

# South Kerry Local Employment Services

## JOB VACANCIES

20<sup>th</sup> February, 2017

Free for your benefit.

Call in to one of our local offices for a free,  
friendly & confidential service.

### South Kerry Local Employment Services

- ✓ Job Searching
  - ✓ Career Guidance
  - ✓ Information Service
  - ✓ Education & Training
- Head Office, West Main Street, Cahersiveen.  
Tel: 066 – 947 3068

#### Kenmare Office

21 Henry Street,  
First Floor  
Kenmare,  
Co. Kerry  
Tel: 064 664 1930

#### Killorglin Office

Library Place,  
Killorglin  
Killorglin,  
Co. Kerry  
Tel: 066 976 1615

#### Killarney Office

37A High Street,  
2<sup>nd</sup> Floor  
Killarney,  
Co. Kerry  
Tel: 064 663 6966

### Killarney Jobs Club

- ✓ Curriculum Vitae (C.V.'s)
  - ✓ Cover Letters
  - ✓ Jobs Club Training
- 37A High Street, 2<sup>nd</sup> Floor, Killarney.  
Tel: 064 – 663 7833

Our offices are open from Monday to Friday

9:00 – 17:00

(Except lunchtime)



Working under contract for the  
Department of Social Protection



Follow  
us on  
Facebook

## Project Development Officer

---

- Employer:** South Kerry Development Partnership CLG
- Location:** Killorglin
- Job Summary:** Project Development Officer. The MacGillycuddy Reeks Mountain Access Project Development Officer shall support the MacGillycuddy Reeks Mountain Access Forum with the implementation of their key project priorities for 2017
- Requirements:** Applicants should have a good standard of education, knowledge & interest in countryside recreation and trails and or trails development, Possess excellent communication, interpersonal & presentation skills, Possess an excellent understanding of the needs of farmers and landowners and have a good knowledge of issues facing rural communities and the challenges of upland farming. Possess good administrative & organisational skills, excellent IT skills and have a flexible approach to their working hours
- Duties:** The MacGillycuddy Reeks Mountain Access Project Development Officer will support the Forum with the expansion of its Erosion Management Work - building on the findings from the detailed assessments of the Path network and the lessons learned from the initial successful REDz training and upland Trail repair project. Provide Project management of the REDZ funded upland path repair & training project, pursue a locally led Agri uplands environment scheme for the Reeks, support the Forum to continue its visitor management work and expand the 'Friends of the Reeks' Initiative. Continue to raise awareness, promote the work of the MacGillycuddy Reeks Mountain Access Project and contribute to the national discussion and policy development with regard to the sustainable management of our uplands. Continue to develop and built upon the strategic relationships established with key stakeholders in the Forum – landowners, Mountaineering Ireland, Fáilte Ireland, NPWS, Kerry County Council and local businesses
- Hours:** Part time (26 hours per week. 12 month fixed term contract)
- How to Apply:** Full particulars of the position are available from: South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. Tel: 066 947 2724. Please apply in writing, enclosing a full C.V. and covering letter to: Mr. Noel Spillane, Chief Executive Officer, South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. (The post will be work-based at the SKDP Office at Library Place, Killorglin, Co Kerry)
- Closing Date:** 24<sup>th</sup> February 2017

## Assistant Health & Safety Advisor

---

- Employer:** Kerry County Council
- Location:** Tralee
- Job Summary:** Assistant Health & Safety Advisor
- Hours:** Full time
- Salary/Benefits:** €46,732 - €65,000
- How to Apply:** Application forms and full particulars may be obtained by emailing [hr@kerrycoco.ie](mailto:hr@kerrycoco.ie) or on the Kerry County Council website [www.kerrycoco.ie](http://www.kerrycoco.ie) or on the Local Government Jobs website [www.localgovernmentjobs.ie](http://www.localgovernmentjobs.ie). Tel: 066 718 3814
- Closing Date:** 2<sup>nd</sup> March 2017

## Administrative Assistant

---

<b>Employer:</b>	South Kerry Development Partnership CLG
<b>Location:</b>	Killorglin
<b>Job Summary:</b>	Administrative Assistant. The MacGillycuddy Reeks Mountain Access Administrative Officer shall support the MacGillycuddy Reeks Mountain Access Forum with the administrative requirements of the Forum for 2017
<b>Requirements:</b>	Applicants should have a good standard of education, possess excellent administrative & organisational skills, have experience of working in an administrative and or accounts capacity in a busy office environment, possess a high degree of numeracy skills and excellent I.T. skills and be proficient in the use of the Microsoft office suite of programmes
<b>Duties:</b>	The MacGillycuddy Reeks Mountain Access Administrative Officer will assemble meeting agendas and supporting documentation for the MacGillycuddy Reeks Mountain Access Forum and circulate same. Attend the Forum's meetings and record the minutes of these meetings, Provide administration support to the Forum's REDz funded Upland Trail repair and training project, including obtaining quotations for & ordering of materials, collate and record all timesheets of training participants, record all income and expenditure received in relation to the project, update the MacGillycuddy Reeks Mountain Access Forums website on a periodic basis, Deal with telephone and email enquiries, correspondence, create and maintain databases and filing systems and provide secretarial/clerical support to the MacGillycuddy Reeks Mountain Access Forum and the Rural Recreation Officer of South Kerry Development Partnership
<b>Hours:</b>	Part time (15 hours per week. 12 month fixed term contract)
<b>How to Apply:</b>	Full particulars of the position are available from: South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. Tel: 066 947 2724. Please apply in writing, enclosing a full C.V. and covering letter to: Mr. Noel Spillane, Chief Executive Officer, South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. (The post will be work-based at the SKDP Office at Library Place, Killorglin, Co Kerry)
<b>Closing Date:</b>	24 <sup>th</sup> February 2017

## Business Mentor

---

<b>Location:</b>	South Kerry
<b>Job Summary:</b>	Business Mentor
<b>Requirements:</b>	Mentors will be required to have a thorough knowledge of micro-enterprise start-up and development, excellent communication and reporting skills. Mentors will be required to operate flexible hours on a one to one basis with clients
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Business Plan compilation</li><li>• Accounts and bookkeeping</li><li>• Sales and marketing</li></ul>
<b>Hours:</b>	Part time. Temporary position
<b>Salary/Benefits:</b>	Remuneration will be on an hourly rate contractual basis, relative to experience
<b>How to Apply:</b>	Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email <a href="mailto:jgriffin@skdp.net">jgriffin@skdp.net</a>

## Tús Supervisor

---

<b>Employer:</b>	South Kerry Development Partnership CLG
<b>Location:</b>	Killarney
<b>Job Summary:</b>	Tús Supervisor
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Previous management / supervisory experience</li><li>• Demonstrate ability to relate to and support participants</li><li>• Ability to work as part of a team</li><li>• Computer literacy</li><li>• Knowledge of community activities and work</li><li>• A good standard of education</li><li>• Good communication and inter-personal skills</li><li>• Full Driver's licence and access to transport</li><li>• Knowledge of general maintenance</li><li>• Task specific requirements</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• The identification of work placements in community organisations and settings</li><li>• Promotion and administration of the scheme</li><li>• The supervision of participants, including monitoring time and attendance</li><li>• Maintaining appropriate records in both written and computerised formats</li><li>• Supervision of compliance with health and safety requirements</li><li>• Setting, managing and monitoring work schedules and attaining targets</li><li>• Delivery on work-specific training</li><li>• Managing the output of the participants to match the expectations of the communities</li><li>• Other duties required for the orderly operation of Tús</li></ul>
<b>Hours:</b>	Full time (39 hours per week. Fixed One Year contract)
<b>Salary/Benefits:</b>	€30,898.40 per annum
<b>How to Apply:</b>	Full particulars of the position are available from: South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. Tel: 066 947 2724. Please apply in writing, enclosing a full C.V. and covering letter to: Mr. Noel Spillane, Chief Executive Officer, South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. (The post will be work-based at the SKDP Office at 37a High Street, Killarney, Co Kerry)
<b>Closing Date:</b>	3 <sup>rd</sup> March 2017

