THIS WEEKS JOB VACANCIES 27th October 2021

THIS JOB VACANCY PACK CAN ALSO BE VIEWED ONLINE @ WWW.WLP.IE

<u>UNDER</u> Jobseeker & Employer Tab

<u>Hit</u> 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

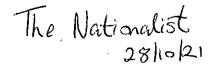
Nano Nagle Community Resource Centre, Carrick-on-Suir, Co. Tipperary Tel: 051-649516













We are hiring for the following positions:

Spray Painter
Junior Spray Painter
Stainless Steel
Fabricators
Mechanical Fitters

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

Trainee Motor Factors
Counter Assistant.
Good Leaving
Certificate required.
Part time Applicant
May Suit.
STUDENT WORK
ALSO AVAILABLE
Seán O'Donoghue Ltd,
Carrigeen Business
Park,
Clonmel.
Email: sod@sod.ie
Contact: 052 61 25678

HOME FROM HOME
EXPERIENCED,
KIND, CARING
CHILDMINDER
AVAILABLE

To look after Child/ Children in minders own home. Clonmel area. Tel: 086 3697470

CHILDMINDER REQUIRED IN CASHEL to mind 3 school-going children in their own home. Driving essential. 4 afternoons per week (excluding fridays). If interested please call Michelle on (986)8620001

PART TIME SCHOOL BUS DRIVERS REQUIRED

REQUIRED FOR SURROUNDING
THURLES/CASHEL AREAS
Garda Vetting is a requirement
All relevant up to date CPC's
Clean D, D1 Licence



Please contact Jerry on 087 25 20 3 20 or info@jerryryanjnr.ie

GENERAL OPERATIVE REQUIRED

For busy Precast Concrete Company in South Tipperary.

- Immediate start
- Training will be provided

Contact Tel 052 7441590



Feidhmeannacht na Seirbhíse Sláinte Health Service Executive

Permanent Healthcare Assistant Posts

For

Dungarvan Community Hospital & Dunabbey House

Applications are being sought for Permanent Healthcare Assistant posts in Dungarvan Community Hospital and Dunabbey House.

Full time/Part time/Evening positions available.

For informal enquires please contact:

Ms. Paula French Director of Nursing Dungarvan Community Hospital. Paula.french@hse.ie Tel. 058 20950

Application Form available by emailing Marcella.hassett@hse.ie and to be submitted to:

Ms. Marcella Hassett, Hospital Administrator Dungarvan Community Hospital Dungarvan Co Waterford Marcella.hassett@hse.ie Tel. 058 20950

Closing date: Friday 29th October 2021 at 12p.m.

Proposed Interview Dates – Week commencing 8th November 2021

Dental Nurse-Receptionist

Waterford city dental practice is currently recruiting for an experienced Dental Nurse/Receptionist
Please forward your application with CV to:

munsterreplies@gmail.com



An Bord Um Chúnamh Dlíthiúil Legal Aid Board

Providing access to justice since 1979

Temporary Solicitor Grade III - Waterford

The Legal Aid Board is an independent, publicly funded organisation which provides family mediation, civil legal aid & advice and vulnerable witness related services. We are also responsible for the administration of a number of ad hoc criminal legal aid schemes.

The Board currently has a vacancy for a Solicitor to be filled in a temporary capacity, for a minimum of 9 months.

Following a competition, a Panel will be established from which positions will be filled in the 12 months following the Panel's establishment.

The salary for Solicitor Grade III ranges from €37,148 to €68,406 via 7 annual increments (which are subject to satisfactory service). Two long service increments, payable after a further 3 and 6 years, bring the salary scale to €69,050 and €71,183.*

The Board offers extensive opportunities for further training and there are opportunities to advance to other positions within the Board.

Candidates who currently satisfy the requirements set out in the information booklet are invited to submit a fully completed application form to:

Human Resources recruitment@legalaidboard.ie

Closing date for receipt of applications: Friday **29th October 2021 at 4.00pm**Application forms and the information booklet are available on www.legalaidboard.ie

THE LEGAL AID BOARD IS AN EQUAL OPPORTUNITIES EMPLOYER

*As per Circular 2021/19, a 1% pay increase applies from 1st October 2021 — new rates to be confirmed



Transport Escorts

Kilkenny and Carlow Education and Training Board are currently recruiting for Transport Escorts for:

- Coláiste Áindriú, Bagenalstown
- Tyndail College, Carlow

Transport Escorts are required to assist students with various special educational needs, disabilities and illnesses on their way to and from school as well as providing a safe, secure and happy environment for them to travel in.

The successful candidates will ideally have experience of working with children and will have a calm, patient and sensitive attitude.

Further information including application form are available on our website: www.kcetb.ie or from our Human Resource Department, Kilkenny and Carlow ETB, Seville Lodge, Callan Road Kilkenny. Tel: 056 7770966.

Closing Date: Friday, 5 November 2021 (12 noon)

Munster Express 26/10/21





Waterford & South Tipperary Community Youth Service

WSTCYS is a community-based youth organisation which places active youth participation, volunteerism and community development at the heart of our ethos-Applications are invited for the following posts:

Community Youth Worker Posts

- Frontline Project (Full-time) Shy Project (Maternity Cover)

Based in communities across Waterford City, the projects aim to enable the local community to identify and respond to the needs of young people through the development of a variety of youth work responses as part of an Integrated Youth Service. The Frontline Project in particular has a focus on supporting young people in relation to substance misuse.

Key responsibilities are to:

- Develop and extend existing programmes and responses with young people aged 10 to 24 years
- Increase the level of youth participation in the Project
- Recruit, train, support and work with volunteers to develop a community-led response

The projects are supported and funded through the Department of Children. Equality, Disability, Integration & Youth and Waterford Wexford ETB

Ideal candidates for the posts, should demonstrate flexibility, motivation and initiative, have excellent interpersonal, organisational, communication and facilitation skills, be able to engage young people in developmental group work and to build, lead and develop a volunteer team. The successful candidates will be committed to working in partnership with young people. local adults and allied professionals and will be strong team players. They must have at least 1 year's (ideally 2 years') professional experience of working directly with young people and a recognised qualification in Youth and Community Work or related discipline.

To apply please visit www.wstcys.le for information on recruitment and request a Job Description and Application Form to jobs@wstcys.ie

Closing date for return of applications by e-mail is 12noon on Friday 5th November 2021.

Short-listing will apply and a panel may be formed for future vacancies. We confirm that our organisation complies with The Governance Code for the Community, Voluntary and Charitable Sector in Ireland

> Waterford & South Tipperary Community Youth Service is an equal opportunities employer.



Au Roinn Leanal, Comhionannais, Michumais, Lámháirtíochta agus Óige Department of Children, Egsality, Disability, Integration and Youth











Waterford & South Tipperary Community Youth Service

Invites you to be part of our Staff Team at the Millennium Youth and Community Centre, Lisduggan, Waterford

Applications are invited for the following 3 posts (weekly hours as stated):

Community Youth Worker

Millennium Community Youth Project (16 hrs)

You will work with full-time staff and volunteers to enable the local community to identify and respond to the needs and interests of young people aged 10 - 24 years through a variety of youth work programmes. Funded through DCEDIY and WWETB, the Project serves Lisduggan, Larchville and surrounds.

Community Drugs Worker Waterford Community Based Drugs Initiative (16 hrs)

Working with existing staff and volunteers, you will support people living in the Ballybeg, Larchville and Lisduggan area to increase their awareness of and develop strategies to address drug related issues within their communities; You will identify and engage service users in a range of individual, family and community interventions and supports. The Project is funded by the HSE.

