

THIS WEEKS JOB VACANCIES

31st August 2022

THIS JOB VACANCY PACK CAN ALSO BE VIEWED ONLINE @

WWW.WLP.IE

UNDER Jobseeker & Employer Tab

Hit Local Job Adverts

For daily Job Vacancy Updates

Visit www.facebook.com/WaterfordLeaderPartnership

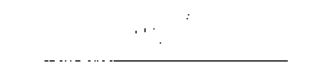
JOBSEEKERS CAN CONTACT US VIA:

PHONE: Annie Dalton (Case Officer) on 086 035 8613 / 051-649516

EMAIL: annie.dalton@wlp.ie

Nano Nagle Community Resource Centre, Carrick-on-Suir, Co. Tipperary

Tel: 051-649516


An Roinn Coimisce Sóisialaí
Department of Social Protection


An tAonán Leasair Waterford Leader
Partnership



CHEF DEVELOPMENT PROGRAMME 2022/23

**Empower Your Excellence.
Learn, Progress and Excel with Team Talbot.**

EARN
STEP 1
Earn while you learn . . .
and achieve a City & Guilds Level 2 Diploma in Culinary Skills.

EMPLOY
STEP 2
Permanent full-time contract . . .
as a Junior Commis Chef in your local Talbot Collection Hotel.

ACHIEVE
STEP 3
Excel in your career as a Chef . . .
in a progressive and family-owned Irish company.

APPLY NOW

www.talbothotelclonmel.ie/careers.html
or email Regina Mumen, HR Executive at
hr@talbothotelclonmel.ie

IN PARTNERSHIP WITH
THE CITY & GUILDS OF
CULINARY ARTS AND CULINARY
INSTITUTE OF IRELAND
FOR THE DEVELOPMENT OF
CULINARY SKILLS

Trainee Cheesemaking Position

Rare, full-time position with a busy family owned specialty dairy business in the Moyglass area of Tipperary

Candidate Should:

- Enjoy working in a dynamic manufacturing environment
- Hold a strong interest in food
- Have previous experience in dairy/food sector
- Mechanical and Computer knowledge an advantage
- Be available for early starts

Application:

Please email info@cashelblue.com for an application form.
Closing date **Monday 19th September 2022.**

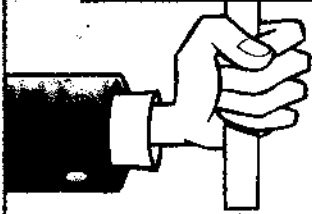
Cashel Farmhouse Cheesemakers is an equal opportunities employer

DewValley

Dew Valley Foods

**APPLY
NOW**

Limited Roles Available



**Permanent Contract Shift Roles
& Flexi Contact Jobs 36 hours
(3 x shifts - 12 hours)**

Email HR to HR@dewvalley.com or Phone **0504-46110**
Closing date: Friday 9th September 2022 4pm



Join a Shift Team &
work an excellent
shift pattern or
Join the Flexi Team
and work more
flexible hours



Excellent rates
of pay,
shift premium &
overtime rates



Permanent
Contract issued
on joining Shift.
12 month Contract
for Flexi Team

SAFE PASS COURSE

**TO BE HELD IN CLONMEL
ON FRIDAY 2ND SEPTEMBER,
THURSDAY 8TH SEPTEMBER
AND SATURDAY
17TH SEPTEMBER**

**TO BOOK TELEPHONE
052 6123111 OR
086 8121590
E: peter@semiton.com**

ROSS RMORE

Rossmore Engineering are recruiting
for the following positions.

**Experienced
required for high quality
finish on products.**

Email CV to jerry@rossmoreeng.ie
Rossmore Engineering Ltd, Clonoulty, Cashel Co. Wick.
Tel: 0504/42230.

