

# THIS WEEKS JOB VACANCIES

## 2nd June 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  
3/6/21



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.

**NORTH MUNSTER MABS**  
**2 NO. SERVICE DELIVERY MANAGERS**  
**1 WATERFORD SERVICE DELIVERY AREA**  
Based in Waterford  
&  
**1 TIPPERARY SERVICE DELIVERY AREA**  
Based in either Tipperary Town or Thurles

North Munster MABS has 2 vacancies for permanent Full Time Service Delivery Managers. The Service Delivery Manager is fully responsible and accountable for the delivery of a timely, efficient and effective-high quality Money Advice and Budgeting Service to clients in their designated area. 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:** €42,663 to €58,682 (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.
- A panel may be formed of qualified candidates from which temporary and permanent, part-time and full time Service Delivery Manager posts which arise within the next twelve months will be filled should vacancies arise in this period. The panel will be applicable to the North Munster MABS Region comprising the Service Delivery Areas of Clare/Limerick, County Tipperary & County Waterford.
- **Application Process:** These details and the application process are outlined in the candidate pack.
- **Closing date:** 2.00 p.m. on Tuesday 15 June 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 job description and application form together with further information on MABS can be accessed at: [www.mabs.ie](http://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](http://www.citizensinformationboard.ie/en/data_protection/mabs.html)

MABS is an equal opportunities employer.  
Funded and supported by the Citizens Information Board.



**etb**

Bord Oideachais agus  
Oiliúna Thíobraid Árann  
Tipperary Education and  
Training Board

**TIPPERARY ETB**

invites applications for the following:

Ref 21/22-53

**SPECIAL NEEDS ASSISTANT PANEL 2021/22**

Further details/rates of pay/qualifications required, and application forms are available on our website [www.tipperaryetb.ie](http://www.tipperaryetb.ie)

Closing date for receipt of applications is 12 noon  
on the 14th June, 2021.

Late applications will not be accepted.

Signed: Liam McGrath, Acting Chief Executive

Provision co-funded by the Government of Ireland and the European Union.



Riadas na hÉireann  
Government of Ireland



Cyfrwyngwr ag ar  
ADRIATAC EORPACH  
Co-funded by the  
EUROPEAN UNION

**SOLAS**  
learning works



The Nationalist  
3/6/21

## **Topline Clearys**

### **WAREHOUSE OPERATIVE**

Full time

#### **Role and Responsibilities**

- Load and unload lorries in a safe and efficient manner
- General housekeeping duties in the warehouse and yard as assigned
- Perform general warehouse duties in order to maintain a smooth operation
- You must be organised, efficient and good with customers
- Store received goods in the appropriate locations within the warehouse and yard
- Check loads for damaged or missing items upon receipt
- Keep careful records of everything that comes in and goes out of the warehouse
- Operating a forklift truck to move and rearrange stock and ensure that products are stored safely
- Cleaning and maintain the warehouse will also be part of the daily routine
- Picking and packing orders
- Ideally have good knowledge of building materials
- Ensure all Health and Safety standards are adhered to at all times in line with Company policy.
- This position will include Saturday work.

#### **Skills & Requirements:**

- Be a team Player
- Show Enthusiasm and drive
- Forklift licence (Preferred)

Closing date: 28-05-2021

Please email applications to

**conor.parle@clearyshardware.ie** or post

**Conor Parle (Branch Manager)**

Topline Clearys Hardware

Clonmel Road, Carrick-on-Suir, County Tipperary, E32 VF63

## **CONSTRUCTION SITE MANAGER**

### **PROJECT CONTROLS ASSISTANT/ JUNIOR PM**

### **CONSTRUCTION FOREMAN**

### **GRADUATE CIVIL ENGINEER**

Great opportunity for person with ambition and energy to fulfill their potential.

Generous Terms and Conditions to the suitable applicant.

Contact **052-6123111**



Munster Express  
1/6/21



**David Walsh Civil Engineering Ltd.**  
Knocknacree, Castledermot, Co. Kildare.

## Main Contractor for Irish Water, ESB Networks, Local Authorities & Construction Groundworks

### Civils Site Engineer / Site Agent

#### Requirements

- Degree/Diploma (or relevant experience)
- Minimum 5 years' experience in road construction, water / wastewater mains, ESB civils, utilities & construction groundworks.
- Reasonably proficient in the use of Microsoft Office & AutoCAD

#### Duties

- Daily management of resources
- Maintain Health & Safety, Quality & Environmental records
- Record plant, labour, materials & additional work
- Compile data for delay & compensation events
- Liaise with consultants and the public

#### Location:

Leinster Region and will work closely with our Management Team in a professional and friendly work environment.

An excellent salary package and Company vehicle will be offered.

