

# THIS WEEKS JOB VACANCIES

**8<sup>th</sup> June 2022**

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

***UNDER Jobseeker & Employer Tab  
Hit Local Job Adverts***

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**JOBSEEKERS CAN CONTACT US VIA:**

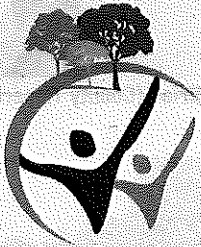
**PHONE:** Annie(Employment Guidance Officer)on 086 035 8613  
or Christine(Administrator) on 086 787 0874

**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**





# South Tipperary Development CLG



An Active Community Support  
Programme under the National  
Community Development Programme



South Tipperary Development CLG (STDC) is a Community Led Local Development Company based in Cahir, Co. Tipperary. It is a voluntary, not-for-profit registered charity. STDC supports communities, families, individuals and businesses in South Tipperary through the successful delivery of a range of programmes funded by the Department of Community and Rural Development, the Department of Social Protection and the HSE.

## SOCIAL INCLUSION PROGRAMME MANAGER

Reporting to the Chief Executive, and as a member of the Senior Management Team, the Social Inclusion Programme Manager will contribute to the achievement of STDCs' strategic objectives through the overall management and delivery of allocated programmes.

The post-holder will lead and inspire social inclusion team members, foster positive working relationships with partners, funders and government departments, and develop and submit programme funding proposals. They will also stimulate interest and support for new initiatives and programmes as well as create social inclusion awareness across the County.

### KEY REQUIREMENTS

Candidates of interest will have a proven knowledge of the Local Development sector and will bring strong strategic, leadership and operational capabilities to the post. In addition to possessing an affinity with the objectives of STDC, the appointee will require well-honed relationship management, budgetary and organisational skills, coupled with a proven track record of successful people management. An exceptional communicator, the appointee will champion social inclusion in South Tipperary.

### TO APPLY

Candidates should e-mail a current Curriculum Vitae in strictest confidence, to Pat O'Donnell, Managing Partner of our retained executive search partners, **Principal Connections - executive search** at [apply@principalconnections.ie](mailto:apply@principalconnections.ie) quoting Reference: STDC on or before 12:00 Noon on Friday 10th June 2022.

For a confidential discussion please contact +353 (0) 1 703 88 94.

STDC is an equal opportunities employer. A detailed briefing prospectus including job and person specification will be available on request.

Candidates for this post will be sourced through both an advertised selection and executive search process.



Principal Connections - executive search is a leading retained executive search and leadership consulting firm and is part of Agilium Worldwide LLC, one of the world's top global executive search organisations. Visit us at [www.principalconnections.ie](http://www.principalconnections.ie)

## LOUGHRYAN Engineering Services Ltd.

**EXPERIENCED METAL FABRICATORS/  
WELDERS REQUIRED.**

Please apply to [info@loughryaneng.com](mailto:info@loughryaneng.com)

## DIRECTOR OF NURSING REQUIRED

For Deerpark Nursing Home, Lattin, Co. Tipperary  
**Starting August 2022**

Contact Registered Provider Mairead Perry  
for further information

0872303282

[deermairead@gmail.com](mailto:deermairead@gmail.com)





## Weekend Caregiver

Mid and South Tipperary - 20 Hour Contract

The Weekend Caregiver is expected to perform a variety of duties that relate to client care. These include responsibility for delivering excellent Home Care to our clients. As the role is emergency cover your schedule will vary from day to day and this will be communicated through the Scheduling Department.



### Requirements:

- Reflect the core values of Home Instead.
- Previous experience as a Caregiver is essential for this position.
- Must have QQI Level 5 in Care Skills and Care of the Older Person.
- Must be able to work Fri - Sun between the times of 8am - 8pm.
- Full clean driving license is essential.
- Excellent communication and organisation skills.

### Benefits:

- Mileage, Minimum 20 hour contract per weekend.
- Competitive hourly rate of pay. • 24-hour caregiver support.

If you wish to apply for this position, please email:

[tipperaryrecruitment@homeinstead.ie](mailto:tipperaryrecruitment@homeinstead.ie) or

Call 0504 91100

Brothers of Charity Services Ireland South East Region

## Choose a Career that makes a difference



Care to join us?

Visit [careersboosi.ie](http://careersboosi.ie)

Going Forward Together



Thursday June 9 2022 [www.tipperary.ie](http://www.tipperary.ie)



## Waterford & South Tipperary Community Youth Service



WSTCYS is a community-based youth organisation which places active youth participation, volunteerism and community development at the heart of our ethos.

Applications are invited for the post of:  
**Community Drugs Worker with the Clonmel Community Based Drugs Initiative-Clonmel (Full-Time 39 hours p/w).**

Clonmel Community Based Drugs Initiative aims to support people living in Clonmel, Co. Tipperary and surrounding areas, to increase their awareness of drug related issues and to develop strategies to reduce the demand for drugs within their communities. The successful candidate will engage service users in a range of individual, family and community interventions with a view to supporting them around substance misuse in their lives and community. This project is funded by the HSE.

Suitable applicants for this post should have the skills and experience associated with working from a community development approach, supporting and working with volunteers and locally based youth and community groups.

Ideal candidates should be self-motivated, flexible, be able to relate to people, have excellent communication and organisation skills, work as part of a team, commit to working with youth and community groups and have an awareness of youth, community and drug related issues. Applicants must possess a third level qualification in the area of youth & community work, addiction, health promotion or related discipline. Own transport is essential.

To apply please visit [www.wstcys.ie](http://www.wstcys.ie) for information on recruitment and request a Job Description and Application Form to [jobs@wstcys.ie](mailto:jobs@wstcys.ie). Closing date for return of applications by e-mail is 5:00 p.m. on Wednesday 22nd June 2022. Short-listing will apply and a panel may be formed for future vacancies.

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



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



THE NATIONALIST 3



- Competitive Hourly Rate of €12.00 - €13.90 per hour
- Free Level 5 QQI qualifications - Care Skills and Care of Older person - Paid by employer
- Free Uniform and PPE provided
- On call Team and Home Care Manager Support 24/7 dedicated to you



To us, it's personal

Apply at [HomeInstead.ie/Tipperary-Jobs](http://HomeInstead.ie/Tipperary-Jobs) or call 0504 91100

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Each Home Instead® franchise office is independently owned and operated.

The Nationalist  
9/6/22



**etb**

Bord Oideachais agus  
Oiliúna Thíobraid Árann  
Tipperary Education and  
Training Board

**TIPPERARY EDUCATION AND TRAINING BOARD**

invites applications from suitably qualified  
and experienced persons for the post of:

**Ref 22/23-68**

**HEAD OF CAPITAL AND PROCUREMENT  
ADMINISTRATIVE OFFICER (GRADE VII)**

This is a full-time permanent position.

Location: This post will initially be based in Tipperary ETB  
Administrative Offices Nenagh.

Application form together with supporting documentation are  
available on [www.tipperaryetb.ie](http://www.tipperaryetb.ie)

Closing date for receipt of completed application forms is:  
12 noon on Wednesday, 15th June, 2022.

Late applications will not be accepted.

Shortlisting of applicants may take place.

*Tipperary ETB is an equal opportunities employer.*

**Bernadette Cullen,**  
Chief Executive.

# Turner-Fitter/ Machine Tool Operator Required

for immediate start in a busy  
engineering workshop in Cahir.

Full training can be provided.

To apply please forward CV to:  
[engineeringservices1030@gmail.com](mailto:engineeringservices1030@gmail.com)  
or telephone the office on 052 744 1030.

Munster Express  
7/6/22



**We are currently seeking an  
Office Administrator**

**Full - Time: 12 month Contract  
Immediate Start**

**Located in our main office  
in Callan, Co. Kilkenny**

**Main Duties:**

- Main phone line, directing calls in a professional and timely manner
- Processing sales orders
- Compilation of daily lodgement figures and paperwork
- Circulation of weekly and monthly invoices
- Distribution of monthly statements and newsletter
- General ad hoc office duties

**Preferred applicants will have:**

- Minimum 1 years' experience in a similar role
- Excellent attention to detail
- Knowledge of Microsoft Word/Excel/Outlook
- Good communication skills

**Email your CV and cover letter to:  
[hr@brettbrothers.ie](mailto:hr@brettbrothers.ie)**

**Spray Painting Operative**

**REQUIRED FOR STEEL  
FABRICATION WORKSHOP  
IN THE DUNGARVAN AREA**

*Please reply with CV to:*

[munsterreplies@gmail.com](mailto:munsterreplies@gmail.com)

**Please be assured that all applications are  
dealt with strictest confidentiality.**

## Early Childhood Educator

Tá Naíonra Choill Mhic Thomáísín ag lorg Stiúrthóir Cúnta  
22 uair in aghaidh na seachtaine 8.30r.n -1.00i.n (bliain ECCE-38 seachtain)