> Assistant Co-ordi Making Connections Waterford (20 hrs)

Making Connections Waterford is a Local Training Initiative funded by WWETB which offers a Major Award in Employability Skills for individuals who have become disconnected from mainstream services and have had issues with substance misuse, homelessness and/or associated mental health issues. You will work alongside the Co-ordinator to recruit learners, design, deliver and evaluate modules, organise accreditation where appropriate and contribute to administration.

Ideal candidates for these posts should demonstrate flexibility and initiative, have excellent interpersonal, organisational, communication, teamwork and facilitation skills, be able to engage young people and service users in learning, development and support programmes in line with the Job Description(s) and work from a community development ethos. They must have at least 1 year's (ideally 2 years') professional experience relevant to the post applied for and a recognised qualification in Youth and Community Work, Addiction, Health Promotion, Adult Education, Teaching and Learning (Making Connections post) or related disciplines. Must have own transport.

To apply please visit www.wstcys.ie for information on recruitment and request a Job Description and Application Form to jobs@wstcys.ie

> Closing date for return of applications by email is 5pm on Monday 8th November 2021

Short-listing will apply and a panel may be formed for future vacancies

We confirm that our organisation complies with The Governance Code for the Community, Voluntary and Charitable Sector In Ireland

Waterford & South Tipperary Community Youth Service is an equal opportunities employer.





wweth







Intege

Located in Butlersland Industrial Park, New Ross, Co. Wexford Integer® Holdings Corporation is one of the largest medical device outsource manufacturers in the world serving the cardiac, neuromodulation, vascular and portable medical markets. We provide innovative, high-quality technologies and manufacturing to Medical Device OEMs to enhance the lives of patients worldwide.

Our story is one filled with 80 years of industry-changing innovations and exemplary manufacturing. It's a legacy we are proud of as we continue to provide customers with unparalleled expertise, innovation and manufacturing excellence. We are guided by our values of Innovation, Collaboration, Inclusion, Candor, Integrity and Customer.

Hiring now:

- General Operators (shift)
- Planning Lead
- Eh & S Specialist
- CI Coach
- Senior Cost Accountant
- Group Leader -FTC
- Production Supervisor

Please send your application to newrossjobs@integer.net

Please visit our LinkedIn page to hear from our employees what Life at Integer is like



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

TRANSPORT ESCORTS

Kilkenny and Carlow Education and Training Board are currently recruiting for Transport Escorts for:

- Coláiste Aindriú, Bagenalstown
- Tyndall College, Carlow

Transport Escorts are required to assist students with various special educational needs, disabilities and illnesses on their way to and from school as well as providing a safe, secure and happy environment for them to travel in.

The successful candidates will ideally have experience of working with children and will have a calm, patient and sensitive attitude.

Further information including application form are available on our website: www.kcetb.ie or from our Human Resource Department, Kilkenny and Carlow ETB, Seville Lodge, Callan Road Kilkenny. Tel: 056 7770966.

Closing Date: Friday, 5 November 2021 (12 noon)



Permanent Healthcare Assistant Posts

Dungarvan Community Hospital & Dunabbey House

Applications are being sought for Permanent Healthcare Assistant posts in Dungarvan Community Hospital and Dunabbey House.

Full time/Part time/Evening positions available.

For Informal enquires please contact:

Ms. Paula French,

Director of Nursing

Dungarvan Community Hospital.

Paula.french@hse.le

Tel. 058 20950

Application Form available by emailing Marcella, hassett@ hse ie and to be submitted to:

Ms. Marcella Hassett,

Hospital Administrator

Dungarvan Community Hospital

Dungaryan, Co Waterford

Marcella.hassett@hse.ie

Tel. 058 20950

Closing date: Friday 29th October 2021 at 12p.m. Proposed Interview Dates - Week commencing

8th November 2021



ELECTRICE /AN

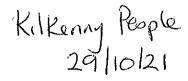
Electrician required for Maintenance and light Installation work.

Experience in Network Cabling, Fire and low voltage Systems an advantage.

Company Vehicle and Mobile Phone Supplied.

Position is Kilkenny Based and Normal working Hours.

For enquiries or to submit CV. Email: mainteleckilk@gmail.com





ACTING COMMUNITY SPORTS DEVELOPMENT OFFICER

Post Reference: KRSP CSDO

Kilkenny Recreation & Sports Partnership wishes to recruit an acting Community Sports Development Officer (CSDO) on a specified purpose contract until 8th April 2024 to be based in Kilkenny City.

Job description and person specification can be downloaded from our website at www.krsp.ie or is available from info@krsp.ie or by calling 087 0650983.

Please submit a statement of suitability and CV Ref: KRSP CSDO by **3pm Wednesday 17th November 2021** to **info@krsp.ie**.

Shortlisting of candidates may apply based on the information supplied at application. Canvassing will disqualify.

Interviews will take place in Kilkenny City or by virtual means in line with Government advice in November/ December 2021. Informal enquires to Nicola Keeshan up to 12th November 2021 at 087 0516033.

This post is subject to completion of the Garda Vetting process satisfactory to the Sports Partnership's requirements.

KRSP is an Equal Opportunities Employer
This post is subject to Sport Ireland and Kilkenny County
Council funding.







TRANSPORT ESCORTS

Kilkenny and Carlow Education and Training Board are currently recruiting for Transport Escorts for:

- Coláiste Aindriú, Bagenalstown
- Tyndali College, Carlow

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The successful candidates will ideally have experience of working with children and will have a calm, patient and sensitive attitude.

Further information including application form are available on our website: www.kcetb.ie or from our Human Resource Department, Kilkenny and Carlow ETB, Seville Lodge, Callan Road Kilkenny. Tel: 056 7770966.

Closing Date: Friday, 5 November 2021 (12 noon)



kcetb Bord Oldeachais agus Oiliúna Chill Chairnigh agus Cheatharlach Kilkenny actarlow Education and Training Board

RESOURCE WORKER - ENGLISH

(Leaving Cert English, LCA modules and Literacy support)

> Fixed Term Contract – 37 hours per week approx.

(Kilkenny Youthreach - Ref No: 2021OCT156)

Our programme requires a Resource Worker to provide direct class contact and resource duties in the delivery of the programme. A high degree of motivation and commitment to a student-centred model of learning is essential.

A panel may be created for the filling of other posts which may arise,

Closing Date: Monday, 8 November 2021 (12 noon).
Further details and application forms available from
www.kcetb.ie

Youthreach Kilkenny 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.







Kilkenny People



TRP KILKENNY are recruiting for a

Hebron Industrial Estate, Kilkenny, TRP is the all-makes brand of PACCAR (DAF Trucks parent). and is supported by the DAF teams in Ireland and the Netherlands

TRP Kilkenny is operated directly by DAF Distributors Ireland Ltd. and part of the OHM Group of companies that includes Jaguar Landrover Ireland, Spirit Retail, MAN Trucks,

Our organisation is customer-focussed and we expect that the successful candidate will be capable of developing positive relationships through their interactions with DAF and TRP parts customers. Advanced training is available and the individual will be expected to take part in manufacturer training programmes. It is intended that this person will also work closely with the members of the national TRP team to manage and support relationships with Fleet, Retail and Independent Workshop Customers.

Ideally, the successful candidate will:

- Have experience in sourcing and selling Commercial Vehicle parts to customers in a wholesale or retail environment
- Possess some technical knowledge of HCV components/terminology
- Have excellent Interpersonal Skills
- Be organised and methodical
- Have experience in creating and updating Kerridge/ADP processes and records
- Possess basic proficiency in Microsoft programmes such as Word, Outlook and Excel
- Have experience with computerised stock control and sales software (e.g. CDK/Keyloop)
- A clean Category B licence is a pre-requisite for the role.

