

WEST WATERFORD LOCAL EMPLOYMENT SERVICE

SUPPORT SERVICE FOR THE UNEMPLOYED

WORKING UNDER CONTRACT FOR THE DEPARTMENT OF EMPLOYMENT AFFAIRS AND SOCIAL PROTECTION

JOB VACANCIES & FREE LOCAL TRAINING
WEDNESDAY 20TH APRIL 2022

OUR OFFICES ARE NOW OPEN TO THE PUBLIC

THIS JOB PACK CAN BE ACCESSED WEEKLY VIA:

OUR OFFICES: PRESENTATION BUILDING, MITCHELL STREET, **DUNGARVAN.**
WLP OFFICES, LISMORE BUSINESS PARK, **LISMORE.**

VIA EMAIL: PLEASE EMAIL OUR OFFICE AND YOUR NAME CAN BE
ADDED TO OUR WEEKLY MAIL-OUT DATABASE.

ONLINE: WWW.WLP.IE
SELECT **JOBSEEKER TAB** HIT **LOCAL JOB ADVERTS**

FOR DAILY JOB VACANCY UPDATES
PLEASE LIKE US ON FACEBOOK ~ COUNTY WATERFORD LES

OUR CONTACT DETAILS ARE:

PHONE: 058 44077
TEXT: 086 787 0872 or 086 035 8615
Email: westwaterford.les@WLP.ie

STAFF CONTACTS : NIAMH KUHNE / PAULA HENNESSY





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

Application Deadline : On or before 28th April 5pm
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
padrepioresthome@pprh.ie

or ring 058 54117 for
more information.

SITUATIONS VACANT

EXPERIENCED TRACTOR
DRIVER AND FARM
MACHINERY OPERATOR
REQUIRED — Full time position.
Contact Kieran Hallahan,
Cappoquin. 087 2549759. (29/4/)

SITUATIONS VACANT

Telephone: (058) 41205 / 42042 | e-mail: adverts@dungarvanobserver.ie | Deadline for all adverts is 12.00 noon each Tuesday

MACE

Giving the extra smile

Join our team in Lismore

THE FOLLOWING ROLE IS AVAILABLE:

Deli/Shop Assistant

Experience an advantage but not essential

Apply via email: ballyrafterss@gmail.com



Jim Power Agri Sales Ltd.

Kilmore West, Tallow, Co. Waterford  

Tel: 058-56596 | Fax: 058-55803 | Email: 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 by Friday, 22nd April, 2022.

(22-4)



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 supplies 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 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 medicalcentre@kilmathomas@gmail.com

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

(22-4)

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

(22-4)



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



METER READERS REQUIRED

**Ballyduff, Dungarvan, Lismore,
Cappamore, Glencairn
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
- Part time sales position - 30 hrs a week

MICK WANTS YOU!



Tuesday, 19 April 2022

Heiton Buckley part of **CHADWICKS**

Cork Road, Waterford X91 BRPO, Tel: 051 374 9440



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 Unleashed



Educational Assistance



Sick Pay



Wellness Programmes



Pension Scheme



Profit Share Scheme



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 attaching their CV and a cover letter.

WATERFORD NEWS & STAR
APRIL 19, 2022



*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*

KRSP is an Equal Opportunities Employer

These posts are subject to Sport Ireland funding.



SPORT IRELAND



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**

Heiton Buckley part of CHADWICKS

Cork Road, Waterford X91 NRPD. 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

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- 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

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**



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 or by e-mail from 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

Please return the completed application to bursar@cashelcommunityschool.ie

by noon Monday the 17th of May

Conversing will disqualify



LE leinsterexpress Express

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 Leinster.

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 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 including a covering letter, CV and samples of your work.

iconic
media group



Villierstown Education & Culture Project CLG *T/A Blackwater Eco Tours* are currently recruiting for the following position: -

Business Development Manager

The ideal candidate will have the opportunity to join a dynamic team operating a bespoke tourism offering in West Waterford. We require forward looking people with an interest in working in this sector, with the ability to deliver a high standard offering to visitors to the area, while at all times progressing the company's eco-friendly approach to nature and wildlife.

This is a fixed term contract of 39 hours per week based in Villierstown, Co. Waterford with 20 days Annual Leave per annum.

Closing date for receipt of applications will be 12pm on Wednesday 4th May 2022

CV & Cover Letter can be e-mailed to info@vecp.ie or posted to: -

Project Co-ordinator
Blackwater Eco Tours
The Boat House
Villierstown Quay
Co. Waterford
P51 X6T7

Villierstown Education & Culture Project CLG is an equal opportunities employer.

VECP is supported through the Community Services Programme (CSP) by the Department of Social Protection.

VARIOUS POSITIONS – THE PARK HOTEL DUNGARVAN



The Park Hotel Dungarvan

April 15 at 1:30 PM · 🌐

...

The Park Hotel family is expanding 🌟 We are currently recruiting for a number of roles and we would love to hear from you!

We are looking for people to join our work family who have a real enthusiasm for the hospitality industry and have a passion for creating memorable guest experiences.

Email your CV to hr@parkhoteldungarvan.co, & see our recruitment page on our website now, <https://www.parkhoteldungarvan.com/Careers-at-the-Park...>

#hoteljobs #hospitality #recruitment #hotelrecruitment #parkhoteldungarvan #waterford #dungarvan #jobfair



[Advertised on facebook](#)

INSTORE CREW – DOMINO'S PIZZA – DUNGARVAN



**WE ARE OPEN.
WE ARE HIRING.
NOW.**



Who are we looking for?

At Domino's Pizza, we're looking for people with lots of energy and get up and go, a positive attitude and a willingness to succeed. We are currently recruiting Team Members in our Dungarvan branch.

Experience isn't necessary as we'll provide you with a full induction and training programme. All roles will include working shifts during evenings & weekends over a 7-day period.

If you're the kind of person who takes pride in your work, you're passionate about customer service and you'd like to work for the number one pizza company in the world, simply click apply now and tell us more about you!

What does a Domino's team member do?

For starters you will be responsible for serving our customers the hand made fresh pizza we are known for. You'll make sure Domino's image and brand standards are always maintained and you'll do everything you can to deliver outstanding quality and service.