1.5 uair breise íochta gach lá gan na leanaí san áireamh

Ag tosú 29/8/2022

### Riachtanach

FETAC/QQI L 5/6 nó 7 san Luathoideachais/Curam Leanaí

Taithí bheith ag obair san Luathoideachais

Taithí bheith ag obair mar bhaill foirne

Teastas Garchabhair agus Cosaint Leanaí (nó bheith sásta freastal ar chúrsa)

Ard chaighdeán i gcaint na Gaeilge (nó bheith sásta freastal ar chúrsa)

Curaclam a phleanáil atá ceangailte le bprionsobail Aistear agus Siolta

Scileanna cumarsaíde den chéad scoth seol CV agus litir chuig

naionracmt@yahoo.com roimh 17/6/2022

Naíonra Choill Mhic Thomáísín is looking for an Early Childhood Educator to join our team

22 hours each week 8.30am-1pm (ECCE year – 38 weeks) including 1.5

hours each day paid non- contact time

Starting 29/8/22

### Requirements

FETAC/QQI L5/6 or 7 in Early Childhood Studies/ Childcare

Experience of working in Early Years Settings

Experience of working as part of a team

First Aid and Child Protection Training (or willing to undertake required training)

High standard of spoken Irish (or willing to undertake required courses)

Ability to plan a curriculum with other team members based on the principles of Aistear and Siolta

Excellent communication skills Send a CV and letter of application to:

naionracmt@yahoo.com on or before 17/6/2022

Munster Express  
7/6/22

## Legal Secretary

**Required for busy general legal practice.**

Experience in the following is desired but not essential:

- Audio typing
- Management of legal documents
- Filing
- Diary management
- Dealing with clients
- General office duties
- Work on own initiative and as part of a team

**TO APPLY PLEASE EMAIL YOUR CV TO**

**[munsterreplies@gmail.com](mailto:munsterreplies@gmail.com)**

Please be assured All applications will be treated with strictest confidentiality



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Multiple Engineering Roles Available

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- Project Engineers
- Controls Engineer
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Check out our Ireland Life  
page on LinkedIn



**CLIFF HOUSE HOTEL**

## WE ARE RECRUITING

Take your career to the next level with Cliff House Hotel  
We are currently recruiting for the following positions:

- CDP - Fine Dining Level
- CDP - Casual Bar Level
- Sous Chef - Fine Dining Level
- Security Team at our Sister Property Late Night Bar "Urchin"
- Kitchen Assistant

**TO APPLY:**  
Forward your CV and cover letter to [rkenny@cliffhousehotel.ie](mailto:rkenny@cliffhousehotel.ie)



## Now Hiring Graduates

**PUT YOUR ACCOUNTANCY CAREER IN THE SPOTLIGHT**

Find out more about our graduate positions at [fitzgeraldpower.ie](http://fitzgeraldpower.ie).

**Fitzgerald Power**

# O'BRIEN MOTORS

*are currently seeking a*

## QUALIFIED MECHANIC

Full Time Position

Excellent Terms and Conditions

*Apply in writing with current CV to:*  
**O'Brien Motors, Ballytruckle Road,  
Johnstown, Waterford**

*Contact Jimmy on:* **087 2234384**  
*or Email:* **info@obrienmotors.ie**

## Drakelands House Nursing Home

*We are now seeking to recruit  
for the following full-time posts;*

**Staff Nurses  
Health Care Assistants  
Activities Co-Ordinators**

**Excellent remuneration and  
working conditions.**

*For further information please contact:  
Anne Marie on 086-4410269 or email:  
amoloughlin@trinitycare.ie.*



**Waterford  
TREASURES**  
FIVE MUSEUMS IN THE  
VIKING TRIANGLE

### **Facilities Manager - Waterford Treasures Museums**

Is seeking a Facilities Manager to work across its suite of museums and other buildings in the heart of Waterford City. The Facilities Manager will work in partnership with the Director, Curators and other staff to carry out daily maintenance and upkeep of the museums. They will be responsible for the facility systems/ equipment as well as responding to and resolving problems where and when appropriate.

The successful candidate will be expected to work 40 hours per week, Monday to Friday though in the event of an emergency they may be contacted outside of these hours. Candidates should have experience in maintenance, managing a team and keen problem-solving abilities.

*A full job description and list of duties can be provided on request. Please apply by sending CV and cover letter by Friday 10th June to emceneaney@waterfordcouncil.ie*



**Springside Medical GP Practice,  
Dungarvan, Co. Waterford**  
invites applications for the  
position of:

**MEDICAL  
SECRETARY**

*4 days each week*

Send CV  
and Letter of application to:  
accounts

@springsidemedical.ie  
on or before 18/06/2022



Chartered property,  
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# Sonas

*Nursing Home  
Melview, Co. Tipperary*

Due to the expansion of our new nursing home  
we are delighted to announce  
we are holding a recruitment open day.

Venue: Talbot Hotel, Clonmel

Dates: 16th and 17th of June 2022

Time: An interview time will be confirmed once you  
book your place.

- ✓ Healthcare Assistants
- ✓ Nurses
- ✓ Catering
- ✓ Housekeeping
- ✓ Administrators

Interested, book your place today:

E: [recruitment@sonas.ie](mailto:recruitment@sonas.ie)

W: [www.sonas.ie/careers](http://www.sonas.ie/careers)

Kilkenny People  
10/6/22

# Team Leader

## 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 Leader, 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 position:

### 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.
- ◆ You will have a good working background in Retail middle management with experience in Retail strategy & Product sales, Have good knowledge of Social Media.

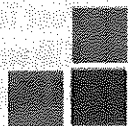
### How to apply

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](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 Tuesday 14th June, 2022 @ 5.00pm**



Chartered Accountants

**CarriganOdwyer Ltd.**

## Trainee Accountant / Part Qualified Accountant Kilkenny

**Carrigan O'Dwyer Chartered Accountants, Enterprise House, Dublin Road, Kilkenny.**

We have a permanent opportunity for someone to join our accounting practice in our recently renovated Kilkenny office. This role provides the successful candidate with a great opportunity to qualify as a Chartered Accountant within a dynamic, digital and professional organisation while at the same time gaining significant and varied experience within a practice environment. The role will be varied with exposure to our finance, tax and accounts preparation. You will get the opportunity to gain invaluable experience in a fast-paced growing accountancy firm.

### Responsibilities Will Include But Are Not Limited To

- Assist in the preparation of monthly management accounts
- Assist in the preparation of quarterly and year-end reporting process for a wide portfolio of clients
- Assist in the preparation of the statutory financial statements for Irish companies
- Assist in the management of budgeting and forecasting processes on a continuous and ongoing basis for clients
- Manage and prioritise ad hoc information requests, performing high quality analysis and insightful information to support decision-making for clients
- Liaise with other in house departments such as Auditing, Company Secretarial, Payroll and Taxation.

### The person

- Honours / master's degree in business / finance / accounting program not essential but beneficial with a good understanding of accounting
- Part-qualified applicants and those seeking a career in accounting by training through practice will be considered
- Good communication skills (oral and written), attention to detail.
- Strong problem solving, organisational and time management skills with the ability to multitask, prioritise responsibilities and complete work accurately and in a timely manner.
- Strong commercial interest and the ambition to pursue a successful career in business.
- Good working knowledge of Microsoft Office and other business software (Word, PowerPoint, Excel, Adobe, Sage accounts, surf accounts, retail accounts production)

In return we will offer you the support and development opportunities you require to further progress in your career. The study package includes ongoing related training, paid study leave and financial assistance towards your course fees.

**Contact [martin@carriganodwyer.ie](mailto:martin@carriganodwyer.ie) for more information**

Kilkenny People  
10/6/22



**Stoneworld Ltd.**

### REQUIRE

**STONE POLISHER AND FITTER  
at their Bagenalstown premises**

Previous experience preferable

Send CV to: [info@stoneworld.ie](mailto:info@stoneworld.ie) or post to

**Stoneworld Ltd.**

Muinebheag Business Park, Bagenalstown, Co. Carlow

Tel: **059 9720392** for details

## GENERAL OPERATIVE Required.

Busy engineering factory require a full-time general operative with forklift licence and full clean driving licence. Manual Handling certificate would be an advantage.

General Warehouse activities. Load and unloading vehicles. Place of work Kilkenny City. Good level of English is a requirement.

Monday to Friday 8 am to 4.30 pm.