Email: [info@dwce.ie](mailto:info@dwce.ie)

### Setting Out Engineer

#### Requirements

- Degree/Diploma (or relevant experience)
- Minimum 2 years' experience on site setting out
- Proficient in the use of setting out equipment GPS, robotic total station & levelling equip.
- Reasonably proficient in the use of Microsoft Office & AutoCAD

#### Duties

- Setting out and checking as the work progresses
- Carry out As Built surveys -
- Assist in drafting As Built drawings and Traffic Management Plans

#### Location:

Leinster Region and will work closely with our Management Team in a professional and friendly work environment.

### Junior & Senior Foremen

#### Requirements

- Minimum 5 years' experience as Foreman on Civil Engineering projects including road construction, water / wastewater mains, ESB Civils, utilities, cable installation & construction groundworks.
- Have excellent organisation & communication skills and be willing to work as part of a team
- Junior Foreman will be mentored & developed in the role. All training & courses will be provided

#### Duties

- Supervision of site personnel
- Scheduling of plant, labour, material and other resources to meet the programme
- Maintain daily site records
- Work in conjunction with the Project Manager

#### Location:

Leinster Region and will work in conjunction with the Project Manager in a professional and friendly work environment.

An excellent salary package and Company vehicle will be offered

Email: [info@dwce.ie](mailto:info@dwce.ie)

### Experienced Ground Workers

Minimum 5 years' experience in water / wastewater mains, ESB Civils, utilities, cable installation & construction groundworks.

- Crew Leaders for 2 to 6 man crews
- General Finishers / Reinstaters
- Pipe Layers
- Banksmen
- Traffic Management Operatives with 3 day S.L.G. Ticket
- 180° & 360° Excavator Operators, Truck
- Licence would be an advantage

Full & part time candidates will be considered.

Training will be provided to upskill  
Permanent positions offered to the right candidates.

#### Location:

Leinster Region.

Apply to: Email: [naomi@dwce.ie](mailto:naomi@dwce.ie) or  
Phone 052 91 44448 for Application Form



Munster Express  
1/6/21

## **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](mailto:info@obrienmotors.ie)





**Trade Electric** is an independent Irish owned electrical and lighting distributor with 9 branches around the country. Previous winners of the Independent Electrical Wholesaler of the year award at the annual EIFI awards ceremony in Dublin, Trade Electric continues to grow its market share and this can be attributed to its loyal and hard working staff and their excellent customer relationships.

Due to continued growth, we require a

## Senior Trade Counter Sales Assistant

with a minimum of **5 years electrical experience**, based at our premises in Waterford. The successful candidate will be reporting to the Branch Manager and the primary role of this candidate will be to perform duties at the Trade Counter in day to day sales and enquiries, while also working on developing sales leads for the business.

### Responsibilities and Duties

- Assisting at the Trade Counter
- Dealing with telephone, e-mail & internet enquiries
- Liaising with suppliers and customers re deliveries
- Doing quotations and following up on same
- Helping out in the warehouse if necessary

### Qualifications and Skills

The successful candidate must demonstrate:

- Excellent Customer Service
- Fluent written and spoken English
- Good geographical knowledge of the Waterford area
- Be capable of being part of a highly motivated and driven sales team already in situ.
- Knowledge of the electrical wholesale industry in Waterford or the South East is an advantage.
- 5 years experience in the electrical industry is a requirement.
- Full clean driving licence.

### Benefits:

- Bonus scheme • On-site parking • Job Types: Full-time, Permanent

Applications Open from 01/06/2021 - Closing Dates 15/06/2021 - Immediate Start

Please forward your CV to [careers@trade-electric.ie](mailto:careers@trade-electric.ie)

Waterford Newstar  
11/6/21



Ireland  
Waterford

## FULL-TIME NIGHT CLEANER REQUIRED FOR ABP WATERFORD

### Job Description:

- Work as part of a team to ensure that the factory is cleaned effectively and efficiently
- Ensure correct use of chemicals
- Clean equipment as stated in cleaning schedules
- Ensure all equipment is used and stored correctly
- Ensure health and safety and hygiene regulations are adhered to at all times

### Applicants must be:

- flexible • hard-working, with attention to detail
- willing to learn and develop

**Hours:** Monday to Friday evenings with some weekend work

- €11 per hour • Full Time hours • Shift bonus also available

### Required:

- Previous experience is an advantage but not essential as further training will be given
- Good communication skills

Please forward your CV to: [Waterford.HR@abpireland.com](mailto:Waterford.HR@abpireland.com)

**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](mailto:INFO@IPAIRC.IE)





# CLANCY

Built on Partnership

## Plant Department Assistant Manager/ Administrator

Due to expanded growth, we are looking for an experienced person to work as an Assistant Manager/Administrator to join our Plant Department.

If you have experience with managing inventory, dealing with requisitions and managing deliveries in a Plant Hire Depot or in a Plant Department with a Main Contractor we would like to hear from you.

