



DUNGARVAN & WEST WATERFORD

JOB VACANCY INFORMATION PACK

Wednesday 14th September

OUR CONTACT DETAILS ARE:

CASE OFFICER: NIAMH KUHNE

PHONE: 058 44077

EMAIL: niamh.kuhne@WLP.ie



Comhpháirtíocht Leader Waterford Leader
Phort Láirge Partnership

DUNGARVAN LEADER, FRIDAY, SEPTEMBER 16, 2022

DUNGARVAN LEADER

Recruitments

To place an advert in our recruitment section call us on **058 41203**
or email **adverts@dungarvanleader.com**



Scoil Gharbháin: Seisiún Iar-Scoile

Cúntóirí ag teastáil don Seisiún Iar-Scoile. Is poist pháirtaimseartha iad seo, ar chonradh de thréimhse áirithe ama – Meán Fómhair 2022 – Meitheamh 2023. 10 uair sa t-seachtain ar a laghad.

Sonraíocht an Iarrathóra:

- Gaeilge de chaighdeán ard, scrúdófar í seo le linn an agallaimh.
- Taithí i suíomh chúram leanaí
- Cur chuige páiste lárnach
- Eolas ar rialacháin agus reachtaíocht maidir le Cúram Leanaí.
- Scileanna maithe cumarsáide
- Sásta uaireanta solúbtha a oibriú

Seol d'iarratas i bhfoirm cv chuig Katrina Ní Bhroin, Bainisteoir, Seisiún Iar-Scoile, Scoil Gharbháin, Clais na Lachan, Dún na Mainistreach, Dún Garbhán, Co. Phortláirge. Roimh nó ar an 23/09/2022.

Is fostaitheoir Comhionannas deiseanna é Bord Bainistíochta Scoil Gharbháin



BRIDGE STREET, DUNGARVAN, CO. WATERFORD
T: 058 41122 • E: info@lawlorshotel.com • W: www.lawlorshotel.com

Lawlors Hotel



HAVE A VACANCY FOR THE FOLLOWING:

FULL TIME RECEPTIONIST

- Must be available to work Evenings and Weekends.
- Over 18's only need apply please.

Please forward CV to: info@lawlorshotel.com

BAR PERSON Required



**FULL / PART TIME
POSITIONS
AVAILABLE**

Experience not essential.

Please send C.V. to :
**Box No. 958,
Dungarvan Leader,
18 Mitchel Street,
Dungarvan,
Co. Waterford.**

W A N T E D

SCHOOL CLEANER

In local primary school in Dungarvan

€10.50 per hour – Part time hours Monday to Friday

Apply with CV to :

**Box No. 962, Dungarvan Leader,
18 Mitchel Street, Dungarvan, Co. Waterford.**

Closing date : Thursday, September 22nd

FARM PERSON WANTED – Experience not essential. Full time / part time positions available. Please submit CV to Box No: 8073. (23-9)

RING/OLD PARISH AREA CLEANER WANTED – For private house 3-4 hours per week. Flexibility of hours/days. Reply to Box number: 8075. (16-9)



METER READERS REQUIRED

Cappoquin, Cappamore,
Youghal, Dungarvan,
Clonmel, Ardmore

Full-time positions available
No experience needed
Be your own Boss
Flexible Hours

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

Send CV and Cover Letter to:
INFO@TAMIRELAND.COM

Kinsalebeg and Ballycurrane National Schools

ARE LOOKING FOR A

PART-TIME CARETAKER

This will be a post of a minimum of 2 hours a week between each school involving general maintenance and grounds keeping.

PLEASE APPLY TO

Kinsalebeg NS, Kinsalebeg, Co. Waterford
Or

Ballycurrane NS, Clashmore, Co. Waterford with
letter of application and referees.

YOU CAN ALSO CONTACT

Sharon Mullins 024 94247 or Kevin Gough 024 96533
for more details.

WANTED

SCHOOL CLEANER

In local Primary School in Dungarvan

€10.50 per hour – part-time hours, Monday to Friday

Apply with CV to: **Box No. 8076**

Closing date: Thursday, 22nd September

CHILDMINDER REQUIRED FOR ABBEYSIDE – Pick up two schools, three kids. Monday, Tuesday, Thursday - 16.30-18.30. Optional tasks available and negotiable. Call 087-7074834. (30-9)

Scoil Gharbháin: Seisiún Iar-Scoile

Cúntóirí ag teastáil don Seisiún Iar-Scoile. Is post páirtaimseartha iad seo, ar chonradh de thréimhse áirithe ama – Meán Fómhair 2022 – Meitheamh 2023. 10 uair sa t-seachtain ar a laghad.