Applications will be treated in the strictest confidence. Please email a copy of your current CV to David Foley, TRP Store Manager, Unit 33 Hebron Ind. Est, Kilkenny. (E: dfoley@trpstore.ie) Closing Date for Applications: Nov 12th 2021.



Irish Pony Club ACCOUNTS ADMINISTRATOR

(4 days per week)

The Irish Pony Club wish to recruit Accounts Administrator, in our Kilkenny office, either qualified Accountant or Accounting Technician, with relevant experience where they are solely responsible for the maintenance of Accounting records, with the production of Management and Statutory Accounts.

We are looking for someone who is a good communicator, flexible, a team player with a 'can do' attitude. The candidate must be experienced with Microsoft Office suite, and have used various Accounting and Payroll packages. The role will be 4 days per week, and the salary will be commensurate with experience.

- Preparation of Management and Statutory Accounts
- Full accounts function of the office including, Payments,
- Invoicing, Cash Collection, Payroll Reconciliation of IPC
- Membership, Championship Income & Expenditure
- Planning and Management of Cash Flow
- Preparation of Annual IPC Budget and Discipline Budgets
- Annual Review of Branch and Area Accounts
- Preparation of audit files and liaison with auditors
- Responsible for banking
- Ad Hoc Finance and Administrative tasks

Applications by e-mail to marym006@eol.com.

Kilkerny People 29/10/21

Kilkenny Events Catering Company currently recruiting a full time

HEAD (HEF

Good rate of pay & conditions to the right candidate.

Also, required

Part Time Bar Staff & Waiting Staff

Please send C.V. to goodenuf2eat@eircom.net

086-0230255



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Adveritsing Assistant

Attractive salary package Portlagise Office - County Lagis

if you have strong organisational skills, experience of customer service and can work effectively to tight deadlines, you could thrive in this role within the Iconic Media team in Portlaolse. We will consider candidates who meet the above criteria - and provided you can, we don't even require previous media experience.

This is an excellent opportunity for someone who has built up some work experience to transfer their skills and take a first step into the world of regional print and digital advertising. Iconic Media Group is rapidly developing its product portfolio in Ireland and now publishes 20 weekly newspapers and 23 local news websites.

It has a vast presence across the country. As Advertising Assistant you'll join our highly effective advertising team focusing on three core areas:

Planning: Working with Editorial and Advertising teams to ensure space is planned and effectively utilised to optimise both editorial and advertising content.

Digital: Serving and Monitoring digital advertising. Liaising with advertising executives to get the best possible result for their customers. Compiling and reviewing End of Campaign Reports. Experience is an advantage but not essential as full training will

Production: The team is responsible for checking that all advertising information is correct before sending it to the advert make-up team.

To succeed you'll be extremely well-organised and capable of working in a fast paced environment. The ability to operate to tight deadlines is very important and you should have a good knowledge of Microsoft Office and be happy working within a team.

If you can provide the enthusiasm and necessary transferable skills required for the role, full training can be provided.

To apply please email your CV to occoper@iconicnewspapers.le

STRICTLY NO AGENCIES

Kilkerry People 29/10/21



KILKENNY COUNTY COUNCIL

COMHAIRLE CHONTAE CHILL CHAINNIGH Applications are invited from qualified persons for the following post:

CONSERVATION OFFICER [OPEN COMPETITION]

Competition Reference Number: 2021/P/O/T/18

Salary Scale: The current salary scale for the position is €51,039 - €70,947 LSI2.

In accordance with EL02/2011 persons who are not serving Local Authority employees must be placed on the minimum of the scale.

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

The closing date for receipt of completed applications is: 5.00pm on Wednesday 10th November, 2021

Application Form together with the Recruitment Guidance Booklet can be obtained from the following link:

https://submit.link/sB

Kilkenny County Council reserves the right to shortlist candidates 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

Now Hiring Nurses & HCA staff!

Are you passionate about delivering a high standard of care? We are growing our HomeCare Team and have positions for Healthcare Assistants and Registered Nurses. Join our family and benefit from:

* Plexibility * Excellent Training • Competitive Market Rates • Strong Nurse-led Team

Excellent Training

For more information and to apply: email: ckwabluebirdcare ie Call 056 7789952 Scan this OR code



Activities Co-Ordinator

Sonas, Carrick-on-Suir, County Tipperary

Sonas Nursing Home Carrick On Suir have an exciting opportunity for an energetic, creative and caring Activities Coordinator (Dementia Champion) to join their Team in their newly opened Nursing Home in Co. Tipperary.

The Position is a Full time position with a minimum of 10 Hours per week.

Benefits of working for Sonas Nursing Homes:

- Induction Training Program
- Bike to Work Scheme
- Employee Well-Being Initiative
- Staff Social Events
- Career Progression/Internal Promotions
- Education Funding Assistance
- Living the Sonas Values Awards
- Free on-site Parking
- · Refer a Friend Bonus
- Matched Giving Program
- Discounted Supplier Arrangements
- · All meals provided during working hours

Duties & Responsibilities will include but not limited to:

- Organise, promote and facilitate activities for residents in conjunction with the care team.
- Coordinate activity programmes that will maintain interest and progression over a period of time.
- Identify the needs of the collective group of individuals and tailor the activities to suit.
- Record and update resident's documentation on engagement levels during activities.
- Ability to build links with the local community, voluntary bodies and healthcare organisations.
- Promote, encourage and practice the ethos of person-centred care.
- Establish and maintain relationships with residents that are based on respect and equality.
- Effectively communicate with residents, visitors and colleagues.
- Encourage involvement from the local community to attend your activities programmes.
- Support and assist the management team during internal and external audits/inspections.
- Be committed, patient and caring person with a sense of humour and a positive outlook on life.
- Activities programmes must adhere to the Sonas Values, policies and procedures of the nursing home and the working environment.
- Must be available to work various days, evenings and weekend shifts when required

Education & Qualifications:

• FETAC/QQI Level 5 in Healthcare or related field (preferable).

- Care of the Older Person, Dementia Care and Palliative Care Support Modules are desirable or willing to complete (Preferable).
- Current and valid CPR, Infection Control, Manual and Resident Moving & Handling & Safeguarding of Vulnerable Adults Certificates (training can be provided if required).

Skills and Experience:

- Previous working experience in Care of the Older Person within a residential care home setting.
- Specialist skills in cooking, gardening, knitting, music, arts and crafts would be desirable.
- Dementia courses / training completed
- Possess a high regard for and practice good health and safety procedures at all times.
- Passionate about delivering outstanding services to older people.
- Full Irish Driver's License is essential.

Warehouse Operative

Urgently needed

Meadows and Byrne, Dovehill, Tipperary are looking to add to their warehouse team. The ideal candidate will be hard working and motivated with a keen eye for detail. This role will require heavy lifting at times.

This role is full time, with an immediate start after successful interview.

The role will involve

- Unloading containers of stock
- Processing deliveries to the highest standards
- Picking stock for our retail stores
- General warehouse upkeep
- Any other ad hoc duties as they arise

Expected start date: 1/11/2021

Job Types: Full-time, Permanent

Salary: €10.20 per hour

Benefits:

• Employee discount

Schedule:

- 8 hour shift
- Monday to Friday
- · Weekend availability

Sales Assistant

Homesavers, Clonmel, County Tipperary

Part-time

We are currently recruiting for **Sales Assistant** to join the team in our **AIM Cash Carry Clonmel Store!** You will ensure the delivery of outstanding levels of customer service to all our valued customers while ensuring that our high levels of store standards are maintained.