Reply with CV to  
[info@noreside.ie](mailto:info@noreside.ie)

**Closing date for applications  
14<sup>th</sup> June 2022**

Kilkenny People  
10/6/22



Comhairle Chontae Chill Chainnigh  
Kilkenny County Council

Applications are invited from qualified persons for the following post:

## **BRANCH LIBRARIAN [OPEN COMPETITION]**

**Competition Reference Number: 2022/PT/O/A/15**

**Salary Scale:** The current salary scale for the position is €13.13 per hour, rising to €21.50 (LSI)

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

**A Panel will be formed from which permanent/temporary/specific purpose vacancies may be filled.**

The closing date for receipt of completed applications is:  
**Friday 17<sup>th</sup> June at 5.00pm**

**Application Form** together with the **Recruitment Guidance Booklet** can be obtained from the following link:  
<https://submit.link/X1>

**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**

Kilkenny People  
10/6/22

# CLEERE LIFE

## MORTGAGE ADVISOR

– CLEERE MORTGAGES –

The role of the Mortgage Advisor is to work with clients to finance purchase of properties and switch existing mortgages. Working within a team of advisors and in a fast paced environment the successful candidate will be a strong people person & be a team player with an ability to manage a portfolio of clients.

- ◆ Advising new clients on mortgage options available to them
- ◆ Management of the Mortgages processes, preparation, processing and management of mortgage applications with relevant providers ensuring accurate entry of data uploaded to internal/external system
- ◆ Tracking of new business pipeline ensuring efficient turnaround of proposal
- ◆ Liaising with clients and lenders throughout the mortgage completion process
- ◆ Ensuring client files are complete and in compliance with policies and procedures before filing
- ◆ Dealing with all administration queries arising on a day to day basis regarding client applications and keep the manager updated on all relevant matters arising and potential sales opportunities
- ◆ Provide full administration support in all aspects of new business and for existing client reviews
- ◆ Maintain and manage the CRM system and manage the new business pipeline ensuring it is fully up to date at all times.
- ◆ Other duties and responsibilities as they arise that may be required in order to grow the business.

#### Job Type / Category

Permanent fulltime role working with an established Mortgage Brokerage in Kilkenny & Naas. This role is to be part of the Kilkenny team & office.

#### Required Education, Skills and Qualifications

- ◆ Strong client focus is essential and a demonstrated background in delivering service excellence
- ◆ Excellent communication skill
- ◆ Excellent attention to detail is a must
- ◆ Excellent technical knowledge of Mortgages preferable in a brokerage environment, however training will be provided
- ◆ Professional approach
- ◆ Proficiency in MS Office applications – Outlook, Word, Excel.
- ◆ Appropriate Industry Qualification such as QFA etc..
- ◆ Highly self-motivated & ability to work on own initiative
- ◆ Excellent organisational skills
- ◆ Experience in working in a fast pace, busy office environment

#### Salary/Package

- ◆ This will be reflective of the experience and qualification that the person will bring to the role

#### Benefits

- ◆ Further education supported along with continued professional development.

#### Schedule:

- ◆ Monday to Friday

Please email CV's to [gearoid@cleerelife.ie](mailto:gearoid@cleerelife.ie)

Killeen Financial Services Ltd T/A Cleere Mortgages is regulated by the Central Bank of Ireland

**A well-established West Waterford Pharmacy**  
is currently recruiting a

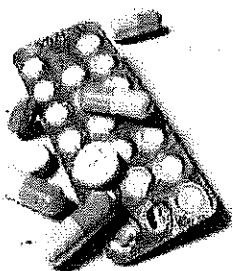
## SUPPORT PHARMACIST

**to work two days per week and provide  
holiday cover for our Supervising  
Pharmacist.**

This is a permanent position  
which will suit a motivated  
pharmacist who can offer  
excellent customer care.

No late nights, Sundays  
or Bank Holidays.

Support from experienced  
Pharmacy Technicians and OTC  
staff is guaranteed.



A flexible rota with competitive salary is on offer for the right  
candidate.

Please forward your CV to:

Box No. 947, Dungarvan Leader, 18 Mitchel Street,  
Dungarvan, Co. Waterford  
before Friday, 24th June, 2022

### SITUATIONS VACANT

**CHILDMINDER** — Looking for a  
childminder in the Kilgobinet area  
to mind two boys. To start end of  
August from 8.00 to 4.30. Must  
be able to drive to do playschool  
run from Coolnasmea. If  
interested call Aoife 087  
2342283. (10/6/22)

**EXPERIENCED TRACTOR  
DRIVER AND FARM MACHINERY  
OPERATOR REQUIRED** — Full  
time position. Contact Kieran  
Hallahan, Cappoquin. 087  
2549759. (17/6/22)

**CARER REQUIRED** — For a 4  
week period over the summer to  
cover holidays for pleasant  
elderly lady with Alzheimer's,  
Kilmacthomas area. Sunday night  
to Friday pm. Good compensation.  
Contact Martina on 087 6680793.  
after 5pm mid week or anytime  
weekends. (17/6/22)

**HANDYPERSON** — Required for  
various jobs both outside and  
inside. Property is within walking  
distance of Lismore town. Rate is  
€10.50 per hour. WhatsApp  
Numbers: 1 869 683 7961. (1)

## PRACTICE NURSE WANTED

**For friendly but busy 4 Doctor  
GP Practice in Youghal**

**Full or Part Time hours available**

Excellent terms and conditions and support and training for  
continuing career development/progression.  
Experience esp smear taking and childhood  
vaccination desirable but not essential.  
Successful candidate(s) will be integral to  
our team & mission to deliver the highest  
standards of patient care and excellent  
communication and interpersonal skills  
are a high priority for us.



Please email [llsa@emmetplace.ie](mailto:llsa@emmetplace.ie) with CV or enquiries

DUNGARVAN LEADER, FRIDAY, JUNE 10, 2022



**Springside Medical GP Practice,  
Dungarvan, Co. Waterford**

Invites applications for the position of:

## **MEDICAL SECRETARY**

**4 days each week**

Send CV and Letter of application to:

**accounts@springsidemedical.ie  
on or before 18/06/2022**

## **SHOP / DELI WEEKEND STAFF REQUIRED**

**For July and August  
DUNGARVAN TOWN CENTRE**

**Reply to: Box No. 949,  
Dungarvan Leader, 18 Mitchel Street,  
Dungarvan, Co. Waterford.**

## **Barnardos**

Ireland's leading children's charity is recruiting!

### **ADMINISTRATION WORKER in Cappoquin, West County Waterford**

**Part-time, 9am – 1pm, 2 mornings (8 hours) per week  
and fixed term contract to December 2022**

**Salary: €5,113 - €7,921 (this is the pro-rated salary for 8 hrs.  
per week)**

We are seeking an experienced Administration worker to provide an efficient and flexible administrative support service to the project in an integrated way to support Barnardos work with children and families.

Check out /www.barnardos.ie/about-us/careers-at-barnardos/  
current-job-vacancies **Jobs and Careers at Barnardos** Website  
for further details.

**Application Closing date: 12pm on Thursday 16th June 2022**

**Interview date: Tuesday 21st June 2022**

**Registered Charity CHY: 20010027**

**Work With Us!  
barnardos.ie/careers**



## **CLEANER REQUIRED**

**5 mornings per week for 1½ hours**

**Finished by 10.00am • Dungarvan Town Centre**

**Please reply to:**

**Box No. 948, Dungarvan Leader, 18 Mitchel Street,  
Dungarvan, Co. Waterford**

## CLEANING OPERATIVES

REQUIRED IN DUNGARVAN  
TOWN CENTRE

TUESDAY

7.30 a.m. until 9.30 a.m.

WEDNESDAY & FRIDAY

5.30 p.m. until 7.30 p.m.

Please phone 087 404 7047  
for immediate start  
or email [castle@pro-active.ie](mailto:castle@pro-active.ie)

(10-6)



**SPRINGSIDE MEDICAL GP PRACTICE**  
Dungarvan, Co. Waterford

Invites applications for the position of:

**MEDICAL  
SECRETARY**  
4 DAYS EACH WEEK

Send CV and Letter of application to:  
[accounts@springsidemedical.ie](mailto:accounts@springsidemedical.ie)  
on or before 18/06/2022

## Tá Naíonra Choill Mhic Thomáisín

AG LORG

## Stiúrthóir Cúnta

22 uair in aghaidh na seachtaine 8.30 r.n. – 1.00 l.n.

(blain ECCE-38 seachtain)

1.5 uair breise íochta gach lá gan na leanaí san áireamh  
Ag fosnú 29/8/2022

### Riachtanach

- FETAC/QQI L 5/6 nó 7 san Luathóideachais/Curam Leanaí
  - Taithí bheith ag obair san Luathóideachais
  - Taithí bheith ag obair mar bhaill foirne
  - Teastas Garchabhair agus Cosaint Leanaí (nó bheith sásta freastal ar chúrsa)
  - Ard chaighdeán i gcaint na Gaeilge (nó bheith sásta freastal ar chúrsa)
  - Curaclam a phleanáil atá ceangailte le bprionsobail Aistear agus Siolta
  - Scileanna cumarsaíde den chéad scoth
- Séol CV agus litir chuig [naionracmt@yahoo.com](mailto:naionracmt@yahoo.com)  
roimh 17/6/2022

## Naíonra Choill Mhic Thomáisín

IS LOOKING FOR AN

## Early Childhood Educator

TO JOIN OUR TEAM

22 hours each week 8.30 a.m. – 1.00 p.m.

