Manager to lead their enterprise led training network that actively supports and work with businesses in the Tipperary region to address their training and skills development needs.

This is a wonderful opportunity to be part of a fantastic initiative for the region that has the capability of making a positive impact on the business community in line with the Skillnet Ireland Statement of Strategy 2021 - 2025 supported in your role by the County Tipperary Skillnet Steering Group and the Chamber Board.

Do you have what it takes?

- An ability to identify and build key relationships with businesses & stakeholders.
- Experience of sourcing and developing learning programmes and managing provider relationships.
- A leader and decision maker that can positively adapt to changes in the business landscape.
- Strong financial acumen with experience of budgets and account management.
- Excellent oral, written and presentation skills.
- Effectively oversee the strong governance of the network in line with tendering, public procurement, reporting, compliance and auditing.
- Strong digital marketing skills to ensure effective marketing communication strategy.
- Higher, Third level or Industry qualification preferably in Business Administration, Finance/Project Management and/or Training Development.
- People Management Skills - team reports.
- At least 3 years suitable industry experience.

Hours of work:

Your normal working week will consist for 35 hours. You may be required to work additional hours as may reasonably be required occasionally to perform your duties depending on the requirements of your work and at the discretion of management. Possibility of Remote working.

Application Process:

Applicants should apply for the above position by sending a CV and Cover Letter to Maichelle Aylward: michelle.aylward@countytipperarychamber.com

A full job description is available on request.

This campaign will be open until COB 14th May, 2021, late applications will not be considered.

The Nationalist
13/5/21



Sonas Nursing Home Melview are
currently recruiting for their newly
extended Nursing Home in Clonmel, Co.
Tipperary

We are delighted to be opening the next phase of the
nursing Home & have positions available for;

- Assistant Person In Charge
- Physiotherapist
- Senior Staff Nurse
- Healthcare Assistants
- Multi Task Attendants
- Staff Nurses



To apply please contact
Recruitment Department:
recruitment@sonas.ie
Tel: 09064 71017
www.sonas.ie



Munster Express
11/5/21

**WATERFORD
PERIODONTICS AND
IMPLANT DENTISTRY**

**Full time Dental
Nurse Required.**

Email CV to
info@waterfordperio.com

**Glanbia milk round for sale
South Kilkenny/ Waterford
Retail and catering.**

Email your letter of interest to:
munsterreplies@gmail.com
All replies dealt with strictest
confidentiality.

**Applications invited for
electrical apprentices.**

**New apprentices and
years 1-4 considered
for work in south east.**

Own transport preferable.

**Please send CV to
info@pdk.ie**

Munster Express
11/5/21

REACH YOUR PEAK

Kent

STAINLESS



For almost 40 years, Kent Stainless have been at the heart of some truly exceptional projects across multiple industries and geographies. Combining our innovative design solutions with our world-class manufacturing facility, we deliver projects that meet unique requirements and enhance a client's industry reputation. Consulting Engineers and Architects in the in the construction industry are our primary focus. Our ability to create bespoke solutions for their projects makes us a market leader in many of the sectors we work in – and world leading in a few.

KENT STAINLESS.
A PARTNER YOU CAN RELY ON

WE CURRENTLY HAVE THE FOLLOWING VACANCIES

DESIGN ENGINEER

As a design engineer with Kent Stainless, you will work closely with our clients and our Manufacturing team to develop, design and manufacture high quality bespoke products for Our Drainage and Public Realm portfolios. This exciting role will see you lead projects in Terms of interpreting clients requirements and turning these concepts into reality through High quality design practices and manufacturing plans.

Preferred Engineering Experience and Education

- Proficient with Solid Works
- 5-plus years working in an Engineering environment
- Some project management experience would be an advantage
- Be commercially aware

Qualifications

- Minimum BSC in Mechanical or Civil engineering

PART TIME HR MANAGER

With responsibilities for the following

- Recruitment & selection
- Performance management
- Learning & development
- Human Resources information Systems
- HR data and analytics

FABRICATORS/WELDERS/FITTERS & SITE FITTER

- Time served SOLAS recognised trade certification or similar
- Previous good standard and experience in mild steel or stainless steel fabrication
- Ability to read drawings, work to deadlines and work overtime if required.
- Ability to work to high standards of quality, safety and environmental practices.

QUALITY INSPECTOR

- Experience in welding/fabrication
- Ability to read engineering drawings and compare to finished product
- Ability to report findings to operators and management

Apply now and send us your CV to: info@kentstainless.com

Waterford News+Star
11/5/21

**glanbia
ireland**

Horticulturist Glanbia CountryLife

We are looking for experienced Horticulturists to join our CountryLife teams in Monasterevan, Mountmellick and Castlecomer.

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, working alongside the Garden Centre Manager and Branch Manager in the running of our busy garden centres

We are seeking online applications only from highly driven and self-motivated individuals who fulfill the following requirements:

- A Qualification in Horticulture
- Minimum 1-2 years relevant retail Garden Centre experience
- Knowledge and interest in the retail gardening industry
- Excellent planning and organisational skills with the ability to prioritize
- A friendly outgoing personality, excellent customer service skills and ambition to deliver beyond customers' expectation

For more details on these roles, and to apply, please visit the Careers section of www.glanbiaireland.com/careers and search for jobs: Horticulturist. All applications are treated in confidence.

