

# South Kerry Local Employment Services

## JOB VACANCIES

6<sup>th</sup> March, 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                      Head Office, West Main Street, Cahersiveen.
- ✓ Career Guidance                      Tel: 066 – 947 3068
- ✓ Information Service
- ✓ Education & Training

#### Kenmare Office

21 Henry Street,  
First Floor  
Kenmare,  
Co. Kerry

Tel: 064 664 1930

#### Killorglin Office

Library Place,  
Killorglin,  
Co. Kerry

Tel: 066 976 1615

#### Killarney Office

37A High Street,  
2nd Floor  
Killarney,  
Co. Kerry

Tel: 064 663 6966

### Killarney Jobs Club

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

Our offices are open from Monday to Friday

9:00 – 17:00

(Except lunchtime)



## Clerical Officer

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<b>Employer:</b>	Kerry Parents and Friends Association
<b>Location:</b>	Killarney
<b>Job Summary:</b>	Clerical Officer
<b>Requirements:</b>	Essential Requirements <ul style="list-style-type: none"><li>• Proven administration experience within the HR function</li><li>• Excellent oral and written skills</li><li>• Good working knowledge of HR policies and practices</li><li>• Excellent attention to detail</li><li>• Fully IT literate with a good working knowledge of the Microsoft Office suite of applications</li></ul> Ideal Requirements: <ul style="list-style-type: none"><li>• Working knowledge of HR database systems</li><li>• Experience in payroll administration</li><li>• Healthcare experience</li><li>• HR Qualification</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Provide a comprehensive administration service for the HR department</li><li>• Deal with a range of HR queries and respond in a timely manner</li><li>• Ensure all personnel information is kept up to date and recorded as required</li><li>• Prepare time and attendance reports, including annual leave, sick leave and employee turnover</li><li>• Ensure relevant HR policies and procedures are implemented, from employee induction through to employee exit</li><li>• Co-ordinate internal and external training events and log attendances</li><li>• Report to management on staffing issues</li><li>• Contribute to the implementation and monitoring of continuous improvement ideas within HR</li><li>• Support line managers in their HR responsibilities</li></ul>
<b>Hours:</b>	Part time (30 hours per week. 2 year fixed term contract)
<b>How to Apply:</b>	For application forms please contact KPFA Reception at 064 663 2742 or email <a href="mailto:info@kpfa.ie">info@kpfa.ie</a> . Completed Application Forms must be submitted to: Human Resource Manager, Kerry Parents and Friends Association, Old Monastery, Port Rd., Killarney, Co Kerry
<b>Closing Date:</b>	10 <sup>th</sup> March 2017

## Business Advisor

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<b>Employer:</b>	Kerry County Council
<b>Location:</b>	Tralee
<b>Job Summary:</b>	Business Advisor
<b>Hours:</b>	Full time
<b>Salary/Benefits:</b>	€44,849 - €55,031 (Contract Position)
<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>	16 <sup>th</sup> March 2017

## Office Operations Executive

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**Employer:** Red Chair Recruitment  
**Job Summary:** Office Operations Executive. Our client provides a high-end luxury product and is presently seeking an Office Operations Executive to join their expanding team.  
**Requirements:** Must have 5 years+ work experience in a similar environment  
**Duties:** Deal with Suppliers & Customers  
**Hours:** Full time  
**Salary/Benefits:** Competitive Salary (DOE)  
**How to Apply:** Zack.birdthistle@redchairrecruitment.ie  
**Closing Date:** 6<sup>th</sup> May 2017

## Senior Office Administrator (Sales office)

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**Employer:** Red Chair Recruitment  
**Location:** Tralee  
**Job Summary:** Senior Office Administrator (Sales office). Help look after all aspects of a very busy office in Tralee; dealing with sales,, accounts and customer services  
**Requirements:** 5 years office experience  
**Duties:** Telephone, Accounts, banking, PA duties  
**Hours:** Full time  
**Salary/Benefits:** €30,000 per annum  
**How to Apply:** fred@redchair.ie  
**Closing Date:** 4<sup>th</sup> April 2017

## Beach Lifeguard

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- 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

## Spa Therapists

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- Location:** Killarney  
**Job Summary:** Spa Therapists required for 5 star Killarney area Hotel & Spa  
**Hours:** Full & Part time positions available  
**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)

