

# THIS WEEKS JOB VACANCIES

## 20th April 2022

**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\***

**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**





Comhairle Contae Thiobraid Árann  
Tipperary County Council

## VACANCIES

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

### 1. HEALTHY COUNTY

#### CO-ORDINATOR (GRADE VI), 3 year Fixed Term Contract

Salary Scale €49,530 – €60,512 (2nd LSI)

### 2. BUSINESS ADVISOR, LOCAL ENTERPRISE OFFICE (GRADE VI) (Permanent Contract)

Salary Scale €49,530 – €60,512 (2nd LSI)

Starting pay for all new entrants will be at the minimum of the scale.

Panels will be created from which future permanent and temporary positions may be offered during the lifetime of the panels.

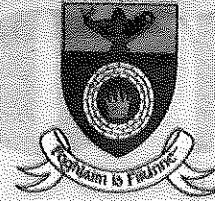
Depending on the number of applications received for the above posts, shortlisting of candidates may be necessary. Shortlisting will be based on the information on your application form.

Application forms and further particulars are available on [www.tipperarycoco.ie](http://www.tipperarycoco.ie) or by e-mail from [recruitment@tipperarycoco.ie](mailto:recruitment@tipperarycoco.ie).

Completed, typed application forms must be returned to Human Resources Section, Tipperary County Council, Civic Offices, Emmett Street, Clonmel, Co. Tipperary E91 N512, by not later than 4.00pm on Thursday, 5th May, 2022.

TIPPERARY COUNTY COUNCIL IS  
AN EQUAL OPPORTUNITIES EMPLOYER

The Nationalist  
21/4/22



The Board of Management of Cashel Community School is seeking applications for a

## FULL TIME GRADE 3 CLERICAL/PAYROLL POSITION

The role of a Clerical/Payroll Officer is fast paced and dynamic, with a diverse range of projects you can contribute to

Some of the daily tasks you may carry out in the role are:

- General administrative work.
- Supporting school management and colleagues.
- Working as part of a team to support the administrative functions.
- Taking part in marketing and communications activities.
- Using Information Technology on a daily basis.
- Carrying out accounts and finance work.
- Front office role, meeting, parents, staff and students.

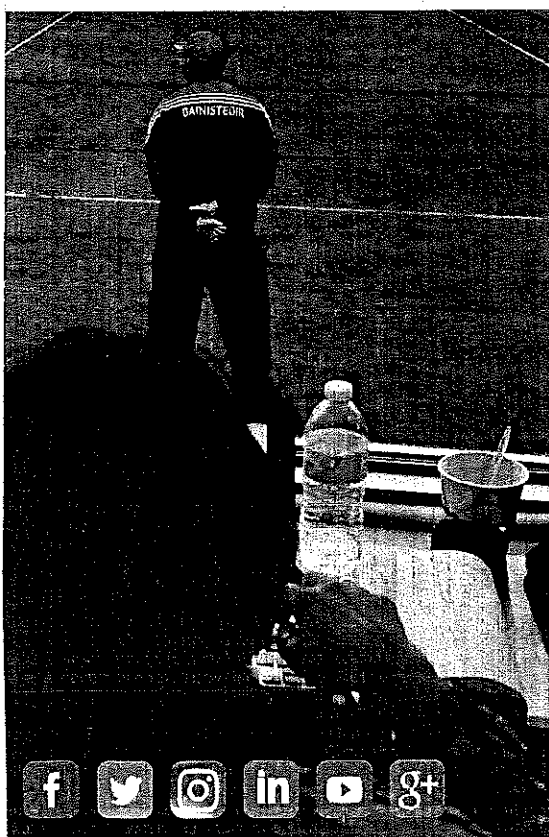
Short-listing is likely to be part of the selection process.

Garda Vetting Disclosure will be required for appointment.

Standard Application Forms may be requested from  
[bursar@cashelcommunityschool.ie](mailto:bursar@cashelcommunityschool.ie)

Please return the completed application to  
[bursar@cashelcommunityschool.ie](mailto:bursar@cashelcommunityschool.ie)  
by noon Monday the 17th of May

Canvassing will disqualify



**LE leinsterexpress Express**

## Sports Editor - Portlaoise

The Leinster Express newspaper, one of the leading titles in Ireland's top local news publisher Iconic Media Group, is looking to recruit an outstanding sports editor.

This full time position is for a person with a passion for all sports, excellent writing skills and experience in media.

A strong digital ethic and ability to work in a fast paced multi media environment would be essential. Attention to detail would also be necessary.

The ideal candidate would show the ability and enthusiasm to put their personality on the sports pages of a newspaper whose reputation in providing quality sports coverage is well known in Laois.

Of course there would be a big focus on gaelic games, but the newspaper prides itself on its coverage of a wide range of sport, and that is always expanding.

[www.leinsterexpress.ie](http://www.leinsterexpress.ie) also prides itself on being right on the final whistle with all sports results, and with the latest team news. So having a strong news sense and desire to break sports content would also be important.

Applicants should have third level qualifications. The position is based in Portlaoise, and the successful applicant would become a key member of the Leinster Express editorial team.

We are looking for a self-starter who can:

- Demonstrate excellent reporting skills and deliver fresh and engaging content
- Work as part of a team committed to reporting when and where it happens
- Engage our fast-growing online audience through a variety of channels
- Use social media in a dynamic way to distribute and source news, and help grow our online community.

The closing date for applications is Friday, April 29 2022.

To apply, please email [brian.keyes@iconicnews.ie](mailto:brian.keyes@iconicnews.ie) including a covering letter, CV and samples of your work.

**iconic**  
media group





**KILGALLEN & PARTNERS**  
CONSULTING ENGINEERS

**Kilgallen & Partners Consulting Engineers Ltd.** is a long established Civil/Structural Engineering practice operating from modern offices in Portlaoise and Kilkenny.

The practice is a CPD Accredited Employer with Engineers Ireland and operates a structured mentoring system as part of this process.

The company operates an NSAI Certified Quality Management System (ISO9001:2015).

We are seeking to recruit the following Personnel for the following positions:

**Structural Engineer**

The ideal candidate will be chartered or close to achieving the title Chartered Engineer. Experience in the use of Masterseries or similar structural design software will be a requirement. Current projects include permanent and temporary works design in various sectors including pharmaceutical, industrial, commercial, retail, public sector and residential.

**Senior Civil Engineer**

The ideal candidate will be a Chartered Engineer. Current projects include transport, active travel, hydrology, pharmaceutical, commercial and residential. Experience in any of these areas will be an important consideration.

**Structural Engineering Technician**

The ideal candidate will have experience in the design and detailing of structural engineering projects and will be proficient in the use of Autocad, Revit or similar software packages.

**Civil Engineering Technician**

The ideal candidate will have experience in the design and detailing of civil engineering projects and will be proficient in the use of Civil 3D or similar design software.

Strong written and oral communication skills are an advantage for each position along with the ability to work within an ISO 9001 approved quality system.

The salary / reward arrangement will be negotiable and will reflect the level of experience and training of the successful candidate. A company pension scheme is in place. Hybrid working arrangements are catered for in our organisation.

Interested parties should apply to [fmcdermott@kilgallen.ie](mailto:fmcdermott@kilgallen.ie) attaching their CV and a cover letter.

# Heiton Buckley part of CHADWICKS

Cork Road, Waterford X91 NRPO. Tel: 051 374 8440



## Counter Sales Assistant

Counter Sales Assistant will be responsible for dealing with the day to day sales inquiries/ transactions while maintaining high standards of customer service.

### JOB SPECIFICATION

- Customer service to include response to sales inquiries by phone or over the counter, provide advice & information
- Stock replenishment on shop floor
- Ordering of goods
- Other sales related duties

### IDEAL CANDIDATES

- Knowledge of building materials & plumbing distinct advantage though not essential
- Previous experience in a similar industry/sector desirable
- Excellent customer service skills
- Ability to work on own initiative as well as part of a team

Scan the QR code  
to apply online



### COLLEAGUE BENEFITS



Colleague Discount



Educational Assistance



Sick Pay



Wellness Programmes

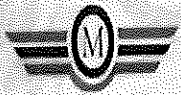


Pension Scheme



Profit Share Scheme





Oliver Murphy Insurance Brokers Ltd.



Talk to Us on 051-841766

## General Insurance & Life Brokers

Members of Broker Ireland

*Regulated by the Central Bank Of Ireland.*

### CAREER OPPORTUNITY

Oliver Murphy Insurance Brokers are one of the South East's largest established Insurance Broker firms based in Gladstone House, 50 The Quay, Waterford.

We are seeking suitable candidates for the following positions to expand our growing business in both our Personal and Commercial Insurance departments

Applications are invited for the following positions

## Commercial Lines Administration Support Executive

### Candidates should:

- Be well organised with a keen eye for detail.
- Have excellent communication and interpersonal skills.
- Be focused and target driven.
- Ideally have advanced in their Insurance educational journey and be familiar with the Applied System.
- Have Commercial Lines experience

## Personal Lines Renewal Executive

### The Role:

- Is suitable for well organised knowledgeable candidates with excellent communication skills and good time management.
- The candidate must have the ability to manage a large portfolio of clients.
- The role requires the ability to build relationships with and assisting existing customers with policy queries.

The successful candidates will enjoy a competitive remuneration package depending on their experience along with ongoing training and development to help achieve business objectives and reach their full potential within a progressive firm.

**CVs can be submitted for the attention of Imelda Behan  
by email to: [careers@olivermurphy.ie](mailto:careers@olivermurphy.ie)**

## SOLICITOR or LEGAL EXECUTIVE

***sought to cover Maternity Leave in  
busy City Centre Solicitor's Office.***

*Full or Part time will be considered  
depending on the candidate.*

*Start date in mid-July for a period of 7 months.*

*Previous experience in a Solicitors Office is required.*

Apply with CV to:

**Box No. 1830**

**c/o Waterford News & Star  
Gladstone Street, Waterford**



***Kilkenny Recreation & Sports Partnership wishes to recruit  
for the following position:***

**REGIONAL LSP COMMUNICATIONS OFFICER –  
KILKENNY**

**covering Leinster and Ulster (Donegal, Cavan & Monaghan)**

**This is a full-time, fixed term contract for a period of 3 years.**

**The salary for the position will be aligned to LA Grade 5 Salary Scale  
commensurate with experience.**

The Regional LSP Communications Officer Kilkenny will work together along with the National LSP Communications Coordinator (hosted by Meath LSP), the Regional LSP Communications Officer (hosted by Clare LSP) and the National LSP Communications Working Group to develop a national LSP Communications plan with a focus on key target groups underrepresented in sport.

The post holder will report to the National LSP Communications Coordinator and the National LSP Communications Working Group on issues relating to the programme development and delivery, in line with LSP policy.

**Closing Date Thursday, 28 April, 2022**

***For job description, person specification and to apply for the post,  
please visit KRSP website on: [www.krsp.ie/vacancies](http://www.krsp.ie/vacancies)***

KRSP is an Equal Opportunities Employer

These posts are subject to Sport Ireland funding.