Please forward your CV to:  
**[careers@clancy.ie](mailto:careers@clancy.ie)**

Waterford News + Star  
1/6/21



**wwetb**

Bord Oideachais agus Oiliúna  
Phort Láirge agus Loch Garman  
Waterford and Wexford  
Education and Training Board

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

### OUTDOOR SPORT AND RECREATION COORDINATOR

FIXED TERM CONTRACT

Start Date 16/10/2021 End Date 15/10/2022

INITIAL LOCATION:

Buncloody Adventure Hub and Buncloody Further  
Education and Training Centre

Application form and full details may be obtained from  
**[www.waterfordwexford.etb.ie/vacancies](http://www.waterfordwexford.etb.ie/vacancies)**

Completed application forms should be submitted to  
**[vacancies@wwetb.ie](mailto:vacancies@wwetb.ie)** by 4:00pm on Tuesday 15 June 2021.

### PRIMARY TEACHERS (3 Positions)

FIXED TERM CONTRACT

For Summer Programme: 25 Hours Per Week  
28/06/2021 – 16/07/2021

LOCATION: Eroc Centre Clonea, Dungarvan

Appointment will be subject to, but not limited to, satisfactory references, current and continuing Teaching Council registration and satisfactory Garda Vetting.

To apply for this post please submit a Cover Letter and up to date CV to **[vacancies@wwetb.ie](mailto:vacancies@wwetb.ie)** to arrive no later than **4.00 p.m. on Wednesday 16 June 2021**, with "Primary Teacher – EROC" in the subject line.

Shortlisting may apply.

Canvassing by or on behalf of the candidate will automatically disqualify.

Late applications will not be accepted.

WWETB is an equal opportunities employer.



Waterford News+Star  
11/6/21



**glanbia**  
**ireland**

## **Horticulturist**

### **Glanbia CountryLife**

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

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](http://www.glanbiaireland.com/careers) and search for jobs: Horticulturist. All applications are treated in confidence.**





BATHS & TILES

We are currently recruiting for  
**FULL TIME AND PART TIME**  
**SALES ADVISOR**  
for our Kilkenny Show room

Are you a Team Player  
Do you love to help people find  
what they are looking for?

Send your CV to  
**Kilkenny@btw.ie**

Kilkenny People  
4/6/21

**NICHOLAS MOSSE**  
IRISH COUNTRY SHOP

We are looking for a responsible full-time  
**SALES ASSISTANT**  
to join our shop and café staff.

You will need excellent interpersonal skills and  
the ability to use your own initiative.

Experience and computer literacy is an advantage.

- Located 5 miles from Kilkenny City.
- Good working conditions.

Reply to Nicholas Mosse Irish Country Shop,  
Bennettsbridge, Kilkenny.

Tel: 056 7727505 Email: [accounts@nicholasmosse.com](mailto:accounts@nicholasmosse.com)



**Eileen Teehan Hairdressing**  
We are Hiring...

**Part-Time Hair Stylist / Colorist required**

- Good Salary and Flexible Hours.
- Friendly and Creative working environment.
- Opportunity to work with completely chemical free hair colors and products.

Please send your CV to [eileenteehan@gmail.com](mailto:eileenteehan@gmail.com)  
Tel: 086 9484374





INSTITUTE of  
TECHNOLOGY  
CARLOW

Institiúid Teicneolaíochta Cheatharlach

"inspiring individuals  
transforming society"

Operating across locations in Carlow, Wexford, Wicklow and Dublin the Institute has over 11,000 learners and staff with a significant international learner cohort. We offer a broad range of undergraduate and postgraduate courses in Science, Engineering, Business, Humanities and Computing. Key research strengths include Computer Games Development, Bio-Environmental Technologies, Product Design, Social Sciences, Sport Sciences, Health Sciences, Engineering Technologies and Education.

We are seeking highly motivated, talented and ambitious individuals to join our team in delivering the Technological University of South East Ireland.

## Professional Services Position

CLERK OF WORKS (24 MONTHS)

(Ref: 040/21)

€48,541 – €59,320

Institute of Technology Carlow seeks to appoint a Clerk of Works to monitor construction works associated with the delivery of the proposed Corporate Support Services Building (CSSB) at its main campus, Kilkenny Road, Carlow.

The successful candidate will be a member of the Institute of Clerk of Works and Building Inspectors in Ireland, have a current Safepass card and at least 7 years' experience of supervision of building works of a similar size and scale. A degree in an Engineering or Construction related discipline is highly desirable.

The Institute is committed to the implementation of the recommendations of the Expert Group on Gender Equality in Irish Higher Education Institutions (HEA June 2016) and the Gender Action Plan 2018-2020 (Report of the Gender Equality Taskforce, 2018). Successful candidates for the above position will be expected to demonstrate a commitment to advancing equality, diversity and an inclusive community.