The Nationalist
11/9/22



etb

Bord Oideachais agus
Oiliúna Thiobraid Árann
Tipperary Education and
Training Board

TIPPERARY ETB

invites applications for the following posts:

Ref: 22/23-144

CEF - EMPLOYMENT LIAISON OFFICER

(2 year Fixed Term post) - Further Education & Training Centre,
Archerstown, Thurles, Co. Tipperary

Ref: 22/23-145

ELECTRICAL INSTRUCTOR

(2 year Fixed Term post) - Further Education & Training Centre,
Archerstown, Thurles, Co. Tipperary

Note: Application form and particulars of the posts are available on www.tipperaryetb.ie

The latest date for receipt of applications is 12 noon on Monday 12th September 2022.

Shortlisting may take place. Late applications will not be considered.

Bernadette Cullen, Chief Executive.

As an ETB we are
committed to
excellence in
education and
training.

Financed and supported by the Government of Ireland and the European Union

2014-2020
Operational Program
for Growth and
Employment



Operational Program
for Growth and
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Bord Oideachais agus
Oiliúna Thiobraid Árann
Tipperary Education and
Training Board

TIPPERARY EDUCATION AND TRAINING BOARD
Invites applications for the following position:

Ref: 22/23-143

**PSYCHOLOGICAL SUPPORT COUNSELLOR -
YOUTHREACH CAPPWHITE**

Permanent Whole-Time position

7 hours per week

Application Form, Job Descriptions and Person Specifications
and all other information in relation to the posts are available on
www.tipperaryetb.ie

**Closing date for receipt of completed application form is
12 noon on the 09/09/2022**

Financed and supported by the Government of Ireland and the European Union

2014-2020
Operational Program
for Growth and
Employment



Operational Program
for Growth and
Employment



EUROPEAN UNION
Investing in your future
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John P. O'Donohoe Solicitors are seeking to recruit a

Legal Secretary/ Receptionist.

Candidates would preferably have legal secretarial experience with strong dictation typing skills and general proficiency in use of MS Office, Outlook and Word. Experience with case management systems would be beneficial.

Responsibilities and duties will include, but are not limited to, general reception duties, preparing correspondence and documents from digital dictation, scanning and file management. The ideal candidate should have good communication and organisational skills and the ability to work on their own initiative and as part of a team.

If you wish to apply for this role please email a CV and cover letter to:
jod@jodlex.ie

The **Property Registration Authority**
is recruiting for the role of
Digital Mapping Officer



We have vacancies in **Dublin, Roscommon and Waterford**

Candidates must apply through **www.publicjobs.ie** where you can find full details of the role and opportunity, including specific eligibility requirements.

Closing date: **3pm on Thursday 8 September 2022**



An tÚdarás Clárúcháin Maoine
Property Registration Authority

AVELLO LIMITED

*t/a Heerys, Market Bar,
Electric Avenue*

We are looking to take on a

**PART TIME
BOOK KEEPER**

10 hours per week
(a little more at the start).

**Must have knowledge of
Sage 50 Accounts.**

Please send CV by email to:
mickelectricavenue@hotmail.com

Replacement Window & Door Installers

SUB-CONTRACTORS ARE REQUIRED TO FIT REPLACEMENT WINDOWS AND DOORS.

Candidates must have;

- Insurance
- Safe Pass

Previous experience as a Window & Door installer is desirable.

The successful candidates must be self employed, have their own transport and be willing to travel.

Full product training will be provided.

Immediate start and long term work available.

If you are interested in applying for this position, please forward a current CV via email to personnel@munsterjoinery.ie



MUNSTER JOINERY

www.munsterjoinery.ie



WE ARE RECRUITING

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

- Food & Beverage Servers
- Accommodation Assistants
 - Day/Night Porter
 - Experienced Mixologist
- Chef de Rang/Station Waiter/Waitress (1 Michelin Star)

TO APPLY:

Forward your CV and cover letter to rkenny@cliffhousehotel.ie

Kilkenny People
2/9/22

Keoghs Model Bakery

Bridge Street, Callan,
Co. Kilkenny

Currently have the following vacancies

**Machine
Operative**

**General
Operative
(Night Work)**

Shop Assistant

Please reply with CV

Apply by email to
keoghsbakery@gmail.com



Kilkenny College
Vacancies

Boarding House Parent Girls Boarding

Kilkenny College are looking to fill the following vacancy for
the academic school year 2022/23

➤ **House Parent Girls Boarding -
Fixed Term Contract
Sep 2022 - June 2023**

Applications including a cover letter and a copy of your CV
should be forwarded to murt.larkin@kilkennycollege.com

The closing date for receipt of application is
Friday 9th September '22 at 5pm.