Glanbia Ireland is an equal opportunities employer.



www.glanbiaireland.com



BRILLFRC
FAMILY RESOURCE CENTRE



ATEC
Adult Training and
Education Centre

BRILL Family Resource Centre - ATEC
is currently seeking to appoint an:

LTI Training Coordinator

For Our Local Training Initiative (LTI)

OVERALL ROLE: To be responsible for the co-ordination and development of the Local Training Initiative in Horticulture with BRILL FRC and to do so in accordance with community development practices and principles.

Knowledge, Skills & Experience required for the post

- Minimum of 3 years' experience working with Adult Training, in a community or educational setting
- Ability to be able to deliver Modules up to QQI 5 desirable.
- Train the Trainer qualification desirable
- Experience in managing effective administrative and financial systems.
- A proven ability in engaging learners effectively, towards achieving both academic and personal goals.
- A strong knowledge of QQI, formal requirements associated with same, including delivery, ongoing oversight of modules and their respective requirements and standards
- Knowledge of Internal and External Validation processes.
- Experience managing and supporting staff and tutors
- Experience in successfully engaging Adult Learners
- Ability to collaborate with funders, and effectively participate in local networks;
- Ability to maintain good professional boundaries and confidentiality; possess respect for difference and have empathy with the work of the organisation;
- Have commitment to highest standards in ethical practice

This position can be applied for by using an Application Form only. No CVs accepted.

If you wish to apply, please email: community@brillfrc.ie to request an Application Pack

The closing date for applications is 12 noon on Friday 21st May 2021:

Interviews will take place on Wednesday 26th May 2021.

This is funded through Waterford & Wexford Education and Training Board.

BRILL FRC is an Equal Opportunities Employer.

wweth

Waterford News + Star
11/5/21

Waterford
Periodontics & Implant Dentistry

FULL-TIME

DENTAL NURSE

required

Email CV to:

info@waterfordperio.com

Tel: (051) 378092

CUSTOMS CLEARANCE ADMINISTRATOR

**Full time position available for an
immediate start with a Waterford based
International Transport Company.**

Candidate must have minimum of 3 months recent
experience in clearance procedures and have a
strong understanding of regulatory requirements.

Must also be proficient in Excel/ Word,
have a positive 'can do' attitude and
strong organisational skills.

Please send CV to

customswaterford@gmail.com

by close of day Friday 21st May 2021



Ireland
Waterford

Mechanical Fitter Required

CANDIDATE PROFILE:

The ideal candidate will have served an apprenticeship and will possess both Junior and Senior Trade, with 2 to 3 year's practical experience in a medium/large industry. A team player with the ability to work with people and give technical advice where required is essential. Must be clearly focused on the safety and environmental elements of the plant, and work in co-operation with our departments.

DESCRIPTION

The successful candidate will be part of the maintenance team with responsibilities for preventative and breakdown maintenance and the related documentation of the maintenance carried out. **This role is based in ABP Waterford.**

RESPONSIBILITIES:

- To carry out start up checks on machinery throughout the plant on a daily basis.
- Ensure that all breakdowns are carried out swiftly and safely at all times.
- Ensure that all servicing and maintenance throughout the site is done in an efficient, safe and hygienic manner.
- Smooth running of the factory.
- Repairs, servicing and good maintenance of machinery.
- Work on refrigeration, plumbing and all breakdowns is carried out in a safe and tidy manner.
- To implement and follow the preventative maintenance schedule
- To ensure that records are completed.
- Other duties as assigned.
- The above job description is designed to give an appreciation of the main functions of the job. It is not intended to be exclusive or exhaustive.
- Refrigeration experience an advantage but not essential
- To ensure that the staff comply with the Company Health & Safety policy.

Please forward your CV to: Waterford.HR@abpireland.com

Waterford News + star
11/5/21

CleanStop
car valeting services

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 license 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 pace 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



O'BRIEN MOTORS

MOTOR MECHANIC REQUIRED

Full Time Position for qualified person
with experience

Excellent Terms and Conditions.

**Apply in writing only,
giving full details to date to:
O'Brien Motors, Ballytruckle Road,
Johnstown, Waterford
or Email: info@obrienmotors.ie**



**WE'RE
HIRING**

**PRL currently have an opportunity for a
Storeperson/
Forklift driver
based in our
South East facility
in Kilkenny City.**

**This is an exciting opportunity to join PRL
Logistics Solutions during a time
of continued growth.**

Why PRL?

PRL Logistics Solutions operate a comprehensive warehousing, distribution and freight-forwarding network, servicing the Irish, UK, European and US markets with tailor-made delivery solutions.

Working for PRL, we offer,

- Industry Leading Remuneration
- Pension
- Training
- Strong team culture
- Disability Cover

Applicants should email their CV to hr@prl.ie including **Kilkenny Storeperson Vacancy** in the subject line
Or
Post / deliver their CV to
**HR Department, PRL Logistics,
Talbots Inch, Freshford Road,
Kilkenny. R95 KWH2**

Closing Date for applications: 16th May 2021



*Kilkenny People
14/5/21*

Applications invited for

ELECTRICAL APPRENTICES

New apprentices and
years 1-4 considered for work
in south east.

Own transport preferable.

Please send CV to info@pdk.ie



RH Raggett Homes

Grovin, Kilkenny.

www.raggetthomes.com

SITE ENGINEER/ FOREMAN REQUIRED

for housing site in Kilkenny City

Please send CV and contact details to

info@raggetthomes.com

All replies treated with complete confidentiality.