(ECCE year – 38 weeks)

Including 1.5 hours each day paid non-contact time  
Starting 29/8/22

### Requirements

- FETAC/QQI L5/6 or 7 in Early Childhood Studies/ Childcare
- Experience of working in Early Years Settings
- Experience of working as part of a team
- First Aid and Child Protection Training (or willing to undertake required training)
- High standard of spoken Irish (or willing to undertake required courses)
- Ability to plan a curriculum with other team members based on the principles of Aistear and Siolta
- Excellent communication skills

Send a CV and letter of application to  
[naionracmt@yahoo.com](mailto:naionracmt@yahoo.com) on or before 17/6/2022


**LOOKING FOR A CHILDMINDER IN THE KILGOBINET AREA TO MIND TWO BOYS** – To start end of August from 8.00 a.m. to 4.30/5.00 p.m. Must be able to drive to do playschool run to and from Coolnasmea. If interested please call Aoife 087 2342283. (10-6)

**EXPERIENCED TRACTOR DRIVER AND FARM MACHINERY OPERATOR REQUIRED** – Full-time position. Contact: Kieran Hallahan, Cappoquin. Tel. (087) 2549759. (17-6)

**BOUTIQUE SALES ASSISTANT REQUIRED** – One day per week. Flexibility desirable. Dungarvan. Reply in writing only to Box No. 8076. (10-6)

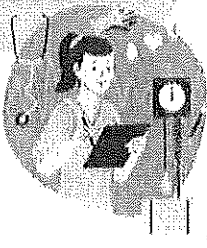
**CARER REQUIRED FOR A 4 WEEK PERIOD OVER THE SUMMER TO COVER HOLIDAYS** – For pleasant elderly lady with Alzheimers. Kilmacthomas area. Sunday night to Friday p.m. Good compensation. Contact Martina on 087 6680793 after 5.00 p.m. mid-week or anytime weekends. (17-6)

**TYPIST REQUIRED TO TYPE A MANUSCRIPT OF ABOUT 70 PAGES** – Could work from own home or our office. Apply by email to: pat@coronet.ie



**Silver Stream**  
Nursing & Care

**We're Hiring!**




**Health Care Assistants**

Ballincourt & Riverstown, Co. Cork

Submit your CV to:

[careers@silverstream.ie](mailto:careers@silverstream.ie)

(11A)



**Barnardos**  
Because children are the future

**Ireland's leading children's charity is recruiting!**

**Administration Worker**

**IN CAPPOQUIN, WEST COUNTY WATERFORD**

**Part-time, 9am – 1pm, 2 mornings (8 hours) per week and fixed term contract to December 2022.**

**Salary: €5,113 - €7,921 (this is the pro-rated salary for 8 hrs. per week)**

We are seeking an experienced Administration worker to provide an efficient and flexible administrative support service to the project in an integrated way to support Barnardos work with children and families.


Check out [www.barnardos.ie/about-us/careers-at-barnardos/current-job-vacancies](http://www.barnardos.ie/about-us/careers-at-barnardos/current-job-vacancies) Jobs and Careers at Barnardos Website for further details.

**Application Closing date: 12 noon Thursday, 16th June, 2022.**

**Interview date: Tuesday, 21st June, 2022**

**Registered Charity CHY: 20010027**

**[barnardos.ie/careers](http://barnardos.ie/careers)**



# General Operative

Kilkenny Nutritional, Piltown, County Kilkenny  
Full-time, Permanent

## Full Job Description

Kilkenny Nutritional is in expanding stage at the moment and is seeking a new operators for night shift from Monday to Wednesday 22.00 - 08.00 am and Thursday 23.00 - 08.00 am.

### Benefits:

- Manual Handling Training provided
- Possibility of full licensed Forklift Training/First Aid Course/Fire Marshall course
- Excellent pay of overtimes, possibility of converting overtimes into holiday hours
- Employee Referral Programme
- Cycle to Work Scheme
- Long term employee benefits policy
- Possibility of personal development
- My Wellness Program
- On site parking
- Long weekend (Friday, Saturday, Sunday off, back in work Monday night)

### Responsibilities:

- Meet daily production targets on output, waste, yield, efficiency, start-up time by working as part of a team
- Maintain the work area and machines in a tidy / safe / hygienic manner
- Self-motivation
- Work within the Quality standards as set out by the business
- Be flexible to ensure all orders are met especially when a breakdown occurs on the line

### Additional pay:

- Overtime pay

### Benefits:

- Flexitime
- On-site parking
- Wellness program

### Schedule:

- 10 hour shift
- Night shift
- Overtime

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# Receptionist

Sonas Nursing homes, Clonmel, County Tipperary  
Full-time

## Full Job Description

**Sonas Nursing Home Melview** are currently recruiting for the role of **Receptionist** as a direct result of our **new expansion**.

**Apply below to enrol for our recruitment open day taking place June 16th 2022.**

Sonas Nursing Homes is an award winning leading provider of residential care to older persons operating Nursing Homes with independent living villages across Ireland. Sonas Nursing Homes cater for respite, convalescent, day care, short-term, long-term and palliative care and independent living. At our core is a commitment to our Sonas Values - Teamwork, Energy, Advocacy, Warmth, Empowerment and Empathy.

**Sonas Nursing Homes pride themselves on providing High quality and standards of care.**

**As a member of our team, you will be there to help them through the day with compassion, dignity and Respect.**

- **Excellent hourly rates based on skills and experience.**
- **Extensive training and support provided.**
- **Ample Support given to candidates throughout the on boarding process.**

**Hours per week:** 20 hours per week

### **Benefits of working for Sonas Nursing Homes:**

- Excellent training and career progression opportunities
- All Meals Provided while on duty
- Uniform & Name badge provided
- Friendly & Supportive working environment
- Employee Well Being initiative available
- Refer a Friend Bonus
- Free on-site Parking
- Induction Training Program
- Education Assistance Program

### **Role Summary:**

As the Nursing Home Receptionist you will be the first point of contact for incoming and outgoing communication within the home. Establish and maintain relationships with residents and their families that are based on respect and equality.

### **Duties & Responsibilities will include but not limited to:**

- Answering & Directing Calls.
- Taking Messages.

- Assisiting with Visiting Schedules.
- Front of house.
- Documentation Admin.

**Skills and Experience:**

- Energetic with a friendly personality.
- Passionate about delivering outstanding care to older people.
- Previous working experience in a Nursing Home environment is desirable.

If you think you've got what it takes and would like to join our team as our **Receptionist** please click '**Apply**' now.

All applications will be treated with the strictest of confidence.

Sonas is an Equal Opportunities Employer.

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# Housekeeping Assistant

Sonas Nursing homes, Clonmel, County Tipperary

Full-time

## Full Job Description

**As a result of our recent expansion Sonas Nursing Home are currently recruiting a Housekeeping Assistant to join our team based in *Clonmel, County Tipperary, Ireland.***

***As a member of our team, you will be there to help our residents through the day with compassion, dignity and respect. and in turn you receive many benefits of working for Sonas Nursing Homes:***

- Excellent training and career progression opportunities
- All meals provided while on duty
- Uniform & name badge provided
- Friendly & supportive working environment
- Employee well-being initiative available
- Refer a Friend Bonus Payment Scheme
- Free on-site Parking
- Induction Training Program
- Education Assistance Program

**Role Summary:** Maintain all areas in the home to a high standard of cleanliness, tidiness and hygiene. Carry out assigned housekeeping duties including cleaning of all equipment, appliances and areas of the Nursing Home.

Establish and maintain relationships with residents that are based on respect and equality.

### **Duties & Responsibilities will include but not limited to:**

- Maintain all areas in the nursing home to a high standard of cleanliness, tidiness and hygiene.
- Carry out assigned housekeeping duties including cleaning, dusting, vacuuming , polishing and moping of equipment, furnishing, crockery, cutlery, kitchen appliances, toilets, bathrooms, bedrooms, living areas, windows and refuse disposal areas.
- Domestic and hazardous waste disposal; ensure bins are collected, cleaned and kept in a hygienic manner at all times.
- Cleaning of spillages as they occur and proper use of safety signs.
- Adhere to infection control policies and procedures and keep up-to-date on best practices.
- Report and record any observed defects on the premises and grounds, equipment or other problems that may affect the general standard of service.
- Promote, encourage and practice the ethos of person-centred care.
- Support and assist other staff members in promoting a cheerful, pleasant and homelike environment and demonstrate a friendly attitude towards residents.
- Assist and support the management team during internal and external audits/inspections.
- Must be available to work various days and weekend shifts on a fulltime basis.

**Education & Qualifications:**

Current and valid Manual Handling, Infection Control, Chemical Awareness, Safeguarding of Vulnerable Adults Certificates (training can be provided if required).