**SPORT IRELAND**

LOCAL SPORTS PARTNERSHIPS



**WE ARE RECRUITING!**



Kilkenny People  
20/4/22

**Kilkenny River Court Hotel will hold a  
Recruitment Evening on Thursday, 21st April.  
Join us from 4pm - 7pm with no appointment  
necessary. Just bring along your CV!**

*We are recruiting for a range of full and part-time positions  
with morning and evening only hours also available.*

The Bridge John Street, Kilkenny, R95 Y104  
056 7723388 | [www.rivercourthotel.com](http://www.rivercourthotel.com)



We are looking to recruit

## **DYNAMIC OUTGOING STAFF**

for our Pharmacy in Thomastown.

### **COUNTER STAFF**

- ❖ While pharmacy retail experience would be an advantage, it is not essential.
- ❖ What is essential is you must value confidentiality, patient care, have a good work ethic and be able to work as a team.

### **DISPENSARY STAFF**

- ❖ Relevant qualification is required for this role.

For more information or to apply, please email  
[mureyconnolly@hotmail.com](mailto:mureyconnolly@hotmail.com)



## **VACANCY**

### **Director**

**Ballyvaloo Retreat and  
Conference Centre,  
Blackwater, Co. Wexford**

The Ballyvaloo Retreat and  
Conference Centre is run by the  
Sisters of St John of God.

Applications are now invited for the  
position of Director which will become  
vacant in summer 2022.

Full details on [www.ballyvaloo.ie](http://www.ballyvaloo.ie)

Closing date for Applications:  
**Wednesday 11<sup>th</sup> May 2022 (5.00pm)**

## Assistant Co-Ordinator Project Submissions

Part - time position available  
3 days per week for busy  
Engineering Office

### Description of Role:

- Assist the Project Submission Lead with putting together tender documents.
- Content writing and proofing.
- Preparation of submission fee proposals.
- Set up site visits for engineers & follow-ups.
- Adhering to submission deadlines.
- Skills Required:
- Ability to work independently as well as in a team.
- Excellent time management and organisational skills to meet very strict submission deadlines.
- Strong MS Office skills in all aspects of the product, specifically Excel, Word, and Outlook.

Email Application & CV to  
**ffennelly@hnp.ie**



### Who are we?

MyBio is Ireland's premium supplier of research products, our offices are based in Kilkenny city. We are at the forefront of innovation since 2009, we are enabling the science that's changing lives for the better.

MyBio is an exclusive supplier of many of the world's leading bioscience reagents to the Irish market. We have many new products soon to be launched in Ireland, UK and throughout Europe.

We are looking to recruit an experienced

## Supply Chain Manager

to manage our entire supply chain and logistics operations. In this new role, you'll collaborate with other internal departments. Experience in working with SAP is very desirable, having experience in a manufacturing environment is also desirable.

### Responsibilities

- Create the company's supply chain strategy.
- Analyse data from shipping and delivery processes.
- Monitor all logistics to insure they run smoothly.
- Manage all supply chain inventories at different locations and ensure SAP records are always current.
- Resolve issues that come up.
- Collaborate with other departments to create coordinated plans for business growth.
- Communicate and negotiate with suppliers and vendors to achieve better pricing.
- Manage all warehousing and outsourced inventory operations at various locations in Ireland and UK.
- Working knowledge of ISO 9001 would be an advantage

Apply with CV to **customerservice@mybio.ie**  
Closing date **Friday 29th April 2022**



**delta centre**

DEVELOPMENT | EDUCATION | LEARNING | TRAINING | ACTIVATION

## BEHAVIOUR THERAPIST

Delta Centre provides Day, Residential and Respite Services to adults with intellectual disabilities, complex care needs & or ASD. We are currently recruiting for the following position:

**Behaviour Therapist** - working in **CHD Area 5** covering Carlow and Kilkenny Services. This is a Permanent Full-time Post.

The Behaviour Therapist in partnership with the HSE Psychologist (Carlow/Kilkenny) and each organisation will develop and implement a transparent equitable referral pathway & prioritisation criteria and model of service delivery for school leavers & Rehabilitative Training exits based on the needs of the individual with initial priority for 2021 school leavers.

### Qualifications

- Appropriate third level qualifications in relevant health care discipline
- Postgraduate or MA in Applied Psychology or Behavioural Analysis or other clinically relevant area.
- Significant relevant experience working as a behavioural support therapist supporting people with intellectual disabilities and/or autism.
- Experience in completing behaviour assessments and developing behaviour support.
- Evidence of continuous professional development.
- A full clean driving licence and the use of a car is essential.

### We Offer:

- Competitive salary linked to HSE Pay Scales based on experience
- Bi-weekly salary
- Access to our Pension Plan
- Continuing Professional/Personal Development
- Access to Bike to Work Scheme
- Employee Assistant Programme

A detailed job description is available from our website <http://www.deltacentre.ie/>  
Applications to be submitted with a current CV and a covering letter to: Helen Hogan, HR Manager, The Delta Centre Ct.6, Strawhall, Carlow or by email to [recruitment@deltacentre.org](mailto:recruitment@deltacentre.org)  
Informal enquiries to 059 914 3527.

Closing date for receipt of applications is **Friday 6th May 2022 @ 5.00 p.m.**

Delta Centre is an equal opportunities employer.



Comhairle Chontae Chill Chainnigh  
Kilkenny County Council

Applications are invited from  
qualified persons for the following post:

## BUSINESS ADVISOR

### LOCAL ENTERPRISE OFFICE

### [OPEN COMPETITION]

Competition Reference Number: **2022/T/O/A/10**

**Salary Scale:** The current salary scale for the position is  
**€49,530 - €60,512 inclusive of LSI's.**

In accordance with **Circular ELO2/2011** 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/temporary/ specific purpose vacancies may be filled.**

The closing date for receipt of completed applications is:

**Friday 13th May 2022 at 5.00pm**

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

<https://submit.link/Pw>

**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



# Experience Assistants Kilkenny — Smithwicks Experience

Full time & part time opportunities available



## About Us

The Smithwicks Experience Kilkenny (SEK) is a unique award winning visitor experience in Kilkenny, that has attracted visitors from Ireland and across the world, giving them a deep understanding and appreciation of the history, process and craft involved in the production of our famous red Ale.

Our Smithwicks Assistants play a key role in the delivery of an engaging and entertaining Smithwicks Experience, ensuring visitor immersion in the Brand, within a fast paced and exciting customer facing environment.

Our intent is for multi-skilled staff to operate successfully in different areas across SEK operations, including admissions/bookings, retail, bar, tour/visitor experience.

With our doors now set to reopen in Summer 2022, MKF as the appointed operating partner of Diageo for the Smithwicks Experience Kilkenny, are seeking to recruit dynamic, energetic and customer focused SEK assistants, to join our exciting SEK team from June 2022.

MKF are an Irish owned and operated FM solutions provider that has managed and operated the award winning Smithwicks Experience Kilkenny on behalf of Diageo, as their appointed operations partner, since SEK opened their doors in 2014. MKF also support Diageo and the Irish Brand Home team across their Brand Home portfolio in The Guinness Storehouse, Roe & Co and The Guinness Open Gate Brewery.

## About the Role

- We are looking to recruit a team of hardworking and customer centric Experience Assistants to act as a Smithwicks Ambassador (SA), to be welcoming and engaging with SEK visitors and ensure the visitors receive courteous, friendly and professional assistance at all times.
- Experience Assistants are the heart of our brand experiences. You will welcome, entertain, serve, delight and ensure the safety of every one of our visitors to our brand experiences. Armed with outstanding training, you will not just be an ambassador for our brand, but also represent the Irish hospitality we are known for around the world. You will be responsible for the delivery of key interact and Engage activities. SAs will educate visitors in the history and heritage of Smithwicks, along with taste, ingredients, brewing and responsible enjoyment of Smithwicks.
- You will embrace our brands personality and culture, ensuring that all guests and visitors have a truly iconic experience. The role is very dynamic, you will be assigned to various teams- admissions/bookings, retail, bar, tour/experience as the business requires and are encouraged to represent the business across these teams
- As an Experience Assistant you will be responsible for the delivery of key interact and Engage activities. You'll tutor visitors in the art of our brand and its impressive history as well as deliver visitor orientation and other interactive showcase experiences as required. In order to do this you will be confident at presenting interactive experiences to make it engaging for our guests. You will act as an ambassador during guided tours with media/ VIPs/ tour operators/ language schools/ Diageo representatives.
- This role will require regular weekend and evening work.

## About You

- This really is the dream position for someone who is a customer service enthusiast, with a key focus on the drink's culture, customer service and providing a special experience for all. To be successful, you'll have a real passion for our craft, our character and our products and you'll be guided by a customer-first approach.
- You will act as a Smithwicks Ambassador. Hosting, Guided Tours, proactively seeks to address visitor needs, understands that visitor happiness is primary goal.
- Working with both visitors and staff, you'll have strong collaboration and communication skills and be passionate about improving every customer experience. You will also bring strong people skills and have the ability to work with large teams who are totally passionate about providing an excellent visitor's experience.
- If you have experience within Hospitality/Retail/Travel and Tourism, then we want to hear from you.

## How to apply

Competitive Rates and Salaries are on offer for these exciting part time and full time roles.

To apply, please forward your CV along with details of the position you wish to apply for to

[jobs@mkf.ie](mailto:jobs@mkf.ie) before the closing date noted below.

MKF supports inclusivity and diversity within our Company culture and is an equal opportunities employer.

**Closing date for applications is 5th May 2022**

Kilkenny People  
22/4/22

## KILGALLEN & PARTNERS CONSULTING ENGINEERS

Kilgallen & Partners Consulting Engineers Ltd. is a long established Civil/Structural Engineering practice operating from modern offices in Portlaoise and Kilkenny.

The practice is a CPD Accredited Employer with Engineers Ireland and operates a structure mentoring system as part of this process.

The company operates an NSAI Certified Quality Management System (ISO9001:2015).

**We are seeking to recruit the following personnel:**

### STRUCTURAL ENGINEER

The ideal candidate will be chartered or close to achieving the title Chartered Engineer. Experience in the use of Masterseries or similar structural design software will be a requirement. Current projects include permanent and temporary works design in various sectors including pharmaceutical, industrial, commercial, retail, public sector and residential.

### SENIOR CIVIL ENGINEER

The ideal candidate will be a Chartered Engineer. Current projects include transport, active travel, hydrology, pharmaceutical, commercial and residential. Experience in any of these areas will be an important consideration.

### STRUCTURAL ENGINEERING TECHNICIAN

The ideal candidate will have experience in the design and detailing of structural engineering projects and will be proficient in the use of Autocad, Revit or similar software packages.

### CIVIL ENGINEERING TECHNICIAN

The ideal candidate will have experience in the design and detailing of civil engineering projects and will be proficient in the use of Civil 3D or similar design software.

Strong written and oral communication skills are an advantage for each position along with the ability to work within an ISO 9001 approved quality system. The salary / reward arrangement will be negotiable and will reflect the level of experience and training of the successful candidate. A company pension scheme is in place. Hybrid working arrangements are catered for in our organisation.