Experienced Shop Assistant Required

To work in a small but busy grocery shop.
The ideal candidate will have some deli
experience so could assist when the shop
is busy.

Must have good organisation skills,
exceptional customer service skills and
proven retail experience.

Part-time hours for the summer months
leading to Full-time in September.

**Applications to Ruth's Shop,
Freshford Rd, Kilkenny.**

Closing date for applications 18th May

KILKENNY AGRI MACHINERY

TRAINEE STORES PERSON

Working in a busy parts department the candidate will be expected to complete all necessary paper work.

Must have a strong knowledge of the agricultural machinery industry along with a good knowledge of IT.

Full training will be provided.

STORES PERSON

Candidates must have an excellent knowledge of agricultural machinery. The successful candidate should have previous experience in a busy Agri and Commercial parts department.

Must be capable of working on their own initiative whilst working along side others. Must be customer focused.

All applicants are required to be team players with good IT and communication skills.

Please apply in confidence to jobs@kob.ie

VALTRA

NOW HIRING DIOCESAN NURSE

(Part-time / 20 hours per week)

This role is working with clergy in the Ossory Diocese which covers Kilkenny, Laois and Offaly, providing an advocacy and support service to priests in the community. This is a fantastic opportunity to work within a growing, community client focused organisation.

The ideal Candidate must:

- Have a Nursing Qualification (ideally with community experience)
- Have the ability to co-ordinate care planning in the community
- Be self motivated and have the ability to work on own initiative
- Possess excellent communication and time management skills

Please contact Colette Ryan via email to apply:

cryan@carebright.ie

Closing date is the 28th May 2021

CareBright

Kilkenny People
14/5/21

Mowlam
Healthcare  An Irish Healthcare Company

Career Opportunities **Archersrath Nursing Home, Kilkenny**

This is an opportunity to make a difference and join our professional team dedicated to the delivery of the highest standard of care to our -residents-


We are currently recruiting for

Senior Staff Nurses **Healthcare Assistants**

Applications to be sent by email to
archersrathnursinghome@mowlamhealthcare.com

Mowlam Healthcare is an Equal Opportunities Employer

Kilkenny People
✓ 14/5/21

 **Kilkenny Truck Centre**

Freshford Road,
Kilkenny.

Truck Parts Store Person

Job Description

Store person required for a busy truck parts department. Experience desirable but not essential as Full Training will be given to the successful candidate. Candidates will have a support role for a busy sales team. Multi-tasking and flexibility is required. Computer experience is essential and a parts background is desirable.

CVRT Test Centre Office Administrator

(6 Month Maternity Contract)

Job Description

Office Administrator required to cover Maternity Leave for a busy Commercial Vehicle Test Centre. The successful candidate will provide support for the Test Centre and offer a high level of Customer Service. This is very busy role so multi-tasking and the ability to work well under pressure required. The successful candidate will have good organisational skills and excellent attention to detail. Full Training will be given to the successful candidate.

Hours are 9-6 Monday to Thursday and 9-5 Friday.

Send CV's to **bridget@kilkennyvehicles.com**

Kilkenny People
14/5/21



KILKENNY COUNTY COUNCIL
COMHAIRLE CHONTAE CHILL CHAINNIGH

Applications are invited from
qualified persons for the following post:

**CLERK OF WORKS/
BUILDING INSPECTOR**

[OPEN COMPETITION]

2021/T/O/T/09

**A Panel will be formed from which Permanent and
Temporary vacancies may be filled.**

Salary Scale: The current salary scale for the position is
€48,540 - €59,320 LSI2

The closing date for receipt of completed applications is

5.00 p.m. on Friday 21st May 2021

Application Forms together with the Recruitment Guidance
Booklet-Applicants can be obtained from Kilkenny County Council
Website [www.kilkennycoco.ie] or by e-mail [hr@kilkennycoco.ie].

**Kilkenny County Council reserves the right to shortlist
applicants having regard to the requirements for the post,
as well as any information contained in the Application Form.**

KILKENNY COUNTY COUNCIL IS AN EQUAL OPPORTUNITIES EMPLOYER

General Operative Needed to work with Tyre recycling company based in South Kilkenny

Ideal candidate should be available to work:

- 5 days a week – eight hours a day.
- Have a drivers licence (but not essential).
- Have their own transport or their own travel arrangements to and from work depot.
 - Hardworking
- Some paper work involved so a good command of the English Language is essential.

Salary: Minium wage (€10.20)



Please contact Local Employment Service for further details on 086-7870874

You can also email your CV to annie.dalton@wlp.ie

* Apply jobs.ie *

FIND A JOB

FIND A COURSE

JOB TALK

ADVERTISE A JOB

Q Job title, Skill or Company

📍 Location

[<< Return to Job Search](#)**Customer Assistant, Carrick on Suir, Co. Tipperary (Flexible)**

Lidl

📍 Carrick-on-Suir

€ Not Disclosed

📅 Permanent | Full Time

🕒 Today



Login or register to apply

Description**Company Details**

For our Customer Assistants, quality is not just a passion, it's a way of life! Putting the same care and attention into the little tasks as they do with big ones, our Store team know how important their hard work is to the success and growth of our business.

Working as part of a diverse and dedicated team, you will love the buzz and energy of a fast-paced retail environment. You thrive on a challenge so you will love the fact that there is never a dull moment in store and always tasks to be done.