Sonraíocht an Iarrathóra:

- Gaeilge de chaighdeán ard, scrúdófar í seo le linn an agallaimh.
- Taithí i suíomh chúram leanaí
- Cur chuige páiste lárnach
- Eolas ar rialacháin agus reachtaíocht maidir le Cúram Leanaí.
- Scileanna maithe cumarsáide
- Sásta uaireanta solúbtha a oibriú

Seol d'iarratas i bhfoirm cv chuig Katrina Ní Bhroin, Bainisteoir, Seisiún Iar-Scoile, Scoil Gharbháin, Clais na Lachan, Dún na Mainistreach, Dún Garbhán, Co. Phortláirge. Roimh nó ar an 23/09/2022.

Is fostaitheoir Comhionannas deiseanna é Bord Bainistíochta Scoil Gharbháin.

West Waterford Tuition

Secondary & Primary Grinds

Cappoquin, Co. Waterford

Now taking bookings for the 2022/2023 Academic Year.

Grinds will be facilitated in a classroom setting in small group sizes to ensure each student gets the best from each session.

All major subjects are catered for being delivered by experienced teachers.

Grinds will take place on hour sessions weekly commencing from 6.00 p.m.

**For more information please email
WestWaterfordtc@gmail.com**

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

Dental Nurse

full-time position in a busy
family dental practice on the
Dunmore Road, Waterford.

Please reply to
desandread@hotmail.com or
0879555294.

**Due to continued expansion and growth, Kiely Gaule Financial Services Limited are currently recruiting for the following position(s):
PERSONAL LINES EXECUTIVES**



Full Job Description

Grow your Career with Kiely Gaule Financial Services:

Would you like to work for one of the most progressive, locally owned, insurance brokers in the Southeast? Are you ambitious with a flair for sales and relationship management? Are you eager to progress your career within the personal insurance field? If so, we are recruiting for a full-time Personal Lines Account Executive in Waterford.

The Role

The purpose of the role is to manage existing client relationships, servicing a book of business for all personal lines' products – car, home, and van insurance. The key emphasis will be placed on sales and account growth, through a combination of new business generation, cross selling, renewal, and retention of existing clients, whilst providing excellent customer service and advice that services client needs.

The ideal candidate will have:

- Ability to build and maintain key relationships with clients and insurers.
- Extensive knowledge, experience, and understanding of the personal lines' insurance market, products, and services.
- Drive to continuously develop knowledge of emerging industry trends, standards, protocols, and legislation.
- Proven track record/ability to efficiently manage an individual book of business whilst achieving/exceeding sales targets.

Minimum 2 years industry experience in a brokerage/insurance environment is desired. This role is impacted for MCC and the minimum mandatory requirement is APA.

Our Benefits include:

- 35-hour work week (9am to 5pm, Monday to Friday)
- Continued professional development
- 24 days annual leave
- Death in Service benefit
- Career development opportunities

Remuneration - €27,000 per annum and upwards, commensurate with experience.

Application deadline: 23/09/2022

Applications to be sent to: sgaule@kielygaule.com

Bridgie Terries

The Pike, Dungarvan

VACANCIES FOR THE FOLLOWING POSITIONS



**PART TIME
COOK**

KITCHEN PORTER

FULL TIME AND PART TIME

WAITING STAFF

EXPERIENCE REQUIRED

BAR STAFF REQUIRED

Send CV to: bridgieterries1998@gmail.com
or phone 051 291324

JOHN P. O'DONOHUE 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*



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



As part of a significant expansion of our Youth Justice response under the Youth Justice Strategy 2021 – 2027, we are looking for motivated people with energy, initiative and a young-person centred approach to join our growing YDP staff team across our region. Applications are now invited for the post of;

Youth Justice Worker, Clonmel Youth Diversion Project (Full - Time)

In this post, you will join our team of staff and volunteers in the Clonmel Youth Diversion Project. The catchment area of this YDP is Clonmel and surrounding areas, with a new focus under the YJ Strategy of extending the boundary of the Project to include young people in areas previously not covered by a YDP.