What's in it for you?

Our benefits include:

- Competitive pay
- Paid holidays
- Flexible working hours
- Full training
- Free staff meals
- Company discount
- Free uniform
- Excellent career development opportunities and the pride that comes with working for one of the world's greatest brands, and the number one pizza company in the world.

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

FRONT OF HOUSE STAFF / MANAGER / BAR STAFF & WAITERS

IASC SEAFOOD BAR & RESTAURANT – DUNGARVAN

Front of House staff / Manager with experience, Bar Staff and Waiters with experience and good customer service qualities.

Job Types:	Full-time, Part-time, Permanent
Salary:	From €11.00 per hour
Schedule:	8 hour shift
Experience:	Bartending: 1 year (preferred)

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

SUPERVISOR – CARRAIG DONN – DUNGARVAN

Carraig Donn is Ireland's premier retailer for Fashion/Gift/Homeware. We are looking for you to join us as a **Supervisor** in our quest to give the ultimate shopping experience to our wonderful customers each time they enter our store.

Become a part of our team.

The Role:

We are looking for a self-motivated, fully flexible, energetic, customer orientated, sales focused and experienced retail professional to join the friendly team here at our **Dungarvan** store as a **Store Supervisor** on a 24-32 hour contract.

Areas of responsibility:

- Assist your Store Manager in the management and development of an efficient sales team to maximize sales within the Store to meet weekly and monthly sales targets
- Support your Store Manager to achieve maximum profitability for the Store and the Company by promoting sales and controlling costs with a view to achieving maximum gross margin.
- To maintain up to date knowledge of and adhere to all Company Procedures and Health & Safety Procedures.
- To actively promote the Company's quality standards with particular emphasis on service excellence
- Support Store Manager in providing strong leadership through good communication and team spirit and ensuring staff are highly motivated to achieve sales targets
- Support Store Manager to ensure that all staff provide a very high standard of service and after sale service to their customers
- Support Store Manager with organizing of weekly rotas so you always have adequate cover in all areas of the shop in order to maximize profitability and to avoid unnecessary overtime, with strict adherence to the monthly hourly budget.
- Maintain an extremely attractive Window Display in addition to a very high standard of instore merchandising in accordance with the Merchandising Guidelines

You will receive the full support of the store team as you settle in this fabulous role.

Candidates must be fully flexible all year round and available to work late nights and Saturday/Sundays.

What we offer

- Competitive Salary
- Work life balance with flexible working
- A career working alongside excellent people in a very supportive friendly environment built on teamwork and respect
- Culture of learning & Development, opportunities for career progression
- HSF plan for everyone from under 2.50 per week
- Generous staff discount
- Employee referral scheme
- Bike to work scheme

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

BAR MANAGER – DUNGARVAN

RICHARD LYNCH CONSULTING

We are currently recruiting an experienced Bar Manager for a busy Hotel in Co Waterford - this is a fulltime, permanent role. Successful candidate will have 3+ years 4* Hotel Bar-Beverage Management experience in excellent quality 4* properties, will have managed in a busy environment ideally in a busy Leisure/ Corporate Hotel with substantial Food and Beverage and Wedding / Events Business.

This property enjoys a beautiful setting, central location and is constantly busy. Your main role will be to manage daily Bar Operations, taking responsibility for Food and Beverage service standards, cocktails, Wines, special Events including Weddings and Functions, guest relations, purchasing, cost management, staff training and development etc reporting directly to the Hotel Manager. Excellent salary and career progression opportunity for successful candidate

For a confidential discussion on this specific role or your next career opportunity, please contact Richard Lynch at [086-8333677](tel:086-8333677) and email your up-to-date resume and references to Richard for consultation, Thank you...

Job Types: Full-time, Permanent

Salary: €34,000.00-€36,000.00 per year

Benefits:

- Company events
- Flexible schedule
- Food allowance
- Gym membership
- On-site parking

Schedule:

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

Ability to commute/relocate:

- Dungarvan, CO. Waterford: reliably commute or plan to relocate before starting work (required)

Experience: Bar / Beverage management: 2 years (preferred)

Reference ID: 1504222

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

DELI ASSISTANT – CENTRA – DUNGARVAN

Main purpose of the role:

Responsible for the preparation of high quality hot and cold deli products and for ensuring customer satisfaction is the number one priority.

The ideal candidate will have/be:

- HACCP training is desirable but not necessary
- Excellent communication skills
- Previous customer service experience is an advantage
- The ability to work as part of a team in a fast-paced environment, ability to multi task under pressure
- A passion for food and the ability to inspire shoppers.

Main duties:

- Actively live Centra brand-values i.e. Proud, Energetic, Imaginative and Community-Based
- Prepare customer orders across all fresh food areas i.e. make sandwiches and rolls, dish up hot food and slice meats using the store's portion control measures
- Cook, prepare and display the foods sold throughout the day
- Ensure that the counter displays across all fresh food departments are to the highest standards at all times throughout the day
- Demonstrate your passion for quality food by sharing knowledge, recipes and personal recommendations with customers
- Deal with all customer queries efficiently, professionally and in line with store policy.

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

SUPERVISOR – CARRAIG DONN – DUNGARVAN

Carraig Donn is Ireland's premier retailer of Fashion, Jewellery and Giftware products and we currently have an opportunity for a **Sales Advisor** to join the team in* Dungarvan, Co. Waterford.

The successful candidates will be hard working, reliable, and enjoy working as part of a friendly productive team in a busy & fast-paced retail environment.

Successful candidates:

- Will possess excellent customer service skills.
- Will have great communication and interpersonal skills.
- Will actively support the store team with daily tasks including customer service, till operations, stock replenishment and merchandising.
- Will be genuinely passionate about our products and display awareness of Store sales targets and KPI's, driving sales through conversion, link-selling and up-selling.
- Will be self-motivated, friendly and helpful with a positive can-do attitude.
- Must be fully flexible

While training will be provided, please note previous retail experience is desirable (Experience with regard to Fashion, Jewellery or Giftware will be an advantage)
Hours 6-11 hours per week

What we offer:

- Work life balance
- Flexible working
- A career working alongside excellent people in a very supportive culture
- Strong culture of career progression opportunities
- Weekly pay
- HSF plan for everyone from under 2.50 per week
- Generous staff discount
- Employee referral scheme
- Bike to work

Job Types: Part-time, Permanent

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

STOCK CONTROL – DUNGARVAN

McCAULEY HEALTH AND BEAUTY PHARMACY

McCauley Health & Beauty Pharmacy, the unique and highly successful "One Stop Health and Beauty Shop", are the leading Irish owned pharmacy chain with 37 branches nationwide and over 500 colleagues.