Above all else, our Customer Assistants are the face of our business, providing great service to our loyal customers. If you have a natural flair for providing outstanding customer service and are looking to become part of strong team with varied shifts, this could be the perfect opportunity for you!

Our stores are open Monday to Sunday so you'll need to be able to work weekends, as well as weekday shifts.

Please note that as part of your application form you will be asked to complete a situational questionnaire, designed to provide us with a more in-depth understanding of you and your potential as a member of Team Lidl. The minimum pass rate for this questionnaire is 85%.

We look forward to receiving your application!

Your Tasks

- Ensuring customer satisfaction is at the heart of all actions in store
- Interacting with the customer in a pleasant, friendly and helpful manner
- Maintaining store cleanliness and hygiene standards
- Maintaining agreed store merchandising standards
- Ensuring the correct quantity and quality of goods are made available to our customers
- Following freshness and rotation principles
- Preparing, baking and displaying bakery products

Pg 1 of 2

- Ensuring all waste is managed correctly
- Assisting in the stock count process
- Complying with relevant legal obligations
- Complying with Company Guidelines and Procedures

Your Profile

- The flexibility to start an early shift at 5am or finish a late shift at 11pm
- A can-do attitude and excellent customer service skills
- The willingness to go the extra mile for our customers
- To be responsible and reliable
- The ability to be flexible
- To enjoy working in a fast-paced, varied environment, hitting targets and meeting deadlines
- To work well in teams and take pride in a job well done
- Preferably, previous experience in a customer facing role but this is not essential provided you have the right attitude

*As a Customer Assistant you are required to sell alcohol, therefore you must be 18 or over to work in our store


We Offer

- €12.30ph rising to €14.30ph within 4 years
- 20 days holiday per annum
- Company pension after 1 year
- Initial training and on-going development from an experienced team member
- Brilliant opportunities to take on more responsibility and long term career prospects

[Login or register to apply](#)

Recommended Jobs

**Retail Sales Consultant**
 Vodafone The Phone Stores
 Kilkenny

**Store Assistant (Carrick, On, Suir)**
 Aldi Stores (Ireland) Ltd
 Tipperary

**Crew Member - Clonmel**
 McDonald's Restaurants of Ireland Ltd
 Tipperary

Don't Miss Out
We can email you jobs like these

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General Operative

Pollards Sawmill & Garden Sheds

📍 Clonmel, County Tipperary, Ireland

€ Not Disclosed

📅 Permanent | Full Time

🕒 09 May



Apply Now

Description

Company Details

We are looking for a General Operative to join our team.

Requirements

- Full Driving B Car license
- Carpentry skills would be an advantage not essential
- Driving licence C+C1 would be an advantage not essential
- Fork truck licence would be an advantage but not essential
- Positive team player
- Works well on their own initiative

Key Duties & Responsibilities

- Work in the Production line
- Machine operating saw drills, nail guns etc
- May require some manual lifting

Skills:

Positive team player woodwork general operative

OTC Sales Assistant

Carrick-on-Suir, County Tipperary
Part-time, Temporary

Say hello to the people that know!

LloydsPharmacy is Ireland's leading pharmacy chain, with over 90 pharmacies located across Ireland. With a strong presence in Irish communities, our focus is on providing our patients and their families with the very best support for all their health and wellbeing needs.

As Ireland's largest Pharmacy group, we are focused from the inside out to become a pharmacy of choice that our people can believe in. And by people, we mean our colleagues as well as our customers.

We are part of McKesson Corporation, a leading company in the healthcare sector, with strong brands across 13 European countries. We are united by our ICARE and ILEAD shared principles, our employees work every day to innovate and deliver opportunities to improve patient care in every setting – one product, one partner, one patient at a time.

We currently have an exciting opportunity for a **Over The Counter Sales Assistant** to join the LloydsPharmacy team. Working as a part of the front of shop team the OTC Assistant will assist the Pharmacy Manager in the day to day running of the store.

This position will be based in **Carrick-On-Suir, Co. Tipperary** on a **6 month temporary** contract working **15** hours a week.

The main duties of this role will include the following:

- Increased O.T.C sales through link selling
- Advise and assist customers with all store products.
- Engaging actively with customers and provide a high standard in customer service.
- Stock management & product knowledge
- Till Duties

The behaviours we seek & encourage

- Innovative – seeks to deliver opportunities to assists the business to improve patient care.

- Ability of building rapport with customers and offering them compelling reasons to return.
- Excellent communication skills and capable of working on own initiative.
- Ability to build a strong working relationship with all team members in the pharmacy.
- Ability to prioritise and work in a confidential environment with a high attention to detail.
- Positive can-do attitude and a willingness to learn.
- Consistently live the Company ICARE & ILEAD Values.

Beneficial Criteria:

- Previous O.T.C sales and customer service experience
- Excellent communication & Interpersonal Skills
- Keen interest in sales and retail pharmacy

What we commit to you in return:

- Generous staff discounts in-store.
- Training & Development.
- Tax-saver travel schemes.