Interested parties should apply to [mcdermott@kilgallen.ie](mailto:mcdermott@kilgallen.ie) attaching their CV and a cover letter.



**kceth**

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

**Kilkenny and Carlow Education and Training Board**  
Invites applications from suitably qualified persons for the following positions based in the Adult Learning Service  
— Carlow and Kilkenny

### 1. ESOL

**Candidates must have:**

- CELT/CELTA/Higher Certificate in Adult Literacy (including TESOL 1 & 2) or equivalent qualification

### 2. I.T. TUTOR

**Candidates must have:**

- Relevant qualification in IT/IT tutoring

**Candidates will also have:**

- a qualification in adult literacy/adult education or equivalent and have undertaken literacy and numeracy training
- experience of tutoring in Adult Education and/or working with young early school leavers
- experience of delivering accredited courses is desirable

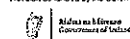
A panel may be created for the filling of other posts within the scheme which may arise.

**Closing Date: Friday, 6 May 2022 at 12 noon**

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

Adult Literacy Service, Kilkenny and Carlow ETB is co-funded by the Government of Ireland and the European Union.

Funded by the Government of Ireland and the European Union



**SOLAS**  
learning works

## Team Leaders (multiple positions)

### Kilkenny – Smithwicks Experience – Full-Time



#### About Us

The Smithwick's Experience Kilkenny (SEK) is a unique award winning visitor experience in Kilkenny, that has attracted visitors from Ireland and across the world, giving them a deep understanding and appreciation of the history, process and craft involved in the production of our famous red Ale.

Our Smithwick's Assistants play a key role in the delivery of an engaging and entertaining Smithwick's Experience, ensuring visitor immersion in the Brand, within a fast paced and exciting customer facing environment.

With our doors now set to reopen in Summer 2022, MKF, as the appointed operating partner of Diageo for the Smithwick's Experience Kilkenny, are seeking to recruit dynamic, energetic and customer focused SEK Team Leaders, to join our exciting SEK team from June 2022.

MKF are an Irish owned and operated FM solutions provider that has managed and operated the award winning Smithwick's Experience Kilkenny on behalf of Diageo, as their appointed operations partner, since SEK opened their doors in 2014. MKF also support Diageo and the Irish Brand Home team across their Brand Home portfolio in The Guinness Storehouse, Roe & Co and The Guinness Open Gate Brewery.

#### About the role

#### Available positions:

Team Leader – **Tours & Brand experience**

Team Leader – **Retail & Front of House**

- ◆ We are looking to recruit multifaceted and flexible individuals who will proactively lead the Smithwick's Visitor Experience team every day to deliver a friendly, innovative, Brand immersive and professional experience to all visitors. This role is around visitor operations, duty management, people management and development.
- ◆ You will be creative, innovative and visionary in their approach, be a beer connoisseur and current with market/industry trends on all things; beer, ale, ingredients and how this integrates in terms of the SEK Brand message and experience alignment (now and into the future).
- ◆ You will role model to the team by delivering inspirational and motivating leadership to our team daily with the aim of delivering outstanding customer service and crafting engaging and customized retail experiences for all visitors. This will involve promoting a customer first attitude in order to generate passion for delivering excellent customer service and to ensure all are acting as ambassadors for Smithwick's and our Brand Home. You will also be actively involved in the staff's training, development and offering mentorship, while looking for ways of continuous improvement to ensure we are always market leading.
- ◆ You will also be responsible for crafting, implementing and running new experiences that are on trend and excite our customers to ensure we are operating at a premier level.
- ◆ This role will require weekend and evening work.

#### About You

- ◆ This really is the dream position for someone who is an inspirational, collaborative and enthusiastic individual wishes to join us on our journey of crafting outstanding experiences for our guests by opening up the Smithwicks experience this Summer.
- ◆ You will hold a passion and desire for customer service, with previous experience working as a manager/team leader position within a customer facing environment within tourism, retail or hospitality. Along with this, you will show inspirational leadership traits being able to empower a team. You will also hold the ability to effectively build strong working relationships with colleagues as well as internal and external collaborators.
- ◆ You'll have a real passion for our craft, our character and our products, working with both visitors and staff, you'll have strong collaboration and communication skills and be passionate about improving every customer experience.
- ◆ If you have experience within Hospitality/Retail/Travel and Tourism, then we want to hear from you.

#### How to apply

Competitive packages are on offer for these exciting roles.

To apply, please forward your CV along with details of the position you wish to apply for to jobs@mkf.ie before the closing date noted below.

MKF supports inclusivity and diversity within our Company culture and is an equal opportunities employer.

**Closing date for applications is 31st May 2022**



**Outfield  
Sports**  
Your Specialist Sports Store

# WE ARE HIRING!

## *Are you...*

- A FRIENDLY, CUSTOMER FOCUSED SALES PERSON?
- HAVE YOU AN INTEREST IN SPORTS RETAIL?
- ARE YOU KEEN TO LEARN THE TECHNICAL SIDE OF SPORT?

If so, we have 2 positions available.

### **FLEXIBLE PART TIME SALES ASSISTANT**

Ref : Part time  
this position will suit someone who is  
available to work during the week and  
Saturdays all year round

### **FLEXIBLE STUDENT PART TIME SALES ASSISTANT**

Ref : Student  
This position will suit a third level  
student who is available to work  
during the week (including Saturdays)  
from Mid- May to early September,  
and on Saturdays during the year.

Please make sure to reference which position you are interested in.

PLEASE SEND YOUR C.V. IN WRITING TO:

OUTFIELD SPORTS  
4/5 MAIN STREET  
CARRICK ON SUIR  
CO TIPPERARY

**WWW.OUTFIELDSports.IE**

4/5 MAIN STREET, CARRICK ON SUIR, CO. TIPPERARY | TEL: 051 641826 | E-MAIL: info@outfieldsports.ie

**We are Hiring!!!**

We are looking for friendly, knowledgeable people to join our sales team for a Flexible Part time position.

Full details on the enclosed poster, drop an application, in writing, with your CV to our shop on the Main Street.

Deadline is next Tuesday 26th April.

\*Advertised on Outfield Sports Facebook page\*



## GOALPOST

IRELAND

**FABRICATOR-WELDER /**

**GENERAL OPERATIVE Required**

Goalpost Ireland, a long established family run business in Tallow Co. Waterford; are seeking to recruit an experienced Fabricator-Welder / General Operative to join our team

The role includes:

- MIG / TIG Welding
- Fabricate, assemble and install products
- Assist in the planning and preparing of jobs
- Working off site on installations

Requirements:

- Experience in MIG / TIG welding an advantage
- Strong attention to detail and operate to a high standard
- Ability to work on own initiative and as part of a team
- Safe Pass & Manual Handling Certificate beneficial
- Clean drivers licence

Application Deadline: On or Before 28th April 5pm  
[www.goalpostireland.com](http://www.goalpostireland.com)

**EXPERIENCED TRACTOR DRIVER AND FARM MACHINERY OPERATOR REQUIRED** – Full-time position.  
Contact: Kieran Hallahan, Cappoquin, Tel. (087) 2549759.

(22-4)



## METER READERS REQUIRED

Ballyduff, Dungarvan, Lismore,  
Cappamore, Glencalm  
and surrounding areas

**No Experience Needed**

**Be Your Own Boss**

**Flexible Hours**

**Average Daily earning €180**

**MUST HAVE OWN TRANSPORT, FULL CLEAN  
DRIVER'S LICENCE AND A LANDLINE**

Send CV and Cover Letter to:

**INFO@TAMIRELAND.COM**

**JOIN OUR  
DUNGARVAN  
SALES TEAM!**

*The Mattress Price Fighter*  
**Mattress Mick's**  
**IRELAND'S NUMBER ONE MATTRESS SALESMAN**

*The Real Mattress Price Fighter*

- Excellent Package for the right candidate
- To apply send a CV to [ryan@mattressmickwaterford.ie](mailto:ryan@mattressmickwaterford.ie)
- Part time sales position - 30 hrs a week

**MICK WANTS YOU!**





**GOALPOST**

## FABRICATOR / WELDER REQUIRED

Goalpost Ireland, a long established family run business in Tallow, Co. Waterford are seeking to recruit an experienced Fabricator / Welder to join our team.

### THE ROLE INCLUDES :

- MIG / TIG Welding
- Fabricate, assemble and install products
- Assist in the planning and preparing of jobs
- Working off site on installations

### REQUIREMENTS :

- Experienced in TIG / MIG welding
- Strong attention to detail and operate to a high standard
- Ability to work on own initiative and as part of a team
- Safe Pass & Manual Handling Certificate beneficial
- Clean drivers licence

Applications by email to : [siobhan@goalpostireland.com](mailto:siobhan@goalpostireland.com)

Or by writing to : Siobhan Flynn, Goalpost Ireland, Tallow,  
Co. Waterford, P51 N79T

Application Deadline : On or before 28th April 5pm  
[www.goalpostireland.com](http://www.goalpostireland.com)

## PADRE PIO REST HOME

CAPPOQUIN, CO. WATERFORD

is recruiting a

## KITCHEN ASSISTANT

Applicant will work as part of the kitchen team under the supervision of the Cook/Chef.

- Full and Part Time positions available.

Email CV along with a covering letter to  
[padrepioresthme@pprh.ie](mailto:padrepioresthme@pprh.ie)

or ring 058 541 17 for  
more information.

### SITUATIONS VACANT

EXPERIENCED TRACTOR  
DRIVER AND FARM  
MACHINERY OPERATOR  
REQUIRED — Full time position.  
Contact Kieran Hallahan,  
Cappoquin, 087 2549759. (28/4)

# SITUATIONS VACANT

Telephone: (056) 41205/42042 | e-mail: [adverts@dingarvanobserver.ie](mailto:adverts@dingarvanobserver.ie) | Deadline for all adverts is 12.00 noon each Tuesday

## MACE

### Join our team in Lismore

THE FOLLOWING ROLE IS AVAILABLE:

#### Deli/Shop Assistant

Experience an advantage but not essential

Apply via email: [billy.rutter@mace.ie](mailto:billy.rutter@mace.ie)



## Jim Power Agri Sales Ltd.

**UNITONE** Kilmore West, Tallow, Co. Waterford **ANYTIME SERVICE**

Tel: 056-56596 | Fax: 056-55803 | Email: [admin@jimpoweragri.ie](mailto:admin@jimpoweragri.ie)

### STORES MANAGER/STORES PERSON

Description and Responsibilities:

Due to continued business growth we now have a position available for a full-time stores person to join our busy team in our stores based in Tallow, Co. Waterford.

The main responsibilities for the Stores Person:

- Dealing with customers/telephone enquiries about parts
- Doing invoices and taking payment
- Ensure all stock is stored in the correct manner
- Inputting stock on the computer
- Liaise with suppliers and handle queries relating to delivery and stock discrepancies
- Keep a record of and report any frequent shortages or spare items and reorder
- Carry out regular stock takes

Required Skills and Experience:

- IT skills, with confidence using Microsoft Office and inventory management systems
- Experience preferable but not essential
- Good organisational skills

Full competitive remuneration package available for the successful applicant.