The aim of the CYD Project is to respond to the needs of unattached young people aged 12 to 18 years who are involved in and/or at risk of criminal or anti-social behaviour in their catchment areas. The purpose of YDPs is to assess the needs, risks and strengths of the target group, to engage them in a process of learning and development that will enable them to critically examine their own offending and to support them to make positive lifestyle choices that will protect them from involvement in criminal, harmful or socially unacceptable behaviours.

Working closely with other WSTCYS staff on the ground, the Youth Justice Worker will deliver effective youth justice work through a range of individualised interventions and youth work programmes, developing and extending existing responses (including after hours and some weekend contact) and increasing the level of participation in the Project of young people, volunteers, the wider community and other stakeholders. This includes building effective working relationships with locally based youth and community groups and relevant statutory services towards realising a holistic "wrap around" response to the needs of children and young people at risk in their specific family and community context. This collaborative approach lies at the heart of the YJ Strategy.

Funded through the European Social Fund Plus, this post will have a particular focus on delivering work in the context of:

Extending the boundary of the Project's catchment area to identify, reach and engage young people in rural and urban areas not currently served in Clonmel and Cahir Garda Districts.

Improving the prospects of sustainable employment by identifying pathways with individual participants towards the labour market.

Enabling participants to access further and second chance education and training opportunities.

Promoting acceptance of diversity in the workplace.

Ideal candidates for these posts should demonstrate flexibility, motivation and initiative, have excellent interpersonal, organisational, communication and facilitation skills, be strong team players and be committed to creating with others participatory and effective responses to young people's needs and interests. They must have at least 1 year's (ideally 2 years') professional experience of working directly with young people and a recognised qualification in Youth and Community Work or related discipline. Understanding of the principles, practices and working methods associated with youth justice work would be an advantage. Candidates must hold a full clean Drivers Licence and have own transport.

To apply please visit www.wstcys.ie for information on recruitment and request a Job Description and Application Form to jobs@wstcys.ie Closing date for return of applications by e-mail is 5pm on Monday 26th September 2022. Short-listing will apply and a panel may be formed for future vacancies.

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

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



Riail na hÉireann
Government of Ireland



Có-mhainle ag an
Aontas Eorpach
Co-funded by the
European Union



"This project is co-funded by the Government of Ireland and the European Union".

ROSSMORE

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. Tipperary.
Tel: 0504/42230.

Citizens Information

NORTH MUNSTER CITIZENS INFORMATION SERVICE

Provides free, confidential and impartial
information, advice and advocacy services
to the public on social services,
Rights and entitlements.

**We are currently seeking to recruit a
Part - Time
Information Officer,
in our Tipperary Town Centre.**

For full details of the role and for an application form, please visit -
www.citizensinformationboard.ie/news/vacancies



Powerstown
National School

**CLEANER
REQUIRED**

3.00pm - 6.00pm daily.

Apply to Powerstown N.S. by Thursday 22nd September.

Email to: powerstownns@gmail.com

Post to: **Powerstown NS, Clonmel, Co. Tipperary E91Y961.**

**Include 2 Referees with Application
Appointment subject to Garda Vetting**

Thursday, September 15, 2022 www.tippencard.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 for information on recruitment and request a Job Description and Application Form to jobs@wstcys.ie Closing date for return of applications by e-mail is 5:00 p.m. on Friday 23rd September 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.



SAFE PASS COURSE

TO BE HELD IN CLONMEL
ON SATURDAY 17TH SEPTEMBER
AND THURSDAY 22ND SEPTEMBER

TO BOOK TELEPHONE

052 6123111 OR
086 8121590

E: peter@semiton.com

Clonmel Community Parent Support Programme Clg Clonmel, Co. Tipperary

IS SEEKING AN EXPERIENCED OFFICE ADMINISTRATOR

Minimum 3 years experience required
21 hours per week

Clonmel Community Parent Support Programme is an established Home Visiting community support organisation funded by Tusla Child and Family Agency, serving parents with children 0 to 5 years in the greater Clonmel and surrounding areas of South Tipperary.

The Administrator will be responsible for providing office administration and support to the Programme Manager. The successful candidate will have experience of payroll, excellent computer skills, preparation of funding and grant applications, report writing, data collation and entry, database management, and all other administrative duties.

Essential skills include excellent organisational and communication skills while maintaining Programme confidentiality. The ability to work on own initiative as well as part of a team is also vital to this role.