We are currently looking for a Stock Controller to work in our store in Dungarvan, Co. Waterford.

The successful candidate will be responsible for the overall goods inwards and stock control.

What we are looking for:

- Good inwards & stock control experience is essential.
- Knowledge of EPOS / NAV system would be a distinct advantage.
- Good attention to detail.
- Be able to communicate and get along with a variety of different personalities.
- Must have a strong work ethic.
- Ability to prioritise and work under pressure.

We can offer you:

- Competitive Hourly rates
- Great Colleague Discount

Please note only successful applicants will be contacted.

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

SKY SALES EXECUTIVE– DUNGARVAN

SALESSENSE INTERNATIONAL

Are you a team player with a focus on delivering sales targets and first-class customer service? Are you a confident & clear communicator? Are you ambitious with a desire to be the best? We know that CVs aren't everything. We're more focused on who you are and the potential you could bring to SalesSense & the SKY team.

Sales experience is desired but not necessary as full training & on the job support will be provided for the successful candidate.

Please note

A full driver's license is required for this role as a **company car is provided** as part of the package
Working hours are **Monday to Friday 12pm – 8:30pm** (No Weekends or Bank Holidays)

Benefits

- **Salary of €25,000 - €27,000**
- Company Vehicle & fuel card provided (Full license required)
- Average on target earnings of over €37,000 annually - Commission is based on individual performance & paid on top of basic salary
- Company phone and iPad
- Private health insurance (LAYA) and company pension scheme
- Incremental annual leave days based on tenure - 1 additional day every year - up to 25 days
- Monthly performance and Engagement Incentives
- Employee assistance programme
- Talent management programmes and career development opportunities
- Annual performance review process linked to pay reviews

About this role:

- Seeking out and targeting new customers and new sales opportunities through quality cold calling into homes in your territory
- Upload & process newly acquired sales on your fully automated tablet solution
- Develop detailed journey plans to utilise your time effectively and efficiently to maximise coverage of the region
- Work with your Manager to hit KPIS, achieving and exceeding weekly and monthly targets consistently
- Ensure Industry compliance and company procedures and processes are adhered to at all times
- Consistently demonstrate high levels of commitment, motivation and performance in line with KPI's and in pursuit of business objectives and both SalesSense and SKY values

Job Types: Full-time, Permanent

Salary: From €25,000.00 per year

Additional pay: Commission pay

Benefits: Company pension / Private medical insurance

Schedule: Monday to Friday / No weekends

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

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

Janitor

Aramark

 **Dungarvan**, County Waterford, Ireland Not Disclosed Permanent | Full Time 17 Apr[Apply Now](#)

Description

Company Details

ARAMARK Workplace Solutions (AWS) are currently recruiting for a Janitor based in our Primary Care Centre within our south team based in Waterford. This is a full-time permanent position reporting to the Regional Facilities Co-ordinator.

Key Responsibilities:

- General cleaning duties including:
 - Vacuuming, sweeping, and mopping of flooring and stairs (Imop, Scrubber Dryer)
 - Clean and sanitize rooms, WC, Kitchens & bathrooms
 - Clean sinks, countertops, microwaves and refrigerators in break rooms
 - Restock supplies in bathrooms, break rooms and common areas
 - Empty all bins clinical & general waste and replace liners, clean receptacles as necessary
 - Dusting and cleaning office desks and furniture
 - Cleaning windowsills and windows
 - Any other cleaning duties, deep cleans etc as required.
- Adherence to Health & Safety protocols including:
 - Proper labeling, dilution and use of all chemicals
 - Wearing proper Personal Protective Equipment at all times
 - Adherence to AWS Health and Safety statement and policy
- General maintenance of grounds, litter picks, tidying and sweeping etc.
- Supporting morning/night cleaning teams as required.
- Room set ups and minor furniture moves
- Supporting onsite activities liaison with cleaning teams/shift change.
- Identifying issues and recording them, resolving problems, attention to detail.
- Other routine maintenance duties as assigned/support to on site FA.

Key Requirements:

- You must be a very flexible individual as you will be working in various locations
- you must be able to work on own initiative and adapt quickly to various working situations
- Previous experience is desirable however not essential as training will be provided.

Good communication and interpersonal

Skills:

cleaning janator helper

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

2 Sisters Restaurant



Dungarvan, County Waterford, Ireland



Not Disclosed



Permanent | Full Time



Today

[Apply Now](#)**Description****Company Details**

The 2 sisters restaurant in Dungarvan is currently recruiting a Head chef to join our team and work along side there current management. They are looking for someone who had the ability to work under pressure and is able lead other kitchen member during busy spells to make sure the food leaving the kitchen is of a high standard . It is a fast pace and busy kitchen/restaurant. Great opportunity for a chef to showcase their own creativity with there every changing menu. Perfect for someone looking to stay in the industry but still benefits from a good worklife balance, as the kitchen staff get two Full weekends off a month and no night time work and no bank holidays.

.strong leadership skills

.Competence in running a very fast paced kitchen.

.Highly organised person with a good attitude.

.Must have very good waste management.

.Must take pride in food they serve.

Skills:

Food Quality

Food hygiene

Food Management

Restaurant kitchen

Menu Development

Benefits:

Rotated weekends off , no night time work

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Static Security Officers Greater Waterford area

Manguard Plus Ltd

Waterford, County Waterford, Ireland

Not Disclosed

Permanent | Full Time

13 Apr

[Login or register to apply](#)

Description

Company Details

Due to our continued expansion, Manguard Plus are seeking applications from dynamic, professional security officers for the full time position of a Static Guard in Dungarvan, Carrickfirish etc, Waterford.