Applications in writing to our offices at Kilmore West, Tallow, Co. Waterford, or by email to [admin@jimpoweragri.ie](mailto:admin@jimpoweragri.ie) by Friday, 22nd April, 2022.



### WE ARE RECRUITING A Production Planner/Assistant

TO JOIN OUR DYNAMIC TEAM IN MEADOWFRESH FOODS, TALLOW, CO. WATERFORD.

Working closely with production and quality teams, the production planner will plan and schedule production on day-to-day basis to meet our customer demands. They will ensure the plan and control of finished stock to provide maximum customer service and quality. They will be responsible for converting demand from customers and stock orders into production schedules by maintaining a thorough understanding of the fluctuating capabilities, yields, run rates and general capacity of the factory.

Main Responsibilities:

- Plan and manage daily production schedules.
- Liaising with production and quality teams for daily production planning and schedules for vegetable production lines
- Overseeing production planning ensuring product orders are produced and packed as scheduled.
- Maintaining key performance indicators for production and quality in the relevant production areas, with a particular focus on yields.
- Establishing priorities, monitoring progress, revising schedules, and generally resolving problems.
- Liaising with growers and suppliers ensuring the supply of quality produce is maintained throughout the year.

Skills, qualifications, and experience:

- Experience in a similar role would be a distinct advantage although not essential.
- Master Production Scheduling (MPS) and Material Requirements Planning (MRP) tools.
- Strong IT skills, particularly in MS Excel.
- High attention to detail.
- Good communication skills and team player.
- The ability to prioritise and work under pressure.
- Understanding of food standards for compliance and quality.
- A very keen eye for detail and ability to maintain good, accurate records.
- Determined and resilient, with the drive to complete tasks on your own and demonstrate initiative.
- Good analytical and numerical skills.

Benefits Include:

- Competitive salary.
- Regular hours.
- Comprehensive training provided.

Send Full CV to: [John@meadowfreshfoods.com](mailto:John@meadowfreshfoods.com) or post to Meadowfresh Foods, Youghal Rd., Tallow, Co. Waterford.

## KILMATHOMAS HEALTH CENTRE

### Part-time Medical Receptionist

Kilmathomas Health Centre has an opportunity for a person that loves administration and dealing directly with people. Working as part of a busy private practice administration team to provide a high-quality patient centred service to patients attending the Medical Centre. The Medical Receptionist will require well developed interpersonal and strong communication skills along with a flexible mindset and an ability to work on their own initiative in a fast-paced environment.

To apply for this position, it is vital that you have the following abilities and experience:

- 2 years+ experience working in a medical care setting essential with 3-5 years in an administration role.
- Medical Terminology understanding.
- Multi-tasking and time-management skills, with the ability to prioritise tasks.
- Kindness, warmth and responsiveness to the needs of patients.
- Understanding of the importance of confidentiality.
- Patient service experience/Customer Care Experience.
- Excellent interpersonal and communication skills. Possess awareness and sensitivity towards patient needs.
- Ability to work well as part of a team and to work under pressure to tight deadlines.
- Discretion and ability to use initiative.

Please forward your up-to-date Curriculum Vitae to [medical@kilmathomas.ie](mailto:medical@kilmathomas.ie)

Closing Date: 5.00 p.m. on Friday, 22nd April, 2022.

# Customer Service Agent

Infosys BPM, Clonmel, County Tipperary • Temporarily remote

€10.50 - €11.22 an hour - Full-time, Permanent

Apply now

## Qualifications

- Leaving Certificate (Preferred)

## Full Job Description

We were recently presented as this year's winner of the Large Business of the year 2021 award for commercial success, vision and strong leadership presented by the County Tipperary Chamber.

At Infosys, we aim to create an inclusive workplace and leverage the power of diversity for a sustainable competitive advantage, enabling employees to participate, develop and contribute freely and equitably. We are committed to providing a work environment free of discrimination and harassment. We do not discriminate or allow harassment on the basis of race, color, religion, disability, gender, national origin, sexual orientation, gender identity, gender expression, age, genetic information, military status or any other legally protected status.

## The role:

Based in our offices in Clonmel, you as a customer agent will be working for Infosys on behalf of our partners as frontline staff supporting our clients by delivering a high level customer experience. In order to deliver the highest level of customer experience such skills as active listening, selective questioning, problem solving and showing empathy are required. All of these skills can be acquired during a pre live training environment which is fully paid and lasts up to 12 weeks.

## There are many benefits to working at Infosys:

- 30 days holiday (includes 10 statutory days entitlement)
- Permanent contracts
- High energy and dynamic work environment
- Culture for promoting from within
- Learning and development platforms
- Global company with opportunities across many countries
- Opportunities to be involved and give back to the community
- Easily accessible site for all modes of transport
- Healthy eating scheme
- On site canteen
- Special staff offers – reduced rates with local stores and amenities
- Free employee assistance programme
- PRSA pension scheme
- Eligibility to take part in client bonus schemes on some campaigns

## The part you will play within the Infosys team:

- You will be front line support for our clients
- Use the systems and tools available to effectively handle clients queries
- Strive to achieve and maintain service level statistics
- Maintain a high level of first call resolution and quality assurance.
- Contribute to overall team performance within your specialised department

**Personal success profile:**

- Passion for providing exceptional service to clients
  - IT literate
  - Confident telephone manner with strong communications skills
  - Fluency in English is a pre requisite for this role
  - Self- motivated, positive outlook
  - Ability to handle confidential information
  - Team Player
  - Strong attendance, performance and adherence to policies are essential for this role
- Hours: 30-40 hours per week within business hours  
Business hours: Monday to Friday 8am to 9pm, Saturday and Sunday 8am to 8pm  
Training provided on site

**Pay:**

Base hourly rate paid at €10.50 per hour. In addition to your base rate there is an additional discretionary bonus of a payment of €0.72 for each hour worked - excludes OT Rates.

**Location:**

Applicants must reside in Ireland

**YOU MUST BE OVER 18 TO APPLY FOR THIS ROLE**

The purpose of this job description is to provide a concise statement of the major responsibilities of this position in a standardised format. It is not intended to describe all elements of the work that may be performed and should not serve as the sole criteria for personnel decisions and actions

**All aspects of employment at Infosys are based on merit, competence and performance. We are committed to embracing diversity and creating an inclusive environment for all employees. Infosys is proud to be an equal opportunity employer**

Our Privacy Policy covers how we collect and use your Data in the context of our recruitment process. By engaging in our recruitment process (submission of a CV etc.), you are consenting to collection, storage, use, and disclosure of your Data, including any sensitive information you elect to submit.

**Work remotely**

- No

Part-time hours: 20-40 per week

**Additional pay:**

- Commission pay
- Performance bonus
- Quarterly bonus
- Retention bonus

**Benefits:**

- Flexible schedule
- Sick pay
- Store discount
- Wellness program
- Work from home

**Schedule:**

- 10 hour shift
- 8 hour shift

**\*ADVERTISED ON WWW.INDEED.IE\***



# Front Desk Reception/Reservation

HOTEL MINELLA, Clonmel, County Tipperary  
Full-time, Part-time

## Full Job Description

### Objective of Role

The Receptionist is the first person that a guest meets on arrival to the Hotel, therefore it is of utmost importance that all staff present a friendly and professional image to our guests at all times.

### Responsibilities

Perform all check-in and check-out tasks

Manage online and phone reservations

Take bookings for restaurant and meeting rooms

Liaise with all departments throughout the Hotel and Leisure Centre.

Upsell additional facilities and services, when appropriate

Maintain updated records of bookings and payments

### Requirements:

Excellent communication/computer/ telephone skills

- Excellent organisational skills
- Ability to work on own initiative
- Ability to handle all customer queries in a professional manner
- Ability to anticipate customers needs
- Ability to work under pressure in a busy hotel environment
- 2+ years experience in guest services
- Computer literate
- Fluent English

Additional pay:

- Tips

Benefits:

- Food allowance
- Gym membership
- On-site parking

Schedule:

- 8 hour shift

**\*ADVERTISED ON WWW.INDEED.IE\***

# General Lab Assistant

ALS Life Sciences Ltd, Clonmel, County Tipperary  
€23,750 a year - Full-time

## Full Job Description

### BACKGROUND

ALS Life Sciences has a fantastic opportunity for a General Lab Assistant to join their team. ALS currently has over 50 people working at its two sites in Clonmel and is seeking to add a General Lab Assistant to its team to support operations. This role will involve working in the a department where agars and media are made for the microbiology lab and does not require any prior experience in this area as full training will be provided by ALS. The ideal candidate will be punctual, willing to learn and happy to work as part of a team. This role is a genuine career opportunity for someone looking to enhance their career prospects and to join a market-leading company with highly ambitious growth plans in Ireland.

### GENERAL RESPONSIBILITIES

- To perform work to support the working of the lab. This will include making up stock for the lab for which full training will be provided.
- As a member of the team, to ensure that laboratory areas are kept tidy, especially designated area.
- Ensure all operations are carried out in a safe manner with due regard and compliance with Environmental, Health and Safety (EHS) regulations and procedures.
- Ensure that confidentiality is maintained at all times with respect to customer information.
- Perform other duties as required.

### ESSENTIAL SKILLS / KNOWLEDGE / EXPERIENCE:

- Positive attitude, strong work ethic and good timekeeping
- Able to thrive under pressure and work as part of team in a fast-paced environment.
- Experience in laboratory environment would be a distinct advantage but not essential

### Schedule:

- 12 hour shift

### COVID-19 precaution(s):

- Personal protective equipment provided or required
- Temperature screenings
- Social distancing guidelines in place
- Sanitisation, disinfection or cleaning procedures in place

**\*ADVERTISED ON WWW.INDEED.IE\***

# Sales Assistant

SPAR Ireland, Carrick-on-Suir, County Tipperary  
Full-time

## Full Job Description

**Texaco Spar Service Station, Carrick on Suir, Co Tipperary**, is part of the H2 Group, one of Ireland's fastest growing forecourt retailers. We offer fantastic career opportunities for enthusiastic and hardworking individuals. We currently have vacancies for **Sales Assistants** in our store. This is a **full - time role** and successful applicants must be fully flexible from Monday to Sunday to work hours to meet the store requirements.

### We offer:

- Competitive Hourly Rate
- Employee Instore Discounts
- Mobile phone and Insurance Discounts,
- Cycle to Work Scheme
- Training and Development
- Career Progression Opportunities
- Further Education
- Excellent interpersonal and communication skills
- Excellent communication skills
- Numerical abilities
- The ability to work as part of a team
- The ability to use initiative
- Sound judgement with the ability to make decisions
- Self-motivated
- Good attention to detail

**\*ADVERTISED ON WWW.INDEED.IE\***

# **GENERAL OPERATIVE**

GLENPATRICK, Clonmel, County Tipperary

€10.50 an hour - Full-time

## **Full Job Description**

We have expanded and looking at recruiting dynamic, enthusiastic people for various Shifts as General Operatives across our factory.

We are excited to offer positions on a fixed shift pattern in a clean, safe, dynamic and automated environment.