Role responsibilities:

- Provide information on our products to customers and the availability of stock and any special promotions
- Operate tills and handle financial transactions Cash handling
- Merchandise and replenish stock as directed
- Ensure all goods / promotions / special offers are priced correctly
- · Assist with deliveries and stock handling
- · Undertake cleaning duties as required
- Use own initiative, where possible, to solve problems encountered when carrying out duties of the role.
- Identify in advance shortfalls that will affect the ability to meet daily operational targets.
- Continually develop an understanding of the Company's culture, values, policies, procedures, products and reflect this in everyday performance
- Adapt to changes implemented by Management, e.g. new procedures, policies, new operating techniques, etc.
- Embrace and apply operational business changes at all occasions.

The ideal candidate will:

- · Be highly motivated
- · Possess excellent communication skills
- · Have exceptional levels of customer service
- · Be flexible to work weekends and evenings
- · Experience in a similar role would be beneficial

Job Type: Part-time

Benefits:

- Employee discount
- Store discount

Assistant Shipping Clerk

Robert A Merry & Co Ltd, Clonmel, County Tipperary Full-time, Permanent

Ideally the person would have some experience in the following main functions:

- Arranging shipments with container lines, haulage companies.
- Order processing.
- Scheduling.
- · Load Checking.
- Tracking.
- Completing Customs formalities on-line and paperwork.
- Shipping documentation.
- Liaising with Customers, Warehouses and Production.

Good computer, skills and numeracy are essential.

Job Types: Full-time, Permanent

Additional pay:

• Overtime pay

Benefits:

On-site parking

Schedule:

• 8 hour shift

Front of House and Barista

Esquires Clonmel, Clonmel, County Tipperary Full-time, Permanent

We are looking for a new enthusiastic, friendly, bubbly employee to join our well established successful team at Esquires Coffee Clonmel who must be *flexible to work their shifts over the 7 days*

You must be:

- Customer focused
- Have a desire to learn new skills
- Have ability to work as part of a team
- Flexible to work 5 of the 7 days.
- Ability to work in a fast paced environment

In addition to been part of a very successful team we offer;

- Competitive rates
- · On-going training & personal development
- Promotion opportunities

Experience in the hospitality is an advantage but not essential

Job Types: Full-time, Permanent

Benefits:

- Employee discount
- Flexible schedule
- On-site parking
- Store discount

General Operative (Temporary)

<u>Bulmers Clonmel (C & C Gleeson Group)</u>, Clonmel, County Tipperary Full-time, Temporary

Urgently needed

Temporary positions available for General Operatives:

- Previous general operative work is desirable, but not necessary
- Forklift licence is an advantage
- Must be flexible to work a variety of shift patterns including nights
- Must be comfortable to work in a fast paced work environment

Job Types: Full-time, Temporary

Licence:

Forklift licence/qualification (Preferred)

RECEPTIONIST

SEPAM, Clonmel, County Tipperary

Urgently needed

SPEAM is currently looking to hire a Receptionist. The job will be responsible for the smooth running of reception ensuring that the high standards of customer service are constantly achieved.

KEY RESPONSIBILITIES & accountabilities:

- · Greet and welcome guests
- Answer, screen and forward incoming phone calls
- Ensure reception area is tidy and presentable
- Contact necessary staff to solve problems when challenges arise, ensuring guest comfort
- Provide basic and accurate information in-person and via phone/email
- Adhoc duties

Required Skills & EXPERIENCE:

- Previous experience in a similar role
- Excellent interpersonal, communication, and telephone skills
- Strong communication both written and oral
- · Computer literate in Word/Excel/E-mail

Reference ID: SEP-HR-0102

Contract length: 12 months

Expected start date: 1/11/2021

Job Types: Full-time, Contract

Benefits: On-site parking

Schedule:

- 8 hour shift
- Monday to Friday

Language: English (preferred)

Security Patrol Driver Waterford

Hartley People

Hartley People are seeking **Security Patrol Driver** to join an expanding **Waterford** Company. This is a full time permanent role based in Waterford. Candidates must be flexible with regard working hours (days, evenings, nights & weekends).

Duties/Responsibilities:

- Carrying out security checks on visitors, on arrival and exit using security scanners and other equipment
- Keeping a record of all visitors including the time of arrival and departure
- Patrolling the premises regularly to ensure nothing is out of place
- Liaising with authorities in the case of suspected or reported criminal activity
- Performing scheduled and random checks of designated areas throughout the facility to check for any security breaches

The Ideal Candidate:

- P.S.A. Licence OR be open to completing course
- Full Drivers Licence
- Previous experience in a similar role

Hartley People Recruitment work to the highest ethical standards within our industry and we value the trust that you place in us when you send your CV. We can provide a full consultation in confidence and we guarantee that your CV will not be sent to any of our clients without your prior consent.

General Assistant

(Mon - Sun availability required)

Musgrave Wholesale Partners, Waterford, County Waterford

Musgrave is Ireland's leading food retail and wholesale company. Our retail brands include SuperValu, Centra, Daybreak, and Mace in Northern Ireland. In addition, Musgrave MarketPlace is Ireland's leading wholesale supplier to retail, foodservice and SMEs. We are continuously changing and expanding our brand portfolio, with more recent brands including Frank & Honest Coffee, La Rousse Foods and Drinks Inc. Our values are long-term stable relationships, achievement, not being greedy, honest, and working hard. There are real progression opportunities within our business for those looking for a long term career.

We are currently inviting applications for a General Assistant to join our Waterford Marketplace team.

Key Activities:

- Checking in of goods
- · Packing of goods into warehouse or onto cash and carry floor
- Order Assembly
- · Stock checks and assistance with stocktaking
- Stock rotation
- SEL Maintenance
- EPOS Duties
- Use of forklift truck where applicable
- Checking of customer orders
- Assisting customers
- Sales (including informing customers of special offers, promotions)
- Merchandising
- Loading and unloading vehicles/ trolley collection
- Achievement of Wholesale Excellence KPIs and standards to include:
- Fresh product handling and merchandising standards with minimal wastage
- SEL Accuracy
- Stock availability through conducting daily gap analysis and replenishment as required
- Effective promotional execution
- General Housekeeping
- Operating pay points
- Scanning products

Experience:

- Previous experience in a Wholesale or Retail environment
- Professional; Customer Focused; Excellent customer service skills
- Junior / Leaving certificate or equivalent



Nightpack Assistant Smyths Toys, Waterford

Smyths Toys Superstores are recruiting Temporary Night Pack Assistants!

Are you ambitious, hard working, energetic and reliable?

Smyths Toy Superstores are a rapidly expanding retailer specialising in toys, software, and nursery products. We are currently recruiting Temporary Night Pack Assistants.

The role of a Night Pack Assistant can be fun but also very demanding - we are looking for people who are passionate about detail, flexible with the hours and days that they can work and have the ability to multitask.

Typically, our Night Pack Assistants start work when the Store is closed to customers with the main purpose of restocking the Store to prepare for trading the following day. Weekends are our busiest trading days so it is likely that you will be required to work on these days.

This is a temporary contract.

Attractive rates apply for these roles.

If you think you have what it takes to become part of the Smyths Toys Superstores team please apply today!

• Retail merchandising experience is desirable but is not essential.

Smyths Toys is an Equal Opportunities Employer

Customer Care Associate

<u>Tech Mahindra Business Services</u>, Waterford, County Waterford €11.50 an hour - Full-time, Permanent

The Opportunity

As a Customer Care Advisor, you will be primarily responsible for managing inbound phone calls from our customer base. This will involve responding to and resolving queries, logging call types and recording interactions.