Job Types: Part-time, Temporary

Benefits:

- Flexible schedule

Experience:

- Retail Sales: 1 year (preferred)
- Retail Pharmacy: 1 year (preferred)

Licence/Certification:

- Are you aware this position is a Minimum 15 hour contract (required)

Are you aware this position is a 6 month temporary contract (required)

APPLY VIA WWW.INDEED.COM

Housekeeping Assistant

The Granville Hotel Waterford - Waterford

Part-time, Permanent

The Granville Hotel is looking to hire Accommodation Assistants for their Accommodation Department who will ensure that all guest rooms are maintained to the 4 star standard set by the Executive Accommodation Manager.

The successful candidate will be responsible for the following:

- Preparing themselves for each shift by ensuring that they are aware of all information available and taking part in department meetings and training.
- Ensuring Service Standards set by the Executive Housekeeper are being delivered consistently
- Handle any guests' problems or complaints in an understanding and hospitable manner.
- Meet and greet the guest with a smile ensuring that assistance is being offered at all times

Requirements:

- Good communication skills, good level of English
- Good time management and organisational skills
- Exceptional Customer and Personal Service Standards
- Working hours between 30 and 35 hours

The Granville Hotel provides a supportive environment where you can grow in your current job and build a long-term career. Learning, teamwork, and a collegial atmosphere are part of the job, every day.

Part-time hours: 30/35 per week

Job Types: Part-time, Permanent

APPLY VIA WWW.INDEED.COM

Practice Administrator

Southview Veterinary Hospital - Clonmel, County Tipperary

This role provides varied administrative support for a busy Veterinary practice and provides backup support for the reception team. No two days are the same!

Responsibilities:

Duties include but limited to

- Conducting administrative duties and supporting the management team
- Processing and issuing Pet passports
- Processing microchip registrations
- Ensuring patient records are complete and associated documents attached to files
- Obtaining GDPR permissions and updating records accordingly
- Maintaining SOP manual
- Handle incoming and outgoing mail & email
- Assist with stock management duties
- Coordinate import & export shipping
- Provide back up support for reception
- Answer incoming telephone calls using professional telephone etiquette, direct calls to other team members as necessary, and handle routine calls, such as scheduling appointments.
- Accept and process payments accurately from clients.
- Assist other team members in maintaining a professional and welcoming appearance of the front office and shop areas through cleaning and organisation.
- Maintaining a professional, cheerful, and helpful attitude when interacting with clients.

Hours 39 hours per week, 5 days between Monday and Saturday.

The role requires reception cover 1 in 3 Saturdays and late reception cover (to 7.30 pm) 5 evenings out of 15. Full reception cover will be required to cover sickness and holidays.

The ideal candidate will have

- Previous administration experience in a client facing role
- Good understanding of the principles of customer service
- Computer literate and proficient in Microsoft Office (Word, Outlook, Excel).
- Fantastic attention to detail.
- Ability to multitask and work under pressure
- Proactive approach - self-motivated, comfortable to work on own initiative.
- Team Player
- Positive attitude with a strong work ethic
- Punctual and reliable
- Fluent in English, spoken & written
- Knowledge of Teleos & Vetscope PMS desirable but not essential

Reference ID: ADMINMAY21

Application deadline: 14/5/2021

Benefits:

- Employee discount
- On-site parking

COVID-19 considerations:

Clients entering the building are currently kept to a bare minimum and on entering are required to sanitise their hands and wear a face covering

Reception protected by plastic screen

All staff to wear face coverings - these are provided.

Application question(s):

- Are you available to work 1 in 3 Saturdays and 5 in 15 late shifts (19:30 finish)?

Experience: similar: 1 year (preferred)

APPLY VIA WWW.INDEED.COM



Packaging Stores Operative

Dawn Meats - Coill Mhic Thomáisín, County Waterford

Company: Dawn Meats

Position: Packaging Stores Operative

Contract Type: Permanent

Role Summary:

You will use forklift equipment for several tasks including - unloading of deliveries, moving products to the various store locations and order picking to meet internal Customer requirements. You will be using computers, tablets and scanning equipment to scan inbound and outbound consignments ensuring accurate stocks, audit and traceability of goods.

Key responsibilities will include:

- Assisting in the operations of the Storerooms meeting Customer demands;
- Using forklift equipment for inbound, order picking and movement of goods;
- Organising the packaging store, keeping the work area clean and tidy;
- Participation in stock checks;
- Participate in inter-department P.I.T. meetings;
- Working efficiently and effectively as part of a team;
- Maintaining high levels of Health and Safety standards;
- Achieving the targets and job standards set out by the Shift Supervisor / Department Manager;
- Being adaptable and flexible in your approach to work;
- Performing any reasonable request from Shift Supervisor / Department Manager;
- Other duties involve regular repetitive light, medium and heavy lifting.

Successful candidates will have the following skills and experiences:

- Fluent English with good numeracy and literacy skills;
- Forklift skills;
- Ability to work under pressure, and to deadlines;
- Must be physically fit as the job involves lifting;
- Ability to work as part of the team;
- Good attention to detail;
- Must be flexible to work various shift patterns;
- Must have own transport as shift patterns may vary.

Schedule: 8 hour shift

APPLY VIA WWW.INDEED.COM



Retail Betting Assistant

Clonmel, County Tipperary
Permanent

YOUR ROLE IN THE TEAM?

Paddy's Retail Betting Assistants are the face of the business! We want people who love talking and getting to know our customers. Staying calm under pressure, you must constantly look for ways to improve yourself and the shop. We are forever pushing and exploring new ways to drive the business to adapt to Retail's ever evolving Online presence! Ideally, we want people who will embrace technology as they will flourish in Paddy Power, combining their ability to promote our online products and services within our shops and still provide an epic customer journey.