Further details are available on our website:

[www.itcarlow.ie/vacancies](http://www.itcarlow.ie/vacancies)

Closing Date: Tuesday 8th June 2021 at 12:00 noon.



Institute of Technology Carlow is an equal opportunity employer, working towards building and maintaining an inclusive environment which promotes equality, values diversity and is committed to family friendly policies for all.

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

Kilkenny People  
4/6/21

**RD Group are  
currently recruiting  
for the following ;**

- Fully Qualified Plumbers
- Fully Qualified Electricians
- General Operatives
- Office Administrator

**To join our fast paced &  
expanding company.**

**Please forward CV to  
[recruitment@rdplumbing.ie](mailto:recruitment@rdplumbing.ie)  
Or phone 056 4440874 ext 2  
for more information**



**Resilience**  
**SOCIAL**  
**CARE**



## Support Workers Kilkenny Services

- Full-time **permanent** Support Workers for our Residential Service.
- **Part-time** Support Workers for our Outreach Services in Kilkenny.  
\*Working Saturdays 10am-2pm with two additional days a week during July/August.

Kilkenny People  
4/6/21



**etb**

Bord Oideachais agus Oiliúna  
Chill Chainnigh agus Cheatharlach  
Kilkenny and Carlow  
Education and Training Board

### Carlow Youthreach **YOUTHREACH CO-ORDINATOR** PERMANENT POSITION

Ref No.: 2021MAY039

Youthreach Carlow requires a Co-ordinator who is flexible, multi-disciplined and experienced. A high degree of motivation and commitment to a student-centred model of learning is essential.

**Closing Date: Friday, 11th June 2021 (12 noon).**

Further details and application forms  
available from: [www.kcetb.ie](http://www.kcetb.ie)

*Youthreach Carlow is co-funded by the Government of Ireland, the European Social Fund and the Youth Employment Initiative as part of the ESF Programme for Employability, Inclusion and Learning 2021-2027.*

*Kilkenny and Carlow ETB is an equal opportunities employer.*

**SOLAS**  
learning works

Provision co-funded by the Government of Ireland and the European Union.





Kilkenny People  
4/6/21



## MSD Carlow: a global network with endless opportunities

MSD Carlow is a world-class manufacturing facility, focused on formulating and filling vaccines and biologics products that improve and transform the lives of people across the world.

At MSD, we are passionate about growing talent from within our business and as such we are delighted to announce the launch of our **2021 Electrical & Instrumentation Apprentices Programme**.

If successful, you will be part of a diverse, inclusive, and multi-skilled global team of highly motivated individuals working on exciting and innovative projects.

If you are ready to start your career with MSD, please visit our website to apply for this position and learn how you can Invent for Life: [jobs.msd.com/ireland](https://jobs.msd.com/ireland)

## MSD Carlow: a global network with endless opportunities

MSD Carlow is a world-class manufacturing facility, focused on formulating and filling vaccines and biologics products that improve and transform the lives of people across the world. The Carlow site plays a pivotal role in the manufacture of MSD's immuno-oncology treatment, and the sustained investment in Ireland empowers MSD Carlow to offer its team the opportunity to continuously grow, learn, invent and thrive.

We have a number of exciting vacancies across several levels for ambitious individuals with relevant experience within a highly regulated environment.

If you want to belong to a team that is committed to *Inventing for Life*, MSD Carlow would like to hear from you.

### The Opportunities

- Quality Assurance Specialist Manufacturing Support (Shift)
- Senior Quality Control Analysts
- Senior Validation Specialist & Manager Position
- Analytical Development Scientist
- Operations Manager
- Senior Bioassay Specialist

Visit [jobs.msd.com/ireland](https://jobs.msd.com/ireland) to learn how you can Invent for Life.



## **General Operative/Driver**

Kieran Kennedy Landscaping - Waterford, County Waterford

€11 - €14 an hour

**Urgently needed**

Road Sign Maintenance Crew require a general operative with full driving licence for the south east region.

Contract length: 60 months

Application deadline: 6/6/2021

Expected start date: 7/6/2021

Job Types: Full-time, Contract

Schedule:

- 10 hour shift
- Monday to Friday

Ability to commute/relocate:

- Waterford, County Waterford (required)

Language:

- Fluent English (required)

Licence/Certification:

- B Driving Licence (required)

**\*APPLY VIA [WWW.INDEED.COM](http://WWW.INDEED.COM)\***



## **Hotel Receptionist**

Waterford Castle Hotel & Golf Resort - Waterford, County Waterford  
Full-time, Permanent

Waterford Castle Hotel & Golf resort is seeking to recruit a Receptionist to join their front office team.