Garda Vetting applies

Applications to be made by letter via email with attached CV to: ccpspl@gmail.com - Marked Administrator Position.

Salary on request. Short listing may apply.

Closing date for receipt of application is
Friday 30th September 2022 at 5 p.m.



Media Sales Advisor

Thurles

Attractive salary package

Starting a career in multi-media Advertising Sales could prove to be your launch pad into a long-term, successful future in the media sector. If you have the communication skills to present well and persuade customers of the immense value of advertising, it could be both highly lucrative and personally rewarding.

About us

Iconic Media Group is Ireland's largest independently owned newspaper group, with an unrivalled audience in print, online and mobile. As part of the group's development strategy, we are now seeking Sales Advisors to join the advertising sales team working on the Tipperary Star, The Nationalist and TipperaryLive.

About the role

As a Sales Advisor you will be responsible for a portfolio of existing customers and for developing new relationships with potential advertisers. As part of an experienced and dedicated sales team you'll be fully supported to learn and understand your role and how to follow and convert sales leads and achieve targets.

About you

This is an excellent opportunity to develop a long-term, successful sales career in the publishing sector. And if you have the communication skills and tenacity to persuade customers of the immense value of advertising, it could be both highly lucrative and personally rewarding. Customer service or call-centre experience would be ideal, but above all else we are seeking ambitious relationship builders with excellent communication skills. Professional, personable and able to inspire others, you'll also need to demonstrate the confidence to hit the ground running.

We offer a competitive salary and massive career progression for the right fit.

To apply please email your CV
with a covering letter to
ccooper@iconicnewspapers.ie



WE'RE HIRING

VISITOR EXPERIENCE/ RETAIL ASSISTANTS

Apply with CV and cover letter to: admin@mountcongreve.com

Join the Rural Social Scheme (RSS)



Comhpháirtíocht Leader Waterford Leader
Phort Láirge Partnership

The Rural Social Scheme (RSS) provides income support for underemployed farmers and those engaged in fishing who have an entitlement to specified social welfare payments. Participants are engaged for 19½ hours per week to provide certain services of benefit to rural communities.

Full criteria can be found
gov.ie - Rural Social Scheme (www.gov.ie)

Contact:
Jimmy Taaffe
on
058 54646



[www.wlp.ie/rural social scheme](http://www.wlp.ie/rural-social-scheme)

Medical Receptionist

Dungarvan Chiropractic Clinic

Abbeyside, County Waterford

€12 an hour - Part-time

Apply now

Job details

Salary : €12 an hour

Job type: Part-time

Full Job Description

Receptionist needed for a busy Health clinic in Dungarvan.

Must be people friendly with a positive attitude to work.

Computer skills required as our clinic works off an online system.

The basics are required in Microsoft Word and experience with social media advertising would be an added bonus.

Job Type: Part-time

Salary: €12.00 per hour

Schedule: 8 hour shift

Advertised on www.indeed.com

Please Apply via Indeed

Store Assistant

Shaws Department Stores, Dungarvan, County Waterford

Apply now via www.indeed.com

Job details

Job type : Permanent

Full Job Description

REPORTING TO: Management Team

JOB PURPOSE: To assist and serve customers with the purchase of retail products. To care for the stock, including its administration, storage, presentation and security.

KEY RESPONSIBILITIES:

- Serve customers and deal with them promptly and politely, answering any queries that they may have
- Follow guidance from the Department Supervisor
- Adhere to till procedures
- Merchandise stock correctly
- Replenish stock on display from stock room
- Receive, check and stock deliveries
- Ensure cleanliness of store fixtures and fittings when required
- Maintain a high level of security for both cash and stock
- Stock room maintained correctly
- Complete stock counts and audits, as necessary
- Compile orders from suppliers, as required
- Observe all Health & Safety procedures and protocols

This list of responsibilities is not exhaustive and the employee may be required to perform duties outside of this brief as required and at the discretion of management.

PERSON SPECIFICATION / ESSENTIAL ATTRIBUTES:

- Commitment to providing the highest level of customer service
- Excellent communication skills
- Self motivated
- Able to work on own initiative
- Numerate
- Confident and polite manner
- Strong team player
- Neat and presentable at all times
- Flexible and adaptable

DESIRABLE ATTRIBUTES:

- Previous experience of retailing
- Previous experience of working tills
- Previous work experience of a service oriented nature.