## Local Employment Service Secretary

---

<b>Employer:</b>	South Kerry Development Partnership CLG
<b>Location:</b>	Killarney
<b>Job Summary:</b>	Local Employment Service Secretary
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Excellent standard of education with experience of working in a busy office</li><li>• Excellent communication skills, effective inter-personal skills and a positive attitude towards work</li><li>• Effective problem solving skills</li><li>• Innovative, dynamic, flexible and self-motivated</li><li>• Excellent IT skills - Database, Spreadsheets, PowerPoint and excellent organisational skills</li><li>• Excellent Customer Service skills</li><li>• Ability to work well under pressure with a proven ability to meet deadlines</li><li>• Ability to work as part of a team and on own initiative as required</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Responsible for client registrations, information provision, compiling CV's, Cover letters, up-keep of all office systems</li><li>• Responsibility for all office administration relating to the Local Employment Service office</li><li>• Dealing with telephone and email enquiries, creating and maintaining filing system, keeping diaries and arranging appointments</li><li>• Using a variety of software packages, such as Microsoft Word, Outlook, PowerPoint, Excel, Access, etc., to produce correspondence, reports, documents and to maintain presentations, records, spreadsheets and databases</li><li>• Liaising with colleagues in other departments, clients and with external contacts</li><li>• Ordering and maintaining stationery and equipment</li><li>• Keeping a record of stock and equipment</li><li>• Possess excellent communication skills and customer services skills</li><li>• Working as part of the LES team</li></ul>
<b>Hours:</b>	Full time (37.5 hours per week. One Year Fixed Term contract)
<b>How to Apply:</b>	Full particulars of the position are available from: South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. Tel: 066 947 2724. Please apply in writing, enclosing a full C.V. and covering letter to: Mr. Noel Spillane, Chief Executive Officer, South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. (The post will be work-based at the SKDP Office at 37a High Street, Killarney, Co Kerry)
<b>Closing Date:</b>	22 <sup>nd</sup> February 2017

## Spa Therapist

---

- Location:** Sneem
- Job Summary:** Spa Therapist
- Requirements:**
- Qualification in either CIBTAC or CIDESCO is essential when applying for this role.
  - Minimum of one year's previous experience is essential. Expertise in various treatments i.e. Massage, Beauty is essential but full ELEMIS training will be provided.
  - Fluent English is essential as well as a customer focused attitude.
  - Excellent Elemis Product knowledge would be advantageous when applying for the role.
- Duties:** Competent delivery of SPA treatments in this very busy environment
- Possess excellent sales technique skills in promoting and selling the ELEMIS product brand.
  - Correct use of the spa's CONCEPT point of sale system
  - Excellent customer service skills
  - Possess excellent communication skills
  - A proven track record of working as part of a team
  - Excellent presentation skills
  - Participate in staff training sessions and upskilling.
- Hours:** Full time
- Salary/Benefits:** The role will include working weekends and morning and evening shifts  
Rate will be in line with candidate's experience.
- How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Beach Lifeguard

---

- Employer:** Kerry County Council
- Location:** Kerry (Various Beaches)
- Job Summary:** Beach Lifeguard
- Requirements:**
- Current Irish Water Safety Beach Lifeguard Award or equivalent as recognised by the International Lifesaving Federation
  - All candidates will be required to undergo a practical test in Basic Life Support
- Duties:** Successful candidates will be required to work at one of the following beaches:
- Ballinskelligs, Ballybunion, Ballyheigue, Banna,  
Maharees, Derrynane, Fenit, Inch,  
Rossbeigh, Ventry and White Strand, Caherciveen
- Hours:** Full time. Summer 2017 Season Only
- Salary/Benefits:** €520 per week (41 Hours).
- How to Apply:** Application forms and full particulars may be obtained by emailing [hr@kerrycoco.ie](mailto:hr@kerrycoco.ie) or on the Kerry County Council website [www.kerrycoco.ie](http://www.kerrycoco.ie) or on the Local Government Jobs website [www.localgovernmentjobs.ie](http://www.localgovernmentjobs.ie). Tel: 066 718 3814
- Closing Date:** 9<sup>th</sup> March 2017

## Pre-School Manager

<b>Employer:</b>	Coars National School
<b>Location:</b>	Cahersiveen
<b>Job Summary:</b>	Pre-School Manager
<b>Duties:</b>	The Board of Management of Coars National School intends making part of the school premises available for the provision of pre-school services by an independent, external, third party operator. The successful applicant will be granted a licence to use a section of the school premises for a period of one school year initially and shall be responsible for the operation of the facility and the employment of all staff in the facility
<b>How to Apply:</b>	Please apply in writing to: Chairperson of the Board of Management of Coars National School - Pre-School Application, Coars, Cahersiveen, Co Kerry
<b>Closing Date:</b>	3 <sup>rd</sup> March 2017

## Teaching Post: Physical Education & Maths

<b>Employer:</b>	Kerry Education & Training Board		
<b>Location:</b>	(CIS)	Castleisland Community College	Castleisland
<b>Job Summary:</b>	CIS 16.17.57	<b>Physical Education &amp; Maths</b>	19 Hours (Maternity Leave Cover – March 2017 to September 2017)
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• A Teacher Education qualification is a requirement</li> <li>• Experience of delivering Leadership Programme to TY Students and coaching School sports team is an advantage</li> <li>• Candidates proposed for appointment with Kerry Education &amp; Training Board must be registered in accordance with Section 31 of the Teaching Council Act, 2001</li> <li>• Applicants are requested to submit Confirmation of Teaching Council Registration outlining subjects qualified to teach and proof of current registration with their application form</li> </ul>		
<b>Hours:</b>	Part time		
<b>How to Apply:</b>	Please complete application form which can be downloaded from our website <a href="http://www.kerryetb.ie/opportunities">www.kerryetb.ie/opportunities</a> and return by email only to <a href="mailto:jobs@kerryetb.ie">jobs@kerryetb.ie</a> . No C.V.'s, only official application form will be accepted.		
<b>Closing Date:</b>	Applications by email only must be received not later than 1pm on Monday 27 <sup>th</sup> February 2017. Please complete application form, including reference number, for the post(s) you are applying for.		