### **Main Duties & Responsibility's include:**

- Working as part of the Front Office Team (Reception & Reservations)
- Providing an excellent customer service experience to all clients
- Usage of Hotsoft Front Office System (full training provided)
- Handling telephone calls efficiently and in a courteous manner
- Processing of reservations, cancellations and modifications promptly
- Upselling of Hotel Packages & amenities
- Ensure all guests queries are handled promptly and efficiently via email and phone
- Professional and prompt check in and check out of guests

### **The ideal candidate:**

- Will have previous experience in a similar role
- Be an excellent communicator, have fluent English and a very high standard of personal presentation
- A strong work ethic and a team player

### **Additional pay:**

- Tips

### **Benefits:**

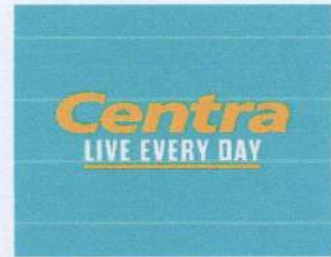
- Employee discount
- Flexible schedule
- Food allowance
- On-site parking

### **Schedule:**

- 8 hour shift
- Day shift
- Holidays
- Night shift
- Overtime
- Weekend

**\*APPLY VIA [WWW.INDEED.COM](http://WWW.INDEED.COM)\***





## **Checkout Operator - Kilmacthomas, Waterford**

### **Main purpose of the role:**

Ensure the Checkout Department operates efficiently and effectively at all times and provide our customers with excellent customer service.

### **The ideal candidate will have/be:**

- 2 years' experience in a retail role is desirable
- Ability to balance tills
- Excellent communication skills
- Ability to engage with and prioritise customer needs
- Strong attention to detail, organised and flexible
- Ability to use own initiative and work as part of a team in a fast-paced environment

### **Main Duties:**

- Actively live Centra brand-values i.e. Proud, Energetic, Imaginative and Community-Based
- Use a computerised till system that has a barcode scanner
- Weigh and price products such as fruit and vegetables
- Check customers' ages for restrictions on items such as alcohol
- Pack customer's purchases
- Process coupons and vouchers
- Take payments and make sure the till balances at the end of the day
- Spend time away from the till, stocking shelves and checking stock
- Merchandise and present the department to the highest standard at all times
- Attend and engage in team meetings and implement any learnings

**\*APPLY VIA [WWW.INDEED.COM](http://WWW.INDEED.COM)\***



**Clerical Officer** - University Hospital Waterford  
Morgan McKinley Health - Waterford, County Waterford  
€12 an hour

A Clerical Officer is required for a position within University Hospital Waterford. This is a great opportunity to work in health sector.

The role itself is a varied position but would include some of the below duties:

- Provide Administration support with the Recruitment/Medical Manpower department
- Work closely with the management team to support business development initiatives
- Assist with facilities administration and queries
- Attend meetings and where required, manage day -to- day running of the office (stationary, filing, shared drives, conference rooms etc.)
- Follow recommended health record practices to ensure correct healthcare record management as per NHO Code of practice for healthcare record.
- Adhere to departmental policies, procedures and practices.
- Inbound call handling on enquiries.
- Ad-hoc duties.

This a great opportunity to grow your experience working in Healthcare. A very friendly and welcoming team awaits you to join them. This is a 6-month contract which consists of a 37-hour working week and will be Monday – Friday.

Some of the requirements are:

- A proactive approach to work with excellent communication skills.
- Knowledge of Healthcare Services useful but not essential.
- Goal and results driven.
- Enjoys working in a fast-paced environment
- Excellent Microsoft office skills.
- Good time management skills and ability to priorities tasks.

Application question(s):

- What is your current notice period?

Experience: administration: 1 year (required)

**\*APPLY VIA [WWW.INDEED.COM](http://WWW.INDEED.COM)\***



## **Plumbing Apprenticeship**

Walsh & Sheehan Ltd - Waterford, County Waterford  
Full-time, Apprenticeship

Start your career with **Walsh & Sheehan Mechanical Services!**

We are now offering **Apprenticeship** places-

On completion of this four-year apprenticeship, you will become a fully qualified plumber, with worldwide recognised *QQI Level 6 Advanced Certificate Craft - Plumbing*.

This trade offers a varied range of roles which might suit you, such as; Domestic plumbing or maintenance, pipefitting, welding, commercial maintenance, general mechanical services, and renewable energies.

Walsh & Sheehan are ever expanding and will be offering permanent contracts at the end of this apprenticeship, but your options are endless with a lot of Qualified Plumbers choosing to travel world, work as a self-employed plumber in private dwellings, or as a contractor in industrial and commercial buildings.

You will also have the opportunity to use your apprenticeship qualification as a platform to launch into careers such as engineers, managers, owners of businesses, teachers, and instructors.

The role requires you to be physically active and to be able to work with your hands. An awareness of health and safety and good housekeeping is essential as well as attention to detail and an eye for the aesthetic.

### **The essentials:**

Manual Handling Certificate

Safe Pass Card

### **Remuneration & Package:**

Apprentice Rates guaranteed as well as a strong career path.