You may be called for interview at short notice.



Job Overview

Experienced dairy farm workers are required for full-time positions on farms
throughout Kilkenny & Carlow

Duties to include:

- Milking
- All aspects of animal husbandry
- Operation of farm machinery

Applicants will have:

- Previous experience of working on similar role
- Be familiar with modern dairy farming practices
- Keen interest in working in agriculture
- Driving licence
- Good Level of English

Salary ranging from €30K depending on experience

If you are interested in this role, please send your CV to
ykenny@kcdfrs.ie

SECRETARY/RECEPTIONIST

Small Architectural
+ Engineering Office

Full Time (35 hours)

South Kilkenny Area

email:officejobkilkenny@gmail.com

SAFE PASS TRAINING

BILLY MORAN

For bookings

Contact: **056-4440883** or

087-2683178

Email:

office.billymoran@gmail.com



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

Training Services

2022 Autumn Training Schedule

Are you a job-seeker or a career changer interested in a career as a...

Course Title	Start Date	Location	To register and further information - go to www.fetchcourses.ie and search the course codes below or email tsu.recruit@kilkennycarlowetb.ie
Bicycle Engineer	05/09/2022	Moooin, Co. Kilkenny	334005
Book-keeping Administrator	07/11/2022	Carlow	362965
Cyber Security Analyst	06/09/2022	Online	363179
Domestic Energy Assessor	Upcoming	TBC	tsu.recruit@kilkennycarlowetb.ie
Forklift Driver	12/09/2022	Carlow Town	362936
Forklift Driver	03/10/2022	Kilkenny City	362937
Forklift Driver	07/11/2022	Carlow Town	362939
HGV Rigid Driver	12/09/2022	Kilkenny City	362723
IT Support (Networking and Installation)	Upcoming	Online	tsu.recruit@kilkennycarlowetb.ie
Medical Office Assistant	19/09/2022	Kilkenny City	363191
Outdoor Activities Instructor	03/10/2022	Castlacomar, Co. Kilkenny	332393
Payroll Administrator	12/09/2022	Carlow Town	362964
Tour Guide	05/09/2022	Kilkenny City	331202
Welding (Basic)	05/09/2022	Carlow Town	348096

Are you currently working and interested in upskilling in...

Course Title	Start Date	Location	To register and further information - go to www.fetchcourses.ie and search the course codes below or email tsu.recruit@kilkennycarlowetb.ie
Accredited Product Advisor : Life Assurance, Regulations & Savings & Investments	04/10/2022	Online	362828
Excel Expert (Pltman)	07/09/2022	Online	362962
Creating Memorable Customer Experience in the Hospitality Sector	Upcoming	Kilkenny City	tsu.recruit@kilkennycarlowetb.ie
Green Skills : Fifty Shades Greener - Tutor Led On site	26/09/2022	Carlow Town	345535
Green Skills: SMART Driving for Bus & Coach Drivers	Upcoming	Carlow Town	tsu.recruit@kilkennycarlowetb.ie
Green Skills: SMART Driving for Bus & Coach Drivers	Upcoming	Kilkenny City	tsu.recruit@kilkennycarlowetb.ie
Green Skills: Sustainability Awareness Micro-Credential (QQI Level 4)	Upcoming	Online	tsu.recruit@kilkennycarlowetb.ie
Green Skills: Understanding Sustainability in your Business or Organisation	03/10/2022	Online	362969
HR Toolkit for the Non HR Manager	20/09/2022	Carlow Town	362967
Leadership & Management Essentials	07/09/2022	Online	357712
Leadership & Management for Early Years Managers	13/09/2022	Online	359761
Leadership & Management for Early Years Practitioners	14/09/2022	Online	359342
Leadership & Management for the Hospitality Sector	26/09/2022	Online	359343
Pastery, Baking and Desserts (QQI Level 6)	Upcoming	Kilkenny/Carlow	tsu.recruit@kilkennycarlowetb.ie
Supervisory Management (QQI Level 6 Module)	04/10/2022	Kilkenny City	361466
TAQA - Training, Assessment & Quality Assurance (City & Guilds)	14/09/2022	Online	344568
Train the Trainer (QQI Level 6)	30/08/2022	Online	360278
Train the Trainer (QQI Level 6)	07/11/2022	Online	362720