Cafe assistant [all rounder]

Ormonds Cafe

Dungarvan, County Waterford

€11.50 an hour - Full-time, Part-time, Permanent

Apply now via www.indeed.com

Job details

Salary: €11.50 an hour

Job type: Full-time

Part-time/Permanent

Benefits

Employee discount

Full Job Description

Please include by way of cover letter why you would be a good fit for our team.

A key front of house person that sets the standard for the whole Business. Great people skills needed to ensure that the guests have a positive experience. A solid food and Barista knowledge is essential as you will be a lead sales person.

- You will either open or close the premises, assist with training of new staff, deal with customer concerns and be involved with stocktaking and orders.
- HACCP, Barista and Allergen training should be current. Manual Handling certs.

The successful candidate should be able to demonstrate good sales techniques, get results, operate within budgets. Working with the kitchen and confectionery team you will be part of a busy operation and be a team leader.

Benefits:

- Discounted/free food
- Education reimbursement
- Employee discounts

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

Salary: €11.50 per hour

Schedule: 8 hour shift

Advertised on www.indeed.com

Sales Assistant

Homesavers

Dungarvan, County Waterford

Part-time

Apply now

Part-time

Full Job Description

We are currently recruiting for **Sales Assistant (available to work week days)** to join the team in our **Dungarvan Store**! You will ensure the delivery of outstanding levels of customer service to all our valued customers while ensuring that our high levels of store standards are maintained.

Role responsibilities:

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

The ideal candidate will:

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

Job Type: Part-time / Part-time hours: 10-25 per week

Benefits: Employee discount

Advertised on www.indeed.com

Retail Sales Assistant- job post

Paul Byron Shoes

Dungarvan, County Waterford

From €10.50 an hour - Part-time

Apply now via www.indeed.com

Job details

Salary: From €10.50 an hour

Job type: Part-time

Qualifications

- Sales: 1 year (Preferred)

Full Job Description

Paul Byron Shoes are now seeking to hire experienced Retail Sales Assistants for a Part Time position in Dungarvan, Co. Waterford.

Responsibilities of this role:

- Sell to and assist potential customers.
- Dealing with customer queries including telephone queries in a professional and efficient manner.
- Ensure excellent store standards are delivered at all times by merchandising, pricing and displaying stock to maximise sales.
- Display excellent product knowledge and ongoing interest.
- Work with Store Manager on all duties within the store.
- Manage point of sale processes including cash and card transactions.

Skills and Experience:

- Retail/ Customer Experience is essential.
- Excellent interpersonal and communication skills.
- A keen customer focus.
- The successful candidate should demonstrate a willingness to learn and keep up to date with products.
- Ability to work on own initiative.
- Flexible to work any days in a seven day period.

Job Type: Part-time / Part-time hours: 15-22.5 per week

Salary: From €10.50 per hour

Benefits: Employee discount

Schedule: 8 hour shift

Application question(s): If successful in obtaining the position, when are you available to start?

Experience: Sales: 1 year (preferred)

Full Time Lobby Assistant

The Park Hotel

Dungarvan, County Waterford

Apply now via www.indeed.com

Benefits

- Employee discount
- Food allowance
- Gym membership
- On-site parking
- Wellness program

Full Job Description

The Park Hotel Dungarvan are currently recruiting for a **Full - time Lobby Assistant**.

- 1 year's experience working in a similar role is preferred
- Working 5 days per week - flexible days from 8:00 - 4 pm. Monday to Friday initially but full flexibility over 7 days is required.

This Lobby Assistant will deliver an exceptionally distinctive experience to our guests while providing the highest levels of customer service, will be a team player throughout the Bar/Restaurant by assisting Servers in serving food and beverages while also clearing, cleaning and resetting tables for the next guests.

Benefits:

- Employee Development programme
- Health Club membership
- 15% discount on Bar & Bistro Food
- On-site parking
- Flynn hotel collection BB discounts

Job Type: Full-time / Salary: €10.50 per hour

Benefits:

- Employee discount
- Food allowance
- Gym membership
- On-site parking
- Wellness program

Schedule: 8 hour shift

Supplemental pay types: Tips

Advertised on www.indeed.com

Security Officer - Dungarvan

G4S Secure Solutions IE

Dungarvan, County Waterford

€12.50 an hour - Part-time

Job details

Salary: €12.50 an hour / **Job type** Part-time

Full Job Description

G4S Secure Solutions (Ire) are currently recruiting for Security Officers for our client Site in Dunboyne Co. Meath. We are looking for individuals who are reliable and fully flexible to cover Monday to Sundays, days, nights and weekends. Full training will be provided.