Job Types: Full-time, Apprenticeship

Schedule: 8 hour shift

**\*APPLY VIA [WWW.INDEED.COM](http://WWW.INDEED.COM)\***



## **Sales Assistant - Clonmel, Tipperary**

### **Main purpose of the role:**

Responsible for ensuring customer satisfaction is the number one priority. Interact with each customer with great pride, passion and care and inspire shoppers through knowledge and expertise.

### **The ideal candidate will have/be:**

- Excellent communication skills
- Ability to engage with and prioritise customer needs
- Strong attention to detail, organised and flexible
- Ability to use own initiative and work as part of a team in a fast-paced environment
- Customer driven
- Previous customer service experience is an advantage.

### **Main duties:**

- Actively live SuperValu brand-values i.e. Genuine, Passion for Food, Vibrant, Committed, Innovative and Imaginative
- Show a positive attitude and take responsibility for ensuring customers receive an excellent shopping experience;
- Deal with all customer queries efficiently, professionally and consistent with store policy
- Merchandise shelves, ensuring that all areas of the store are presented to the highest standard
- Engage with new initiatives and embrace new ways of working.

**\*APPLY VIA [WWW.INDEED.COM](http://WWW.INDEED.COM)\***



## **Catering Assistant**

Lyons Takeaway - Clonmel, County Tipperary  
€11.00 - €11.50 an hour - Full-time, Permanent

### **Urgently needed**

Lyons Takeaway Clonmel is currently require Catering Assistants.

#### **Job Purpose:**

You will provide ongoing support to the Management team in a fast paced environment to ensure our customers receive exceptional service.

#### **The right candidate for the position should be able to do the following:**

- Deliver great customer service
- Have a good attitude to work
- Be well presented and in full uniform
- Follow all safety guidelines, doing your bit to ensure a clean and safe working environment.
- Have incredibly high hygiene standards
- Love to work in a team

Application deadline: 6/6/2021

Expected start date: 14/6/2021

Job Types: Full-time, Permanent

Salary: €11.00-€11.50 per hour

#### **Benefits:**

- Flexible schedule
- Food allowance

#### **Schedule:**

- 10 hour shift
- 8 hour shift
- Weekend

#### **Experience:**

- HACCP: 1 year (preferred)
- Hospitality: 1 year (preferred)

**\*APPLY VIA [WWW.INDEED.COM](http://WWW.INDEED.COM)\***





## **Customer Assistant - Carrick-On-Suir, Co. Tipperary (Flexible)**

€12.30 an hour

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
- 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

**\*APPLY VIA [WWW.INDEED.COM](http://WWW.INDEED.COM)\***





etb  
Enterprise Training Board  
Supporting your business  
Supporting your future

***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
7th Sept 2021	Horticulture (QQI Level 4) – BTEI	<i>Carrick-on-Suir</i>	14 Weeks – Part Time
9th Sept 2021	Care of the Older Person (QQI Level 5) – BTEI	<i>Carrick-on-Suir</i>	8 Weeks – Part Time
13th Sept 2021	Spreadsheets (QQI Level 5) – BTEI	<i>Carrick-on-Suir</i>	10 Weeks – Part Time Evenings
14th Sept 2021	Information & Communications Technology (QQI Level 4) – BTEI	<i>Carrick-on-Suir</i>	32 Weeks – Part Time
Sept 2021	Early Childhood Care & Education(QQI Level 5) – BTEI	<i>Carrick-on-Suir</i>	30 Weeks – Part Time Evenings
21st June 2021	Traditional Stonewall Construction	<i>Clonmel</i>	24 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



14th June 2021	Welding Intermediate	<i>Waterford</i>	20 Weeks – Full Time
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
6th Sept 2021	MIG Welding	<i>Waterford</i>	5 Weeks – Evenings
6th Sept 2021	Manual Metal Arc Welding (EN Certified)	<i>Waterford</i>	5 Weeks – Evenings
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](mailto:eastwaterford.les@wlp.ie)