This is a provisional schedule and is subject to change.



Rialtas na hÉireann
Government of Ireland



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European Social Fund

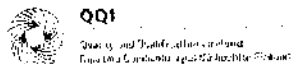
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Skills to
Succeed
New Skills for the Jobs of the Future

A number of the Further Education and Training Programmes offered through Kilkenny and Carlow ETB are co-funded by the Government of Ireland and the European Union.

* Clients of the LES, Please contact Annie Dalton on 051-649516 *



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
338707	Four Stroke Engine Maintenance 3N0886	3	Monday & Wednesday	9.30 am - 1.00 pm	10	12/09/2022	23/11/2022
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



Tipperary Education and Training Board
Published by Teresa ET Burke

...

Office Administration #BusinessStudies Course, Now Available in #CarrickonSuir for persons aged 16+.

Call 052 619 1433 for more details or apply here <https://bit.ly/3d291rD>

Training allowances available to eligible applicants.

Full-time day course, Monday to Friday which includes work experience.

Fully funded course, no fees apply.



Full-time day course
OFFICE ADMINISTRATION
(Business Studies Level 5 Award)

Includes:

- Business Administration
- Work Experience
- E-Business studies
- Marketing Practice
- Teamworking
- Insurance
- Word processing
- Bookkeeping Manual & Computerised



Carrick on Suir
39 Weeks | Full-time
Call: 052 619 1433
APPLY TODAY

TIPPERARY EDUCATION AND TRAINING BOARD



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Bord Oideachais agus Oiliúna Thiobraid Arann
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

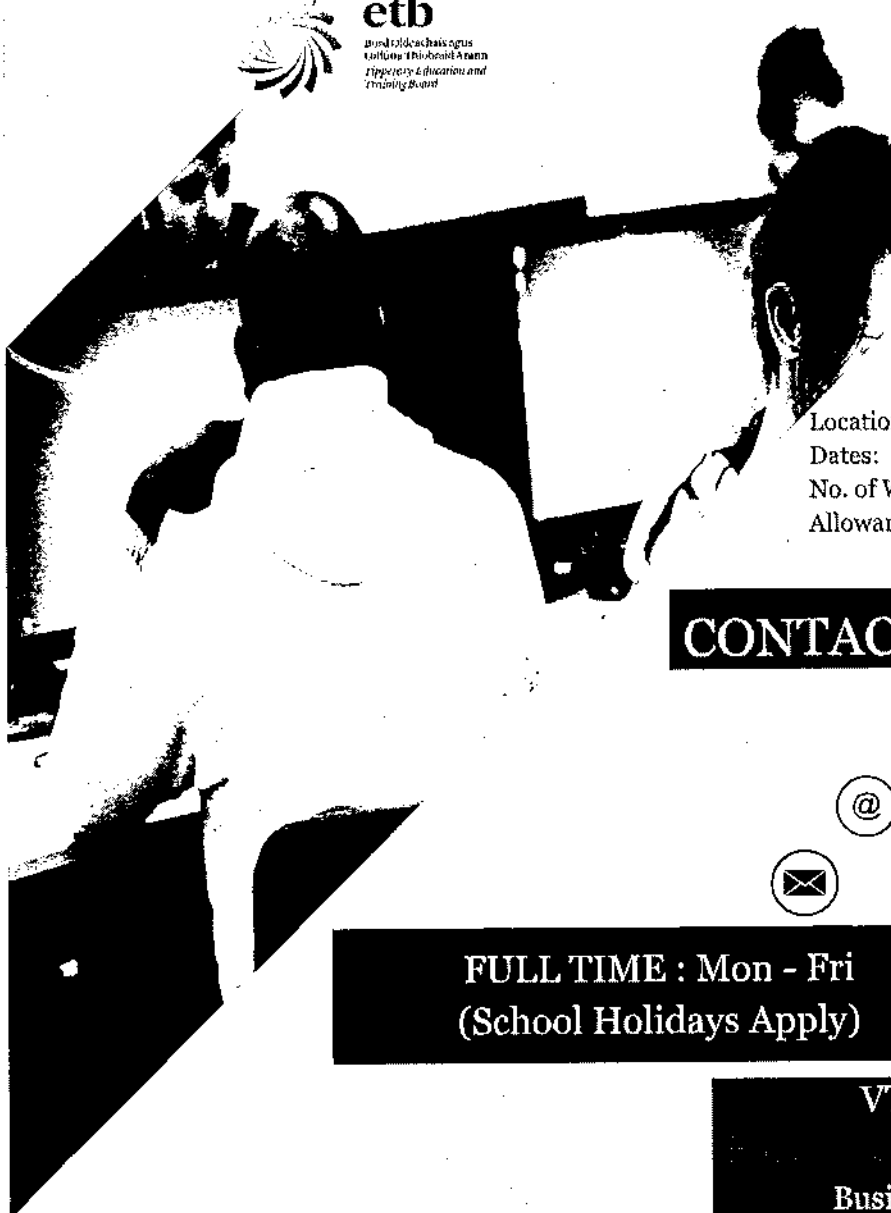
Contact: Fiona 085 8715636
Apply www.fetchcourses.ie