### Cook/Chef

---

- Location:** South Kerry
- Job Summary:** Cook/Chef required for Bar/Restaurant in the South Kerry area (accommodation can be provided if required)
- Requirements:**
- Two years cooking experience preferred with good knowledge of HACCP
  - Person is required to work on their own initiative & possess organisational skills with a flexibility to work evenings and weekends
- Duties:**
- Set up work stations
  - Ensure quality of ingredients
  - Ensure all food produced meets highest standards
  - Ensure food is well presented
  - Ensure relevant control procedures are met
  - Keep relevant production records and effective waste management
  - Maintain kitchen cleanliness
- How to Apply:** To apply email CV to sbhoijobapp@mail.com or send CV to the Local Employment Service, West Main Street, Cahersiveen

### Bar Person

---

- Employer:** McSweeney Arms Hotel
- Location:** Killarney
- Job Summary:** Bar Person
- Requirements:** Minimum 3 years' experience
- Hours:** Full time
- How to Apply:** Please apply with CV to: mcsweeneyarms@eircom.net

### Night Porter

---

- Employer:** McSweeney Arms Hotel
- Location:** Killarney
- Job Summary:** Night Porter
- Requirements:** Minimum 2 years' experience
- Hours:** Full time
- How to Apply:** Please apply with CV to: mcsweeneyarms@eircom.net

### General Manager

---

- Employer:** The Moorings
- Location:** Portmagee
- Job Summary:** General Manager
- Requirements:**
- Experience in a similar role within the Hotel or similar hospitality role
  - Strong Communication and Organisational skills
- Hours:** Full time
- Salary/Benefits:** Excellent package including three bedroom house available to the right candidate
- How to Apply:** Please apply with CV to: mooringsportmagee@gmail.com. The Moorings, Portmagee, Co Kerry. Tel: 066 947 7108



### Night Porter

---

**Employer:** Manor West Hotel  
**Location:** Tralee  
**Job Summary:** Night Porter  
**How to Apply:** Please apply with CV to: sales@manorwesthotel.ie. Manor West Hotel & Leisure Club, Tralee, Co Kerry. Tel: 066 719 4500

### Sous Chef

---

**Employer:** Bricin Restaurant & Craft Shop  
**Location:** Killarney  
**Job Summary:** Sous Chef  
**How to Apply:** Please apply in writing with CV to Bricin, 26 High Street, Killarney, Co Kerry or via email to: bricin@eircom.net. Tel: 086 386 1601

### Chef de Partie

---

**Employer:** Bricin Restaurant & Craft Shop  
**Location:** Killarney  
**Job Summary:** Chef de Partie  
**How to Apply:** Please apply in writing with CV to Bricin, 26 High Street, Killarney, Co Kerry or via email to: bricin@eircom.net. Tel: 086 386 1601

### Waiting Staff

---

**Employer:** Bricin Restaurant & Craft Shop  
**Location:** Killarney  
**Job Summary:** Waiting Staff  
**How to Apply:** Please apply in writing with CV to Bricin, 26 High Street, Killarney, Co Kerry or via email to: bricin@eircom.net. Tel: 086 386 1601

### Chef

---

**Employer:** Stonechat Restaurant  
**Location:** Killarney  
**Job Summary:** Chef  
**How to Apply:** Please apply with CV to: stonechat@eircom.net. Stonechat Restaurant, 8 Flemmings Lane, Killarney, Co Kerry. Tel: 064 663 4295

### Commis Chef

---

**Employer:** Stonechat Restaurant  
**Location:** Killarney  
**Job Summary:** Commis Chef  
**How to Apply:** Please apply with CV to: stonechat@eircom.net. Stonechat Restaurant, 8 Flemmings Lane, Killarney, Co Kerry. Tel: 064 663 4295

## Waiting Staff

---

**Employer:** Stonechat Restaurant  
**Location:** Killarney  
**Job Summary:** Waiting Staff  
**How to Apply:** Please apply with CV to: stonechat@eircom.net. Stonechat Restaurant, 8 Flemmings Lane, Killarney, Co Kerry. Tel: 064 663 4295

## Wash-Up Staff

---

**Employer:** Stonechat Restaurant  
**Location:** Killarney  
**Job Summary:** Wash-Up Staff  
**How to Apply:** Please apply with CV to: stonechat@eircom.net. Stonechat Restaurant, 8 Flemmings Lane, Killarney, Co Kerry. Tel: 064 663 4295

## Restaurant Manager

---

**Employer:** The Brehon  
**Location:** Killarney  
**Job Summary:** Restaurant Manager (Danú Restaurant)  
**Requirements:**

- 2-3 years' experience in a Management role in a Hotel Restaurant in a similar sized property at a 4 or 5 star level including experience in Weddings & Banqueting
- Genuine focus on exceptional customer care and ability to ensure standards are delivered consistently
- Proven ability and interest in motivating, developing and leading a team of employees to deliver on and exceed customer expectations

**How to Apply:** Apply with CV to Anne O'Leary – HR Department, The Brehon, Muckcross Road, Killarney, Co Kerry or email: hr@thebrehon.com. Tel: 064 663 0700

## Bar Food Chef

---

**Employer:** Castlerosse Hotel & Holiday Homes  
**Location:** Killarney  
**Job Summary:** Bar Food Chef  
**Requirements:** Fluent English required  
**Hours:** Full & Part time positions available  
**How to Apply:** Please submit your application in writing to: Mark Bowe - Castlerosse Hotel & Holiday Homes, Lower Lake, Killarney, Co Kerry or email: markbowe@castlerosse.ie. Tel: 064 663 1144

## Kitchen Porters

---

**Employer:** Murphy's Bar  
**Location:** Killarney  
**Job Summary:** Kitchen Porters  
**How to Apply:** Please apply by email to: marian@murphysofkillarney.com or via post to: HR Manager - Murphy's Bar, 18 College Street, Killarney, Co Kerry. Tel: 064 663 1294.

## Breakfast Chef

---

**Employer:** Castlerosse Hotel & Holiday Homes  
**Location:** Killarney  
**Job Summary:** Breakfast Chef  
**Requirements:** Fluent English required  
**Hours:** Full & Part time positions available  
**How to Apply:** Please submit your application in writing to: Mark Bowe - Castlerosse Hotel & Holiday Homes, Lower Lake, Killarney, Co Kerry or email: markbowe@castlerosse.ie. Tel: 064 663 1144

## Duty Manager

---

**Employer:** Castlerosse Hotel & Holiday Homes  
**Location:** Killarney  
**Job Summary:** Duty Manager  
**Requirements:**

- Fluent English required
- Good communication skills
- Front Office experience desirable

**How to Apply:** Please submit your application in writing to: Mark Bowe - Castlerosse Hotel & Holiday Homes, Lower Lake, Killarney, Co Kerry or email: markbowe@castlerosse.ie. Tel: 064 663 1144

## Breakfast / Accommodation Staff

---

**Employer:** Murphy's Bar  
**Location:** Killarney  
**Job Summary:** Breakfast / Accommodation Staff  
**Requirements:**

- Experience in a similar role
- Fluent English

**How to Apply:** Please apply by email to: marian@murphysofkillarney.com or via post to: HR Manager - Murphy's Bar, 18 College Street, Killarney, Co Kerry. Tel: 064 663 1294.

## Accommodation Assistants

---

**Employer:** Old Weir Lodge  
**Location:** Killarney  
**Job Summary:** Accommodation Assistants  
**Requirements:**

- Experience required
- Fluent English required

**How to Apply:** Please apply with CV and cover letter to: Old Weir Lodge, Muckcross Road, Killarney, Co Kerry or email: info@oldweirlodge.com. Tel: 064 663 5593

## Dining Room Personnel

---

- Employer:** Old Weir Lodge  
**Location:** Killarney  
**Job Summary:** Dining Room Personnel  
**Requirements:**
- Experience required
  - Fluent English required
- How to Apply:** Please apply with CV and cover letter to: Old Weir Lodge, Muckcross Road, Killarney, Co Kerry or email: [info@oldweirlodge.com](mailto:info@oldweirlodge.com). Tel: 064 663 5593