Requirements

- Be flexible to work days/nights/weekends.
- Have a PSA licence.
- Valid GNIB/IRP card if non-EEA National.
- Ability to work under own initiative essential.
- Ability to handle typical and crisis situations efficiently and effectively.

Responsibilities

- General security duties.
- Dealing with emergencies and liaising with Gardaí if necessary.
- Report all incidents, accidents and emergencies.
- Regular Health & Safety Checks of all areas.
- To provide an open and consistent communication interface between the Client and Management.
- To be fully aware of all emergency and evacuation procedures.
- Other reasonable duties that may be assigned from time to time.
- Fully adhere to onsite procedures and policies.
- Using identification and access systems.

Applications: If you would like to become a member of our team and meet the minimum requirements above, please upload your CV.

Skills:

job desired skills

[Back](#)**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
 Sandford, Sandford, 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

[Show accessibility settings](#)

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

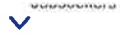
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Frequently Asked Questions

• To maintain a clean, hygienic and safe working environment at all times.

• Ensure that all work is carried out in accordance with daily operating procedures.

Key Tasks/ Accountabilities:

• Mopping floors

• Vacuuming floors

• Touch Point Cleaning

• Clean desks

• Dust legs of desks and chairs

• Clean appliances

• Dust to hand height

• Empty bins

• Dispose of rubbish bags

• Clean toilets & bathrooms

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

About us



JOB VACANCIES

Sales & Marketing Specialist

Copper Buoy are looking for a Sales & Marketing Specialist

Responsible for:

- researching and developing marketing opportunities and planning and implementing new sales plans.
- generating unique sales plans
- creating engaging advertisements, emails, promotional literature
- drive strategies to increase brand and product awareness by observing the market, competitors, and industry trends
- research and develop marketing opportunities and plans, understand consumer requirements, identify market trends.
- staying current in the industry by attending educational opportunities, conferences, workshops and maintaining personal and professional networks
- Assisting in monitoring and engaging news letters, blogs, events etc to customers, maintaining data base fir marketing.

Stong interpersonal skills, leadership, good communication skills, in-depth knowledge and understanding of sales and marketing

Requirements

Sales & Marketing qualification

3-5 years experience, of which 1 year is restaurant industry specific

Part time to start with view to becoming full time.

Specialist based in-house initially

To Apply Email cv to : Copperbuoy1@gmail.com

Copper Buoy are looking for a Chef de Partie & a Demi Chef de Partie to join our expanding team as we get ready to open our outdoor seating area & garden! 🤖🔍

Do you have what it takes?

- 👉 A good work ethic
- 👉 The ability to work on your own initiative but also be a part of our amazing team
- 👉 Experience in a fast paced work environment
- 👉 Capable of working in an organised, hygienic manner at all times ensuring the HACCP regulations are adhered to
- 👉 Willingness to take direction to ensure highest quality
- 👉 You must have a passion for food 👉 Must be capable of producing dishes of the highest quality
- 👉 Level headed and consistent in nature, trustworthy and reliable
- 👉 Ability to work flexibly under pressure

Previous experience in similar role & with HACCP regulations an advantage 🙌

Please email your CV and any other relevant information to copperbuoy1@gmail.com 👍

Tannery Restaurant require Waiters / waitresses

Email info@tannery.ie or phone 058 45420

Movies @Dungarvan

We are looking for an experienced Bookkeeper. The ideal person should be proactive with great communication skills, an ability to work accurately with close attention to detail and should maintain high standards of confidentiality. The person should demonstrate use of sound judgment on sensitive issues, along with excellent problem-solving skills and exhibit a strong commitment to dependability and reliability.

The role involves working with the general Manager and directors as well as being able to work on own initiative.

Responsibilities:

- Processing invoices & inputting expenses and credit card claims into Sage
- Authorising all invoices and expenses within company policy
- Preparing & carrying out payment runs
- Ensuring confirmation and proof of payment are issued
- Reconciliation of supplier accounts
- Filing invoices and other relevant documents
- Managing all existing external relationships
- Any ad hoc duties as required
- Liaise and communicate with internal departments as required
- Internal audits

Requirements for the role

- Strong organisational ability
- Excellent oral and written communication skills
- Must have excellent computer skills
- Ability to work efficiently and productively
- This role requires someone with high attention to detail
- Ability to deal with people at all levels both internally & externally
- Comfortable working within a small accounts team
- Strong administration skills

Skills, Experience and Education:

- Prior Accounts Payable experience necessary.
- Experience in Sage accounts
- Vat returns

The role is a six-month contract two days a week (Three Days initially)

To apply Email: Eugene@movies-at.ie

Members Jobs w/e 22nd April 2022

WAITER/WAITRESS

The Tannery Restaurant 10 Quay Street, Dungarvan, Co. Waterford

Waiter/Waitress Part- time and Full -time

If interested Email info@tannery.ie or phone 058 45420

WAITER/WAITRESS & CHEF PART-TIME

The 2 Sisters Restaurant -Dungarvan is looking for the following positions:

Full time waiter/waitress for immediate start

- Friendly and professional manner
- Experience is an advantage but not essential
- No night time or bank holiday work
- only work one day over weekend

PART TIME CHEF

- qualified chef with experience
- must be used to working in fast paced environment
- Rotated weekend work

Friendly and professional manner

If you are interested in the any of the above position please send cv and cover letter to carolthe2sisters@gmail.com or pop into us

BOOKKEEPER

Movies @Dungarvan

We are looking for an experienced Bookkeeper. The ideal person should be proactive with great communication skills, an ability to work accurately with close attention to detail and

should maintain high standards of confidentiality. The person should demonstrate use of sound judgment on sensitive issues, along with excellent problem-solving skills and exhibit a strong commitment to dependability and reliability.

The role involves working with the general Manager and directors as well as being able to work on own initiative.

Responsibilities:

- Processing invoices & inputting expenses and credit card claims into Sage
- Authorising all invoices and expenses within company policy
- Preparing & carrying out payment runs
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- Comfortable working within a small accounts team
- Strong administration skills

Skills, Experience and Education:

- Prior Accounts Payable experience necessary.
- Experience in Sage accounts
- Vat returns

The role is initially a six-month contract two days a week

(Three Days initially)

To apply Email: Eugene@movies-at.ie

PRODUCTION OPERATIVE

Freezin Friesian -Kilmacthomas , Co. Waterford

Title: Production Operative Responsible to: Management

Main Purpose of the Job: To ensure the quality operation of ice cream production including baking and cooking of ice cream inclusions.