QQI  
Quality and Qualifications Ireland  
Dúshla Coilteá agus Ceilteáil Éireann

TIPPERARY EDUCATION AND TRAINING BOARD

## Back to Education Initiative

### Part-Time Courses starting September 2021

#### CARRICK ON SUIR

PLSS Ref. Number	Course Title	QQI Level	Day(s) of Course	Time	Duration (weeks)	Start Date	End Date
307177	Bread, Pastry & Desserts 3N0522 Level 3	3	Tuesday	9.30 am - 12.30 pm	14	07/09/2021	14/12/2021
326981	Computers Level 3— Internet Skills 3N0931, Computer Literacy 3N0881	3	Monday & Tuesday	9.30 am - 1.00 pm	14	07/09/2021	15/12/2021
307180	Home Repairs & Maintenance 4N3774	4	Tuesday	9.30 am - 1.00 pm	14	07/09/2021	14/12/2021
306757	<b>Information and Communications Technology 4M0855</b> Word Processing 4N1123, Communications 4N0689, Information Technology Skills 4N1125, Spreadsheets 4N1120 & Maths 4N1987)	4	Tuesday, Thursday & Friday	9.30 am - 1.00 pm	32	14/09/2021	27/05/2022
276243	<b>Horticulture</b> — Horticultural Tools & Equipment 4N0683; Safe Horticultural Practice 4N0719; Establishing Trees & Shrubs 4N0666	4	Tuesday & Wednesday	10.00 am - 1.00 pm	14	07/09/2021	15/12/2021
306730  Direct entry only	<b>Early Childhood Care &amp; Education 5M2009 (Evenings)</b> - Early Childhood Education & Play 5N1773, Child Health & Well Being 5N1765, Approaches to Early Childhood Education 5N1763, Early Care & Education Practice 5N1770  <b>THIS COURSE IS NOT AVAILABLE FOR ONLINE APPLICATION— ENQUIRIES TO: 052 6176755 / 085 8715474 / bwhelan@tipperaryetb.ie</b>	5	Monday & Wednesday	6.30 pm - 9.30 pm	30	Sept 2021	June 2022
327032	Care of the Older Person 5N2706 - Healthcare Level 5 (Daytime)	5	Thursday & Friday	10.00 am - 1.30 pm	8	09/09/2021	05/11/2021
327029	Spreadsheets 5N1977 Level 5 (Evening course)	5	Monday & Wednesday	6.30 pm - 9.30 pm	10	13/09/2021	24/11/2021

\* Contact

Annie Dalton (Employment Guidance officer) at the  
Local Employment Service, Carrick-on-Suir for more details  
Tel: 086-0358613 / 051-649516  
Email: annie.dalton@WLP.ie





# **Business Studies**

**QQI Level 5**

**Start Date September 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.

**\*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](mailto:annie.dalton@wlp.ie)**





**etb**  
Bord Oideachais agus  
Oiliúnaíochtaí  
Tipperary Education and  
Training Board

# Employment Skills

QQI Level 4

Start Date September 2021

## Modules:

Communications · Customer Service

Teamworking · Career Planning

IT Skills · Retail Sales Techniques

Computer Applications · Work Experience

Workplace Safety · Entrepreneurial Skills

Retail Payment Procedures · Reception Skills

Maths · Bookkeeping and Accounts · Personal Effectiveness · Digital Media Technology

## LEARNING OUTCOMES:

*On completion of this programme learners will have acquired a broad range of generic skills which will enable employment, under direct supervision, in a variety of sectors, or progression to further education or 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.