## Food & Beverage Assistants

---

- Location:** Sneem  
**Job Summary:** Food & Beverage Assistants  
**Duties:**
- Competent service of food & beverage orders
  - Taking orders and clearing tables in both The Pygmalion Restaurant and the casual dining outlets of the bar, lounges and terrace.
  - Correct use of the micros point of sale system
  - Excellent customer service skills
  - Possess excellent communication skills
  - Want to be part of an excellent food and beverage team
  - Excellent presentation skills
  - Participate in staff training sessions and upskilling
  - Be able to adapt to work in both the Hotel Bar and Restaurant
  - A minimum of one year's previous experience is essential. Good Knowledge of food & beverage important but full training will be given. Fluent English is essential as well as a customer focused attitude.
  - The role will include working weekends and morning and evening shifts
- Hours:** Full time  
**Salary/Benefits:** Rate will be in line with candidate's experience.  
**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Waiting Staff

---

- Location:** Tralee  
**Job Summary:** Waiting Staff. Luxury 4 star Hotel which is located on the outskirts of Tralee is looking to recruit personnel to share in our passion for delivering the highest standard and quality of food and service to our guests in a safe and hygienic environment  
**Requirements:** Minimum of 2 years' experience in a similar environment and be able to work as part of a team. You must be flexible in your role and be available to work evenings and weekends. A high level of Customer Care is desirable and you must speak fluent English. Benefits include staff meals while on duty and free car parking  
**Hours:** Full & Part time positions available. Immediate start  
**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Dining Room Supervisor

---

**Location:** Sneem

**Job Summary:** Dining Room Supervisor. The position will entail mainly daytime work but the ideal candidate will need to be flexible from time to time in their working hours based on the Resort's business levels

**Requirements:**

- A minimum of two year's previous experience in a food and beverage supervisory role is essential when applying for this role. Good Knowledge of food & beverage is important but full training and induction in relation to the Resort's Food and Beverage Operational procedures will be provided upon commencement of employment. Fluent English is essential as well as a customer focused attitude.
- The role will include working weekends, morning shifts but the ideal candidate will need to be flexible in their working hours as the role will include evening shifts from time to time to cover departmental annual holidays when they arise.

**Duties:**

- Management of the dining room service on any given shift incorporating turnaround of guest covers , roster and man-power management, guest seating , customer interaction ensuring a smooth and efficient delivery of the Resorts food and beverage product.
- Correct use of the Micros food and beverage point of sale system
- Excellent customer service skills
- Possess excellent communication skills
- Want to be part of an excellent food and beverage team
- Excellent presentation skills
- Participate in staff training sessions and upskilling
- Be able to adapt to work pre-dominantly the breakfast and lunch shift but also be flexible to work evening shifts when required from time to time.
- Time management of the dining room's dinner book ensuring all time allocations are not over-booked and that enquiries are managed in an efficient and competent manner.
- Possess excellent staff management skills in allocating duties to staff members efficiently.

**Hours:** Full time

**Salary/Benefits:** The role will include working weekends and morning and evening shifts  
Rate will be in line with candidate's experience.

**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Duty Manager

---

<b>Location:</b>	Sneem
<b>Job Summary:</b>	Duty Manager
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Knowledge of Opera Front Office System</li><li>• Micros Food &amp; Beverage Systems, Word, Excel and I.T an advantage.</li><li>• Knowledge of 4 star standards across the resort.</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• All aspects of running a hotel on a daily basis including customer service, bar, restaurant, housekeeping, stock/orders, rosters</li><li>• Health and safety incorporating Fire drills , fire walks and making sure all administration is up to date</li><li>• Guest relations and customer service</li><li>• Cash handling and daily banking</li><li>• Department staffing and daily service</li><li>• Training and any other relevant duties that will ensure the smooth running of the Hotel.</li><li>• The successful candidate must possess relevant experience in hotel duty management and must be fluent in English. This is a seasonal position.</li></ul>
<b>Hours:</b>	Full time
<b>Salary/Benefits:</b>	Rate will be in line with candidate's experience.
<b>How to Apply:</b>	Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email <a href="mailto:jgriffin@skdp.net">jgriffin@skdp.net</a>

## Bar Personnel

---

<b>Location:</b>	Sneem
<b>Job Summary:</b>	Bar Personnel
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Minimum of one years' experience in a busy bar operation</li><li>• Excellent presentation and people skills</li><li>• Team player</li><li>• Experience in preparing cocktails a must when applying for this role</li><li>• Experience in taking food orders and food service essential when applying</li><li>• Experience in micros food and beverage point of sale would be desirable</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Serving of food &amp; beverages, taking orders and clearing tables.</li><li>• Stock rotation</li><li>• Cash handling and daily banking</li><li>• Preparation of cocktails</li><li>• Working with the food servers in administering beverage orders and making sure the correct billing procedures are followed</li><li>• Bar cleanliness and hygiene</li></ul>
<b>Hours:</b>	Full time
<b>Salary/Benefits:</b>	Rate will be in line with candidate's experience.
<b>How to Apply:</b>	Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email <a href="mailto:jgriffin@skdp.net">jgriffin@skdp.net</a>

## Hotel Receptionist

---

**Location:** Sneem

**Job Summary:** Hotel Receptionist

**Requirements:**

- Proven experience in a similar role in a similar hotel/resort. Excellent level of spoken & written English. Proven experience of working as part of a team.
- Excellent planning and organisational skills. Excellent customer service and interpersonal skills.
- Basic IT skills - experience with Opera would be an advantage.
- Capacity for flexibility, change and innovation.
- Ability to work without direct supervision.

**Duties:**

- To greet the guests on arrival and at all times in a warm, welcoming and friendly manner.
- To check in/out guests effectively, ensuring all details are correct.
- To carry out tasks effectively using computerised system.
- To ensure that any additional requirements for guests are offered, i.e. dinner reservations, porter etc.
- To ensure that all charges are posted correctly onto room bills.
- Take reservations and respond to guests quickly. To answer switchboard in a warm and welcoming manner and effectively transfer calls to correct extensions in the absence of the switchboard operator.
- Correctly take messages for guests/staff ensuring that date, time, message, from, to and initial are noted and passed on promptly.
- Deal with any guest requests/queries in a polite and attentive manner.
- Cash and all billing and payments are handled correctly.

**Hours:** Full time

**Salary/Benefits:** Competitive Salary in line with experience will be offered. The role will involve working any five days over seven and include morning and evening shifts.

**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Bar Staff

---

**Location:** Tralee

**Job Summary:** Bar Staff. Luxury 4 star Hotel which is located on the outskirts of Tralee is looking to recruit personnel to share in our passion for delivering the highest standard and quality of food and service to our guests in a safe and hygienic environment

**Requirements:** The ideal candidate must have a minimum of 2 years' experience in a similar environment and be able to work as part of a team. You must be flexible in your role and be available to work evenings and weekends. A high level of Customer Care is desirable and you must speak fluent English

**Hours:** Part time. Immediate start

**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Food & Beverage Assistants

---

**Location:** Killarney

**Job Summary:** Food & Beverage Assistants to prepare the dining room/bar, including all necessary mise-en-place for service; to serve guests in a professional, efficient and courteous manner. To ensure that the quality and standards of the Hotel are maintained at the highest level and guest expectations are met and exceeded.