All duties to be completed to the standard of excellence that characterises our company and always delivering excellence to support growth and business retention.

Key Accountabilities:

- ✓ Report to the manager
- ✓ Ensure your production area is clean and tidy at all times
- ✓ Comply with all company hygiene, HACCP and food safety procedures
- ✓ Timely and satisfactory completion of allocated tasks as listed in duties/responsibilities
- ✓ Attendance, punctuality.

MAIN DUTIES:

Ice-Cream Production

- Follow established ice-cream cooking process as outlined in SOP's provided
- Mixing all ingredients and cooking in pasteurizer
- Ensure cold chain is maintained post pasteurisation
- Batch freezing of ice cream liquid mixture
- Correctly weighing and adding inclusions into frozen ice cream mixture
- Hand-filling ice cream and added inclusions into tubs
- Ensuring tubs are cleaned and securely lidded before putting into blast chiller
- Follow HACCP guidelines, food safety procedures and food hygiene regulations at all times during production
- Temperature control of all products must be monitored at all times
- Thorough clean down of all equipment of machinery and utensils used
- Assist in product development for seasonal and new ice cream flavours and products

Inclusion Production

- Overseeing the production of the inclusions added to our ice cream mixture

- Baking and cooking inclusions
- Thorough clean down of all equipment of machinery and utensils used

GENERAL OTHER DUTIES:

Hygiene

- Observe strict hygiene standards
- White coat, clogs/shoe covers and hair net must be worn at all times
- Hands must be kept clean at all times and the correct handwashing procedure must be followed

HEALTH & SAFETY

- Ensure that all food safety procedures are followed
- Actively look for any hazards while carrying out all daily duties
- Operate all equipment as per manufacturer's and Manager's instructions
- Maintain security awareness at all times

Documentation

- Adhere to all operations and procedures
- Maintaining accurate food safety records is essential
- Further develop SOPs as operations expand Section/Department Responsibilities
- Responsibility for stocking the products in storage freezers ensuring that stock rotation is completed as necessary and when indicated
- Keep track of stock levels and inform the managers if there are low stock levels of a

certain product. This would include;

- Packaging
- Ingredients
- Cleaning supplies

Full Drivers Licence

- Required for the transport of ice-cream to customers when required

Apply to moo@freezinfriesian.ie

PART-TIME DELI ASSISTANT – AGLSIH

HARTLEY PEOPLE

In partnership with our client, a **Co. Waterford** based company. Hartley People Recruitment are looking to fill the position of **Part Time Deli Assistant**. This is an excellent opportunity to join a fast-paced retail team.

The Role

- Provide a fast, friendly, and efficient level of customer service
- Food preparation for hot and cold deli
- Set up & replenish deli counters
- Ensure regular and systematic cleaning and maintenance of kitchen and deli equipment
- To ensure HACCP is to the highest standard
- Work as part of a team to provide the highest standard of food preparation, quality, presentation, and service
- Adhere to all company SOPs, policies, and procedures

The Person

- Previous experience as a deli assistant is essential
- Working knowledge of HACCP, food safety and hygiene is an advantage
- Previous retail experience an advantage
- Cash handling an advantage
- Hardworking and customer focused

For immediate consideration, please email your CV to raina@hartleypeople.com

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

STUD HAND – CO WATERFORD

BALLYOGUE STUD

Ballyogue Stud requires a reliable Stud Hand, for general stud farm duties, ie. mucking out, care of mares, foals and yearlings, working with vets and farriers, etc.

Experience with breeding stock preferred, but training will be provided to a suitable candidate.

Full time position available, with excellent terms and conditions.

Job Types: Full-time, Permanent

Schedule: Day shift

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

ASSEMBLY OPERATIVE – SCHIVO MEDICAL – WATERFORD

Assembly of medical device product in a cleanroom or white room environment. This position requires a high level of attention to detail and appreciation of quality processes. Reporting to production supervisor.

Requirements:

- Attention to detail
- Quality focused
- Previous manufacturing experience
- Must be comfortable with paperwork and documentation

Duties:

- Assemble and test products per company procedures and drawings.
- Responsible for the in-line inspection and verification of products.
- Inspection and testing of Electromechanical components.
- Complete all necessary production documentation and ensure that all required records are accurately maintained.
- Working with Quality procedures
- Adhere to strict GMP Guidelines
- Contribute to the development of process and assembly documentation
- Participate in continuous-improvement initiatives
- Ensure that work areas and equipment are maintained in accordance with company requirements and that all safety rules and procedures are observed.
- Ensure a minimum loss through damage and waste
- Ensure that any maintenance and Health and safety problems/issues are reported
- Follow company procedures at all times.

Job Types: Full-time, Permanent

Additional pay: Overtime pay

Benefits:

- Company pension
- On-site parking
- Sick pay

Schedule:

- 8 hour shift
- Monday to Friday
- No weekends
- Overtime

Application question(s):

- Are you interested in being considered for other roles that the Company might deem suitable?
- Are you available to work a 2 shift pattern, mornings evenings?

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

[<< Return to Job Search](#)

Customer Ambassador

Emerald Contact Centre

Waterford, County Waterford, Ireland

€ €12.00 - €14.00 per hour

Permanent | Full Time

1 Day Ago

[Apply Now](#)

Description

Company Details

Do you want your opinion to matter? Imagine yourself in one on one meetings with our clients and executives where your voice is heard and your feedback counts.

Emerald Contact Centre provide a boutique and customizable suite of services to ensure we approach every client, every project, and every day with heart and hustle. Join our diverse community of fun loving and hardworking people.