We want all our people to always want to achieve more so when we say progression, we mean it! Be Brave... Map your journey to reach your career goals through endless opportunities within our business. Your journey with us is simply what you make of it! Don't worry if you've never worked in the betting industry before, we'll give you the knowledge... but it's your attitude that counts! Does this sound like you? If so, keep reading!

HOW WE DO IT?

We want people who will exceed customer's expectations, building effective relationships with customers, creating a warm and positive environment which they love to be in. This will include cross selling our retail and online products and services, clearly communicating answers to customer queries and informing customers about our latest promotions.

Other duties will include:

Taking and processing bets

Keeping and maintaining shop presentation standards

Ability to adapt to different situations while still staying completely customer obsessed

Play by the rules by complying with Social Responsibility duties

Are you proactive, eager and focused on results? Do you have the potential to achieve shop goals and targets? Do you have a team player attitude and relish opportunities to show leadership skills? Paddy Power can give you the tools to do all of these things whilst continuously upskilling your knowledge through our Learning Academy.

APPLY VIA WWW.INDEED.COM

**etb**

Bord Oideachais agus Clárúcháin
Foras Láige agus Loch Gairm
Waterford and Wexford
Education and Training Board

Training Opportunities for 2021 Carrick-on-Suir, Clonmel & Waterford

See also online courses available with the ETB

<i>Start Date</i>	<i>Course</i>	<i>Location</i>	<i>Duration</i>
30th Aug 2021	Business Studies – VTOS	<i>Carrick-on-Suir</i>	40 Weeks – Full Time
Sept 2021	Employment Skills (QQI Level 4) – VTOS	<i>Carrick-on-Suir</i>	40 Weeks – Full Time
7th Sept 2021	Bread Pastry and Desserts(QQI Level 3) – BTEI	<i>Carrick-on-Suir</i>	14 Weeks – Part Time
7th Sept 2021	Computer Literacy & Internet Skills (QQI Level 3) – BTEI	<i>Carrick-on-Suir</i>	14 Weeks – Part Time
7th Sept 2021	Driver Theory Test Preparation	<i>Carrick-on-Suir</i>	10 Weeks – Part Time
7th Sept 2021	Home Repairs & Maintenance (QQI Level 4) – BTEI	<i>Carrick-on-Suir</i>	14 Weeks – Part Time
25th May 2021	Traditional Stonewall Construction	<i>Clonmel</i>	25 Weeks – Full Time
6th Sept 2021	Training Delivery and Evaluation	<i>Clonmel</i>	10 Weeks – Evenings
4th Oct 2021	Medical Administration (Traineeship)	<i>Clonmel</i>	52 Weeks – Full Time
31st May 2021	Welding Intermediate	<i>Waterford</i>	20 Weeks – Full Time
31st May 2021	MIG Welding	<i>Waterford</i>	5 Weeks – Evenings
31st May 2021	Manual Metal Arc Welding (EN Certified)	<i>Waterford</i>	5 Weeks – Evenings
5th Jul 2021	Professional HGV Training Programme (Traineeship)	<i>Waterford</i>	30 Weeks – Full Time

19th Jul 2021	Essential Skills in Classic Car Restoration	<i>Waterford</i>	20 Weeks – Full Time
9th Aug 2021	Diploma in Women's & Men's Hairdressing	<i>Waterford</i>	39 Weeks – Full Time
6th Sept 2021	Infection Prevention and Control	<i>Waterford</i>	5 Weeks – Evenings
6th Sept 2021	Barista & Bartending Skills Traineeship	<i>Waterford</i>	27 Weeks – Full Time
7th Sept 2021	ICDL (International Certificate of Digital Literacy) old ECDL	<i>Waterford</i>	13 Weeks – Evenings
7th Sept 2021	Start Your Own Business	<i>Waterford</i>	10 Weeks – Evenings
11th Sept 2021	Manual and Computerised Payroll and Bookkeeping	<i>Waterford</i>	17 Weeks – Evenings
13th Sept 2021	An Introduction to the Pharmaceutical Industry Night Class	<i>Waterford</i>	5 Weeks – Evenings
14th Sept 2021	Reception & Frontline Office Skills	<i>Waterford</i>	11 Weeks Evenings
11th Oct 2021	Palliative care	<i>Waterford</i>	5 Weeks – Evenings
10th May 2021	Beauty Therapist Traineeship	<i>Waterford</i>	57 Weeks – Full Time
27th Oct 2021	An Introduction to the Pharmaceutical Industry	<i>Waterford</i>	5 Weeks – Evenings

Please ask us for more information on the above courses and also other training courses with the ETB including VTOS & BTEI *And also online courses with E College*

Please ask us for information on Eligibility Criteria & Training and Travel allowances

Please contact:

Annie Dalton (Employment Guidance Officer) Tel: 086-0358613

Or

Christine Rockett (Administrator)

At

Local Employment Service

Nano Nagle Community Resource Centre, Carrick-on-Suir

Tel: 051-649516

Email: eastwaterford.les@wlp.ie



etb

Bord Oideachais agus
Oiliúna Thionscadail Árainn
Tipperary Education and
Training Board

Business Studies

QQI Level 5: 1 Year Course

Start Date 30th August 2021

Modules:

- Business Administration
- Work Experience
- E Business studies
- Accounting Manual and Computerised
- Marketing Practice
- Teamworking
- Insurance
- Word processing

LEARNING OUTCOMES:

The purpose of this award is to enable the learner to acquire the knowledge, skills and competence to work independently and under supervision in a range of business sectors and contexts and or to progress to further and or higher education and training.