We have the following positions available at fixed Shift Patterns:

### **Blower Operator:**

Days - 6am to 2pm (Monday to Friday) x 1

### **Label Operator**

Nights - 10pm to 6am (Monday to Friday) x 1 (must be able to train for 3 weeks on morning shift)

### **Label Operator**

Evenings - 2pm to 10am (Monday to Friday) x 1 (must be able to train for 3 weeks on morning shift)

Rate of pay is 10.50 an hour plus shift allowance.

If the answer is "Yes", then please email your CV through the Link provided and state which position you are applying for.

### **Additional pay:**

- Overtime pay

### **Benefits:**

- On-site parking

### **Schedule:**

- 8 hour shift
- Monday to Friday
- Overtime

**\*ADVERTISED ON WWW.INDEED.IE\***



# Barista/Customer Service

Clonmel, County Tipperary  
Full-time

## Qualifications

- Barista: 1 year (Preferred)
- Customer service: 1 year (Preferred)

## Full Job Description

**Brentwood Coffee Limited** are currently recruiting for energetic baristas and sales assistants to join our team in **Clonmel**. **We are looking for staff who are available Monday to Friday. May be some weekend work included.**

We are seeking passionate, coffee loving individuals with a positive "can-do" attitude. Barista experience an advantage but **not necessary as full training will be given.**

## Duties & Responsibilities

- Providing excellent customer service
- Making awesome coffee!!
- Operating a cash register
- Following HACCP procedures
- Greeting and seating customers and telling them about our amazing products
- Serving food
- Preparing food
- Cleaning and resetting tables
- Cleaning duties such as sanitizing, sweeping floors, washing dishes

## Skills & Experience Required

- At least one year's previous Customer Service experience
- A passion for coffee!
- A passion to look after our customers.
- Good communication skills are essential with good spoken and written English.
- Flexible with the ability to work on own initiative as well as working as part of a team
- Knowledge of HACCP and food safety guidelines
- A customer focused, can-do attitude

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

# Courier/Delivery Driver-Night Shift

PTP Logistics Ltd  
Waterford, County Waterford  
€33,800 a year - Full-time

## Full Job Description

Night shift courier/driver required, collections and deliveries.

Collections commence in Waterford @ 5pm and finish in Dublin, deliveries from Dublin to Waterford along M9.

Full clean drivers license required.

Schedule:

- 10 hour shift
- Monday to Friday
- Night shift

Ability to commute/relocate:

- Waterford city, County Waterford: reliably commute or plan to relocate before starting work (preferred)

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

# Team Member

Costa Coffee  
Waterford, County Waterford  
Full-time

## Full Job Description

Costa Coffee requires a **Team Member** for our store in Waterford Retail Park.

At Costa Coffee we are as passionate about our people as we are our great coffee! Being a part of our team gives you the chance to learn new skills in coffee excellence whilst letting your personality shine through. As a Costa Barista you receive full training in delivering every customer with an unbeatable coffee experience, through great customer service and great coffee.

Are you: -

- Passionate?
- Hardworking?
- Flexible?
- Customer focused?
- Have a desire to learn new skills?
- Love working as part of a team?
- Enthusiastic?
- An experienced leader?
- Passionate about coffee?

Businesses don't make great coffee, people do! And if you answered "yes" to the above questions then you are our kind of person! Email to the address below with your C.V. and cover letter outlining why you feel a career as a Costa Team Leader is for you and you could be on your way to starting your new coffee journey. We've all "bean" there so take the first steps today and apply.

Job Types: Full-time, Permanent

Schedule:

- Fully Flexible
- No

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

# **Warehouse Assistant**

Smyths Toys, Waterford Stor

## **Full Job Description**

**Smyths Toys are recruiting!**

**Are you ambitious, hard working, energetic and reliable?**

**Smyths Toy Superstores is Europe's top toy retailer specialising in toys, software, outdoor and nursery products.**

**We are currently recruiting a Warehouse Assistant for our store.**

**As a Warehouse Assistant you will be responsible for the maintenance of warehouse layout and standards - ensuring that the warehouse is clean, safe and tidy at all times, assisting in the intake and processing of large deliveries and stock movements, managing faulty items and warehouse associated paperwork and documentation.**

**Having previous Fork Lift Truck experience or a current Fork Lift Truck Licence would be highly desirable but not essential.**

**Our stores are open 7 days a week so we need our employees to be as flexible as possible when it comes to availability. Weekends are our busiest trading days so it is likely that you will be required to work on these days.**

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

**Smyths Toys is an Equal Opportunities Employer**

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



# Sales Assistant

Jump juice bars, Waterford, County Waterford  
€10.55 an hour - Part-time, Permanent

## Full Job Description

We are currently recruiting for a Part - time Sales Assistant for our store in City Square Shopping Centre, Waterford.

Working in an exciting fast paced juice bar, no two days are the same. Selling a positive good for you product you are constantly dealing with happy and thankful customers.

We are looking for a new staff member with an excellent attitude, a team player who can also work on their own initiative, someone who can meet the highest standards and can work with a smile on their face!

Candidates must be available for work Monday to Sunday.

### Benefits :

- Flexible Hours
- Bonuses
- Awards
- Extra Holidays
- Training & Development
- Free staff drinks

### Requirements :

- Excellent customer service
- Ability to work in fast pace environment
- Team Work
- Following instructions
- Working under pressure
- Ability to work on own initiative
- Fully flexible

Full training will be provided but previous experience in catering / restaurant / take away sector would be an advantage.

### Skills:

Hygiene standards Food Preparation Stock Rotation Cashiering Teamwork Customer Service  
Flexibility

**Job Type: Part-time**

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

# Clerical Officer

Hartley People, Waterford,  
€13.13 an hour - Full-time, Temporary

## Qualifications

- Administrative: 1 year (Preferred)

## Full Job Description

**Hartley People 3Sixty** are recruiting a Clerical Officer for an on-going contract in the Waterford area. The successful candidate will have experience in a similar role.

### Duties/Responsibilities:

- Provide secretarial, administrative & reception assistance
- Promote teamwork
- Communicate effectively and build relationships with relevant internal and external stakeholders
- Quality review of services provided
- Using spreadsheets to analyse and report information
- Assist in proofing of documents for publication
- Data entry ie; registration etc.
- Adhoc duties

### The ideal candidate:

- Previous experience in a similar role
- MS Office (Word, Excel, Powerpoint)
- Excellent organisational skills
- Strong communication - both written and oral

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.

Contract length: 6 months

### Schedule:

- 8 hour shift
- Monday to Friday
- No weekends

### Experience:

- Administrative: 1 year (preferred)

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

# Healthcare Assistants

Sonas Nursing homes, Carrick-on-Suir, County Tipperary

Full-time

## Full Job Description

**Sonas Nursing Home** are currently recruiting **Healthcare Assistants** to join our team based in **Carrick-on-Suir, County Tipperary, Ireland**. You will join us on a full time/part time, permanent basis and in return you will receive a competitive salary.

### Benefits of becoming our Healthcare Assistants

- Career Progression
- Training and Development Provided
- Induction Training Program
- Education Assistance Program
- Fortnightly pay
- Free Meals
- Employee Wellbeing initiative
- Discounted supplier Arrangements

**Role Summary:** Support and assist residents enabling them to fulfil their activities of daily living ensuring that residents are encouraged to be as independent as possible. Establish and maintain relationships with residents that are based on respect and equality.

### Key Duties & Responsibilities of our Healthcare Assistants:

- Support and assist residents enabling them to fulfil their activities of daily living ensuring that residents are encouraged to be as independent as possible
- Deliver a high standard of person-centred care ensuring all practices reflects the privacy, dignity and respect of our residents and underpins all the basic values that contribute to an excellent quality of life
- Establish and maintain relationships with residents that are based on respect and equality
- Promote, encourage and practice the ethos of person-centred care
- Participate in organising and carrying out social outings and in-house activities
- Maintain resident's dining rooms, living areas and bedrooms in a neat, presentable and hygienic state
- Assist the management team during internal and external audits/inspections
- Must be available to work day, night and weekend shifts on a fulltime basis.

### What we are looking for in our Healthcare Assistants:

- Previous working experience in care of the older person within a residential care home setting is desirable
- Possess a high regard for and practice good health and safety procedures at all times
- Passionate about delivering outstanding care to older people and be a committed, patient and caring person with a sense of humour and a positive outlook on life.

If you think you've got what it takes and would like to join our team as one of our **Healthcare Assistants**, please click '**Apply**' now.

All applications will be treated with the strictest of confidence.

Sonas is an Equal Opportunities Employer.

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

# Assistant Manager

SPAR Ireland, Carrick-on-Suir, County Tipperary  
Full-time

## Benefits

## Full Job Description

Are you ready for a new challenge, if so we have the position for you.

**Texaco Spar Service Station, Carrick on Suir** is an exceptional store with an award winning team and is part of the H2 Group, one of Ireland's fastest growing forecourt retailers.

We are currently looking for a talented, ambitious **Assistant Manager** to join our team. This is a full-time role and successful applicants must be fully flexible to work hours to meet the store requirements. You will support the Store Manager in ensuring the store operates efficiently and professionally thus ensuring exceptional store performance and exceptional customer service.

### We offer:

- Competitive Hourly Rate
- Employee Instore Discounts
- Mobile phone and Insurance Discounts,
- Cycle to Work Scheme
- Training and Development
- Career Progression Opportunities
- Further Education
- Minimum of 2 years retail management experience
- Ability to work on own initiative
- Excellent interpersonal skills
- Passion for providing excellent customer services
- Understanding of employment, health & safety , HACCP, and consumer legislation
- Committed to continually improving standards
- Self-motivated & ambitious
- Computer literate

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

# Trainee Hairdresser

Hemera Salon Ltd, Clonmel, County Tipperary  
€10.50 an hour - Full-time, Part-time, Permanent, Apprenticeship

## Benefits

Employee discount

Store discount

## Full Job Description

We are growing our team at Hemera!

We currently have positions for 1st, 2nd and 3rd year trainees!

We offer an extensive education package along with many opportunities regarding education and your career!

We specialise in colour, balayage and hair extensions!

We open Tuesday to Saturday with a late night on a Thursday and a 3.30 finish on a Saturday.

In Hemera you will get to start/continue your education all while continually working with clients getting hands on experience.

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

Salary: From €10.50 per hour

Additional pay:

- Commission pay
- Tips

Benefits:

- Employee discount
- Store discount

Schedule:

- 8 hour shift

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

# Restaurant staff

Supermacs, Clonmel, County Tipperary  
Full-time, Permanent

## Benefits

Employee discount

Food allowance

Wellness program

## Full Job Description

**Supermac's currently require Full-Time Restaurant Staff for their branch in Clonmel, Co. Tipperary.**

These positions are full time and requires candidates to be flexible to work any shift between Monday to Sunday.

## Job Purpose:

You will provide ongoing support to the Management team in a fast paced environment to ensure our Supermac's customers receive the best quality, service and cleanliness every time!