Essential Requirements

- 1-2 years' prior customer service experience
- Leaving Certificate (or equivalent)
- Strong verbal communications skills

Here's What it Takes to Succeed

- Self-motivated, upbeat, combined with a high energy level
- Knowing every call is an opportunity for both the customer and themselves
- Commitment to making our customers feel valued

Salary & Benefits

- €12 per hour **starting**
- Annual reviews & performance increases
- 3% pension scheme
- Life Cover
- EAP through VHI (employee assistance program)
- free onsite car parking,
- reward incentives
- Bike to Work Scheme

Our hours are between Monday to Saturday ranging on a rotation from 1-9pm, 2-10pm, 3-11pm & 5pm to 1am

Your role

- Be an ambassador of our clients' business by cultivating lasting customer relationships
- Become a subject matter expert – don't worry, we will train you
- Resolving our customers queries with empathy and patience
- Help our business continue to evolve. Be fearless and ask questions.

Our Commitment to you

- Relaxed environment with an open-door policy
- Partners in your development, celebrates in your success
- Progression opportunities – high % internal promotions
- Leadership based on humility & respect

Skills:

Customer Care Listening Problem Solving

[FIND A JOB](#)[FIND A COURSE](#)[JOB TALK](#)[ADVERTISE A JOB](#)**Ukraine Crisis Appeal**[Donate Now](#)[<< Return to Job Search](#)**Receptionist/Admin****Munster Timber Structures**

Waterford, County Waterford, Ireland

Not Disclosed

Permanent | Full Time

1 Day Ago

[Apply Now](#)**Description****Company Details**

We are looking for a Receptionist/Admin to join our team in a busy construction office.

Full time position available

Receptionist/Admin Skills and Qualifications:

- Prior office experience important
- Answering and manage incoming and outgoing calls
- Contacting clients re: delivery dates etc
- Strong attention to detail
- Excellent time management skills
- Exceptional communication and customer service skills
- Proficiency with Microsoft Office Programs, Word and Excel in particular
- Strong prioritisation and organisation skills
- Ability to handle confidential information
- Ability to multitask
- Any experience in sage accounts would be a bonus but not compulsory
- Any experience in Health & Safety would be a bonus also

Skills:

Attention to detail Ability to multitask time management skills

Customer service skills Exceptional communication skills

CAL FLAVINS TOPLINE & EXPERT YOUGHAL



Cry Youghal

55m

...

JOB SPOT

Cal Flavins Topline & Expert Youghal, have a vacancy for a full time store person at Grattan St. Youghal.

The prospective candidate must be a competent forklift driver, have a full drivers licence and be computer literate.

Responsibilities will include purchasing, selling, and organising deliveries.

Email your CV to accounts@calflavins.ie or drop your CV in to the manager at Cal Flavins 100/101 North Main Street, Youghal.

[Advertised on facebook](#)



**Full details of these vacancies can
be found on www.jobsireland.ie**

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

CE Vacancies

[Community Employment Schemes]

CES – 2221958 – Sports Club Groundsperson - Abbeyside

Duties to include: grass cutting, cleaning, caretaking, general maintenance work at Abbeyside GAA. Garda vetting required.

CES – 2221890 – Environmental Worker - Fews

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

CES – 2221800 – Groundsperson - Colligan GAA Grounds

Duties will include field maintenance, cutting GAA fields, lining fields, re-sodding goal mouths, weed control, litter control, general maintenance and upkeep of playing pitches, clubhouse and surrounding areas of the GAA grounds.

CES – 2221798 – Groundsperson - Touraneena GAA Grounds

Duties will include field maintenance, cutting GAA fields, lining fields, re-sodding goal mouths, weed control, litter control, general maintenance and upkeep of playing pitches, clubhouse and surrounding areas of the GAA grounds.

CES – 2221796 – Cleaner / Groundsperson - Fraher Field

Duties to include field maintenance, cutting GAA fields, lining fields, resodding goal mouths, weed control, litter control, general maintenance and upkeep of playing pitches, clubhouse, stand and car park. Cleaning dressing rooms and toilets and stand - Fraher Field.

CES – 2221797 – Sportsground Worker - Fourmilewater / Nire

Duties to include field maintenance, cutting GAA fields, lining fields, re-sodding goal mouths, weed control, litter control, general maintenance and upkeep of playing pitches, clubhouse, stand and car park.

CES – 2220716 – Groundsperson - Abbeyside

Grass cutting, cleaning, caretaking, general maintenance work at Abbeyside Graveyard.

CES – 2221463 – Assistant for Citizens Information Centre - Dungarvan

To work as a receptionist and perform administrative duties at the C.I.S. offices in Dungarvan CIC Scanlon's Yard Car Park Co. Waterford. There may be an opportunity to provide information to the public in person and by phone. (Following appropriate training).

Timetable 9.30am-1.30pm Monday to Thursday and 9.30am-1.00pm - Friday.

Good command of the English language is required; - both verbal and written.

CES – 2220714 – Groundsperson - Ballinroad

Grass cutting, cleaning, caretaking, general maintenance work at Ballinroad Graveyard

CES – 2219830 – Graveyard Caretaker - Modeligo

Responsible for the caretaking and upkeep of Graveyard and Grounds.

Duties will involve, grass cutting, strimming, hedge cutting, sweeping of pathways, low level painting. Keeping control of weeds, spraying (training will be provided). No experience required. Accredited training will be provided to support career progression.

CES – 2219828 – Graveyard Caretaker - Kilbrien / Colligan / Kilgobinet / Dungarvan

Responsible for the caretaking and upkeep of Graveyards and Grounds.

Duties will involve, grass cutting, strimming, hedge cutting, sweeping of pathways, low level painting. Keeping control of weeds, spraying (training will be provided). No experience required. Accredited training will be provided to support career progression.

CES – 2219313 – Caretaker - Kill

Job is based in Gaa Grounds and consists of grass cutting, weed control, hedge control. field lining, Clubhouse duties, litter picking and keeping the field and Club House to a high standard to facilitate those using the grounds

CES – 2219317 – Caretaker - Portlaw

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

CES – 2204321 – Caretaker - Bunmahon

Job is based in Bunmahon and entails looking after GAA grounds. Grass cutting, field lining, Clubhouse and dressing room duties. Keeping grounds tidy which involved spraying, litter control etc

CES – 2219134 – Caretaker - Aglish

Working as a Caretaker in Aglish Hall & Geraldine's GAA Club, may have to work weekends

CES – 2218327 – Chamber Administration Assistant - Dungarvan

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

CES – 2218325 – Tourist Office Assistant - Dungarvan

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

CES – 2210123 – Environmental Worker - Kilrossanty

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

CLIENTS OF THE LES - LOCAL EMPLOYMENT SERVICE IN DUNGARVAN / LISMORE

CAN PHONE

NIAMH KUHNE OR PAULA HENNESSY - LOCAL EMPLOYMENT SERVICE - TEL: 058 44077

Work Placement Experience Programme



Intreo **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

For more information
Visit: www.gov.ie/wpep
Email: wpep@welfare.ie
Telephone: 0818 111 112

Brought to you by the Department of Social Protection

Work Placement Experience Programme

From [Department of Social Protection](#)

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For measures announced in Budget 2022, [please click here](#).