**\*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](mailto:annie.dalton@wlp.ie)**



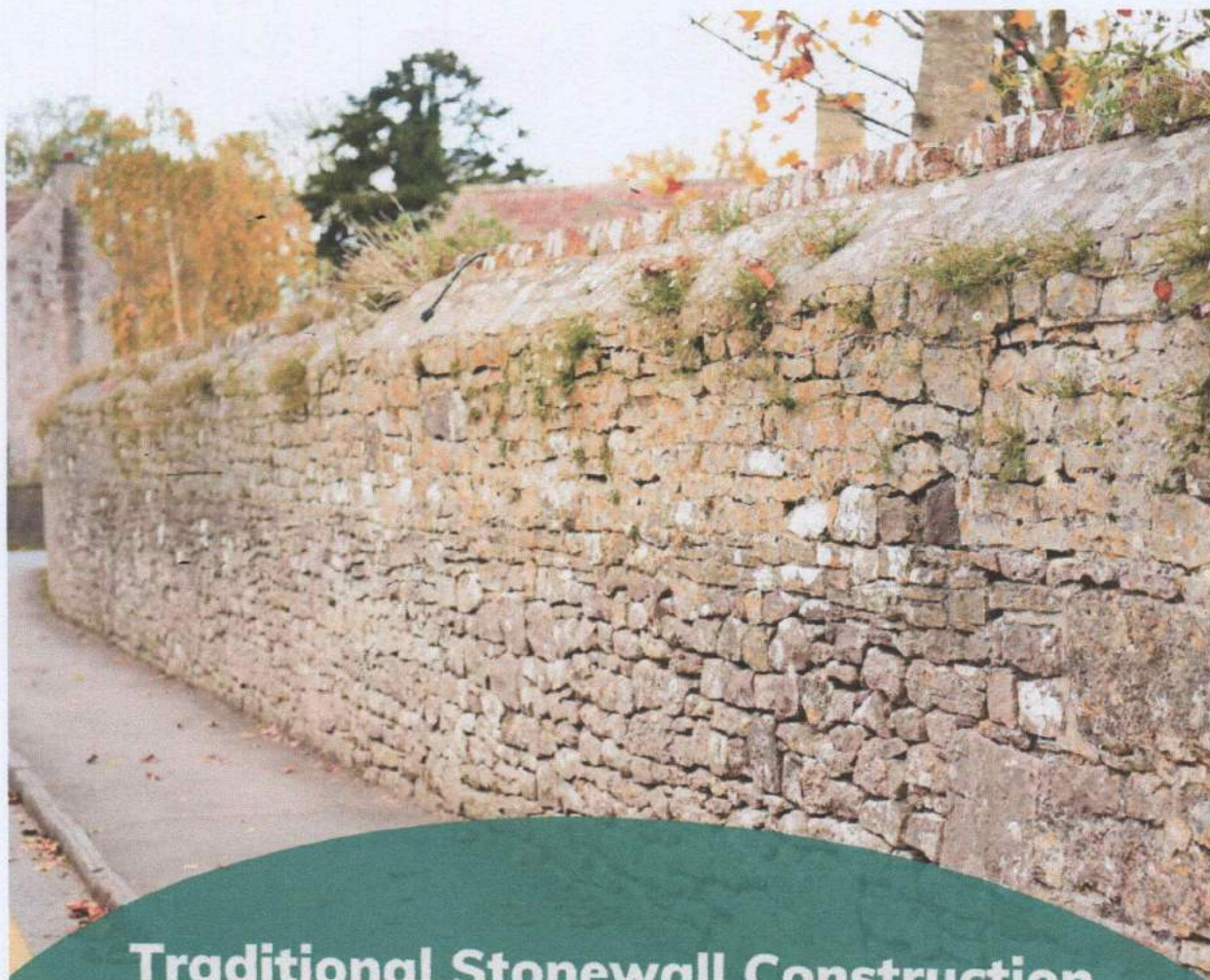
## Traditional Stonewall Construction

course [#Clonmel](#), starts June 21st for 24 weeks.

Contact Annie Dalton @ the Local Employment Service for details of how to apply

Tel: 086-0358613 / 051-649516

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



## Traditional Stonewall Construction

Email [courses@tipperaryetb.ie](mailto:courses@tipperaryetb.ie)

Starts June 21st | Full time

# Clonmel



**etb**

Bord Oideachais agus  
Oiliúna Thiobraid Árann  
Tipperary Education and  
Training Board





Bord Oideachais agus  
Oiliúna Thiobraid Árann  
*Tipperary Education and  
Training Board*

**16th June 2021 | Clonmel**

**Apply - [fetchcourses.ie](https://fetchcourses.ie) & enter code 311117**

☎ Jade 051 640742

This course is Level 2 HACCP and the certificate is valid for 5 years.

**Content includes:**

- Introduction to Food Safety
- Microbiological Hazards
- Food Contamination
- HACCP from Food Delivery to Storage
- HACCP from Food Preparation to Cooking Service and Service
- Personal Hygiene
- Food Premises and Equipment
- Pest Control
- Cleaning and Disinfection
- Food Safety Law and Enforcement

\*Contact Annie Dalton @ the Local Employment Service for more details:

Tel: 086-0358613

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





**QQI AWARD**

# **DIGITAL MARKETING PROGRAMME**

## **ONLINE QQI LEVEL 5**

**For Further Information, Please Contact:**

Lorraine

 (052) 613 4333

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



**etb**  
Bord Oideachais agus  
Oiliúna Thiobtaid Arann  
Tipperary Education and  
Training Board



 [www.fetchcourses.ie](http://www.fetchcourses.ie) **Commencement Date:**  
[www.tipperaryetb.ie](http://www.tipperaryetb.ie) **21st June 2021**



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

 **An Roinn Oideachais  
agus Scileanna**  
Department of  
Education and Skills

**SOLAS**  
For All Skills Development, Training, and Education  
For All Skills Development, Training, and Education

**\*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](mailto: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](http://www.ecollege.ie) for more information on the above courses\****



# *Community Employment Scheme (CE)*

## *Vacancies*

### **Athletic Coach - Maintenance Person CE Scheme – Carrick-on-Suir**

Duties to include: Delivering training sessions three evenings and two mornings a week to young athletes within club and may be the school environments. Preparing and motivating young athletes for championships. Mentoring and supporting young athletes while supporting social inclusion. Maintain the athletic grounds by conducting daily grounds inspection check and removal of any objects found, litter clearing in and around sports field and surrounding ditches. Checking and clearing long jump pit on a regular basis. Keep the athletic track cleaned and maintained. To assist with track marking, bring out and in athletic equipment as needed. Other duties maybe required. No experience necessary, all training will be provided, you will be mentored and supported by the athletic coaches.

### **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.

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

Indoor and outdoor maintenance at Rathgormack Hiking Centre.

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

Grass cutting and general maintenance at Clonea Graveyard.



**Maintenance Worker CE Scheme – Kilmacthomas**

Grass cutting and general maintenance in GAA club.

**\*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](mailto:annie.dalton@wlp.ie)\***