The Role

- Resolves product or service problems by clarifying the customer's query, identifying and implementing the resolution, and following up to ensure the query is closed.
- Recommend improvements based on customer needs analysis
- Meet and exceed all personal and business objectives
- Support colleagues to achieve team goals and objectives
- Work collaboratively with the wider team to ensure consistency and best practice

Competencies & Skills

- · Works well in a team and supporting others to achieve the team goals
- Computer skills required
- Keyboard/Typing skills an advantage
- Strong customer focus
- Strong communication skills, both verbal and written
- Listening skills
- Problem analysis and identification
- Ability to work to targets
- Adaptability
- Initiative
- Organisation and time management
- Attention to detail

Salary & Benefits.

We are an equal opportunities employer with competitive pay and commission structures in place and growth opportunities vertically and laterally.

You will also be entitled to 20 day's AL per year with 1 day addition leave per year of service to the max of 25 days in total.

· What you need to have:

Desirable:

- 12 months experience in a customer service role
- · Previous experience in a contact centre environment

Essential:

• Leaving certificate or equivalent

Benefits:

- €250 Joining Bonus! * T&Cs Apply
- Permanent Contract
- Cycle to Work Scheme
- PRSA pension scheme
- Free On-site parking
- Flexible working hours
- Casual dress
- Staff Discounts with local business
- Death in service
- Free Employee Assistance Program
- Culture of internal promotion and development



Customer Assistant (Permanent) Flexible Shifts

<u>Lidl</u>, Carrick-on-Suir, County Tipperary €12.30 an hour

We are as flexible as you are. We have different shifts to suit your lifestyle. Come and speak to us to see what we can offer you. This may be your next career move!

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

Your Tasks

- Interacting with the customer in a pleasant, friendly and helpful manner
- Maintaining store cleanliness and hygiene 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

Your Profile

- A can-do attitude and excellent customer service skills
- The willingness to go the extra mile for our customers
- To be responsible and reliable
- To enjoy working in a fast-paced, varied environment
- A good team player
- Preferably, previous experience in a customer facing role but this is not essential provided you have the right attitude

We Offer

- €12.30 per hour rising to €14.30ph over 4 years
- Additional supplements paid depending on the days & hours worked
- 25% additional pay for any unsocial hours worked
- 50% supplement for any hours worked over 39 hours
- 50% supplement working on a Sunday
- 75% supplement working unsocial hours in conjunction with working over 39 hours or on a Sunday
- 100% supplement working on a bank holiday
- 20 days holidays per annum pro rata
- Company pension after 1 year
- Genuine opportunities for career development
- Generous discounts available; Vodafone, Circle K, Private Health Insurance, Bike to Work Scheme
- Maternity & Paternity Leave top up, Marriage leave, Employee Assistance Programme Location

Store | Clonmel Road | E32 KD27 Carrick-on-Suir

Stockroom Assistant

<u>home store + more</u>, Waterford, County Waterford €12.80 an hour - Full-time, Permanent

Job description

We are currently recruiting for a Full Time Stockroom Assistant in our Waterford store. The successful candidate will be responsible for dealing with goods inwards and keeping the stockroom organised and clean. Candidates should have previous experience of working in a stockroom environment, and have a valid forklift license.

Duties include:

- Ensuring the efficient and professional running of the stockroom in accordance with the Company's Goods Inwards procedures
- Stock receipting and stock control
- Forward planning Storage of products in an orderly and accessible manner
- Customer Service
- Checking off Deliveries
- Follow and observe store policies
- Maintain and adhere to safety procedures
- Offer assistance and services where required on shop floor

Requirements:

- Previous experience working in a stockroom or warehouse environment
- Experience working in a fast paced environment
- Excellent communication skills
- Adaptable to priority changes and the ability to operate at a fast pace
- Forklift License

Reference ID: Stock Wat

Job Types: Full-time, Permanent

Salary: €12.80 per hour

Additional pay:

Overtime pay

Benefits:

- Company events
- Employee discount
- · On-site parking

Schedule: 8 hour shift

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ogin or register to apply
ľ.

Description

Company Details

Hospitality Assistant with Dunnes Cafe - Davis Road, Clonmel (Seasonal)

Dunnes Stores is Ireland's leading retailer positioned at the cutting edge of food and fashion retailing. We have stores in Ireland, Northern Ireland and Spain and are expanding our service and product offer all the time.

At Dunnes Stores, we pride ourselves in delivering outstanding service and quality products whether it is food or fashion. We strive for excellence in all that we do, be it our award winning Simply Better Food range, our Baxter and Greene Market Deli or our collaborations with some of Irelands best Fashion and Homewares designers. Dunnes Stores offers a unique opportunity to work alongside one of the most dynamic retailers in Ireland.

As well as our ever evolving product range and outstanding service, Dunnes Stores offers customers in-house Hospitality in selected stores throughout Ireland, Northern Ireland and Spain. Our cafés offer customers all the homely classics as well as quality coffee, tasty treats all in our newly refurbished in-store cafés.

We are currently looking to recruit enthusiastic and self-motivated Catering Assistants to join us in making Christmas this year by offering customers an attentive, friendly service with excellent attention to detail. Previous experience in a busy Café environment will be a benefit, but is not essential.

Key Responsibilities:

- Provide a fast, friendly and efficient level of customer service.
- Ensure the regular and systematic cleaning and maintenance of the equipment in the restaurant, both front of house and back of house ensuring that hygiene and food safety standards are adhered to.

- Prepare and assist with food preparation, setting up counters and merchandising the restaurant.
- To adhere to specifications, standards and procedures while at work.

Requirements:

- Previous experience in a similar environment, preferably in a retail / customer facing environment.
- Experienced and trained on HACCP and Food Safety.
- An advanced level of English is required and a professional and polite manner is essential.
- Excellent communication and interpersonal skills with a strong desire to work with food.
- Flexible with the ability to work on own initiative as well as working as part of the team.

Dunnes Stores is an equal opportunities employer

Interested? Then apply now and see what difference you could make

#Dunnesstores #Hospitality

Login or register to apply

Recommended Jobs

Trainee Chef	\Diamond
Horse and Jockey Hotel Tipperary	
Food and Beverage Server	
Coolbawn Quay Tipperary	
Retail Store Manager	\Diamond
Vodafone The Phone Stores Tipperary	

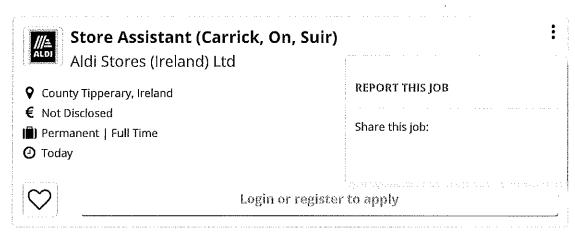
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♀ Location

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Description

Company Details

At Aldi, time just flies by.

You'll be involved in everything from checking off deliveries to dealing with customer queries and ensuring that the shelves are always fully stocked. And, of course, you'll provide excellent customer service at all times by attending to customer needs in a prompt and friendly way. It's a really fast-paced environment, and everyone understands exactly what needs to happen to make their store a success - and gets on with doing it. There's a real family feel, and everyone pitches in as part of a close-knit team.

To be considered for this role you will be redirected to and must complete the application process on our careers page. To start the process click the Continue to Application or Login/Register to apply button below.