Graduates of this course may also apply through the CAO and/or the Higher Education Links Scheme for entry to higher and advanced certificate and degree programmes at national Institutes of Technology, Technological Universities and Universities.

Please ask for more details on eligibility criteria for VTOS

***If you are interested in this course please contact Annie Dalton
(Employment Guidance Office) at the Local Employment Service, Carrick-on-
Suir***

Tel: 086-0358613

Email: annie.dalton@wlp.ie

TIPPERARY EDUCATION AND TRAINING BOARD



etb

Bord Oideachais agus
Oiliúna Thiebraid Árann
Tipperary Education and
Training Board

**Employment
Skills
QQI Level 4**

Communications
Mathematics
Computer Applications
Work Experience
Career Planning
Barista Skills

Location: Carrick-on-Suir
Dates: September 2021 - June 2022
Times: 9.00-3.45pm Mon- Fri

Contact: Fiona 085 8715636
Apply www.fetchcourses.ie

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



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* Please contact Annie Dalton at the Local Employment
Service for more details *

Tel: 086-0358613

Email: anniedalton@wlp.ie



QQI AWARD

DIGITAL MARKETING PROGRAMME

ONLINE QQI LEVEL 5

For Further Information, Please Contact:

Lorraine
 (052) 613 4333
courses@tipperaryetb.ie

etb
 Bord Oideachais agus Oiliúna Thiocharaí Arann
 Tipperary Education and Training Board

www.fetchcourses.ie
www.tipperaryetb.ie

Commencement Date:
21st June 2021

ICTC
 IRISH COLLEGES
 TRAINING CENTRE

EUROPEAN UNION
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 European Social Fund

An Roinn Oideachais agus Scileanna
 Department of Education and Skills

SOLAS
 An tArdán Oideachais agus Scileanna
 Higher Education and Training Authority

Facebook **Twitter** **YouTube** **Instagram**

***This is an online, day-time course, you will be required to attend live classes for the 6 week course duration.**

Class times are: 10.00-12.00 & 13.00-15.00 Mon-Fri*

Contact Annie Dalton – Employment Guidance Officer at the Local Employment Service, Carrick-on-Suir for more details on how to apply for the above course

Tel: 086-0358613 Email: annie.dalton@wlp.ie



etb

Board of Technical Education
Children's Training Agency
Further Education and
Training Board

EHA1 - Primary Certificate in Food Safety

19th May 2021 | Clonmel

Apply - fetchcourses.ie & enter code 311117

📞 Jade 051 640742

Contact Annie Dalton – Employment Guidance Officer at the Local Employment Service for more details on how to apply for any of the above courses


—Tel: 086-0358613 Email: annie.dalton@wlp.ie

Quality & Good Manufacturing Practice.


The aim of this eLearning course is to examine how companies manage compliance with the regulations, codes of practice and guidelines that cover the Life Sciences and Food Industries. This course is ideal for those who are new to working in the Life Sciences and Food sectors and want to learn about the requirements for Quality and GMP in their work operations. It is also appropriate for anyone working in manufacturing or service support in the who wish to update their training in Good Manufacturing Practices

<https://www.fetchcourses.ie/course/finder..>

TIPPERARY EDUCATION AND TRAINING BOARD



etb
The Education and Training Board
Employment, Education and Training Board



CONTACT US

☎ 0504 22723

@ www.fetchcourses.ie

✉ employerservices@tipperaryetb.ie

Quality & Good Manufacturing Practice


Systems and Techniques to Manage Performance

Facility & Equipment
Procedures & Records
Investigating Deviations


Blended Course
QQI Level 5 Certification

APPLY ONLINE AT:
www.fetchcourses.ie


Location:	Online
Start Date:	19/05/21
Duration:	6 days (1 day / week)







Irish Government
Department of Education and Skills
Quality and Innovation



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Contact Annie Dalton at the Local Employment Service, Carrick-on-Suir for more details on how to apply:

Tel: 086-0358613

Email: annie.dalton@wlp.ie



Free "Online" Training Courses

Course Title	Duration
Windows Server Administration Fundamentals (11664)	16 Weeks
Database Fundamentals (11689)	16 Weeks
Software Testing – ISTQB Certified Tester Foundation Level (09408)	26 Weeks
Project Management – Certified Associate (PMBOK) (N40)	26 Weeks
Windows Operating Systems Fundamentals (11595)	16 Weeks
Software Development Fundamentals (11688)	16 Weeks
Networking Fundamentals (11666)	16 Weeks
Windows Security Administrator Fundamentals (11665)	16 Weeks
ECDL (09857)	26 Weeks
Visual Communication using Adobe Photoshop (07465)	26 Weeks
Java Foundations Certified Junior Associate (07573)	26 Weeks
Graphic Design and Illustration using Adobe Illustrator (08449)	26 Weeks
Print & Digital Media Publication using Adobe InDesign (08464)	26 Weeks
PRINCE2 Foundation (09941)	26 Weeks
Java Associate Developer SE8 (09599)	26 Weeks
Java Professional Developer SE8 (09859)	26 Weeks
Microsoft Office Specialist Excel 2016 (09667)	26 Weeks
Introduction to Programming using Python (10054)	26 Weeks
CompTIA Security + SYO-501 (09665)	26 Weeks
Programming using JavaScript (Microsoft Technology Associate) (09781)	26 Weeks
CompTIA Network+ (09850)	26 Weeks
Microsoft Word 2016 (09733)	26 Weeks
Microsoft PowerPoint 2016 (09757)	26 Weeks
Changing Digital Marketing Professional (CDMP)	26 Weeks
Microsoft Access 2016 (09875)	26 Weeks
Microsoft Excel Expert 2016 (11384)	16 Weeks
Introduction to Programming using HTML and CSS (10146)	26 Weeks
CompTIA A+ Core Series(11487)	26 Weeks
Programming in HTML with Javascript and CSS (11575)	16 Weeks
Microsoft Word Expert 2016(11652)	16 Weeks