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

Learning Together - Your Success, Our Goal #TETTB

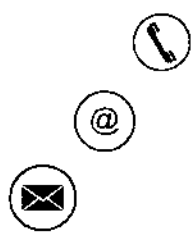


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 Bord na nEaglais agus
 tuairiscí Thionscail Arann
 Tipperary Education and
 Training Board



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
www.fetchcourses.ie
fhennessy@tipperaryetb.ie

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

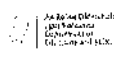
VTOS Carrick on Suir

Business Administration
 Insurance, Word Processing
 Bookkeeping, E-Business studies,
 Work Experience
 Teamworking, Marketing Practice

Course Free to
 Qualifying
 students



EUROPEAN UNION
 Investing in your future
 European Social Fund



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THE LEARNER EDUCATION AND TRAINING BOARD

THE LEARNER EDUCATION AND TRAINING BOARD

**QQI LEVEL 5
MEDICAL ADMINISTRATION
FULL-TIME COURSE**
Includes 12 weeks work placement
Starts September | 52 weeks
CLONMEL



etb

Board of Technical Education
Coláiste Iúilighilíochtaí
Tipperary Regional Training Centre



Contact us :



052 613 4333

QQI Level 5 Medical Administration course commences September 12th in **#Clonmel**.

Course content includes:

- Word Processing
- Anatomy And Physiology
- Spreadsheet Methods
- Information & Administration
- Medical Terminology (Audio Transcription included)
- Text Production
- Work Practice-Medical Administration
- "Introduction to Phlebotomy"
- Communications

📞 Apply here <https://bit.ly/3Lt1z4B>

📞 Only 4 places left. This is a full-time day course.

📞 Training allowances are available for eligible applicants.

📞 No CAO points required, and there are no fees.

Applications are open to both **#maturestudents** & **#leavingcertstudents**.