## What you can expect:

- Competitive rate of pay
- Subsidised Meals on shift
- Team incentives
- A flexible working environment
- A career, not just a job!
- A company in growth with a clear vision, amazing culture & great people

## What do we expect from you:

- Deliver great Customer Service on every shift
- Follow all safety guidelines, doing your bit to ensure a clean and safe working environment.
- Have incredibly high standards
- Love to work in a team
- Flexibility to work in all areas of the restaurant

If this sounds like you and you want to join the Supermac's family then apply today.

## Benefits:

- Employee discount
- Food allowance
- Wellness program

Reference ID: RS/CLONMEL

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

# Tyre Fitter

Modern Tyres, Waterford, County Waterford  
Full-time, Permanent

## Full Job Description

We have an immediate start available for a Tyre Fitter in our Waterford branch.

If you enjoy working in a fast paced environment on all brands of cars, interacting with customers and solving their problems making every day challenging and exciting.

So if your looking for a new challenge and want to work your way up in a progressive company we are looking for someone with 1 years current experience in a "fast fit" environment.

Knowledge in tyres, wheel alignment, exhausts and batteries would be an advantage but if you've no experience it no problem as full training is available to the right candidate.

Job Types: Full-time, Permanent

Benefits:

- Employee discount
- On-site parking
- Store discount

Schedule:

- Every weekend
- Monday to Friday
- Weekend availability

Experience:

- Fitting: 1 year (preferred)

Licence/Certification:

- Full driving licence (preferred)

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



# \*Apply via jobs.ie\*

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Q Job title, Skill or Company

📍 Location

**Ukraine Crisis Appeal****Donate Now**[<< Return to Job Search](#)**Catering Assistant - Davis Road, Clonmel****Dunnes Stores**

📍 Tipperary, Gortavalla, County Tipperary, Ireland

€ Not Disclosed

📅 Contract | Full Time

🕒 Today

[Login or register to apply](#)**Description****Company Details****Catering Assistant with Dunnes Cafe - Davis Road, Clonmel**

Dunnes Stores is Ireland's leading retailer positioned at the cutting edge of food and fashion retailing. We have over 130 stores in Ireland, the UK and Spain and are expanding our service and product offer all the time.

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 catering assistants to join the team in **Dunnes Stores, Davis Road, Clonmel**.

The successful candidate will be self-motivated and enthusiastic and have the ability to provide an excellent level of service with attention to detail. Previous experience in a busy catering environment is essential.

**Key Responsibilities: (but not exhaustive)**

- 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.

**Interested? Then apply now and see what difference you could make****Dunnes Stores is an Equal Opportunities Employer.**

#Dunnesstores #Hospitality

*\*Apply via jobs.ie\**


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**Ukraine Crisis Appeal**

**Donate Now**

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**Receptionist/Admin**  
**Munster Timber Structures**

Waterford, County Waterford, Ireland

Not Disclosed

Permanent | Full Time

1 Day Ago

[Apply Now](#)

Description	Company Details
<p>We are looking for a Receptionist/Admin to join our team in a busy construction office.</p> <p>Full time position available</p> <p><b>Receptionist/Admin Skills and Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Prior office experience important</li> <li>• Answering and manage incoming and outgoing calls</li> <li>• Contacting clients re: delivery dates etc</li> <li>• Strong attention to detail</li> <li>• Excellent time management skills</li> <li>• Exceptional communication and customer service skills</li> <li>• Proficiency with Microsoft Office Programs, Word and Excel in particular</li> <li>• Strong prioritisation and organisation skills</li> <li>• Ability to handle confidential information</li> <li>• Ability to multitask</li> <li>• Any experience in sage accounts would be a bonus but not compulsory</li> <li>• Any experience in Health &amp; Safety would be a bonus also</li> </ul> <p><b>Skills:</b></p> <p>Attention to detail    Ability to multitask    time management skills</p> <p>Customer service skills    Exceptional communication skills</p>	

**Apply For This Job**

You are just a few steps away

Get started by entering your email

Email

\* Apply via jobsite

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Q Job title, Skill or Company

📍 Location

Croí Dhearg na hÉireann  
Irish Red Cross

Ukraine Crisis Appeal

Donate Now

[<< Return to Job Search](#)**Receptionist - Waterford**

AutoBoland Group

📍 Waterford, County Waterford, Ireland

€ Not Disclosed

📅 Permanent | Full Time

🕒 1 Day Ago



Login or register to apply

**Description****Company Details**

We are currently recruiting an outgoing and professional full-time *Receptionist* to join our team as our front-of-house in our busy Waterford showroom.

**Responsibilities Include:**

- General management of the reception area including greeting customers, answering queries, ordering office supplies, updating post book, diverting incoming calls.
- Type up letters, quotations, emails as required for Dealer Principal and General Manager.
- Log Trade-ins and Used Car sales, process change of ownership, log car paperwork, register cars for customers and log their details, deal with parking fines.
- Keep Fuel Payments log and Petty Cash log, tax contract hire & Hertz cars as required, maintain calendarized record of all tax renewals for company demonstrators to ensure timely renewal, apply for duplicate paperwork at VRO.

**Advertising**

- Update and print Used Car Lists, window sheets & photos daily, update Car Zone & websites with stock changes, input price changes & additions on Kerridge.
- Create advertisements and promotional documentation for the dealership, input ads into daily and weekly papers, send all proof and advertisements to media formats for quotation.
- Give accounts payable order numbers for advertisements, pass on invoices on a weekly basis, post advertising invoices at month end for Accounts Department, keep copies of all ads for quarter and compile listing of same.

**Benefits Include:**

- 20 Days Annual Leave
- Competitive Salary
- Good work/life balance with a positive working culture
- The opportunity to interact with some of the world's leading car manufacturers

**Requirements Include:**

- Experience in a similar role (desirable)
- Excellent communication and customer service skills.
- The ability to multi-task and use your own initiative.
- Highly focused and self-motivated.
- A professional manner and appearance.

**Why choose Auto Boland?**

We promote a positive working culture where creativity and innovation are encouraged. Employees receive top-quality training from our highly skilled team where we promote development in order for you to reach your full potential.

If this sounds like a match for you, please send us your CV and cover letter today!

\*Apply via jobsireland.ie\*

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## \* Carer/Health Care Assistant \*



Sodexo Ireland



Ref: #JOB-2219501



Carrick-On-Suir, County Tipperary, Ireland



No of positions: 1



Paid Position



40 hours per week



To be Confirmed



Published On: 30 Mar 2022



Closing On: 27 Apr 2022

Apply

### Frequently Asked Questions

### Job Description

Share

To provide the support, care and domestic care needed to help service users to achieve maximum independence in aspects of their daily lives and activities as per their individual needs and care plans all the while promoting their self-respect and dignity and providing the highest standard of care provision every day of the year, including early mornings, evenings, weekends and Bank Holidays. Permanent Fulltime - Days 8.30 - 3.00, Evenings 3.00 - 9.30, night shift 11pm until 7am.

Preparing and/or heating meals, drinks and evening snacks where necessary.

Providing assistance with all personal continence care.

Domestic cleaning, doing the laundry, housekeeping etc.

Enabling service users to take their prescribed medication and completing the necessary documentation.

To undertake training as necessary to perform your duties to the highest standards. To assist the service user to remain safe and secure.

To appropriately record and report any changes in circumstances in the service user's social or health condition to the line manager/nurse.

To comply with all risk assessment and to be responsible for notifying your line manager of any changes you think may be necessary.

To be accountable for your work practice and take responsibility for maintaining and improving your knowledge and skills within the care sector.

To respect the rights of service users, and to strive to establish and maintain their trust and confidence, and that of their families and friends.

To attend such training 'Food Hygiene' Health & Safety Courses and other related training activity as may be organised from time to time.

To ensure whilst handling all equipment and materials provided care and domestic service function that strict observance is paid to safe handling procedures.

To ensure that all materials and equipment are promptly and neatly returned to the appropriate storeroom at the end of each shift and to ensure that the storeroom is properly secured.

To ensure that all areas are maintained in a clean and hygienic, safe and secure condition.

To establish and maintain relationships between clients, staff and other involved personnel.

To keep strict observance of personal presentation and hygiene as trained. To respect the rights of service users including privacy and dignity.

To have regard for the confidentiality requirement of both the client organisation and Sodexo Ireland.

### Career Level

- Not Required

### Candidate Requirements

#### Essential

- Minimum Experienced Required (Years): 0

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Our Mission

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

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## Food Service Assistant - (Carrick-on-Suir, Tipperary)



Sodexo Ireland



Ref: #JOB-2219490



Carrick-On-Suir, County Tipperary, Ireland



No of positions: 1



Paid Position



25 hours per week



11.00 Euro Hourly



Published On: 30 Mar 2022



Closing On: 27 Apr 2022

Apply

### Frequently Asked Questions

### Job Description

Share

At Sodexo, we are passionate about food and we place our customers at the heart of everything we do. Our talented chefs use their passion to create beautiful dishes with the finest ingredients, while being sensitive to nutritional needs and environmental impact. It all comes to life when food that tastes amazing and delights our customers!

To provide this excellent service, we have a team of passionate Food Service Assistant behind us, and we currently have a vacancy to join us!

You'll be responsible for preparing and serving food with care and attention, replenishing stock, and ensuring all work areas are glistening! With customer service at the heart of what we do, you'll always provide excellent customer service. You will serve all customers on our EPOS till, cashing up at the end of service. To keep our service running like clockwork, you'll complete all administration when needed, focusing on tasks such as checking food temperatures, food wastage, cleaning and washing up. You will always ensure that all Health and Safety regulations are followed.

A few things about you:

This is a customer facing role so it's important to have a positive, friendly attitude. You will work as part of a team and will need to have strong communication skills, being able to also work independently.

Experience handling cash and working in a similar industry i.e. food service, catering or hospitality would be great, but generally customer service experience will tick the box! A general knowledge of health and safety procedures would also be beneficial.

Package Description: €11.00 per hr + Sodexo Benefits. Permanent part-time - 3 shifts: 3.30-7.30 and 1 shift: 9.00 - 2.00. Bike to Work Scheme available. Sodexo Discounts - discounts from over 1,200 top retailers with you earning WOW Points (cashback) as you shop. Talk - a free wellbeing support helpline for you and your family. Up to three paid days each year to volunteer. Your Lucky Number Employee Lottery (this also supports the Sodexo Stop Hunger Foundation)

Cycle to work. Life assurance.