****If you are interested in any of the above online courses please contact us at:***

Local Employment Service, Nano Nagle Centre, Carrick-on-Suir, Co. Tipperary

Tel: 051-649516/ 086-7870874/086-0358613*

****We will require your current email address****

****You can also check out www.ecollege.ie for more information on the above courses****

Community Employment Scheme (CE)

Vacancies

Maintenance Person CE Scheme - Sean Kelly Sports Centre

The Sean Kelly Sports Centre require a maintenance person within their building. This will involve working in many areas within the centre including the following areas: Swimming Pool, Sauna, Steam Room, Changing Rooms, Gym Rooms, Office Space, Kitchen, First Aid Room, Storage Areas, Plant Room, Gardens and Sports Field. Duties will include carrying out the day to day repairs within the building and general maintenance: Maintain grounds in a clean and orderly manner, mowing, trimming, weeding, aerating and fertilizing lawns. Cut grass and pruned trees to make landscape more appealing. Replace plants when needed, rake leaves etc. Maintain water fountain. Maintain ground maintenance equipment. Adjusting, repairing, cleaning and maintaining gym equipment. Repairing floors with different surfaces and cleaning when required. Maintaining bathrooms and changing rooms. Carrying out minor plumbing repairs. Carrying out tiling and painting. Carrying out statutory checks. Recording all maintenance repairs and defects. Assisting with the Inflation and deflation of the Pool Inflatable. Other duties as assigned.

Housekeeper CE Scheme – Sean Kelly Sports Centre

As part of the cleaning team the successful candidate will complete a range of both reactive and scheduled cleaning duties in order to ensure an excellent standard of hygiene is maintained throughout the facility. Full training will be provided. Duties to include but not limited to: Deep cleaning of the changing rooms, toilets, showers and wet facilities. Cleaning of the gym, gym equipment and aerobics room. Cleaning of the receptionist area, landing, kitchen and first aid room.

Parish Support Worker CE Scheme – Carrick-beg

General office duties within the Parish Office, administrative support to CE Scheme and some cleaning of the church if required.

Daycare Assistant CE Scheme – Carrick-on-Suir

Duties to include: assisting users with mobility problems. To set out tables and trays, serves meals, assist service users who need assistance with meals. To report changes in or concerns with any individuals. Help with activities that require use of arms and legs and require the whole body which can be a challenge to some clients. Dusting, polishing, and cleaning toilets and kitchen areas. Assisting with personal care. Applicants must supply suitable character references and be prepared to complete a Garda vetting application form.

Cleaner CE Scheme – Carrick-on-Suir

Cleaner required for Carrick-on-Suir. Responsible for cleaning a number of facilities i.e tennis club, snooker club, St Nicholas's Church. Duties: cleaning and supplying designated facility areas, dusting, sweeping, vacuuming, mopping and cleaning restrooms. Ironing cloths etc on social snooker tables.

Parish Secretary CE Scheme – Carrick-on-Suir (St. Nicholas' Church)

Duties will include photocopying, printing, taking bookings for Baptisms, Weddings, etc. You will be updating Parish records, preparing the weekly newsletter, printing letters for management committees, etc. Some bookkeeping and payroll duties may be included in the role. You will be producing books for memorial mass and Baptismal services. You must have good interpersonal skills and communication skills.

Maintenance Person / Grounds person CE Scheme -Clonea

Grass cutting and general maintenance at Clonea Graveyard.

Maintenance Person / Grounds person CE Scheme - Mothel

Grass cutting and general upkeep of Mothel Well and graveyard.

Kitchen Assistant CE Scheme – Owing

Preparation & presentation of cooked meals Maintain the kitchen area and all utilities To ensure refrigerators & kitchen presses are cleaned regularly To abide by all HACCP regulations To ensure canteen area is cleaned and tidied after breaks Checking stock supplies pertinent to work To ensure tea towels, cloths etc. are washed thoroughly and a clean supply always maintained Work on own initiative and as part of a team Attend training when required Any other duties assigned by manager Some weekend work.

Administrator CE Scheme – Piltown

Duties: Strong research skills, be able to work on your own initiative, ability to multi-task, typing, filing, telephone, keeping accurate records, file management, email and updating database. ECDL desirable.

***If you are interested in any of the above CE Scheme's please
contact Annie Dalton (Employment Guidance Officer) about how to
apply, Tel/Text: 086-0358613/ Tel: 051-649516 or email
annie.dalton@wlp.ie***