Login or register to apply

Recommended Jobs

Store Assistant (Midleton) Aldi Stores (Ireland) Ltd Cork

* Apply Via jobs.ie*

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Q Job title, Skill or Company

Location

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Customer Service Rep Emerald Contact Centre

- Waterford City, County Waterford, Ireland
- € €21,567 €23,517 per annum
- Permanent | Full Time
- Today



Apply Now

Description

Company Details

Emerald Contact Centre (ECC) based in the Waterford Business Park, Cork Rd, Waterford, is focused on providing superior customer service support for our clients.

These roles are initially office based, with the option to work remote*

We employ people who are incredibly driven and passionate about providing outstanding service to the customer.

Our Customer Solutions Specialists are responsible for providing quality customer sales and service through inbound calls.

In return we offer:

- €11.06 per hour starting
- 5% extra per hour after 12 months
- 5% extra per hour after 24 months
- €300 after first 300 hours worked
- 3% pension scheme
- EAP through VHI (employee assistance program)
- free onsite car parking,
- · reward incentives
- · relaxed environment,
- · supportive managers,
- open door policy

****Come work in our office and once embedded, there is an option to work remote should your wish, subject to your stats****.

Hours of work currently are between Monday to Saturday ranging on a rotation from 1-9pm, 2-10pm, 3-11pm & 5pm to 1am

What you will be doing:

- Using existing procedures to solve routine or standard customer inquiries; receives instruction, guidance and direction from others as needed;
- Navigate through appropriate customer service systems and tools in a timely manner while servicing the customer (CRM application is the primary tool);
- · Maintain quality scores and call center metrics;
- Inform customers of promotions and new or upgraded products;
- Explain product options and related charges clearly and concisely;
- Maintain a high level of first call resolution and quality assurance.

What we need from you:

- 1-2 years' prior customer service experience essential
- Leaving Certificate (or equivalent)
- Strong verbal communications skills including diction, grammar and tone essential
- Ability effectively and clearly communicate with customers under circumstances requiring tact and diplomacy
- Self-motivated, upbeat, consultative demeanor, combined with a high energy level
- Ability to handle confidential information
- Ability to navigate multiple applications / systems in several environments.

CV's to

Skills:

Customer Service communication skills. Problem Solving

Benefits:

Competitive salary Employee Assistance Program with VHI

Bike to Work Scheme Paid Holidays Parking Pension Fund

Performance Bonus

Apply For This Job

You are just a few steps away

Get started by entering your email

Email

* Apply via jobsiex

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Location

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Medical Secretary, Grade IV HSE (Health Services Executive)

- Waterford, County Waterford, Ireland
- € Not Disclosed
- Permanent | Full Time
- ② Today



Login or register to apply

Description

Company Details

Contract Type: Permanent Wholetime

Proposed Interview Date: To be confirmed

Post Specific Related Information: Please ensure you download, save and read the Job Specification, Additional Campaign Information as well the Application Form. All of these documents are located at the bottom of this advertisement. We strongly recommend that you read the Job Specification before completing your application form

Internal / External: Internal

County: Waterford

Location: UHW have a number of permanent and temporary Medical Secretary roles available. A panel will be formed as a result of this recruitment campaign will be used to fill Permanent, Temporary, whole time and part-time vacancies for Medical Secretary roles only.

HSE Area: South/South West Hospitals Group

Category: Management/Admin/OoClO

To be considered for this role you will be redirected to and must complete the application process on our careers page. To start the process click the Continue to Application or Login/Register to apply button below.

Login or register to apply

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Company Details Confidential

Ref: #JOB-2196890

Piltown, Banagher, County Kilkenny, Ireland

ស No of positions: 1

Paid Position

40 hours per week

To be Confirmed

Published On: 01 Oct 2021

Closing On: 29 Oct 2021

Apply

Frequently Asked Questions

Job Description

[€] Share ✔

Reporting to the Packhouse Manager, you will join our team of operators to assist in the daily functions of the packhouse team. The hours are 8am to 4.30pm Monday – Friday.

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- Grading vegetables to the required specifications of customers.
- General packhouse duties, following quality control procedures.
- Observe health and safety rules and regulations.

Essential Knowledge and skills

Ability to work as an individual but also as part of a team.

- Flexible attitude to working hours.
- Attention to detail and pride in your work.
- Punctuality and diligence.
- Be willing to cross train to other roles within the warehouse/packhouse

Qualifications & Experience

- · Experience is desired but not essential.
- · Full training will be provided.

Career Level

Entry Level

Candidate Requirements

Essential

- Minimum Experienced Required (Years); 0
- Minimum Qualification:No Qualification

Desirable

- Ability Skills:Communications, Manual
- Competency Skills:Manufacturing, Time Management, Working on own initiative

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Our Mission

Jobslreland

At Jobsfreland, we aim to help people to get jobs and help complexers connect with the right people.

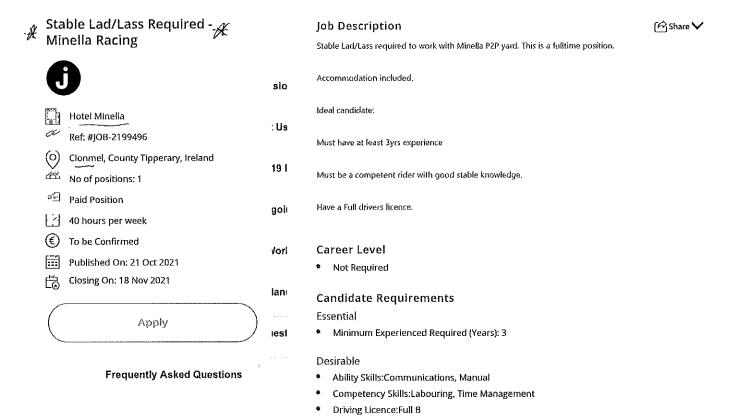
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Our Mission

Jobstreland

At Jobsfreland, we aim to help people to get About us jobs and help employers connect with the right people.

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

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

Start Date	Course	Location	Duration		
1st Nov 2021	Employment Skills - VTOS	Carrick-on-Suir	40 Weeks - Full Time		
8th Nov 2021	Special Needs Assisting(level 5) - BTEI	Carrick-on-Suir	9 Weeks - Part Time		
11th Nov 2021	Care Skills - Healthcare (Level 5) - BTEI	Carrick-on-Suir	8 Weeks – Part Time		
22nd Nov 2021	Information and Communications Technology (QQI Level 5) - BTEI	Carrick-on-Suir	20 Weeks - Part Time		
11th Jan 2021	Woodcraft - Level 4 (Component)(BTEI)	Carrick-on-Suir	12 Weeks - Part Time		
11th Jan 2021	Culinary Operations - Level 3 (Component) - BTEI	Carrick-on-Suir	14 Weeks - Part Time		
17th Jan 2021	Challenging Behaviour – Level 5 – BTEI	Carrick-on-Suir	9 Weeks - Part Time		
27th Jan 2021	Container Gardening (BTEI)	Carrick-on-Suir	10 Weeks - Part Time		
22nd Nov 2021	Forklift Operator	Clonmel	6 Weeks - Full Time		
9th Nov 2021	Quality & Good Manufacturing Practice	Clonmel	10 Weeks - Evenings		
1st Nov 2021	Manual Metal Arc Welding (EN Certified)	Waterford	5 Weeks - Evenings		
1st Nov 2021	An Introduction to the Pharmaceutical Industry Night Class	Waterford	5 Weeks - Evenings		
1st Nov 2021	TIG Welding	Waterford	5 Weeks - Evenings		
2nd Nov 2021	MIG Welding	Waterford	5 Weeks - Evenings		
8th Nov 2021	Coded Pipe Welding	Waterford	33 Weeks - Full Time		