**Skills & Experience:**

- Excellent attention to detail and high cleaning standards
- To be comfortable working at heights and in confined spaces and be physically capable of carrying, loading and storing furniture and equipment in a safe manner.
- Previous working experience within a residential care home setting is desirable.
- Passionate about delivering outstanding care to older people.

**How to Apply:**

To submit your application; click on the 'Apply' button

All applications will be treated with the strictest of confidence.

Sonas is an Equal Opportunities Employer.

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

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# Soft Play Assistant

Dragonz Den, Mooncoin, County Kilkenny

Part-time

## Full Job Description

We are looking to employ an enthusiastic individual to work within our Team.

Overseeing our Soft Play and promoting a happy safe and clean environment.

The job will involve helping the centre run on a day to day basis,

Including booking customers in , dealing with telephone queries, serving in the cafe , making drinks and basic food orders, cleaning and hosting parties.

You must love working with children and families.

Have good organisational skills a good sense of humour .

Willing to work weekends on a rota .

First Aid Certificate

Job Type: Part-time

Schedule:

- Day shift

Language:

- English (preferred)

Reference ID: Soft Play Assistant

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# Receptionist

Doctor365, Waterford, County Waterford

€11 an hour - Part-time

## Full Job Description

Part time receptionist required for our Waterford clinic. Previous customer service experience is a must.

Receptionist duties include:

- Greeting visitors and staff members in a positive and friendly manner.
- Assisting individuals with queries.
- Announcing clients as and when necessary.
- Answering the phone promptly and responding to emails.
- Scheduling appointments.
- Helping colleagues to complete administration tasks.
- Responsibility for opening and closing the doors of the business, which means ensuring the requisite security checks are in place.

Job Type: Part-time

Salary: From €11.00 per hour

Benefits:

- On-site parking

Schedule:

- 8 hour shift

Ability to commute/relocate:

- Williamstown Centre, Waterford, CO. Waterford X91 YA2H: reliably commute or plan to relocate before starting work (required)

Language: English (preferred)

Shift availability: Day shift (preferred)

Application deadline: 17/06/2022

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# HR and General Admin Assistant

The Stable Yard, Waterford, County Waterford  
Full-time, Permanent

## Full Job Description

**Hr & General Administrative Assistant for The Stable Yard Food Hall.**

### Responsibilities

Reporting to the Manager you are responsible for providing Administration and HR support to The Stable Yard Food Hall.

- General Administrative support
  - HR admin
  - Stock Admin
  - Learning Cash Register systems and uploading products
  - Keep product database up to date
  - Conducting interviews
  - Reference checking
  - Paperwork completion
  - Updating HR filing system
  - Liaising with payroll
  - Overseeing new hire induction including issuing contracts, completion of forms, employee handbook, uniform, work related & health and safety training etc.
  - Ensuring HR Software is operating effectively and producing weekly reports on absence, hours of work, probation periods and other employment reminders
  - Ensuring all paperwork is correct and filed appropriately
  - General ad hoc duties
  - Able to work on your own initiative with a sense of urgency
  - Able to work as part of a team
  - Self-Starter
- 
- Ability to learn quickly and implement/make use of new information seamlessly
  - Discrete and Confidential

### Hours of work

**5 days Monday-Sunday**

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# Receptionist

Auto Boland, Waterford, County Waterford  
€23,000 - €26,000 a year - Full-time, Permanent

## Full Job Description

### Receptionist – Volvo Cars Waterford

We are currently recruiting a friendly and professional Receptionist to join our team as our front-of-house in our busy showroom.

### 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 progress and development in order for you to reach your full potential.

### Benefits:

- 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:

- Previous experience in a similar role is an advantage.
- 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.

### Responsibilities:

- Manage Reception Area
- Greet customers and deal with their queries
- Deal with incoming calls – log sales calls, take phone messages
- Check Answer Machine each morning
- Type up letters, quotations, emails as required for Dealer Principal and General Manager.
- Look after outgoing post – keep post book updated daily
- Order stationery, coffee & tea supplies, water etc.
- Log Trade-ins and Used Car Sales
- Process Change of Ownership and RF105's
- Used Car Warranty paperwork
- Deal with parking fines
- Register cars for customers and log details
- Keep Fuel Payments log and Petty Cash log
- Tax Contract Hire & Hertz cars as required. Look after tax renewals of same.

- Maintain calendarized record of all tax renewals for Company Demonstrators to ensure timely renewal.
- Notify Hertz of additional cars to fleet.
- Apply for duplicate paperwork at VRO.
- Do up weekly 'Thank you' letters for New & Used Vehicles.
- Complete 'New & Used Vehicle' customer sheet and make calls

### **Advertising**

- Update Used Car Lists, Window Sheets & Photos daily
- Print Used Car lists
- Update Car zone & websites with stock changes or other changes if necessary.
- Put price changes & additions on Kerridge
- Create advertisements and promotional documentation for dealership.
- Input ads into daily and weekly papers.
- Query any issues with National and Local Advertisements.
- Send all proof and advertisements to media formats (newspapers, magazines, radio) for quotation.
- Agree prices, proofs, and frequencies for advertisements.
- Provide relevant order numbers etc. for agreed advertisements.
- Give accounts payable order numbers for advertisements.
- Check advertisements are as per agreement and are accurate and printed well.
- Pass 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.

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

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# FULL-TIME BARISTA/COUNTER STAFF

The Stable Yard, Waterford, County Waterford  
Full-time, Permanent

## Full Job Description

**Please Note:** This is a Full-Time role; it is not suitable for Students returning to School or College in September.

### Barista/ Counter Staff

The Stable Yard Food Hall are looking for a Full-Time Barista/ Counter Assistant to join Carter's Chocolate Café team.

Carter's Chocolate Café is a busy coffee and treat café that prides itself on its customer service, excellent products and quick service to our amazing customers!

### Responsibilities:

- Maintaining The Stable Yard's standards by providing exceptional food, drink and customer service each and every day
- Enthusiasm to succeed in a busy environment and as part of a dynamic team
- Extensive knowledge of our delicious menu while offering recommendations and suggestions to our loyal customers
- Following cash handling procedures & carrying out quick and efficient till work
- Ensure all HACCP & Health and Safety Procedures are being followed correctly

### Requirements:

- Be friendly and have an engaging personality, with a natural ability to build rapport with customers
- Honest, presentable and takes pride in their work
- Maintain excellent time-keeping and attendance
- Available to work flexible hours that may include early mornings, evenings, weekends, and/or holidays
- Previous Barista experience desirable for this role however training will be given

### Perks of the Job:

- Meals during shift
- Daytime Hours
- Career Progression Opportunities

**We are looking for someone who has a desire to pursue a career in Hospitality and further training.**

**Please get in contact with us Today to discuss this exciting opportunity!**

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# Part time Clerical Officer

Morgan McKinley Health, Waterford, County Waterford  
€12.99 an hour - Part-time

## Full Job Description

Morgan McKinley Health is currently recruiting for a number of Clerical Officer roles in a busy healthcare setting. This is a great opportunity to grow your experience working in Healthcare. These roles are across a variety of areas and contract lengths vary in duration.

### Principal Responsibilities & Duties include, but are not limited to:

- Ensure that Patient Healthcare records are maintained.
- Update internal databases with discretion and confidentiality.
- Manage day-to-day running of the office (stationary, filing, shared drives, conference rooms etc.)
- Assist with facilities administration and queries.

### Desired Skills & Attributes:

- 1 year + experience working in an administrative role.
- Previous medical clerical administration experience is desirable but not essential
- Enjoys working in a fast-paced environment
- Excellent Microsoft office skills.

Morgan McKinley is acting as an Employment Agency and references to pay rates are indicative.

**BY APPLYING FOR THIS ROLE YOU ARE AGREEING TO OUR TERMS OF SERVICE WHICH TOGETHER WITH OUR PRIVACY STATEMENT GOVERN YOUR USE OF MORGAN MCKINLEY SERVICES.**

Job Type: Part-time

Part-time hours: 20 per week

Salary: €12.99 per hour

Schedule:

- Day shift
- Monday to Friday
- No weekends

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### Sales Assistant - part time Jump Juice Bar Ltd

Not Disclosed

☐ Permanent | Full Time



[Login or register to apply](#)

#### Description

#### Company Details

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**

#### Skills:

Customer   Service   Teamwork   Flexibility

[Login or register to apply](#)

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## Front Office Receptionist The Rhu Glenn Hotel

Waterford, County Waterford, Ireland

Not Disclosed

Permanent | Full Time

Today



[Apply Now](#)

Description	Company Details
<p>We are looking for a Front Office Receptionist with a background in the hotel industry preferably with experience of working in a busy front office.</p> <p><b>Main Responsibilities:</b></p> <ul style="list-style-type: none"> <li>Constant customer care</li> <li>Checking in/out guests of the hotel</li> <li>To take reservations and update system as required</li> <li>Carry out any other activities as notified to you by management</li> <li>Overseeing reservations and allocations</li> <li>Overseeing Guest and Tour Accounts</li> <li>Dealing with Travel Agents/Tour Operators</li> <li>Notifying Staff for Rota</li> </ul> <p><b>The Ideal Candidate:</b></p> <ul style="list-style-type: none"> <li>Must have experience in Front Office Reception role</li> <li>Experience in the Hospitality Industry ideal but not essential</li> <li>Must have good telephone manner</li> <li>Will need to be self motivated and able to work on your own initiative</li> <li>Must have good administration &amp; PC skills.</li> <li>Comfortable with Accounts</li> <li>Confident with all Social Media Platforms</li> <li>Fluent in English</li> </ul> <p><b>Please apply below with cover letter and CV</b></p> <p><b>Skills:</b></p> <p>Front Office    Excellent customer service    hotels</p>	

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📍 Location

🏢 Sector

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## Customer Support Associate

📍 Waterford, County Waterford, Ireland

€ €11.55 - €14.01 per hour

📅 Permanent | Full Time

🕒 05 Jun



Apply Now

### Description

### Company Details

#### Customer Support Associate

This is a work from office position

#### About the Job:

Global Communications company seeks Customer Service Experts who are obsessed with making a difference in the lives of their customers. We will provide you the best tools and resources to exceed our customer's expectations and provide them with a truly remarkable experience.