- Duties:**
- To clean agreed designated areas, in accordance with laid-down procedures, morning/evening routines and hygiene requirements.
  - To change table linen as required and ensure dirty or damaged linen is counted and exchanged for clean, usable items.
  - To clean and refill condiment sets.
  - To set tables to laid-down standards, ensuring that all items used are clean, undamaged and in a good state of repair.
  - To ensure sideboards or stations are adequately stocked with replacement cutlery, linen or other established needs, be they food or equipment.
  - To prepare tea and coffee in accordance with the hotels standard operating procedures.
  - To take orders from customers and ensure these are given to the appropriate person to execute.
  - To be totally familiar with the composition of all menu items.
  - To serve food and beverages in accordance with standard operating procedures, but above all in a professional and courteous manner.
  - To clean tables and ensure they are cleaned as soon as it is apparent that a customer has finished their food or drink with an acceptable balance between speed, yet allowing customers to finish their meal without feeling rushed.
  - To ensure that customers are correctly charged, present the bill and take payment from the customer, in accordance with the procedures of the establishment.
  - At all times to be aware of and practise good customer relations, assisting the guest in any way which does not adversely affect other customers.
  - To attend to customer complaints satisfactorily.
  - To take part in any fire or evacuation drills and ensure complete familiarisation with all exits, including those normally used by customers, as well as fire escapes.
  - To be continually aware of, and maintain, the highest standards of personal hygiene and dress.
  - To attend meetings and training courses as required.

**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)



## Accommodation Assistant

---

**Location:** Killarney

**Job Summary:** Accommodation Assistant to ensure that the quality and standards of the Hotel are maintained at the highest level and customer expectations are met and exceeded

**Duties:**

- Greeting all guests in a warm and friendly manner
- Cleaning of guest bedrooms and bathrooms to the highest of standards, ensuring they are clean, well maintained and attractively presented at all times
- Replace guest amenities and supplies in rooms
- Dress beds following the standard operating procedure of the hotel
- Remove rubbish and room service items and replace used linen
- To clean corridors and public areas
- To report all lost property and maintenance issues to the supervisor
- Maintain stock levels of stationary, linen, towels and amenity requirements on in order to ensure consistency in standards.
- Knowledge of the hotels hygiene, health and safety regulations
- Enter guest rooms following procedures for gaining access before entering
- Check that all appliances are present in the room and in working order
- Straighten desk items, furniture and appliances
- Dust, polish and vacuum carpet
- Ensure uniform and personal appearance are clean and professional at all times
- Perform other reasonable duties as requested by the Accommodation Supervisor/Manager

**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Cloud Software Engineers

---

- Location:** Causeway
- Job Summary:** Cloud Software Engineers. We are looking for developers who have a passion for new technologies and who have experience in C# and .Net technologies to work on our new cloud and desktop applications. This is a unique and exciting opportunity for developers with experience of C# .Net to take part in the development of applications utilising the latest technologies
- Requirements:** We are looking for people with strong experience in one or more of the following:
- C# .Net.
  - .NET/ASP Development.
  - Microsoft Windows Azure or Amazon Web Services.
  - Web Technologies (HTML, jQuery or Sencha, AJAX, CSS, WSSecurity etc.).
  - Database design and performance optimisation.
  - Object-oriented design and coding.
  - Working with Microsoft's Visual Studio 2010.
  - Professional Edition Environment.
  - Using source code control management systems - commercial or open source.
  - MS SQL Server 2005/2008.
  - Agile Development Methodologies
- Hours:** Full time
- How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## I.S. Project Leader (Infrastructure & Operations)

---

- Employer:** Kerry County Council
- Location:** Tralee
- Job Summary:** I.S. Project Leader (Infrastructure & Operations)
- Hours:** Full time
- Salary/Benefits:** €47,013 - €61,418
- How to Apply:** Application forms and full particulars may be obtained by emailing [hr@kerrycoco.ie](mailto:hr@kerrycoco.ie) or on the Kerry County Council website [www.kerrycoco.ie](http://www.kerrycoco.ie) or on the Local Government Jobs website [www.localgovernmentjobs.ie](http://www.localgovernmentjobs.ie). Tel: 066 718 3814
- Closing Date:** 2<sup>nd</sup> March 2017

## Software Engineers Embedded

---

<b>Location:</b>	Causeway
<b>Job Summary:</b>	Software Engineers Embedded. We are looking for engineers who have a passion for new technologies and who have experience in electronics development to work on our embedded control projects. This is a unique and exciting opportunity for developers with experience of embedded design to take part in the development of applications utilising the latest technologies.
<b>Requirements:</b>	<p>We are particularly seeking people who possess the following attributes:</p> <ul style="list-style-type: none"> <li>• Proven experience in C programming, preferably in an embedded environment.</li> <li>• Excellent analytical and problem solving skills, an ability to understand complex problems and generate appropriate pragmatic technical solutions.</li> <li>• Proven ability to analyse technical development/design issues and manage them to resolution.</li> <li>• Ability to work on own initiative, in a fast paced environment with attention to detail.</li> <li>• Excellent interpersonal, teamwork and communication skills (both verbal and written).</li> <li>• Constantly promote awareness of best industry practices, providing company training as required.</li> <li>• Energetic and eager to learn and implement new technologies when required.</li> <li>• Focused on keeping your knowledge up to date.</li> </ul>
<b>Duties:</b>	<ul style="list-style-type: none"> <li>• Embedded development tools (Keil uVision).</li> <li>• Knowledge of programming embedded systems, with ARM Cortex M cores.</li> <li>• Experience with STM32 Arm Cortex and other microcontrollers.</li> <li>• CAN, Boot Loader, I2C, UART, GSM, GPS, Low Power, USB, WiFi, RFID.</li> <li>• Sensor development and integration.</li> <li>• Automation and robotics control.</li> </ul>
<b>Hours:</b>	Full time
<b>How to Apply:</b>	Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email <a href="mailto:jgriffin@skdp.net">jgriffin@skdp.net</a>

## Software Developer (Contract Position)

---

<b>Employer:</b>	Kerry County Council
<b>Location:</b>	Tralee
<b>Job Summary:</b>	Software Developer (Contract Position)
<b>Hours:</b>	Full time
<b>Salary/Benefits:</b>	€40,213 - €48,495
<b>How to Apply:</b>	Application forms and full particulars may be obtained by emailing <a href="mailto:hr@kerrycoco.ie">hr@kerrycoco.ie</a> or on the Kerry County Council website <a href="http://www.kerrycoco.ie">www.kerrycoco.ie</a> or on the Local Government Jobs website <a href="http://www.localgovernmentjobs.ie">www.localgovernmentjobs.ie</a> . Tel: 066 718 3814
<b>Closing Date:</b>	2 <sup>nd</sup> March 2017

## Care Assistants

---

<b>Employer:</b>	Kerry Respite Care
<b>Location:</b>	Tralee
<b>Job Summary:</b>	Care Assistants. Kerry Respite Care is currently seeking suitable qualified applicants to form part of a panel of Care Assistants throughout County Kerry
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• FETAC qualification in healthcare essential.</li><li>• Applicants will be Garda Vetted &amp; Reference checked prior to commencing the role.</li><li>• Own Transport.</li><li>• Fluency in English essential.</li><li>• Ideally CSP qualifying.</li></ul>
<b>Duties:</b>	Your day to day role with typically include: Assist & provide personal care, meal preparation, household duties, dementia care, non-medical assistance & companionship
<b>Hours:</b>	Part time (willingness to work in a rota shared with other Carers in your team, with flexibility to work evenings and weekend)
<b>How to Apply:</b>	Please contact the office on 066-7102796 or e-mail: mary@kerryrespitecare.ie to request an application form which must be completed to apply for the panel. Genuine applicants only, happy to work variable hours
<b>Closing Date:</b>	24 <sup>th</sup> February 2017