15th Nov	Beauty Therapist Traineeship	Waterford	56 Weeks - Full Time
2021			
15th Nov	Supervisory Management	Waterford	12 Weeks - Evenings
2021			
22nd Nov	Pharmaceutical Manufacturing	Waterford	43 Weeks -Full Time
2021	Traineeship(Blended Learning)		
11th Jan 2022	Manual and Computerised Payroll	Waterford	17 Weeks - Evenings
	and Bookkeeping		
17th Jan 2022	Start Your Own Business	Waterford	10 Weeks - Evenings
25th Jan 2022	2D CAD Level 2	Waterford	Evenings - 11 Weeks
25th Jan 2022	ICDL (International Certificate of	Waterford	13 Weeks - Evenings
	Digital Literacy)		
7th Feb 2022	Construction Groundwork Skills	Waterford	10 Weeks - Full Time
8th Feb 2022	Palliative care	Waterford	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

<u>Or</u>

Christine Rockett (Administrator)

At

Local Employment Service

Nano Nagle Community Resource Centre, Carrick-on-Suir Tel: 051-649516 Email: eastwaterford.les@wlp.ie



An Roinn Coimirce Sóislaiaí Department of Social Protection











TIPPERARY EDUCATION AND TRAINING BOARD

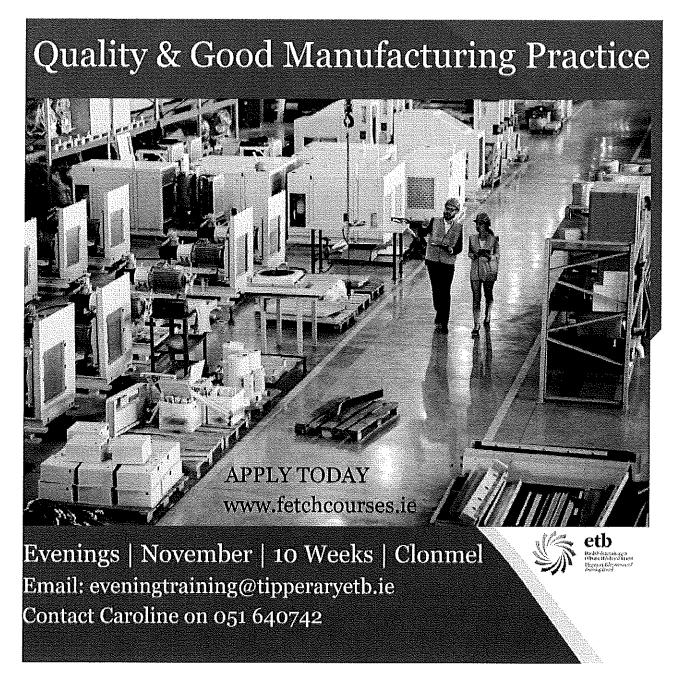
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Part-Time Courses November 2021—March 2022

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PLSS Ref. Number	Course Title	QQI Level	Day(s) of Course	Time	Duration (weeks)	Start Date	End Date
295168	Container Gardening 3N0883	3	Thursday	9.30 am – 1.00 pm	10	27/01/202 2	31/03/2022
307178	Culinary Operations 3N0549	3	Tuesday	9.30 am — 12.30 pm	14	11/01/202 2	12/04/2022
276232	Information & Communications Technology— Computer Applications 4N1112 (incorporating Introduction to Spreadsheets, Databases, Graphics) & Word Processing 4N1123	4	Monday & Tuesday	9.30 am —1.00 pm	20	22/11/202 1	10/05/2022
233780	Woodcraft 4N3185	4	Tuesday	9.30 am – 1.00 pm	12	11/01/202 2	04/05/2022
327033	Care Skills 5N2770 (Daytime)	5	Thursday & Friday	10.00 am —1,30 pm	8	11/11/202 1	14/01/2021
250981	Special Needs Assisting 5N1786 (Daytime)	5	Monday & Wednesday	9.30 am ~ 1.00 pm	9	08/11/202	12/01/2022
243141	Challenging Behaviour 5N1706 (Daytime)	5	Monday & Wednesday	9.30 am – 1.00 pm	9	17/01/202 2	15/03/2022

Contact Annie Dalton – Employment Guidance Officer @ the Local Employment Service, Nano Nagle Community Resource Centre, Carrick-on-Suir for more information and to be referred for a place on any of the above courses

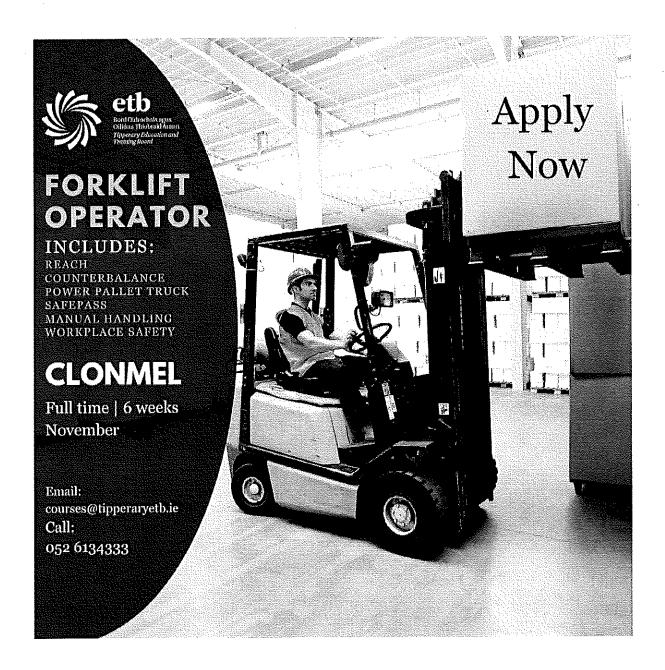
Tel: 086-0358613 / 051-649516



Starts November 9th
2 evenings p/wk for 10 weeks

Contact Annie Dalton – Employment Guidance Officer @ the Local Employment Service for more information and to be referred for a place on the above course

Tel: 086-0358613 / 051-649516



Contact Annie Dalton, Employment Guidance Officer @ the Local Employment Service for more details and to apply

Tel: 086-0358613 / 051-649516





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CARE SKILLS QQI LEVEL 5

APPLY ONLINE www.fetchccourses.ie

Clonmel: 307378 Carrick on Suir: 327033

or contact us at number/email below 2 Mornings a week starting in Nov 2021

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Card Holders, CE Participants or

Early School Leavers



Learning Together - Your Success, Our Goal #TETB

Contact Annie Dalton, Employment Guidance Officer @ the Local Employment Service for more details and to apply