To find out more please contact 052 613 4333,

or email courses@tipperararyetb.ie

**Emergency
Medical
Technician
Clonmel
Full time |**

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

etb
Employment Training Board
Tipperary, Carlow and Wick Counties

Dont miss out on applying for the next Emergency Medical Technician Fully Funded Course.
Starts Sept, 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

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

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

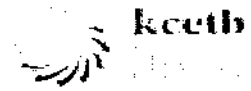
Time	Course	Code	Weeks
9:15am - 2:00pm	Group 1 Care Support and Palliative Care QQI 5 Healthcare Support Award YR 2	HC-352770	32

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

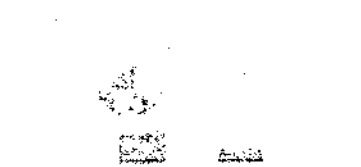
Classes will run in Piltown, Co. Kilkenny subject to numbers in September, anyone interested please contact BTEI Kilkenny (056) 770 1020



Fully Funded Accredited QQI Courses Starting in September 2022



Introduction to Healthcare Level 4
Two Mornings per Week



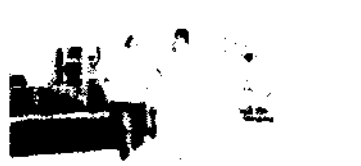
Environmental Sustainability Awareness Level 4
Two Mornings per Week



Office Skills Level 4
Two Mornings per Week



Sports and Recreation Level 4
one Morning and one Afternoon per Week



Healthcare Support Level 5
Two Mornings and/or Two Evenings per Week



Office Administration Level 5
Two Mornings and/or Two Evenings per Week



Level 5 Certificate in Early Learning and Care leading to the QQI Level 5 QQI Certificate in Early Learning and Care



Medical Terminology Level 5
one Morning per Week



ESOL English as a Second Language Level 5
one Morning and/or one Evening per Week



Advanced Certificate in Early Learning and Care leading to the QQI Level 6 QQI Advanced Certificate in Early Learning and Care

For more information or how to apply contact
BTEI

Unit 7 Danville Business Park
Kilkenny R95 K728
Tel No: 056 7701020
Email: bteik@kadultd.ie
www.fetchcourses.ie

Subject to Eligibility Criteria
Please note that all our courses run subject to numbers



Supervisory Management Level 6
one Evening per Week

"Cost to you - is your time and Commitment"



European Regional Development Fund
LEADER

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

056 770 1020



Courses Commencing in Tipperary Town with Tipperary Education

& Training Board

Apply today www.fetchcourses.ie or call 052 6191424 for more information.

REF	COURSE TITLE	STARTS	TYPE
<u>326959</u>	English for Speakers of Other Languages Assessment Tipperary	01/09/2021	P
<u>362009</u>	Retrofit Insulation Skills (Employees)	06/07/2022	
<u>357197</u>	Healthcare Support 5M4339	01/09/2022	
<u>357132</u>	Special Needs Assistant (Intellectual Disability Practice)	01/09/2022	
<u>354928</u>	Business Studies	01/09/2022	
<u>357772</u>	Sports, Recreation and Exercise	01/09/2022	
<u>340843</u>	Tipperary Town Preparation for Work	06/09/2022	P
<u>340845</u>	Tipperary Town Writing and Numbers for Work and Everyday Life	07/09/2022	P
<u>340897</u>	Care of the Older Person 5N2706 Level 5 (Evening)	12/09/2022	
<u>307222</u>	Tipperary Town ICDL Workforce (Evening) - formerly ECDL	12/09/2022	
<u>340978</u>	Tipperary Special Needs Assisting 5N1786 Level 5	12/09/2022	
<u>340890</u>	Tipperary Community Addiction Studies 5N1834	13/09/2022	P
<u>358450</u>	Tipperary Town Social Studies 5N1370 Level 5 (Evening)	13/09/2022	
<u>358986</u>	Delivery Driver (B Licence)	26/09/2022	
<u>358985</u>	City & Guilds Diploma in Dry Lining	03/10/2022	
<u>359780</u>	Retrofit Insulation Skills	10/10/2022	
<u>359781</u>	Plastering Skills (Basic)	07/11/2022	
<u>340902</u>	Tipperary Care Skills 5N2770 Level 5 (Evening)	28/11/2022	



Medical Office Assistant (Online)

Modules Include:

- Audio Transcription
- Text Production
- Medical Terminology
- Career Planning And Job Seeking Skills

and more

Contact : recruit@wwetb.ie
Phone: 051-301500 / 301555
www.fetchcourses.ie
code: 363041

www.wwetbtraining.ie

Course Location:
online

Medical Office Assistant online course starting 4th of September with Waterford Wexford Training Services.