We are also offering a fully funded PSA Licensing course to those interested in getting into a career within the Security Sector. Please apply within to find out more information.

Basic Pay €12.50p/h Sunday Premium +€3.44, + Bank Holiday & Overtime Rates Paid.

Main purpose of position: To protect our client's property, people and/or assets by providing security services to a specific site in direct accordance with the site procedures and policies

Main Responsibilities:

- To be an ambassador for the company
- Providing a high level of customer service
- Working as part of a team
- Greeting, assisting and directing members of the public visiting the premises as well as liaising with the client
- Must present themselves in a courteous and presentable manner
- Report writing
- Ensuring the safety and security of our clients' buildings and assets
- The ability to carry out security duties as specified, including patrols, monitoring CCTV, access control etc

Must have the following requirements:

- Current Valid PSA license
- Safepass (Desirable)
- Good knowledge of IT
- Proficient in MS packages
- Fluent English essential
- Must be fully flexible and available to work days, evenings and weekends
- 5 years of verifiable work and personal history
- Basic computer skills are necessary
- Good customer service skills
- Excellent written and attention to detail skills are essential

Benefits:

- Full-time and part-time contracts of employment
- Life Assurance
- Progression, training and development opportunities
- Tax saver and bicycle to work scheme after 12 months service
- Pension scheme after 6 months service
- Group health scheme
- Eye care vouchers
- SIPTU Representation Rights
- Life advice and counselling service
- Service awards recognition scheme
- Internal recognition schemes
- Charitable giving

Schedule: 8 hour shift / Day shift / Holidays / Night shift / Overtime /Weekend availability

Supplemental pay types: Bonus pay / Overtime pay

Ability to commute/relocate: Dungarvan, County Waterford: reliably commute or plan to relocate before starting work (required)

Kitchen Porter - The Park Hotel

Dungarvan, County Waterford

Full-time, Part-time

[Apply now VIA INDEED.COM](#)

Job details

Job type Full-time / Part-time

Benefits

- Company events
- Employee assistance program
- Employee discount
- Food allowance
- Gym membership
- On-site parking

Full Job Description

We are currently seeking kitchen porters

Candidates must be flexible and comfortable working in a busy kitchen environment.

Knowledge of Food Safety and HACCP is preferred.

Your main duties will involve maintaining hygiene standards in the kitchen and ensuring that the kitchen is kept in a clean and tidy state at all times.

excellent terms & conditions / full training provided

Benefits:

- Employee Development programme
- Health Club membership
- 10% discount on Bar & Bistro Food
- On-site parking
- Flynn hotel collection discounts

Job Types: Part-time, Temporary, Permanent

Benefits:

- Company events
- Employee assistance program
- Employee discount
- Food allowance
- Gym membership / On-site parking
- Wellness program

Schedule: 12 hour shift / 8 hour shift

Waiter/Waitress (1 Michelin Star)

CLIFF HOUSE HOTEL

Ardmore, County Waterford

From €10.75 an hour - Full-time

Apply now www.indeed.com

Qualifications

- English (Required)

Full Job Description

We are seeking an ambitious, passionate and friendly person to join our esteemed House Restaurant Team delivering a top class service of our fantastic menu of authentic Irish food sourced where possible from our sea and land, which is excellently partnered with our champagne, wine and beverage menu.

Requirements:

- 1+ years' experience
- Excellent command of English language
- Professional but friendly, welcoming manner

Key Duties and Responsibilities:

- Mis-en-place is carried out
- Ensuring high standard of service
- Carrying out closing procedures efficiently

Skills:

- Standards driven and detail-orientated
- Excellent self-presentation
- Strong food & beverage knowledge

Benefits: • Competitive salary / • Meals on duty/• Excellent work environment

Job Type: Full-time/Salary: From €10.75 per hour

Benefits: Employee discount / Food allowance

Schedule: 10 hour shift/ 8 hour shift

Supplemental pay types: Tips

Language: English (required)

Reference ID: Station Waiter/Waitress

General Operatives

MEADOWFRESH FOODS LTD

Tallow, County Waterford

€10.81 an hour - Full-time, Part-time

Apply now via www.indeed.com

Job details

Salary: €10.81 an hour

Job type Full-time/Part-time

Full Job Description

full time and part time general operatives for a busy prepared vegetable plant,

living within 30k of Tallow, co Waterford.