Tel: 086-0358613 / 051-649516



Free "Online" Training Courses

Course Title	Duration
Oracle Certified Associate Database SQL (12057)	34 Weeks
Graphic Design and Illustration using Illustrator (11882)	16 Weeks
Introduction to Programming using Python (10054)	26 Weeks
CompTIA Network + (09850)	26 Weeks
Certified Digital Marketing Professional – CDMP (09852)	26 Weeks
Microsoft PowerPoint 2016 (09757)	26 Weeks
Java Associate Developer SE8 (09599)	26 Weeks
Java Foundations Certified Junior Associate (07573)	26 Weeks
Software Testing - ISTQB Certified Tester Foundation Level (09408)	26 Weeks
Microsoft Excel 2016 (09667)	26 Weeks
Microsoft Word 2016 (09733)	26 Weeks
Programming using JavaScript (Microsoft Technology Associate)(09781)	26 Weeks
Introduction to Programming using HTML and CSS (10146)	26 Weeks
ICDL (09857)	26 Weeks
Java Professional Developer SE 8 (09859)	26 Weeks
PRINCE2 Foundation (09941)	16 Weeks
Microsoft Access 2016 (09875)	26 Weeks
Microsoft Excel Expert 2016 (11384)	12 Weeks
Windows Security Administrator Fundamentals (11665)	12 Weeks
Windows Operating Systems Fundamentals (11595)	12 Weeks
Windows Server Administration Fundamentals (11664)	12 Weeks
Networking Fundamentals (11666)	16 Weeks
Microsoft Word Expert 2016 (11652)	12 Weeks
Database Fundamentals (11689)	16 Weeks
Implementing and Administering Cisco Solutions (CCNA) v1.0 200 301(11859)	26 Weeks
CompTIA A+ Core Series (11487)	26 Weeks
Visual Design using Adobe Photoshop(11860)	14 Weeks
Microsoft Azure Cloud Fundamentals(11881)	16 Weeks
Print and Digital Publication using InDesign (11880)	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 <u>www.ecollege.ie</u> for more information on the above courses*

Community Employment Scheme (CE) Vacancies

Garden Worker CE Scheme - Tipperary County Council Carrick on Suir Municipal District (2199160)

Duties include grass and hedge cutting, weed control and seasonal planting along with litter management and general upkeep of the parks and open spaces of the town. Applicants must supply a suitable character reference

Parish Secretary CE Scheme - St. Nicholas Church, Carrick-on-Suir (2199053)

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 CE Scheme - Stable Lane Digital Hub, Carrick-on-Sur

Responsible for general upkeep of the Stable Lane Enterprise Townhouse - Painting internally - Looking after toilets (unblocking) - Window washing - Furniture moving - Changing of light bulbs where possible - Performing of Repairs and minor fixes such as repairing broken locks, filling gaps on walls etc. - Waste management (Bins) - Collaborate with workers and other professionals during repairs - Point of contact for light repairs for tenants - Setting up and taking down of rooms for courses - Reporting to Office Manager.

Housekeeper CE Scheme - Sean Kelly Sports Centre (2197367)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. 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.

Administration Assistant CE Scheme - Camphill, Carrick-on-Suir (2196316)

Duties will include: Taking telephone calls-relaying messages, receiving and directing visitors, word processing, creating spreadsheets and presentations, and shredding/filing. Location: Camphill Communities Castle Street Carrick-on-Suir Co. Tipperary

Receptionist CE Scheme - Nano Nagle Resource Centre (2195792)

Duties include: Welcoming all to the Centre. Answering the phone. Managing the outsourcing of the rooms in the Centre to Local Community Groups, Training Providers and individuals who use the centre. Booking in groups using the Centre. Booking participants onto training courses run in the Centre. Ensuring all entering building are following Covid 19 HSE Guidelines.

Cleaner CE Scheme - Carrick-on-Suir (2194364)

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.

Cook & Housekeeper (Special Needs Assistant) CE Scheme – Camphill, Carrick-on-Suir (2195013)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. Cook/Housekeeper / Special Needs Assistant required for Camphill Community. Applicants must supply suitable character references and be prepared to complete a Garda vetting form. Training will be provided. Cooking duties to include: cutting and preparation of daily meals and serving meals. Housekeeping duties to include: cleaning, dusting and maintaining Health and Safety regulations. Ability to work with and give instructions to young adults with special needs. Good listening communication skills are desirable. Working with individuals on a one-to-one basis. Maintain all equipment to a high standard. Have good understanding of Health and Safety regulations.

Daycare Assistant CE Scheme - Carrick-on-Suir - (2194366)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. 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. Start date for the role is pending Garda vetting.

Groundsperson CE Scheme, Local GAA Pitches, Carrick-on-Suir (2194365)

Duties will include: grass and bush cutting, spraying, edging, painting, prepare mixture to line fields, mark field of play, put down lines and markings, put up netting, maintaining lawnmowers and other cutting equipment. Location; GAA pitches

Caretaker/Maintenance Person CE Scheme - Nano Nagle Community Resource Centre (2192805)

Duties will include ensure heating plant and equipment is running smoothly, test lighting systems weekly. Setting up of rooms for courses. Providing teas and coffees. General maintenance of rooms and surrounding area. Security needed for around the premises. This job will be both day and evening hours.

Athletic Coach - Maintenance Person CE Scheme - Carrick-on-Suir Athletic Club (2197756)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. This position will be with the Carrick on Suir Athletic Club and Community Games. Support and training will be provided to enable you to carry out this position. This training will take place at the Athletic Field and a number of local schools. NO EXPERIENCE NECCESSARY Duties will include: Delivering training sessions three evenings and two mornings a week to young athletes within club and school environments. Preparing and motivating young athletes for championships. Mentoring and supporting young athletes while supporting social inclusion. Adhered to all health and safety procedures as well as code of ethics and conduct in sport. Providing administration service: registrations, taking roll calls, etc. Other duties that may be required

Maintenance Person / Groundsperson CE Scheme - Carrick United Club (2193484)

Maintenance work at the club grounds including pitch maintenance and other maintenance as need at the club grounds.

Maintenance Person / Groundsperson CE Scheme - Mollerans GAA Club (2193482)

maintenance of the GAA club including pitch maintenance and general maintenance work at the club grounds.

Athletic Coach/Admin Assistant CE Scheme - Carrick-on-Suir Athletic Club (2197757)

This position will be with the Carrick on Suir Athletic Club and Community Games. Support and training will be provided to enable you to carry out this position. This training will take place at the Athletic Field and a number of local schools. No experience necessary. Duties will include: Delivering training sessions three evenings and two mornings a week to young athletes within club and school environments. Preparing and motivating young athletes for championships. Mentoring and supporting young athletes while supporting social inclusion. Adhered to all health and safety procedures as well as code of ethics and conduct in sport. Providing administration service: registrations, taking roll calls, etc. Other duties that may be required

Caretaker CE Scheme - Community Hall, Carrick-beg (2192816)

General caretaking duties including opening and closing the Hall for community activities, cleaning and maintenance work for the hall.

Administrator / Office Assistant CE Scheme - Carrick-beg (2192782)

general office administration including bookkeeping for the CE scheme and other administrative supports to the CE scheme.

Caretaker CE Scheme - Portlaw (2196542)

Job is based at the Community Centre in Portlaw. Job includes keeping the Centre up to a high standard for those using the facilities. Cleaning, getting chairs and tables out for different events, sweeping, litter control, painting and grass cutting is also included. Working with the rosters of those using the centre and making sure opening and closing of the centre is looked after before and after use.

Maintenance Person / Groundsperson CE Scheme - Rathgormack Hiking Centre (2180990)

Indoor and outdoor maintenance at Rathgormack Hiking Centre.

Grounds / Maintenance Worker CE Scheme (Owning Homes) (2196519)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. To assist with the general maintenance and upkeep of Owning Homes Retirement Village and surrounding areas Cutting Grass, Litter Control, Strimming, Cutting Hedges, Painting etc Locations: Owning Homes, Owning, Piltown, Co. Kilkenny.

Kitchen Assistant CE Scheme, Piltown (2196386)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. 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.

Cleaner CE Scheme, Piltown GAA Complex (2196513)

Cleaning reception area, kitchen, lounge, toilets, squash courts, windows and doors.

Grounds and Maintenance Worker CE Scheme, Fiddown Tidy Towns (2196387)

Duties to include grass cutting, strimming, weeding and litter control, shrub and hedge maintenance.

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