What the Work Placement Experience Programme is

The Work Placement Experience Programme (WPEP) is a 6-month, 30 hour per week voluntary work experience programme. The programme is for jobseekers that are currently getting a qualifying social welfare payment and who have been unemployed for six months (156 days) or more.

The weekly rate of payment is €306.

See the qualifying list in the [next section](#).

If you would like to re-train and gain experience in another type of employment, this programme can help you build new skills and gain work experience. You cannot take a placement where you already have built up experience in the role.

You can work part-time while you are on the programme, provided the part-time work does not impact your placement. The part-time work cannot be with the WPEP host.

COVID-19 Pandemic Unemployment Payment

If you are getting the COVID-19 Pandemic Unemployment Payment (PUP) and you would like training and work experience in a new work role, the WPEP may be an option for you.

Time spent on PUP may be counted as part of the 6 month (156 day) qualifying criteria for WPEP, but you must transfer to one of the [qualifying payments](#) before you can take up a WPEP placement.

How to qualify

To qualify for the Work Placement Experience Programme, you must be a jobseeker:

- aged between 18 and 65 years, and
- on a qualifying scheme for at least 6 months (156 days), and
- currently getting certain social welfare payments

The qualifying payments are:

- [Jobseeker's Allowance](#)
- [Jobseeker's Benefit](#)
- [Jobseeker's Transitional Payment](#)
- [One-Parent Family Payment](#)
- [Disability Allowance](#)
- [Blind Pension](#)
- [Farm Assist](#)
- [Jobseeker's Benefit for the Self-Employed](#)

Time spent on the schemes below may be counted as part of the 6 month (156 day) qualifying criteria. You must transfer to a Jobseekers' payment before you can take up the placement.

- [COVID-19 Pandemic Unemployment Payment](#)
- [Community Employment Programme](#)
- [Back to Education Allowance](#)
- [Youthreach](#)
- [Springboard](#)
- [Solas Training Programmes](#)
- [TÚS - Community Work Placement Initiative](#)
- [Rural Social Scheme](#)

Jobseekers who are currently getting the COVID-19 Pandemic Unemployment Payment must qualify and switch to a Jobseekers' payment before they start the programme.

The [WPEP Guidelines](#) provide information on participant eligibility or you can check with your [local Intreo Centre](#) Case Officer to see if you are entitled to take part in any scheme or placement.

LIST OF POPULAR JOB SEARCH SITES



<https://ie.jooble.org/jobs/Waterford>

<https://www.recruitireland.com/search/?County=Waterford>

<https://waterfordjobs.ie/>



<https://www.rezoomo.com/>

<https://www.glassdoor.ie/index.htm>

<https://www.jobalert.ie/jobs-by-county>



<https://www.irishjobs.ie/>

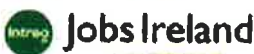
<https://www.jobsdonedeal.ie/>



<https://www.adverts.ie/jobs>



<https://ie.indeed.com/jobs-in-Waterford>



<https://www.jobsireland.ie/#/home>



<https://www.clsrecruitment.ie/>



<http://www.sherlockrecruitment.com/jobs/construction/>



<https://www.gumtree.ie/s-jobs/waterford/v1c813300023p1>



<http://wardpersonnel.com/>



<https://www.frsrecruitment.com/>

<https://www.jobs.ie/>

<https://www.monster.ie/>



<https://ie.jobtome.com/jobs?what=&where=waterford>



<http://www.wlrfm.com/jobs/>



<http://www.beat102103.com/jobs/>



<https://www.cpl.ie/Home>

THE IRISH NATIONAL ORGANISATION OF THE UNEMPLOYED



The Irish National Organisation of the Unemployed

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If you need help navigating the social welfare system call our Welfare Assistance Team at (01) 8560088. They will be able to talk you through the ins and outs of the system. You can also leave a message on our website and have someone get back to you at a later stage. <https://www.inou.ie/about/contact-us/>



INOUE

Welfare Rights & Back to Work
Supports Information Helpline

(01) 8560088

Free - Confidential - Impartial Information Services

[Advertised on facebook](#)



FURTHER EDUCATION & TRAINING COURSE HUB

Fetchcourses.ie was developed by SOLAS, the Further Education & Training Authority, in partnership with Education and Training Boards Ireland (ETBI) and other Further Education and Training providers.

**ANYONE WHO HAS LOST THEIR JOB DUE TO
COVID-19 CAN NOW ACCESS
FREE TRAINING ON-LINE.**

TO VIEW ALL COURSES AVAILABLE PLEASE LOG ONTO:

WWW.FETCHCOURSES.IE

SELECT LOCATION AS ONLINE

Examples of courses to choose from include :

ECDL, Photoshop, Excel, Word, Advanced Word, Advanced Excel,
Graphic Design & Illustration using Adobe, Powerpoint, CompTIA A+,
Python Programming and many more.

ON-LINE AND TELEPHONE TUTOR SUPPORT AVAILABLE FOR DURATION OF TRAINING

FOR MORE INFORMATION PLEASE CONTACT:

e-COLLEGE LEARNING - Contact - Fiona Lester - 1800 855 831

CLIENTS OF THE DUNGARVAN/LISMORE LOCAL EMPLOYMENT SERVICE

PLEASE CONTACT YOUR CASE OFFICER - NIAMH KUHNE - 058 44077

BUS DRIVING TRAINEESHIP COURSES IN DUNGARVAN THROUGH WATERFORD WEXFORD EDUCATION & TRAINING BOARD



Waterford Wexford Adult Educational Guidance Service

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SKILLS TO COMPETE - BUS DRIVING TRAINEESHIP (TRAINEESHIP) 🚌

Start Date 05/09/2022

End Date 21/04/2023

Duration 33 Weeks

Location Dungarvan

This course provides trainees with the skills and related knowledge in the rules of the road, driving a LPSV, customer service, documentation, first aid, manual handling and fire safety, digital tachograph and technical standards and to develop their attitudes, personal effectiveness, and job seeking skills which will enable them to obtain employment driving LPSV's.