## Staff Nurses

---

<b>Employer:</b>	Saint John of God Community Services Ltd
<b>Location:</b>	Tralee
<b>Job Summary:</b>	Staff Nurses
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• RNMH / RNID qualifications or other suitable nursing qualifications and be a Staff Nurse on the current register as maintained by Bord Altranais</li><li>• Previous relevant experience of supporting people with an intellectual disability an advantage</li><li>• Excellent communication (both verbal and written), organisational skills, flexibility and commitment</li><li>• Full clean driver's licence for manual vehicles is essential, D licence an advantage</li></ul>
<b>Hours:</b>	Full time (2 year fixed contract)
<b>How to Apply:</b>	To apply please forward cover letter and CV (including written explanation for any gaps in employment) to: Human Resources Department, Saint John of God Kerry Services, Monavalley Industrial Estate, Tralee, Co Kerry or email: dolores.parker@sjog.ie
<b>Closing Date:</b>	24 <sup>th</sup> February 2017

## Risk & Behaviour Management Support Co-ordinator

---

- Employer:** Saint John of God Community Services Ltd
- Location:** Tralee
- Job Summary:** Risk & Behaviour Management Support Co-ordinator
- Requirements:**
- Degree or Diploma in the Health Service area (Social Care, Psychology, Nursing, Social Work or Education)
  - Experience working with people with intellectual disabilities and behaviours that challenge
  - Successful completion or undergoing Multi Element Behaviour Support Training
  - Knowledge and experience of individualised Risk Assessment
  - High level of report writing, with excellent communication skills, flexibility and commitment
  - Proven ability to work as part of a multi-disciplinary team
  - Full clean drivers licence suitable for manual vehicles
- Hours:** Part time (19.5 hours per week)
- How to Apply:** To apply please forward cover letter and CV (including written explanation for any gaps in employment) to: Human Resources Department, Saint John of God Kerry Services, Monavalley Industrial Estate, Tralee, Co Kerry or email: [dolores.parker@sjog.ie](mailto:dolores.parker@sjog.ie)
- Closing Date:** 24<sup>th</sup> February 2017

## Social Care Workers

---

- Employer:** Saint John of God Community Services Ltd
- Location:** Tralee
- Job Summary:** Social Care Workers
- Requirements:**
- Diploma in Social Care / Diploma in Applied Social Studies / Social Care
  - Experience working with individuals with an Intellectual Disability an advantage
  - Flexible and excellent communication skills
  - Initiative, motivation and enthusiasm
  - Commitment to the development and delivery of a person centred programme
  - Experience of supporting people presenting with challenging behaviour
  - Full clean drivers licence suitable for manual vehicles, D licence an advantage
- Hours:** Full time (2 year fixed contract)
- How to Apply:** To apply please forward cover letter and CV (including written explanation for any gaps in employment) to: Human Resources Department, Saint John of God Kerry Services, Monavalley Industrial Estate, Tralee, Co Kerry or email: [dolores.parker@sjog.ie](mailto:dolores.parker@sjog.ie)
- Closing Date:** 24<sup>th</sup> February 2017

## Care Assistants

---

- Employer:** Saint John of God Community Services Ltd  
**Location:** Tralee  
**Job Summary:** Care Assistants  
**Requirements:**
- Certificate in Healthcare Support at FETAC Level 5
  - Previous relevant experience of working with people with intellectual disability an advantage
  - Excellent communication (both verbal and written), organisational skills, flexibility and commitment
  - Full clean drivers licence suitable for manual vehicles
- Hours:** Full time (2 year fixed contract)  
**How to Apply:** To apply please forward cover letter and CV (including written explanation for any gaps in employment) to: Human Resources Department, Saint John of God Kerry Services, Monavalley Industrial Estate, Tralee, Co Kerry or email: [dolores.parker@sjog.ie](mailto:dolores.parker@sjog.ie)  
**Closing Date:** 24<sup>th</sup> February 2017

## Medical Receptionist / Secretary

---

- Employer:** The Scotia Clinic  
**Location:** Tralee  
**Job Summary:** Medical Receptionist / Secretary  
**Requirements:**
- Previous Medical Secretarial experience is essential.
  - Flexibility in working hours is required which may include Saturdays from time to time.
  - Experience with health insurance forms and taking cash ideally required.
  - Previous experience in a similar role – in particular managing, running and following up from Consultants/ Doctors
  - Strong background in IT essential
- Duties:** Oversee the management of making bookings, diary management, answering calls, liaising with surgery personnel. Deal with patients in relation to referral letters, taking payment, dealing with any medical forms  
**Hours:** Part time  
**How to Apply:** Please forward your CV by post to: Niamh Quirke, The Scotia Clinic, Manor West, Tralee, Co Kerry or by email to [niamhquirke@scotiainic.ie](mailto:niamhquirke@scotiainic.ie). Tel: 066 718 1100  
**Closing Date:** 28<sup>th</sup> February 2017

## Dental Nurse / Receptionist

---

- Location:** Killarney  
**Job Summary:** Dental Nurse / Receptionist  
**Requirements:** Experience preferred but not essential  
**How to Apply:** Please apply with CV in writing to: PO Box No 3038, Killarney Advertiser, Unit 1C, Park Place, Killarney, Co Kerry

## TIG Welders

---

- Location:** Causeway
- Job Summary:** TIG Welders
- Requirements:**
- Have good practical skills and be highly detail orientated.
  - Relevant work experience will be a distinct advantage.
  - Background or interest in agriculture and/or in the dairy industry desirable.
  - Be flexible and willing to work varied roles in different departments, if required.
  - Be confident and work from own initiative as well as being a team player.
  - Be well organised and able to work well under pressure.
  - Have the ability to work and liaise with all staff and supervisors.
  - Have very good communication skills (written & oral).
  - Work to high workmanship standards and maintain all quality checks.
  - Be flexible to work overtime & shift if required.
  - Be flexible and willing to work at Headquarters or customer sites throughout the country.
  - Travel outside the country may also be required / available.
- Hours:** Full time
- How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Purchaser / Project Management

---

- Employer:** David Doyle Electrical Ltd -
- Location:** Tralee
- Job Summary:** Purchaser / Project Management
- Requirements:** Applications invited from suitably qualified and experienced candidates and must include:
- Third level qualification
  - Electrical or Construction background
  - Ability to read and understand engineering drawings
  - Self motivation with the ability to work independently and to tight deadlines
  - High degree of competency in use of Microsoft Office (Excel, PowerPoint and Word as a minimum)
  - Excellent written and verbal skills
- Duties:**
- Plan, organise, direct and control purchasing to ensure the effective delivery of materials to different locations
  - Liaise on a daily basis with our on-site teams
  - Develop, market and support formation of long-term supplier relationships and report regularly on the progress of these relationships
- How to Apply:** Please apply with CV, cover letter and two references to: [info@doyleelectrical.ie](mailto:info@doyleelectrical.ie). David Doyle Electrical Ltd, 1st Floor, The Station House, Blennerville, Tralee, Co Kerry. Tel: 066 712 7405
- Closing Date:** 3<sup>rd</sup> March 2017

### Pharmacist

---

**Employer:** O'Mahony's Pharmacy  
**Location:** Ardfert  
**Job Summary:** Pharmacist  
**Hours:** Part time (2 days per week)  
**How to Apply:** To apply please email CV to: eddiemorrison@eircom.net

### Shop Supervisor

---

**Employer:** Byrnes SPAR  
**Location:** Tralee  
**Job Summary:** Shop Supervisor working closely with the Store Manager to ensure customer service levels and general store standards are maintained at the highest level  
**Requirements:**

- Relevant Experience Essential.
- Fluent English
- Computer literate

**Hours:** Full time  
**How to Apply:** Applications to: HR Manager, Byrnes SPAR, Caherslee, Tralee, Co Kerry or email: jointheteamatbyrnesspar@gmail.com  
**Closing Date:** 22<sup>nd</sup> February 2017