#### About You:

**Customer Focus:** You do whatever it takes to deliver the best customer experience by owning the customer's issue from start to finish.

**Versatile:** You're ready for anything that comes your way. You are comfortable with a little chaos.

**Ownership:** You get it right and if you need help, you aren't afraid to ask for help when it's needed.

**Can do Attitude:** Even when faced with a challenge, you know delivering the best Customer Experience is a priority.

**Problem Solving:** Figuring things out even when they aren't clear energises you and you can easily break things down and explain it to others. You get it right the first time!

**Quality Focus:** Everything you do is to delight and wow customers.

**Value Focus:** You enjoy showing the benefits of products that can make your customer's lives easier.

**Enthusiastic Learner:** You love learning new things and can easily adapt in a fast paced ever changing environment.

**Integrity:** You know the difference between right and wrong and treat others the way you want to be treated.

#### Your Skills

**PC Skills:** You are comfortable using computers and can easily navigate several different systems or programs.

**Strong English Skills:** You speak, comprehend and write English fluently and can easily have proactive conversations with English speaking customers.

**Coachable:** You work well on your own but can also take direction from your leadership team.

**Hours of Operation:** Monday to Sunday from 13.00-02.00; at the moment most shifts take place between the hours of 14.00-22.00.

**Rate of pay:** Salary range reflective of shifts entered into. Basic rate per hour before 10pm is €11.55 and uplifts to €14.01 per hour for hours worked between 10pm and 2am.

**Location:** Site in Railway Square, located in Waterford City Centre

**FULL TIME Positions only**

YOU MUST BE OVER 18 TO APPLY FOR THIS ROLE

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.

**Skills:**

Customer Service   value add   soft skills

**Benefits:**

Performance Bonus   Parking

## Apply For This Job

You are just a few steps away

Get started by entering your email

Email

Next

First Name

Last Name

### ATTACH A CV TO YOUR APPLICATION

No CV attached



Cover Note

A cover note should briefly tell the employer what experience and skills you have that set you apart.

Add job title: Default Cover Note

Start typing your cover note...

What country do you live in?

Please Select

Are you eligible to work in Ireland?

Yes

No



By clicking Send Application I agree to allow jobs.ie to share the information in this application with Infosys

SEND APPLICATION

\*Advertised on jobsireland.ie\*

< Back

## \* animal attendant \*



Diese Animal Sanctuary



Ref: #JOB-2229559



Ballymacarbry, Nr Clonmel E91 N153



No of positions: 1



Paid Position



30 hours per week



To be Confirmed



Published On: 08 Jun 2022



Closing On: 05 Jul 2022

Apply

Frequently Asked Questions

### Job Description

Share

To be able to help with the day to day running of an animal sanctuary , which includes a variety of domestic, wild and agricultural animals, plus welfare cases. Full driving license is required due to location.

The day to day running of the sanctuary consists of cleaning, walking , feeding and giving your time to the welfare animals. We also attend picking up dogs from the Garda and assisting with injured animals through RTA. The most requirement for this position is being an animal lover ,Short listed persons will be called to do a day voluntary , to be happy in the position and be able for the responsibility

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#### Career Level

- Not Required

#### Candidate Requirements

Essential

- Minimum Experienced Required (Years): 0

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Our Mission

Jobsireland

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.



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Show accessibility settings

\* Advertised on jobsireland.ie \*

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## ✕ Carpenter - Construction ✕



SEPAM SOLUTIONS LIMITED

Ref: #JOB-2227902



Clonmel, County Tipperary, Ireland



No of positions: 1



Paid Position



40 hours per week



Dependent On Experience



Published On: 25 May 2022



Closing On: 22 Jun 2022

Apply

### Frequently Asked Questions

## Job Description

Share ✓

### Job Purpose:

SEPAM are now looking for a skilled carpenter with knowledge of various carpentry techniques. You will be responsible for layout, installation, repairing, finishing, and maintaining various structures, fixtures, and buildings. Other duties will include designing, cutting, and measuring materials according to a client's requirements.

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: Us

A successful applicant should be hardworking, reliable, and have good communication and organizational skills. You must have completed an apprenticeship in carpentry or have equivalent experience in the field.

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### Responsibilities:

Ability to read and interpret drawings.

gof

Assisting supervisors with structural design, planning, layout, and installation.

Conduct repair work and installation of doors, windows, drywall, cabinets, stairs, and other fixtures as required.

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Ability to assess the quality of woodwork and materials.

Ability to operate tools, machines, and other equipment.

lan

Compliance with local building codes, and health and safety regulations.

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### Requirements:

Minimum of 3-5 years of experience

## Career Level

- Experienced [Non-Managerial]

## Candidate Requirements

### Essential

- Minimum Experienced Required (Years): 0

## Follow Us

## 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



# 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/3D0Jg3n>



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

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



**JobsIreland.ie**  
Connecting Employers and Jobseekers

## *'Getting the most out of JobsIreland'*

**Free online event with the INOU (Irish National Organisation of the Unemployed)**

This online event takes place on **Wednesday, 15<sup>th</sup> June from 9.30 to 10.30am** and will focus on the **JobsIreland website / services**.

The INOU will be partnering with the Department of Social Protection for this online event. JobsIreland is the State's primary jobsearch and job matching website aimed at helping people to find jobs and to assist employers to connect with suitable candidates.

A representative from the Department, will give an overview of JobsIreland and will demonstrate some of the key features of JobsIreland and provide information on the additional services available on/through JobsIreland.

This will help unemployed people get the most from JobsIreland and increase their opportunities for being matched to the jobs they want.

**\*Clients of the Local Employment Service, c/o Nano Nagle Community Resource Centre, Carrick-on-Suir can contact us for more details and to be referred for the above online event\***

**\*Annie Dalton – Employment Guidance Officer – ☎ 086-0358613 / 051-649516 ✉ [annie.dalton@wlp.ie](mailto:annie.dalton@wlp.ie) \***

# **Benefit of Work Estimator**

## **What is the Benefit of Work Estimator?**

The benefit of work estimator for jobseeker and one parent family payments shows how starting work or increasing your hours could affect your payment. The estimate will include income from your employment and any social welfare payments you may still be entitled to.

## **Who can use the Estimator?**

This tool is anonymous and the information you provide cannot be used to identify you by the Department of Social Protection.

## **What Information does it need?**

You will need to provide information on:

Social Welfare Scheme.

You will need to tell the estimator what scheme you are currently being paid on.

Family and Children.

You will need to select your relationship status and if you have dependent children.

Job Details.

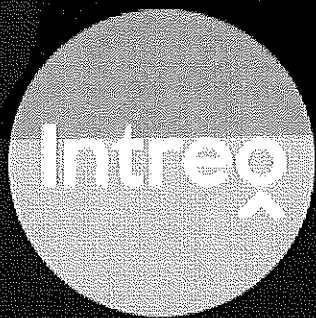
You will need to provide information on your current job, if applicable, and you will need to know how many days, hours and the rate of pay for the new job.