URL For Applications:

BLOCKEDcommunity[.sodexo]BLOCKED obs.co.uk/members/?j=85062&ATSI=SDX&jjobboard! =JobsIreland.ie+Email&c=vacancyposter

### Career Level

- Entry Level

### Candidate Requirements

#### Essential

- Minimum Experienced Required (Years): 0

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Our Mission

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

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

JobsIreland

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\*Apply via jobsireland.ie\*

## Cleaner



MITIE Facilities Management Ltd



Ref: #JOB-2221705



Multiple Locations



No of positions: 50



Paid Position



15 hours per week



11.20 Euro Hourly



Published On: 14 Apr 2022



Closing On: 12 May 2022

Apply

### Frequently Asked Questions

## Job Description

Share



Multiple locations

Dublin, County Dublin, Ireland

Clifden, County Galway, Ireland

Arklow, County Wicklow, Ireland

Naas, County Kildare, Ireland

Clane, Abbeyland, County Kildare, Ireland

Kildare, County Kildare, Ireland

Mervue Business Park, County Galway, Ireland

Limerick, County Limerick, Ireland

Kilmallock, Deebert, County Limerick, Ireland

Mitchelstown, Ballinwillin, County Cork, Ireland

Dooradoyle, Dooradoyle, County Limerick, Ireland

Dún Laoghaire, Dún Laoghaire, County Dublin, Ireland

Blanchardstown, Blanchardstown, County Dublin, Ireland

Cherrywood Business Park, Cherrywood, County Dublin, Ireland

Baldonnell Business Park, Baldonnell Business Park, County Dublin, Ireland

Carrick-On-Suir, County Tipperary, Ireland

Sandyford, Sandyford, County Dublin, Ireland

Cork, County Cork, Ireland

Dungarvan, County Waterford, Ireland

Longford, County Longford, Ireland

Oldcastle, Oldcastle, County Meath, Ireland

Glenageary, Glenageary, County Dublin, Ireland

Westport, County Mayo, Ireland

Dundalk, County Louth, Ireland

Cashel, County Tipperary, Ireland

Ballinasloe, County Galway, Ireland

Mitie provides a wide range of facilities management (FM) services across Ireland, Europe, and the UK. These are delivered as integrated FM contracts, in bundles or as single services, depending on client requirements. Our service areas include Integrated FM; Hard FM technical, energy and building services; Cleaning, Security, and front of house.

We work with a wide range of private and public clients to create great work environments leading us to winning 3 awards in the 2021 Facilities Management Awards as well as Security Officer of the year in 2020.

We are proud of our diverse workforce and like to recognise our people through our Mi Recognition scheme as well as our many wellness initiatives that have given us the Keep Well Accreditation. Our premise is simple: the exceptional, every day.

### Company Benefits:

Free Virtual GP Service

Mi Recognition (Thanking employees for a job well done ranging from €25 - €250)

Talent Referral Scheme (Earn €100 - €3000 for referring a friend to Mitie)

Mi Deals (Fantastic savings at high street stores)

Long service awards (Ranging from €50-€300)

10% health insurance discount for employees who join under the MITIE plan

A non-contributory life assurance scheme

Personal Retirement Savings Account (PRSA) scheme

Employee Assistance Programme (EAP)

Save as you Earn Scheme (a risk-free savings plan that allows you to buy Mitie shares at a special discount)

Bike2Work Scheme

Tax Saver Scheme

Learning & development (access to 200 courses on our L&D platform)

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# The Irish National Organisation of the Unemployed

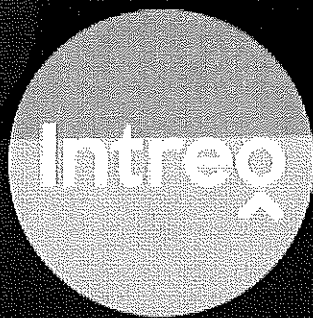
If you need help with the social welfare system call our Welfare Assistance Team at (01) 8560088. They will talk you through the ins and outs of the system. You can also leave a message on our website and we will get back to you. <https://buff.ly/3D0lg3n>



**Welfare Helpline**  
**(01) 856 0088**  
Free - Confidential - Impartial Information Services

**\*Advertised on The Irish National Organisation of the Unemployed (INOU) Facebook page\***





# WPEP

Work Placement  
Experience  
Programme

**Unemployed?**

**Looking to gain new skills  
and work experience?**

**Could the Work  
Placement Experience  
Programme be for you?**

**You can:**

- get quality work experience
- learn new skills and participate in formal training
- get an increase on your weekly payment



**Get work experience  
Get new skills  
Get training & support**

**A placement:**

- is 30 hours per week for six months
- is designed to give you new skills; includes mentoring and QQI accredited training options
- will provide you with better employment options in future
- can help you change career

**View available work  
placements at  
[www.jobsireland.ie](http://www.jobsireland.ie)**

**For more information**

Visit: [www.gov.ie/wpep](http://www.gov.ie/wpep)

Email: [wpep@welfare.ie](mailto:wpep@welfare.ie)

Telephone: 0818 111 112

Brought to you by  
the Department of Social Protection

# Open Days

Every Wednesday  
2pm-4pm

Want a qualification, but not sure about college?  
Need extra support for further training?

Find out more about our courses.

- Catering & Hospitality
- Computer Applications with Office Skills
- Retail Sales & Reception Skills
- Employer Based Training
- Options Rehabilitative Training

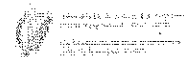
For more details, contact Kitty Galvin Hennessy or Evelyn Nevin or ring  
to arrange a visit on  
051 359220

National Learning Network, Unit 7, IDA Industrial Estate, Cork Road,  
Waterford X91 PK74

Email: [waterford@nlm.ie](mailto:waterford@nlm.ie)



**wweth**  
Waterford Work Experience Training  
Housing & Employment Training  
Training & Employment Support



Have you decided that a further education training course is a better option for you than college?

Why not drop into NLN Waterford to find out about our range of training course options.

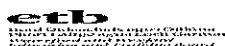
Receive:

- \* QQI recognised qualification
- \* High quality work experience placement
- \* Psychological and advocacy support available on site
- \* Autism specific support service on site
- \* Keep social welfare payment - under 26 get an increased payment
- \* Small class sizes, continuous intake
- \* Sample/trial your programme before you make a decision about starting.

☎ 051 359220

✉ [waterford@nlm.ie](mailto:waterford@nlm.ie)

\*Advertised on National Learning Network – Waterford Facebook page\*



## Training Opportunities for 2022

### *Carrick-on-Suir, Clonmel & Waterford*

<i>Start Date</i>	<i>Course</i>	<i>Location</i>	<i>Duration</i>
29th Aug 2022	Pathways to Employment– Employment Skills (VTOS)	<i>Carrick-on-Suir</i>	40 Weeks – Full Time
29th Aug 2022	E-commerce & Digital Business (Business studies) – VTOS	<i>Carrick-on-Suir</i>	40 Weeks – Full Time
5th Sept 2022	ICDL Workforce (formerly ECDL) – BTEI	<i>Carrick-on-Suir</i>	25 Weeks – Online
5th Sept 2022	Using Information & Communications Technology Level 3 – BTEI	<i>Carrick-on-Suir</i>	31 Weeks – Part Time
5th Sept 2022	Care of the Older Person – Healthcare Support Level 5–BTEI	<i>Carrick-on-Suir</i>	10 Weeks – Evenings
6th Sept 2022	Bread Pastry and Desserts Level 3 – BTEI	<i>Carrick-on-Suir</i>	14 Weeks – Part Time
6th Sept 2022	Home Repairs & Maintenance – Level 4 – BTEI	<i>Carrick-on-Suir</i>	14 Weeks – Part Time
7th Sept 2022	Information and Communications Technology – Level 4 – BTEI	<i>Carrick-on-Suir</i>	30 Weeks – Part Time
8th Sept 2022	Growing Vegetables– Level 3 – BTEI	<i>Carrick-on-Suir</i>	10 Weeks – Part Time
8th Sept 2022	Activities of Living Patient Care – Healthcare Level 5– BTEI	<i>Carrick-on-Suir</i>	9 Weeks – Part Time
12th Sept 2022	Special Needs Assisting– Level 5 – BTEI	<i>Carrick-on-Suir</i>	10 Weeks – Evenings
3rd Oct 2022	Emergency Medical Technician (PHECC)	<i>Carrick-on-Suir</i>	10 Weeks – Full Time
7th Nov 2022	Care Skills – Healthcare Level 5 – BTEI	<i>Carrick-on-Suir</i>	10 Weeks – Part Time

17th Nov 2022	Communications – Healthcare Level 5 – BTEI	<i>Carrick-on-Suir</i>	10 Weeks – Part Time
25th Apr 2022	Training Delivery and Evaluation	<i>Clonmel</i>	10 Weeks – Evenings
23rd May 2022	Hospitality Operations Traineeship	<i>Clonmel</i>	50 Weeks – Full Time
19th Sept 2022	Manufacturing Operations for Medical Device/Pharma Industry (Life Sciences Manufacturing Operations)	<i>Clonmel</i>	52 Weeks – Full Time
12th Sept 2022	Medical Administration (Office Administration)	<i>Clonmel</i>	52 Weeks – Full Time
3rd Oct 2022	Bus Driving/Mini-Bus Driving (D/D1 Licence)	<i>Clonmel</i>	10 Weeks – Full Time
25th Apr 2022	Manual Metal Arc Welding (EN Certified)	<i>Waterford</i>	5 Weeks – Evenings
25th Apr 2022	MIG Welding	<i>Waterford</i>	5 Weeks – Evenings
25th Apr 2022	Professional HGV Training Programme (Traineeship)(Blended Training)	<i>Waterford</i>	29 Weeks – Full Time
25th Apr 2022	Delivery Driver Category B Licence	<i>Waterford</i>	9 Weeks – Full Time
25th Apr 2022	Regional Tour Guiding Traineeship (Blended Learning)	<i>Waterford</i>	20 Weeks – Full Time
25th Apr 2022	TIG Welding	<i>Waterford</i>	5 Weeks – Evenings
25th Apr 2022	Manual Metal Arc Welding (EN Certified)	<i>Waterford</i>	5 Weeks – Evenings
3rd May 2022	ICDL Spreadsheet Advanced	<i>Waterford</i>	5 Weeks – Evenings
9th May 2022	Sports Recreation and Exercise Traineeship	<i>Waterford</i>	52 Weeks – Full Time
9th May 2022	An Introduction to the Pharmaceutical Industry Night Class	<i>Waterford</i>	5 Weeks – Evenings

13th Jun 2022	Welding	<i>Waterford</i>	21 Weeks – Full Time
13th Jun 2022	Construction Ground Work Skills	<i>Waterford</i>	10 Weeks – Full Time
4th Jul 2022	Pharmaceutical Manufacturing Traineeship	<i>Waterford</i>	43 Weeks – Full Time
11th Jul 2022	Diploma in Women's & Men's Hairdressing (Traineeship)	<i>Waterford</i>	39 Weeks – Full Time
19th Sept 2022	Classic Car Restoration	<i>Waterford</i>	20 Weeks – Full Time
20th Sept 2022	Palliative Care	<i>Waterford</i>	5 Weeks – Evenings
18th Apr 2022	Auto CAD	<i>Online</i>	8 Weeks
Jun 2022	Payroll & Bookkeeping	<i>Online</i>	9 Weeks – Full Time – Day Course
May 2022	Medical Terminology & Office Administration	<i>Online</i>	9 Weeks – Full Time Day Course

Contact 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\*

Contact us at:

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

Or

Christine Rockett (Administrator)

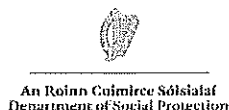
At

Local Employment Service

Nano Nagle Community Resource Centre, Carrick-on-Suir

Tel: 051-649516

Email: [eastwaterford.les@wlp.ie](mailto:eastwaterford.les@wlp.ie)



\*Clients of the Local Employment Service please contact Annie Dalton on 086-0358613 / 051-649516 if you are interested in any of the courses below for CARRICK-ON-SUIR \*