To apply online click on link below 📌📌📌
<https://www.fetchcourses.ie/course/finder...>

BUS DRIVING (TRAINEESHIP)



wwetb
Waterford Wexford Education & Training Board
Waterford Wexford Education & Training Board
Waterford Wexford Education & Training Board

Starting in Dungarvan on 5th of September 2022

This is a fulltime course running for 33 weeks



For more information contact recruit@wwetb.ie
or to apply online go to www.fetchcourses.ie
code: 342563

1. 0 1 2 3 4 5 6 7 8 9

[Advertised on facebook](#)

CUSTOMER SERVICE TRAINING COURSE - DUNGARVAN THROUGH WATERFORD WEXFORD EDUCATION & TRAINING BOARD



Waterford Wexford Adult Educational Guidance Service ...

4h · 🌐

SKILLS TO COMPETE CUSTOMER SERVICE QQI L5 (EVENING)

Start Date: 20/09/2022

End Date: 12/11/2022

Duration: 8 Weeks

Location: Dungarvan

(times and dates subject to changes)

On completion of the training programme learners will be able to provide effective customer service within a range of environments.

Contact:

051 301564/ 051 301593

email: catherineprendergast@wwetb.ie

course code: 337297

QQI LEVEL 5 Customer Service



Dungarvan

Tuesday 20th of September for 8 weeks
(evening class)



For more information contact catherineprendergast@wwetb.ie or
to apply online go to www.fetchcourses.ie
Course Code: 337297

[Advertised on facebook](#)

**VTOS TRAINING COURSES IN DUNGARVAN
THROUGH WATERFORD WEXFORD EDUCATION & TRAINING BOARD**



Waterford Wexford Adult Educational Guidance Service ...

19h · 🌐

Dungarvan VTOS is now taking enrollment for the course starting in September.

340197 - OFFICE SKILLS - LEVEL 4 GENERAL LEARNING

340281 - ART GENERAL LEARNING LEVEL 4 (NO FEES)

This is a full time course Monday - Friday...

VTOS Dungarvan

340197 - OFFICE SKILLS - LEVEL 4

340281 - ART GENERAL LEARNING LEVEL 4

Taking enrollments for September 2022



wweth
Waterford Wexford Education & Training Board
Your Skills, Your Future



For more information contact alileenconnor@wweth.ie
or to apply online go to www.fetchcourses.ie
telephone: 058 45757

[Advertised on facebook](#)



Course Description

The aim of this course is to enable learners to develop the skills, knowledge and competencies to complete a range of skills correctly and safely in a supervised environment. Please see the list of modules below under course content.

As part of this course, the learner will also develop an awareness in Nearly Zero Energy Building (NZEB) for new dwellings and NZEB Retrofit. This full time Course will run for 14 weeks, this includes 3 weeks work placement.

CERTIFICATION

Upon successful completion of this course, the learner will receive Certificates for the following:

- Component Certificate in Woodwork QQI Level 3**
- Component Certificate Woodturning QQI Level 3**
- Component Certificate in Floor and Wall Tiling QQI Level 3**
- Component Certificate in Painting and Decorating QQI Level 3**

COURSE MATERIALS

All Training Materials are provided including PPE.

COURSE CONTENT

- Woodwork**
- Woodturning**
- Floor & Wall Tiling**
- Painting and Decorating**
- Career Planning & Job Seeking Skills**
- Safepass**
- Work Placement**
- NZEB Fundamental Awareness**
- NZEB Retrofit**

JOB OPPORTUNITIES

On successful completion of the programme, learners may progress to further education and training or to employment.

LEARNER ENTRY REQUIREMENTS

Education: Applicants seeking entry onto the programme do not need any previous formal qualification but must have reached the current statutory school leaving age.

Aptitude: Learners who are ready to take on new tasks, can follow direction and are moving towards independent learning.

Previous Experience: No previous experience required.



NEXT COURSES

Course starting
2022

For further details contact
051-301500
087-1958761
or
recruit@wwetb.ie

UPCOMING TRAINING IN DUNGARVAN THROUGH WATERFORD TRAINING CENTRE



REF	COURSE TITLE	PROVIDER	LOCATION	STARTS
09899	Technical Employability Skills	Waterford Training Centre	Dungarvan	25/04/2022
Q45	CV and Interview Preparation	Waterford Training Centre	Dungarvan	17/05/2022
09429	First Aid Responder PHECC	Waterford Training Centre	Dungarvan	07/06/2022
07145	RTITB Forklift Truck Operator	Waterford Training Centre	Dungarvan	13/06/2022
Q97	Safe Pass	Waterford Training Centre	Dungarvan	14/06/2022
09807	Professional HGV Training Programme (Traineeship)	Waterford Training Centre	Dungarvan	05/09/2022
11712	Bus Driving Training Programme (Traineeship)	Waterford Training Centre	Dungarvan	05/09/2022
09892	Customer Service	Waterford Training Centre	Dungarvan	20/09/2022

PLEASE NOTE THE ABOVE COURSE START DATES ARE SUBJECT TO CHANGE

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

**TO VIEW ALL TRAINING OPPORTUNITIES AND COURSE PROFILES PLEASE LOG ONTO
WWW.FETCHCOURSES.IE**

**IF YOU WANT YOUR NAME TO BE ADDED TO THE WAITING LIST FOR ANY OF THE ABOVE
COURSES PLEASE CONTACT YOUR CASE OFFICER**

**CLIENTS OF THE LES - LOCAL EMPLOYMENT SERVICE IN DUNGARVAN / LISMORE
CAN PHONE**

NIAMH KUHNE OR PAULA HENNESSY - LOCAL EMPLOYMENT SERVICE - TEL: 058 44077



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Department of Social Protection