Check out the Benefit of Work Estimator on

<https://services.mywelfare.ie>

under the "Out of Work Payments Section" or via the link below:

<https://services.mywelfare.ie/en/topics/out-of-work-payments/benefit-of-work-estimator/>



# 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

# CONSTRUCTION SKILLS TRAINING CENTRE OPEN DAY

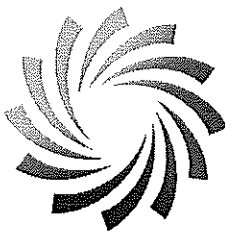
 Bansha Road,  
Tipperary Town  
E34 W973

 10am - 12pm  
20th June 2022



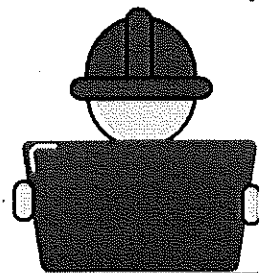
## COURSES IN:

- ✓ RETROFIT INSULATION
- ✓ PLASTERING
- ✓ DRYLINING
- ✓ MULTI-TRADE SKILLS; (PRE-APPRENTICESHIP)



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Bord Oideachais agus  
Oiliúna Thiobraid Árann  
Tipperary Education and  
Training Board



CONTACT US



052 6134333



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

# 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

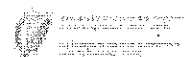
For more details, contact Kitty Galvin Hennessy or Evelyn Nevin or ring  
to arrange a visit on  
051 359220

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

Email: [waterford@nl.n.ie](mailto:waterford@nl.n.ie)



**wwetb**  
Waterford Welfare  
Education Training  
Board



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@nl.n.ie](mailto:waterford@nl.n.ie)

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

\*Clients of the Local Employment Service please contact Annie Dalton on 086-0358613 / 51-649516 if you are interested in any of the courses below for CARRICK-ON-SUIR \*



eth  
Education and Training  
Development  
Agency  
Tipperary



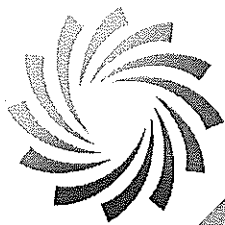
QQI  
Quality and Qualifications Ireland  
Qualrúio Cállochtú agus Céilochúil Éireann

## 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


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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



Ireland's European Structural and  
Investment Funds Programme  
2014-2020  
Co-funded by the Irish Government  
and the European Union



EUROPEAN UNION  
Investing in your future  
European Social Fund



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agus Scileanna  
Department of  
Education and Skills

**SOLAS**  
learning works





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Oiliúnaíochtaí Aonair  
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



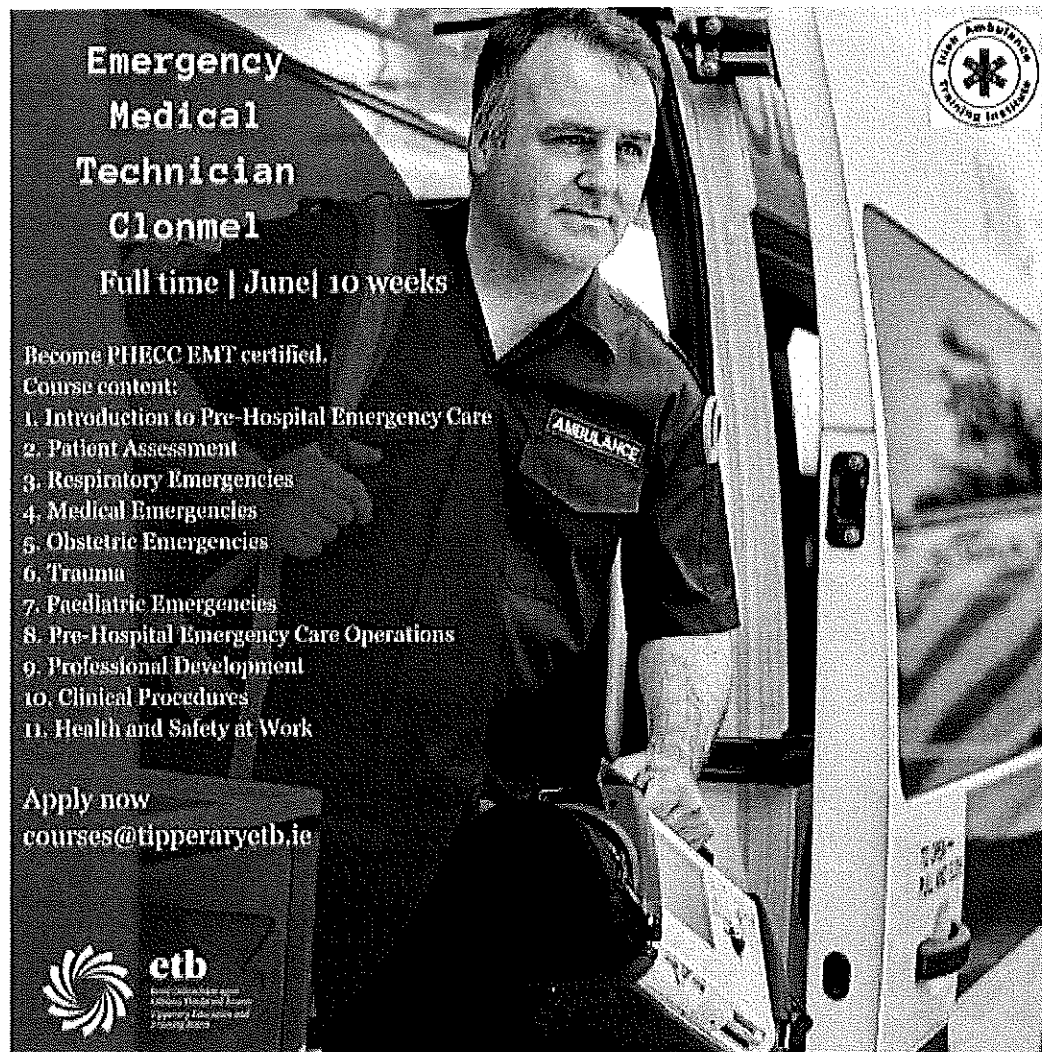
EUROPEAN UNION  
Investing in your future  
European Social Fund



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agus Oiliúnaíochtaí  
Aonair  
Tipperary Education and  
Training Board

**SOLAS**  
learning works





**Emergency  
Medical  
Technician  
Clonmel**

**Full time | June | 10 weeks**

Become PHECC EMT certified.  
Course content:

1. Introduction to Pre-Hospital Emergency Care
2. Patient Assessment
3. Respiratory Emergencies
4. Medical Emergencies
5. Obstetric Emergencies
6. Trauma
7. Paediatric Emergencies
8. Pre-Hospital Emergency Care Operations
9. Professional Development
10. Clinical Procedures
11. Health and Safety at Work

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

Dont miss out on applying for the next Emergency Medical Technician Fully Funded Course.  
Starts June 13th, for 10 weeks in [#Clonmel](#)

Apply today using course code 359790 on link in bio.

Course content includes:

1. Introduction to Pre-Hospital Emergency Care
2. Patient Assessment
3. Respiratory Emergencies
4. Medical Emergencies
5. Obstetric Emergencies
6. Trauma
7. Paediatric Emergencies
8. Pre-Hospital Emergency Care Operations
9. Professional Development
10. Clinical Procedures
11. Health and Safety at Work

[More details on the above course on www.fecthcourses.ie](http://www.fecthcourses.ie)

**\*THE ABOVE COURSE IS ALSO COMING UP IN CARRICK-ON-SUIR ON 3RD OCTOBER 2022\***



**QQI LEVEL 5  
MANUFACTURING  
OPERATIONS  
(MEDICAL DEVICE/PHARMA)  
CLONMEL**

Starts September | 52 weeks  
includes 12 weeks work placement

CALL US TODAY ☎ 052 613 4333



**etb**

Board of Technical Education  
Oifigea Teicneolaíochta  
Léimneolaíochta agus  
Treininteacha

Considering your course options for September?  
Manufacturing Operations [#LifeSciences](#) for Medical Device/Pharma Industry

**Course content includes:**

- Bioprocessing
- Cleanroom Operations
- Health, Safety & Environmental Awareness
- Continuous Improvement in Manufacturing
- Packaging & Labelling
- This course includes 12 weeks work placement
- There are no fees & training allowances available

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

# AutoCAD (Online)

## ONLINE COURSE

Starts October  
1 evening p/wk  
10 weeks

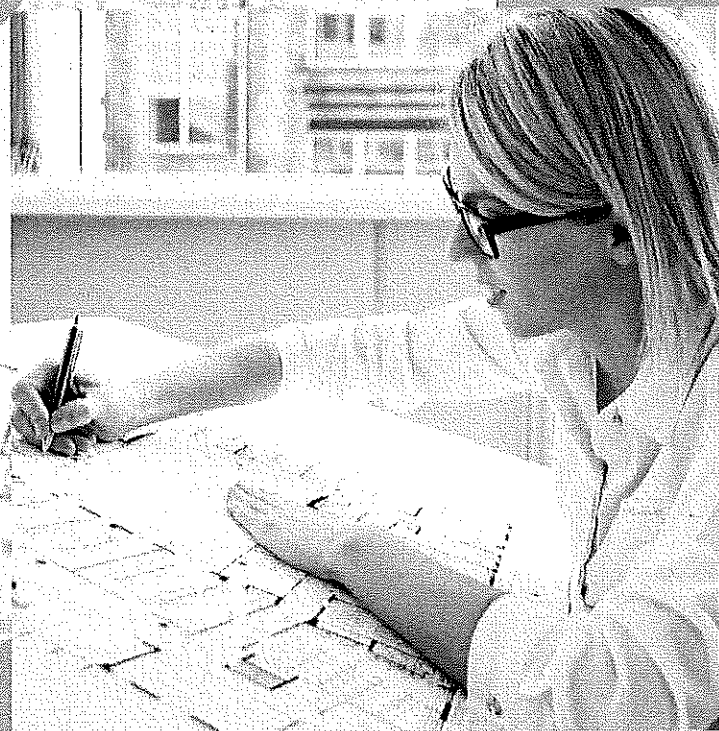
### Course Content:

- Apply basic drawing skills
- Draw Objects
- Draw with Accuracy
- Modify Objects
- Use additional drawing techniques
- Organise objects
- Re-use existing content
- Annotate drawings
- Layouts and Printing



**etb**

East Cork Education and  
Training Board  
Online Education and  
Training Board



Enquiries to Caroline on 051 640742 or [eveningtraining@tipperaryetb.ie](mailto:eveningtraining@tipperaryetb.ie)

### AutoCAD Online Course

Effectively use AutoCAD software including creating or plotting drawings, editing objects, working with layouts, reuse existing content, annotate drawings and organise objects.