### OTC / Shop Assistant

---

**Location:** Tralee  
**Job Summary:** OTC / Shop Assistant required for Tralee area pharmacy  
**Requirements:** Minimum 3 years' pharmacy experience  
**Hours:** Full time  
**How to Apply:** Please apply with CV to: morrisonkaren10@yahoo.com



## General Operatives

---

- Location:** Causeway
- Job Summary:** General Operatives
- Requirements:**
- Have good practical skills and be highly detail orientated.
  - Relevant work experience will be a distinct advantage.
  - Background or interest in engineering, agriculture and/or in the dairy industry desirable.
  - Be flexible and willing to work varied roles in different departments, if required.
  - Be confident and work from own initiative as well as being a team player.
  - Be well organised and able to work well under pressure.
  - Have the ability to work and liaise with all staff and supervisors.
  - Have very good communication skills (written & oral).
  - Work to high workmanship standards and maintain all quality checks.
  - Be flexible to work overtime & shift if required.
  - Be flexible and willing to work at Headquarters and customer sites throughout the country.
  - Travel outside the country may also be required / available.
- Hours:** Full time
- How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## General Operatives

---

- Location:** Millstreet
- Job Summary:** General Operatives
- Requirements:**
- Excellent command of the English Language
  - Flexibility to work three cycle shift (week of days / evenings / nights)
  - Good attention to detail
  - Strong work ethic.
- Hours:** Full time
- How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email [jgriffin@skdp.net](mailto:jgriffin@skdp.net)

## Van Driver

---

- Employer:** O'Connor Freight
- Location:** Rathmore
- Job Summary:** Van Driver
- Requirements:**
- Full Clean valid B & C or C1 licence and good driving record
  - CPC / DigiCard
  - Good knowledge of Kerry & Cork area
  - Multi-drop experience essential
  - Availability to start immediately and work early mornings and weekends
- Hours:** Part time
- How to Apply:** To apply please send CV and cover letter to: [info@oconnorfreight.com](mailto:info@oconnorfreight.com). O'Connor Freight, Mounthorgan, Rathmore, Co Kerry. Tel: 064 776 5101

## Gardener

---

<b>Employer:</b>	Caherdaniel Garden Centre
<b>Location:</b>	Caherdaniel
<b>Job Summary:</b>	Gardener
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Be over 25</li><li>• Have a full driving license</li><li>• Be flexible with work days &amp; hours (everything is weather dependent)</li><li>• Have respect for tools</li><li>• Be interested in gardening</li><li>• Be interested in learning</li><li>• Like working outdoors</li><li>• Experience in landscaping/gardening &amp; woodwork is of benefit, but not essential</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Landscaping, planting, forest planting, clearing</li><li>• Grass &amp; hedge cutting</li><li>• Propagating, weeding, watering, pruning</li><li>• Building: sheds, decking, stone work, paving</li><li>• Power tool care &amp; maintenance</li></ul>
<b>Hours:</b>	Part time (usually 3 to 5 days a week and Weather dependant. Temporary position February 2017 to October 2017 with the potential of permanent employment)
<b>Salary/Benefits:</b>	Dependant on experience
<b>How to Apply:</b>	Please apply with CV to: Toby Mutschler, Caherdaniel Garden Centre, Caherdaniel, Co Kerry or email caherdanielgc@eircom.net

## Sewing Operative (Temporary Position)

---

<b>Location:</b>	Killarney
<b>Job Summary:</b>	Sewing Operative (Temporary Position)
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Sewing machine experience essential</li><li>• Fluent English</li></ul>
<b>How to Apply:</b>	Please apply with CV to: PO Box No 3037, Killarney Advertiser, Unit 1C, Park Place, High Street, Killarney, Co Kerry

## Warehouse Operative (Temporary Position)

---

<b>Location:</b>	Killarney
<b>Job Summary:</b>	Warehouse Operative (Temporary Position)
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Warehouse experience essential</li><li>• Driving licence essential</li><li>• Fluent English</li></ul>
<b>How to Apply:</b>	Please apply with CV to: PO Box No 3037, Killarney Advertiser, Unit 1C, Park Place, High Street, Killarney, Co Kerry

## Travel Executives

---

- Job Summary:** Travel Executives
- Requirements:** Proven track record of sales ability and target achievement.
- Duties:** Responsible for sales of current and new specialist products covering :  
Holidays, City Breaks, Sport packages, Golf tours, Cruise Liner packages, and Corporate travel
- Salary/Benefits:** Competitive salary, Good Commission/Bonus structure, Product and Software Training
- How to Apply:** Please apply to: [brendan@solutionsrecruitment.ie](mailto:brendan@solutionsrecruitment.ie). Solutions Recruitment, Quayside House 1-2 Princess Street, Tralee, Co Kerry. Tel: 066 712 9579

## Job Commercial Spray Painter (Qualified and Apprentice role available)

---

<b>Location:</b>	Rathmore
<b>Job Summary:</b>	Commercial Spray Painter (Qualified and Apprentice role available – Number of positions 2)
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Minimum 5 years' experience in the commercial painting industry.</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Skilled and appropriate prep will be undertaken before vehicles are masked and then painted in our purpose built 40' spray booth oven.</li><li>• Vehicles range from Oil tankers and coaches to Vans and trucks.</li><li>• Must be able to work at height</li></ul>
<b>Hours:</b>	Full time
<b>How to Apply:</b>	Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email <a href="mailto:jgriffin@skdp.net">jgriffin@skdp.net</a>

## Sign Fitters

---

<b>Location:</b>	Rathmore
<b>Job Summary:</b>	Sign Fitters
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Minimum 2 years' experience in the industry.</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Wrapping Vans &amp; Trucks. Manufacture of said signs</li></ul>
<b>Hours:</b>	Full time
<b>How to Apply:</b>	Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email <a href="mailto:jgriffin@skdp.net">jgriffin@skdp.net</a>

## HGV Mechanic

---

<b>Location:</b>	Castleisland
<b>Job Summary:</b>	HGV Mechanic. Servicing trucks in workshop for large transport company
<b>Requirements:</b>	Candidate must be either fully qualified as a HGV mechanic or have minimum of three years' experience working as a HGV mechanic <ul style="list-style-type: none"><li>• Minimum of 3 years HGV mechanical experience within a commercial workshop.</li><li>• Experience of working on DAF, Volvo, Renault, Scania or Mercedes trucks.</li><li>• Strong Technical knowledge</li><li>• Excellent communication skills</li><li>• Good customer service skills</li><li>• Computer skills required</li><li>• Must have experience operating diagnostics equipment</li></ul>
<b>Salary/Benefits:</b>	Remuneration based on experience
<b>How to Apply:</b>	Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email <a href="mailto:jgriffin@skdp.net">jgriffin@skdp.net</a>



South Kerry Development Partnership  
Are Currently Recruiting for the  
**TÚS-Community Work Placement  
Initiative Participants.**

- Are you Unemployed and interested in working in Local Community Projects?
- Tús provides work opportunities for all unemployed people in South Kerry.
- If you are less than 25 years of age there will be a major financial incentive for participating.
- Class A social insurance paid.
- 12 month contract.

Come in and talk to us in South Kerry Development Partnership, West Main Street, Cahersiveen or phone 066 9472724. Joseph McCrohan Tus Manager & Concubhair Lyne Tus Supervisor





SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.