QQI  
Quality and Qualifications Ireland  
Dáilíocht agus Cáilíocht Éireann

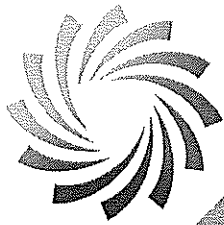
## TIPPERARY EDUCATION AND TRAINING BOARD

### Part-Time Courses starting September 2022

**SOUTH TIPPERARY:** Carrick on Suir — Cahir — Cashel — Newcastle — Tipperary Town — Clonmel

CARRICK ON SUIR							
PLSS Ref. Number	Course Title	QQI Level	Day(s) of Course	Time	Duration (weeks)	Start Date	End Date
339415	Bread, Pastry & Desserts 3N0522 Level 3	3	Tuesday	9.30 am - 12.30 pm	14	06/09/2022	13/12/2022
339419	Growing Vegetables 3N0890	3	Thursday	9.30 am— 1.00 pm	10	08/09/2022	01/12/2022
307179	Using Information & Communication Technologies (Computers Level 3) 3M0877—Computer Literacy 3N0881, Word Processing 3N0588, Internet Skills 3N0931, Communications 3N0880, Personal Effectiveness 3N0565 Maths 3N0929	3	Monday & Tuesday	9.30 am – 12.30 pm	31	05/09/2022	23/05/2023
338627	Information & Communications Technology (Computers Level 4) 4M0855— Information Technology Skills 4N1125, Digital Media Technology 4N1858, Spreadsheets 4N1120, Communications 4N0689, Maths 4N1987	4	Thursday & Friday	9.30 am— 1.00 pm	20	07/09/2022	26/05/2023
338624	ICDL Workforce (formerly ECDL) - Computer Essentials, Online Essentials, IT Security, Documents, Using Databases, Presentation, Spreadsheets		Monday & Tuesday	9.30 am— 1.00 pm	25	05/09/2022	27/03/2023
339435	Home Repairs & Maintenance 4N3774	4	Tuesday	9.30 am— 1.00 pm	14	06/09/2022	13/12/2022
338546	Care of the Older Person 5N2706 - Healthcare Level 5 (Evening)	5	Monday & Wednesday	6.30 pm— 9.30 pm	10	05/09/2022	02/11/2022
338580	Care Skills 5N2770—Healthcare Level 5 (Evening)	5	Monday & Wednesday	6.30 pm— 9.30 pm	10	07/11/2022	25/01/2023
338614	Activities of Living Patient Care 5N3707— Healthcare Level 5 (Daytime)	5	Thursday & Friday	10.00 am — 1.00 pm	9	08/09/2022	11/11/2022
338620	Communications 5N0690—Healthcare Level 5 (Daytime)	5	Thursday & Friday	10.00 am — 1.00 pm	9	17/11/2022	27/01/2023
243141	Special Needs Assisting 5N1786 (Evening) - single component		Monday & Wednesday	6.30 pm— 9.30 pm	10	12/09/2022	23/11/2022





**etb**

Bord Oideachais agus  
Oiliúna Thiobraid Árann  
Tipperary Education and  
Training Board

# Employment Skills QQI Level 4

Communications  
Mathematics  
Computer Applications  
Work Experience  
Career Planning  
Barista Skills

Location:

Carrick-on-Suir

Dates:

September 2021 - June 2022

Times:

9.00-3.45pm Mon- Fri

Contact: Fiona 085 8715636

Apply [www.fetchcourses.ie](http://www.fetchcourses.ie)

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

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and the European Union



EUROPEAN UNION  
Investing in your future  
European Social Fund



An Roinn Oideachais  
agus Sáileana  
Department of  
Education and Skills

SOLAS  
learning works







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Oiliúnaíocht  
Tipperary Education and  
Training Board

## E-Commerce & Digital Business QQI Level 5

Location: FET College, Greenside, Carrick on Suir  
Dates: Sept. 2022- June 2023  
No. of Weeks: Everyday for 37 weeks  
Allowances: CETS/ Full Payment for U25's (T&C's)

### CONTACT US



051 649932



085 8715636

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

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



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

**FULL TIME : Mon - Fri  
(School Holidays Apply)**

Course Free to  
Qualifying  
students

**VTOS Carrick on Suir**  
E-commerce and Digital Business  
Business Administration  
Insurance, Word Processing  
Bookkeeping, E-Business studies,  
Work Experience  
Teamworking, Marketing Practice



Department of Education  
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Research and  
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2022-2024  
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Education and  
Skills

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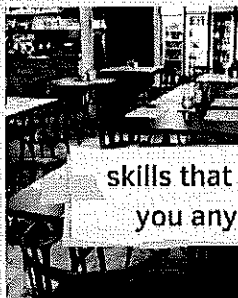


# *Hospitality Operations Traineeship due to commence 23rd May 2022 - Clonmel*

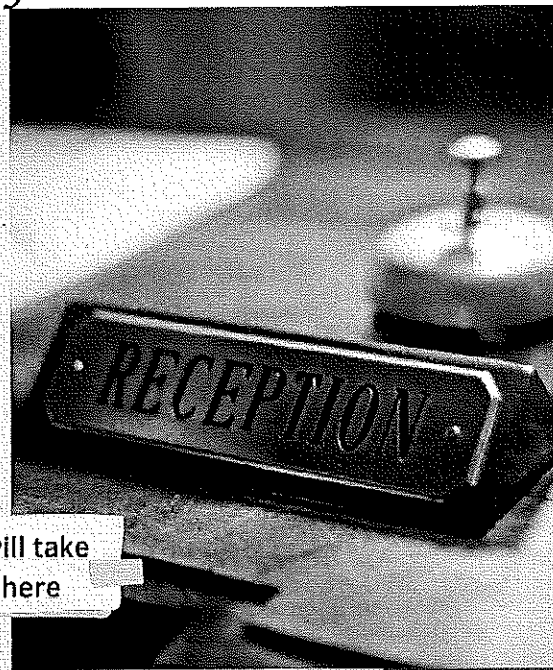
QQI Level 5 Award  
**Hospitality Operations**  
includes 12 weeks work placement Summer 2022

## Clonmel

FULL TIME | 50 WEEKS | FEBRUARY



skills that will take  
you anywhere



- Certified Barista Training
- Reception & Front Office Skills
- Food Preparation
- Accommodation Techniques
- Professional Bartending (Cocktails)
- Teamworking
- Work Experience

Your Summer Getaway Book Your Place Today  
Starts Here Call 052 613 4333

**Coming  
Soon**



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Órdúnaíocht agus  
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Contact Annie Dalton, Employment Guidance Officer @ the Local Employment Service,  
Nano Nagle Community Resource Centre, Carrick-on-Suir for more details and to apply\*

Tel: 086-0358613 / 051-649516

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

# *Medical Terminology & Office Administration*

(Microsoft Specialist Word 2019).


Full-time, online course, delivered via Virtual Classroom  
so you benefit from Live Tutor support.

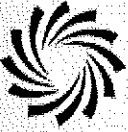
Starts May 30th for 9 weeks.

Please note: This is a full-time, online day course.

Training allowances may apply.

Contact Lorraine on 052 613 4333 to find out more,



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Gairne Thiolaid Arann  
Tipperary Education and  
Training Board

**MEDICAL TERMINOLOGY  
& OFFICE ADMINISTRATION  
ONLINE COURSE**

**FULL TIME | LIVE CLASSES | MAY | 9 WEEKS**  
Email [courses@tipperaryetb.ie](mailto:courses@tipperaryetb.ie)

\*Client of the Local Employment Service please contact Annie Dalton (Employment Guidance Officer) for more details on 086-0358613 / 051-649516 or email [annie.dalton@wlp.ie](mailto:annie.dalton@wlp.ie)\*

# Payroll & Bookkeeping Online Course

Starts June 6th for 9 weeks - Live Classes Daily.

You benefit from live tutor support!

For more info email Lorraine on [courses@tipperaryetb.ie](mailto:courses@tipperaryetb.ie)

Course Content:

SAGE 50MI (MI – Micropay Ireland)

Sage - 50cloud Accounts Stage 1 - Getting Started


Sage 50 Cloud - Entering Day-to-Day Transactions (S2)

Sage50 Period End Tasks, Returns, Reconciliations 3


Sage50 Cloud Product, Invoices, Orders, Stock Control (S4)

Preparing Financial Statements

Tax Processes for Business



**PAYROLL & BOOKKEEPING COURSE**  
FULLY FUNDED ONLINE TRAINING  
WITH LIVE TUTOR SUPPORT  
Starts June | 9 Weeks | Full-time Day Course  
Email [courses@tipperaryetb.ie](mailto:courses@tipperaryetb.ie) | Call 052 613 4333



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Tipperary

## 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
CompTIA Security + SY-601 (12217)	30 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 [www.ecollege.ie](http://www.ecollege.ie) for more information on the above courses\****



## ***Community Employment Scheme (CE) Vacancies***

### **Caretaker/Maintenance Person CE Scheme, Carrick-on-Suir (2219107)**

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.

### **Cook & Housekeeper CE Scheme (Special Needs Assistant), Carrick-on-Suir (2219112)**

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.

### **Receptionist CE Scheme - Sean Kelly Sports Centre (2219668)**

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. The duties for this position include: Meeting and greeting visitors to the centre; Answering telephone calls/emails; Taking booking; Assisting in the preparation of activities in the centre; Promoting the work of the centre; Describe visitor attraction in the area; Direct tourists to local guide of historic sites in Carrick on Suir; Assist with other queries if possible; General duties as they arise and requested.

### **Athletic Coach - Maintenance Person CE Scheme, Carrick on Suir Athletic Club & Community Games(2218851)**

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 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.

### **Maintenance Person CE Scheme - Sean Kelly Sports Centre (2222358)**

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career. The Sean Kelly Sports Centre require a maintenance person within their building. This will involve working in many areas within the centre. 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. Maintaining floors with different surfaces and cleaning when required. Maintaining bathrooms and changing rooms. Carrying out minor repairs if possible Carrying out painting if possible. Other duties as assigned

### **Administrator/ Office Assistant CE Scheme, Carrick-beg (2218017)**

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

### **Caretaker CE Scheme, Community Hall, Carrick-beg (2218019)**

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

**Housekeeper CE Scheme - Sean Kelly Sports Centre (222359)**

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. As part of the team in the sports centre 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.

**Administrator/ Office Assistant CE Scheme, Carrick-beg (2215044)**

Duties will include providing support to the CE scheme and the parish office as necessary.

**Maintenance Person / Grounds person CE Scheme - Carrick on Suir Golf Club (2215038)**

General outdoor maintenance and up keep of the club grounds.

**Daycare Assistant CE Scheme, Carrick-on-Suir (2219985)**

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.

**Kitchen Assistant CE Scheme, Owing House Retirement Village (2219562)**

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

**Caretaker CE Scheme, Portlaw (2219317)**

Scheme is located at Portlaw GAA Grounds and includes grass cutting, pitch lining, club house duties, and general upkeep of the grounds.

**\*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)\***