Job Types: Full-time, Part-time

Salary: €10.81 per hour

Benefits:

- On-site parking

Schedule:

- 8 hour shift

Advertised on www.indeed.com

Barista/Customer Service

Vinilo – Lismore, Co Waterford.

Apply now via WWW.INDEED.COM

Benefits: Employee discount / Food allowance / On-site parking

Full Job Description

Vinilo is a sourdough bakery and cafe. We are looking for a motivated front of house member to make great coffee and provide excellent customer service. We pride ourselves on our breads, pastries and coffees all handmade in our Main St. bakery. We work day time hours!

The role: 4 days per week

Must be available to work Thursday, Friday, Saturday and Sunday! Day time hours!

Tasks include:

- Welcoming and greeting customers
- Serving customers quickly
- Making coffee
- Making sandwiches
- Handling cash and card transactions
- Taking orders and communicating with the kitchen in an efficient manner
- Keeping area and front of house clean and tidy
- Cleaning and closing down at end of day

Barista experience making coffee is huge bonus but not a requirement! Training provided!

Candidates must:

- Be extremely organised
 - Be well presented
 - Be friendly and a teamplayer
 - Pay attention to detail
 - Please include C.V. and availability.
 - Job Types: Part-time, Permanent, Fixed term, Temporary
- Part-time hours: 32 per week

Salary: €10.50-€11.50 per hour

Benefits: Employee discount / Food allowance / On-site parking

Schedule: Day shift / Monday to Friday / Weekend availability

Supplemental pay types: Tips

Expected start date: September 2022

Office Coordinator

Glanbia Foods

Dungarvan, County Waterford

Part-time, Fixed term

You must create an Indeed account before continuing to the company website to apply

[Apply on company site](#)

Job details

Job type: Part-time / Fixed term

Full Job Description

Office Coordinator (Part Time) – 12 Month Fixed Term Contract

Rooted in our rich heritage of family farming and embedded in our communities, Glanbia Ireland has evolved to bring the passion of our farmers and their high-quality ingredients to the world. Using modern-day technology and applying the best processes to our milk pool of three billion litres and our outstanding grains portfolio, we export innovative products and tailored ingredient solutions to more than 100 countries. We nurture a talented team of over 2,000 people to manage our network of 11 processing plants and 52 agri branches, serving our communities and delivering annual revenues of around €2 billion.

Glanbia Ireland owns leading consumer and agri brands such as Avonmore, Kilmeaden Cheese, Millac, Truly Grass Fed, Premier Milk, Wexford, mymilkman.ie , Glanbiaconnect.com, countrylife.ie and GAIN Animal Nutrition.

Overview

A vacancy now exists for a part-time Office Co-Ordinator within the Central Laboratory Function. Based in Dungarvan, Co. Waterford, working with a dedicated team of technicians and reporting to the Laboratory Manager, this person will be responsible for co-ordinating all functions, from sample reception, test schedule management to monitoring results delivered including providing administrative support and liaising with milk suppliers. This role will be 3 days per week, Wednesday to Friday. Key Responsibilities

Primary point of contact for milk suppliers with queries or requests for information re: milk test results and general farm services issues.

Management of records/reports to ensure compliance with EU Regulation 853/2004.

Requisition of lab supplies via SAP/ARIBA including delivery, goods receipt and liaising with accountant and Glanbia Business Services (GBS).

Provide administrative support to Laboratory Staff as necessary.

Monitoring Lab Reports including daily monitoring of milk samples and liaising with milk advisory team in relation to same.

Problem solving computer related issues and liaising with help desk and IT Manager.

Management of data maintenance and various programmes such as Herd Health Screening Programme and TCM Monitoring Programme.

Experience and Attributes:

The ideal candidate will hold a third level qualification in secretarial/office administration or related qualification.

A minimum of three year's relevant work experience in an Administrative /Office work environment.

Familiar with office management procedures and basic accounting principles

Excellent IT skills – be proficient MS Office Suite to Intermediate/Advanced level

Strong interpersonal skills with an ability to build and maintain good working relationships internally and externally.

Excellent communication and influencing skills.

Ability to work in a pressurised environment with excellent organisational skills and the ability to prioritise and manage tasks to completion.