# English Conversation

THIRD AGE  
FÁILTE ISTEACH



**Is English your second language?  
Would you like to improve your  
English conversation?**

## Are you interested?

Monday nights 7-9pm  
Starting on 27th Feb. until 10<sup>th</sup> April 2017  
Programme is free. €2 charge for workbook.  
All tutors are volunteers.  
Venue: KDYS, Killarney  
(beside the Friary Church)

**\*\*Places are limited and only those registered can take part\*\***

**To Register:** Complete registration form and return **by the 22nd of Feb.** to Éadaoin Moynihan, Community Development Officer, South Kerry Development Partnership, 37 High Street, Killarney  
Mob 087 1906450 Office 064 66 36572 [emoynihan@skdp.net](mailto:emoynihan@skdp.net)



Clár Chisti Eorpacha Struchtúrtha  
agus Infheistíochta na hÉireann  
2014–2020  
Cómhainníte ag Rialtas na hÉireann  
agus ag an Aontas Eorpach



EUROPEAN UNION  
Investing in your future  
European Social Fund



An Roinn Tithíochta, Pleanála,  
Pobail agus Rialtais Áitiúil  
Department of Housing, Planning,  
Community and Local Government



Social Inclusion &  
Community Activation  
Programme



# STEPS TO SUCCESS, LIFE COACHING AND PERSONAL DEVELOPMENT COURSE



Manage Stress

Decision making

Motivation

Confidence building

Goal setting

**Are you unemployed & looking for direction?**

**Do you need extra skills to make you more work ready?**

**If so come and join us for a FREE course!**

**Starts Wednesday 1<sup>st</sup> March for 11 weeks**

**9.30 am to 11.30 am @ Maine Valley Family Resource Centre**

*Please call either Mairead on 087-9631935 or Mick on 066 9767 833/086 058 0019 or*

*[mainevalleyfrc@eircom.net](mailto:mainevalleyfrc@eircom.net) to find out more and reserve a place*



### TÚS Participation Requirements

To be eligible to participate in the TÚS scheme you must meet the following criteria.

- Have been continuously unemployed for at least 12 months and "signing on" on a full-time basis;
- Have been receiving a jobseeker's payment (Jobseeker's Benefit or Jobseeker's Allowance) from the Department of Social Protection for at least 12 months;
- Be currently receiving Jobseeker's Allowance.

**Please contact your Local Employment Service Offices**

## Services from the Kerry South Jobs Club



- ✓ Develop job seeking skills and techniques such as preparing a CV and a cover letter.
- ✓ Prepare for interviews.
- ✓ Build relationships and rapport.
- ✓ Develop verbal communication skills as well as body language skills.
- ✓ Identify individual strengths and skills and match them to local work opportunities.
- ✓ Identify ways to improve job seeking decision-making capabilities.
- ✓ Explore and analyse local work opportunities.
- ✓ Develop a network of contacts, which can be of assistance in getting work.
  - **Please contact Mary or Paul for an appointment Tel: 064 663 7833**



## Community Employment Scheme Positions

### How to Apply

Please contact your Local Employment Service Offices (details below). Eligibility to participate on CE is generally linked to those who are 21 years or over for the Childcare, Health and Social Care sectors and 25 years of age or over for all other areas. Applicants must also be in receipt of an Irish social welfare payment for 1 year or more.

Job Title	Location	No. of positions	Job Ref. No.
Grounds Up Keep / Maintenance Person (Churchtown Graveyard)	Beaufort	1	CES 2030432
Grounds Person / Maintenance (Beaufort GAA Club)	Beaufort	1	CES 2030433
Grounds Person (Kilgarvan Community Development Ltd)	Kilgarvan	2	CES 2005943
Cleaner (Kilgarvan Community Development Ltd)	Kilgarvan	1	CES 2005945
Accounts, Payroll & Admin Clerk (Kilgarvan Community Development Ltd)	Kilgarvan	1	CES 2028958
Kitchen Workers/General Workers	Killorglin	3	CES 2028809
Shop Assistants/Relief Kitchen Workers	Killorglin	3	CES 2029275
Caretaker/Maintenance Person	Killorglin	1	CES 2029276

<i>Childcare Assistant</i>	<i>Castledrum/Keel</i>	<i>2</i>	<i>CES 2010062</i>
<i>Childcare Assistant (Maternity Cover)</i>	<i>Castleisland</i>	<i>1</i>	<i>CES 2028378</i>
<i>Childcare Assistant</i>	<i>Castlemaine</i>	<i>1</i>	<i>CES 2010081</i>
<i>Childcare Assistant (Killorglin Family Centre)</i>	<i>Killorglin</i>	<i>1</i>	<i>CES 2010095</i>
<i>Childcare Assistant</i>	<i>Scartaglen</i>	<i>1</i>	<i>CES 2010091</i>
<i>Cleaner</i>	<i>Scartaglen</i>	<i>1</i>	<i>CES 2020922</i>
<i>Childcare Assistant</i>	<i>Waterville</i>	<i>2</i>	<i>CES 2010093</i>
<i>Childcare Assistant</i>	<i>Ardfert</i>	<i>1</i>	<i>CES 2010069</i>
<i>Childcare Assistant</i>	<i>Ballybunion</i>	<i>3</i>	<i>CES 2010073</i>
<i>Childcare Assistant</i>	<i>Glenbeigh</i>	<i>1</i>	<i>CES 2010084</i>
<i>Childcare Assistant (Killorglin S &amp; S)</i>	<i>Killorglin</i>	<i>1</i>	<i>CES 2022812</i>
<i>Childcare Assistant (Milltown Childcare)</i>	<i>Milltown</i>	<i>1</i>	<i>CES 2011294</i>
<i>Childcare Assistant</i>	<i>Valentia</i>	<i>1</i>	<i>CES 2027994</i>

#### Local Employment Service - Cahersiveen

West Main Street,  
Cahersiveen.  
Co. Kerry

Tel: 066 947 3068

#### Local Employment Service - Killarney

37A High Street  
2<sup>nd</sup> Floor  
Killarney,  
Co. Kerry

Tel: 064 663 6966

#### Local Employment Service - Killorglin

Library Place,  
Killorglin  
Co. Kerry

Tel: 066 976 1615

#### Local Employment Service - Kenmare

21 Henry Street,  
1<sup>st</sup> Floor  
Kenmare,  
Co. Kerry

Tel: 064 664 1930

## Services from the Local Employment Services

### Job Seekers

Local Employment Services are providing you with free and confidential information, guidance and job-searching support as well as training & educational opportunities.

### Employers

Save time and costs associated with recruiting by using our free quality service.

## Volunteering Opportunities

### Volunteer to increase your chances of employment

On the path to finding a job, why not consider volunteering? Your jobseekers allowance will not be affected if you volunteer, as long as you remain available to take up paid employment.

To find out more, contact Linda, the Placement Officer, at Kerry Volunteer Centre on 066-7117966 or [linda@volunteerkerry.ie](mailto:linda@volunteerkerry.ie) or visit our website [www.volunteerkerry.ie](http://www.volunteerkerry.ie)

**Please note that it is important to seek approval for volunteering by contacting your DSP Case Officer.**

## Services from the Killarney Library

**The Killarney Library offers free online courses in many areas, such as IT and for learning new languages.**

**Opening Hours:** Monday, Wednesday, Friday, Saturday: 10:00 a.m. - 5.00 p.m.  
Tuesday & Thursday: 10:00 a.m. - 8:00 p.m.

**Address:** Rock Road, Killarney, Co. Kerry  
**Librarians:** Eamon Browne, Kathleen Rice, Noreen Dennehy, Hazel Joy.  
**Phone:** (064) 663 2655  
**Fax:** (064) 663 2967  
**Email:** [killarney@kerrylibrary.ie](mailto:killarney@kerrylibrary.ie)

**The Jobs Sheet is published by the South Kerry Local Employment Services.**