Starts October

1 evening p/wk for 10 weeks

\*Clients of the Local Employment Service (LES) please contact Annie Dalton, Employment Guidance Officer @ the Local Employment Service, Nano Nagle Community Resource Centre, Carrick-on-Suir for more details and to be referred for a place\*

Tel: 086-0358613 / 051-649516

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

## PORTLAW - Monday

### Start Date 5th September

Time	Course	Code	Weeks
9:15am - 2:00pm	Group 1 Care Support and Palliative Care QQI 5 Healthcare Support Award YR 2	HC-352768	32

## PORTLAW - Tuesday

### Start Date 6th September

Time	Course	Code	Weeks
9:15am - 11:15am	Book Keeping QQI 4	OS - 360039	32
11:30am - 1.30pm	Word Processing QQI 3	OS - 360042	20

## PORTLAW - Wednesday

### Start Date 7th September

Time	Course	Code	Weeks
9:15am - 2:00pm	Group 1 Care Support and Palliative Care QQI 5 Healthcare Support Award YR 2	HC-352770	32

Upcoming BTEI courses in September in Portlaw, for more information contact 051 393794/086 0460986 or email [maryupton@wwetb.ie](mailto:maryupton@wwetb.ie) also you can apply online through [www.fetchcourses.ie](http://www.fetchcourses.ie)

## Training Opportunities for 2022

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

<b><i>Start Date</i></b>	<b><i>Course</i></b>	<b><i>Location</i></b>	<b><i>Duration</i></b>
29th Aug 2022	Pathways to Employment- Employment Skills (VTOS)	<i>Carrick-on-Suir</i>	40 Weeks – Full Time
29th Aug 2022	Office Administration (Business studies) – VTOS	<i>Carrick-on-Suir</i>	40 Weeks – Full Time
1st Sept 2022	English for Speakers of other Languages Assessment	<i>Carrick-on-Suir</i>	Ongoing
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
12th Sept 2022	Four Stroke Engine Maintenance – Level 3–BTEI	<i>Carrick-on-Suir</i>	10 Weeks – Part Time

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
12th Sept 2022	Hospitality Operations Traineeship	<i>Clonmel</i>	50 Weeks - 3 days in the classroom/2 days on work placement
13th June 2022	Emergency Medical Technician (PHECC)	<i>Clonmel</i>	10 Weeks – Full Time
12th Sept 2022	Medical Administration (Office Administration)	<i>Clonmel</i>	52 Weeks – Full Time
19th Sept 2022	Manufacturing Operations for Medical Device/Pharma Industry (Life Sciences Manufacturing Operations)	<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
13th Jun 2022	Professional HGV Training Programme (Traineeship)(Blended Training)	<i>Waterford</i>	29 Weeks – Full Time
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
11th Jul 2022	Diploma in Women's & Men's Hairdressing (Traineeship)	<i>Waterford</i>	39 Weeks – Full Time
29th Aug 2022	TIG Welding	<i>Waterford</i>	5 Weeks – Evenings
29th Aug 2022	Manual Metal Arc Welding (EN Certified)	<i>Waterford</i>	5 Weeks – Evenings
30th Aug 2022	MIG Welding	<i>Waterford</i>	4 Weeks – Evenings
12th Sept 2022	An Introduction to the Pharmaceutical Industry Night Class	<i>Waterford</i>	5 Weeks – Evenings

12th Sept 2022	Start Your Own Business	<i>Waterford</i>	10 Weeks – Evenings
13th Sept 2022	2D CAD Level 3	<i>Waterford</i>	11 Weeks – Evenings
11th Sept 2022	Cleanroom and Packaging Operations Traineeship	<i>Waterford</i>	36 Weeks – Full Time
19th Sept 2022	Classic Car Restoration	<i>Waterford</i>	20 Weeks – Full Time
20th Sept 2022	Digital Imaging Basics– Photoshop	<i>Waterford</i>	5 Weeks – Evenings
20th Sept 2022	Palliative Care	<i>Waterford</i>	5 Weeks – Evenings
26th Sept 2022	Sports Recreation and Exercise Traineeship	<i>Waterford</i>	52 Weeks – Full Time
24th Oct 2022	Regional Tour Guiding Traineeship (Blended Learning)	<i>Waterford</i>	20 Weeks – Full Time

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)

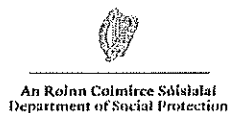
At

Local Employment Service

Nano Nagle Community Resource Centre, Carrick-on-Suir

Tel: 051-649516

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





## 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***

### **Cleaner CE Scheme- Carrick-on-Suir (2228900)**

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

### **Maintenance Person CE Scheme - Sean Kelly Sports Centre (2228003)**

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. 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 up keep and maintenance: Maintain grounds, mowing, trimming, weeding, aerating and fertilizing lawns. Cut grass and pruned trees to make landscape more appealing. Replace plants when needed, rake leaves etc. Maintain water fountain. Maintain ground maintenance equipment. Adjusting, repairing, cleaning and maintaining gym equipment. Repairing floors with different surfaces and cleaning when required. Maintaining bathrooms and changing rooms. Carrying out minor repairs if possible. Carrying out statutory checks. Other duties as assigned.

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

General outdoor maintenance and up keep of the club grounds.

### **Cook & Housekeeper (Special Needs Assistant) CE Scheme, 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.

### **Secretary CE Scheme, (COSTEDC/COSDA), Carrick-On-Suir (2225826)**

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career. The secretary will provide assistance to the Carrick-on-Suir Tourism & Economic Development Committee and Carrick-on-Suir Development Association, duties may include but are not limited to the following: Keeping an updated registry of association member. Receive agenda from committee members, circulate agendas and reports. Record, publish, circulate and maintain the minutes of board/committee meetings. Maintain a calendar of association events and notify association personnel of forthcoming events in a timely manner. Act as a focal point for the receiving and sending of correspondence on behalf of the association. Keep a copy of all inwards and outwards correspondence. Maintain records of the association. Sending out notices of general meetings to the association membership. Ongoing liaison with the chair and other board members. Compiling lists of names and addresses that are useful to the organisation, including those of appropriate officials or officers of voluntary organisations. Keeping a record of any of the organisation's publications (e.g. leaflets or newsletters) and preparing a report of the organisation's activities for the year, for the Annual General Meeting.

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

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

### **Caretaker/Maintenance Person CE Scheme, Nano Nagle Community Resource Centre, Carrick-on-Suir (2225532)**

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.

**Groundsperson, CE Scheme, Carrick-on-Suir (2225439)**

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

**Caretaker Community Hall CE Scheme, Carrick-beg 2224959**

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

**Maintenance Person / Groundsperson CE Scheme - Mollerans GAA Club, Carrick-beg (2227513)**

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

**Receptionist CE Scheme - Sean Kelly Sports Centre (2224246)**

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(2223124)**

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. Delivering training sessions three evenings and two mornings a week to young athletes within club and school environments. Maintain the athletic grounds by conducting daily grounds inspection check and removal of any objects found, litter clearing in and around sports field and surrounding ditches. Checking and clearing long jump pit on a regular basis. Keep the athletic track cleaned and maintained. To assist with track marking, bring out and in athletic equipment as needed. Other duties maybe required. No experience necessary, all training will be provided, you will be mentored and supported by the athletic coaches.

**Housekeeper CE Scheme - Sean Kelly Sports Centre (2229130)**

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 (2224958)**

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

**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

**Grounds and Maintenance Worker Ce Scheme, Fiddown Tidy Towns (2225619)**

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

**Caretaker CE Scheme, Kilmacthomas (2226551)**

Job is based at Kilmacthomas GAA Grounds. Duties include grass cutting, pitch lining, club house duties, general field maintenance.

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