Duration: 25 weeks

☎ 051-301500 051-301555

✉ recruit@wwetb.ie

For further information or to apply please visit:

<https://www.fetchcourses.ie/course/finder...>

Community Employment Scheme (CE) Vacancies

Retail/Stockroom Assistant CE Scheme, Carrick-on-suir (2239738)

We are currently looking to recruit 3 Retail/Stock Assistants for our Vincent shop in Carrick-on-suir. The duties will include sorting, steaming, pricing, dealing with customers and general sales assistant duties. Full training will be given to successful candidates so no experience needed.

Parish Secretary CE Scheme, Carrick-on-Suir (2239794)

Duties will include photocopying, printing, taking bookings for Baptisms, Weddings, etc. You will be updating Parish records, preparing the weekly newsletter, printing letters for management committees, etc. Some bookkeeping and payroll duties may be included in the role. You will be producing books for memorial mass and Baptismal services. You must have good interpersonal skills and communication skills.

Maintenance Person CE Scheme - Mollerans GAA club, Carrick-beg (2239585)

General maintenance and upkeep the GAA pitch.

Receptionist CE Scheme - Sean Kelly Sports Centre (2237928)

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 (2236946)

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. It is a very relaxed work environment that will mentor and support new coaches coming on board.

Athletic Coach/Admin Assistant CE Scheme, Carrick-on-Suir (2236945)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. This position will be with the Carrick on Suir Athletic Club and Community Games. Support and training will be provided to enable you to carry out this position. This training will take place at the Athletic Field and in a number of schools. NO EXPERIENCE NECESSARY Duties will include: Delivering training sessions three evenings and two mornings a week to young athletes within club and school environments. Adhered to all health and safety procedures as well as code of ethics and conduct in sport. Providing administration service: registrations, taking roll calls, etc. Other duties that may be required All training will be provided. No experience necessary. It's a very relaxed and supportive working environment with great team effort. Current coaches will assist and offer guidance to new coaches coming on board.

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

General outdoor maintenance and up keep of the club grounds.

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

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

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.

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/Maintenance Person CE Scheme, Piltown Soccer Club (2238655)

Duties include - Litter control, lining pitches, cleaning dressing rooms, cutting grass, strimming, hedge cutting and general maintenance. Job Location - Soccer Club, Piltown, Co. Kilkenny.

Grounds and Maintenance Worker CE Scheme, Turkstown Tidy Towns (2238653)

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

General Worker CE scheme, Kilmacthomas (2240362)

CE position is based in Kilmacthomas and is part of the tidy towns team. Litter picking, grass cutting, Flower beds and working on general projects all make up your CE hours.

Caretaker CE Scheme, Kilmacthomas (2240360)

Ce position is based in Kilmacthomas at the GAA grounds. Grass cutting and keeping the area clean and tidy is the main work. Club house duties such as cleaning and upkeep is also important.

Childcare Assistant CE Scheme, Callan, Co Kilkenny, (2236256)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. This position is based in Droichead Community Childcare Centre, Callan, Co Kilkenny. Duties include supervising young children, aged 12 months to five years. Taking an active part in activities with children i.e. creative play, circle time, outdoor play, songs and games. Duties also include helping children with personal care and assisting during mealtimes.

L'arche Care Assistant/Craft Worker CE Scheme, Callan (2236800)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career. Working in a busy workshop with adults with intellectual disabilities. Weaving, Printing and Candle Making etc.

Garden and Grounds Assistant CE Scheme, Callan (2238834)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. Assisting in the vegetable and herb gardens Maintenance of grounds hedges and lawns.

Domestic Helper CE Scheme, Callan (2238833)

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form. Duties to include general cleaning duties in Kcat Arts Centre.

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