Good analytical and problem solving/creative thinking skills - accuracy and attention to detail is paramount.

Knowledge/background in dairy farming would be an advantage.

If you are interested in this position, please apply with an up to date resume.

Commitment to Diversity & Inclusion:

Glanbia Ireland embraces diversity, equal opportunity and inclusion. We are committed to building diverse teams where different perspectives drive innovation and growth. We strive to create an inclusive workplace where people can bring their true self to work and achieve their full potential.

Join our Talent Pool:

Considering a new career in Glanbia Ireland but this isn't the role for you?! Then why not register your experience & sign up for career opportunities at: www.glanbiaireland.com/careers

Glanbia Ireland is a Values Based Organisation - www.glanbiaireland.com

At Glanbia, we celebrate diversity, because we know that our individual strengths make us stronger together. We welcome and encourage interest from a wide variety of candidates, and we will give your application consideration, without regard to race, color, religion, sex, sexual orientation, gender perception or identity, national origin, age, marital status, or disability status.

At Glanbia our culture will celebrate individuality, knowing that together we are more.

Advertised on www.indeed.com

Part time Subway Team Member - Applegreen Lemybrien.

Applegreen Stores

Full Job Description

Subway Team Member

Applegreen Lemybrien

What will I be doing as a Subway Team Member at Applegreen?

You will play a vital role in supporting the front-line operations of our business.

- Support day to day operations of the business
- Ensure shop floor is clean and tidy
- Ensure all food safety policies are met
- Prepare food
- Follow and enforce Subway manual training contents
- Stock control and management
- Create the best food experience possible for customers
- Work closely with management to achieve weekly and quarterly targets

Why should I join The Applegreen Team?

Benefits

1. All staff will be entitled to a colleague discount card that offers 100% off our Bakewell Deli foods and all hot drinks. (Up to €10 saving a day)
2. Bike to Work Scheme (Available after 6 months of service)
3. HSF health plan for everyone from under €2.50 a week
4. Employee Assistance Programme run by the HSE offers free counselling on personal, family, work and money matters.

Part time Subway Team Member - Applegreen Lemybrien – details continued.

Applegreen Stores

Training and Development

We as a company are constantly growing our business, but it`s our people driving its success

1. The Educational Training Board offers retail training courses through the Applegreen Academy
2. We offer fantastic career opportunities and a great deal of our promotions are internal

Advertised on www.indeed.com

Clerical Officer – Grade III

- **Full Time**

Hartley People 3sixty are currently recruiting for a Grade III Clerical Officer, based in Waterford City. This is an exciting opportunity for the ideal candidate who has experience in a similar role, and is available to start immediately.

Key Responsibilities:

- Undertaking general office administration including, filing, photocopying, faxing, scanning, sending mail and general clerical work
- Data input – processing data through internal systems, formulating and maintaining databases
- Maintenance of records and filing systems both manual and electronic to effectively manage information
- Answering the telephone, dealing effectively with queries or referring to other staff
- High level Organisation skills with excellent attention to detail
- Schedule and verify data.
- Responsible for the provision of wide ranging administrative support to the Consultants, ensuring that all tasks are performed to the highest standard.
- Manage and Organise Clinic Schedules: communicating with patients, booking appointments, preparing for daily clinics and managing clinic progression, responsible for surgery scheduling.
- Write reports for the department, file and store documents

The ideal candidate:

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

For immediate consideration please email your CV to adurand@hartleypeople.com at Hartley People in response to this job posting.

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



Bookkeeper (part-time) Waterford City

- **Part Time**

Hartley People Recruitment are seeking to recruit an **experienced Bookkeeper (part-time)** to join a solicitors firm in Waterford City (15-20 hours p/w).

Experience:

- 2-4 years' experience
- Proven ability and experience in a similar role
- Proficiency in Microsoft Office suite [Excel, Word, PowerPoint, Outlook, MS Teams], coupled with the ability to learn new technologies
- Excellent communication and interpersonal skills coupled with very strong organisational skills
- Skill and experience in processing confidential and time-sensitive information demonstrating accuracy and attention to detail
- Confident in working independently and without supervision
- A strong team player

Responsibilities:

- General accounts/bookkeeping – monthly & weekly
- Ensuring all client and office ledgers are always up to date
- Reconciliation of all balance sheet control accounts

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

For immediate consideration please call **Claire on 051-878813** or email your CV to **claire@hartleypeople.com**.