## Junior Quantity Surveyor or Civil Engineer

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- Location:** Tralee
- Job Summary:** Junior Quantity Surveyor or Civil Engineer for successful construction company based in Tralee
- Requirements:**
- Diploma or Degree
  - Experience ideally within a main contractor environment
  - Experience in building / fit-out and refurbishment an advantage
  - Strong numerical and IT skills
  - Strong decision making ability and ability to take direction from a Senior Quantity Surveyor
- Duties:**
- Preparing and analysing costings for tender and contract documents, including bills of quantities with the clients
  - Prepare cost analysis based on drawings, engineering estimates, materials required and labour involved
  - Liaising & negotiating with suppliers and subcontractors when evaluating tenders
  - Ongoing monitoring and keeping track of project progress within budget limits
  - Taking responsibility for the measurement and valuation of variations in the work during the contract, for agreement of interim payments and final accounts
  - Provide backup information such as measurements and support to Head Office in clearing payments and accounts. Ensuring all subcontractors are contractually compliant (eg. insurance details, retentions, etc.)
  - Assist in the updating and maintenance of various Company Registers in conjunction with the administration team (eg. Sub-Contractors Evaluation Form)
  - Attend meetings and contribute to company strategy and policy-making as required
  - Maintain good time management
  - Develop personal skills and capability through on-going training as provided by the company or elsewhere subject to company approval
- How to Apply:** Please apply with CV via email to: [bptimothy@tocaccountants.ie](mailto:bptimothy@tocaccountants.ie). Timothy & O'Connor Chartered Accountants, Quayside House, 1-2 Princes Street, Tralee, Co Kerry. Tel: 066 712 9579

## Junior Quantity Surveyor

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- Employer:** Red Chair Recruitment
- Location:** Tralee
- Job Summary:** Junior Quantity Surveyor
- Requirements:** 1-2 Years PQE
- Duties:** Estimating & Cost Planning – reporting directly to Senior quantity surveyor
- Hours:** Full time
- Salary/Benefits:** €25,000 – €35,000
- How to Apply:** [Zack.Birdthistle@redchairrecruitment.ie](mailto:Zack.Birdthistle@redchairrecruitment.ie)
- Closing Date:** 6<sup>th</sup> May 2017

## Fit-Out Foreman

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**Employer:** Red Chair Recruitment  
**Location:** Tralee  
**Job Summary:** Fit-Out Foreman  
**Requirements:** Hands-on, 5+ years' experience in finishing  
**Duties:** Manage sub-contractors to ensure any snags are revisited & completed to a high standard. Report to Site Manager.  
**Hours:** Full time  
**Salary/Benefits:** 30,000 – 40,000  
**How to Apply:** Zack.birdthistle@redchairrecruitment.ie  
**Closing Date:** 6<sup>th</sup> May 2017

## Childminder

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**Location:** Beaufort  
**Job Summary:** Childminder required to look after 4 children in children's own home in the Beaufort, Killarney area. Two pre-school and two younger children.  
**How to Apply:** Please apply with CV to mountainview999@gmail.com or contact 087 270 0099

## Contracted Training Officer ETB Grade VII

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**Employer:** Kerry Education & Training Board  
**Location:** Tralee  
**Job Summary:** Contracted Training Officer ETB Grade VII  
**Requirements:** Essential Requirements:

- Have the requisite knowledge, skills and competencies to carry out the role
- Capable and competent of fulfilling the role to a high standard
- Good general level of education
- Experience with Financial IT Systems, implementing financial policies and procedures
- Experience of Financial Processing
- Experience of maintaining Management Information Systems and records
- Experience in the administration or delivery of training programmes

Desirable Requirement:

- Working knowledge of Training Centre IT Systems - SAP, CSS, PLSS, FARR, TACS TAPS

**How to Apply:** To Apply please complete the application form(s) which can be downloaded from our website at: [www.kerryetb.ie/opportunities](http://www.kerryetb.ie/opportunities) and return via email only to jobs @ kerryetb.ie. No CV's, only official application form will be accepted. Kerry Education & Training Board, Centrepont, John Joe Sheehy Road, Tralee, Co Kerry. Tel: 066 712 1488

**Closing Date:** 15<sup>th</sup> March 2017

## Head of School of Business, Computing & Humanities

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**Employer:** Institute of Technology Tralee  
**Location:** Tralee  
**Job Summary:** Head of School of Business, Computing & Humanities  
**How to Apply:** All applications must be made online at [www.ittralee.ie](http://www.ittralee.ie). Institute of Technology, Tralee, Co Kerry. Email: [humanresources@ittralee.ie](mailto:humanresources@ittralee.ie). Tel: 066 714 5613  
**Closing Date:** 15<sup>th</sup> March 2017

## Contracted Training Officer ETB Grade VII

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- Employer:** Kerry Education & Training Board  
**Location:** Tralee  
**Job Summary:** Contracted Training Officer ETB Grade VII  
**Requirements:** Essential Requirements:
- Have the requisite knowledge, skills and competencies to carry out the role
  - Capable and competent of fulfilling the role to a high standard
  - Good general level of education
  - Experience with Financial IT Systems, implementing financial policies and procedures
  - Experience of Financial Processing
  - Experience of maintaining Management Information Systems and records
  - Experience in the administration or delivery of training programmes
- Desirable Requirement:
- Working knowledge of Training Centre IT Systems - SAP, CSS, PLSS, FARR, TACS TAPS
- How to Apply:** To Apply please complete the application form(s) which can be downloaded from our website at: [www.kerryetb.ie/opportunities](http://www.kerryetb.ie/opportunities) and return via email only to [jobs@kerryetb.ie](mailto:jobs@kerryetb.ie). No CV's, only official application form will be accepted. Kerry Education & Training Board, Centrepoint, John Joe Sheehy Road, Tralee, Co Kerry. Tel: 066 712 1488
- Closing Date:** 15<sup>th</sup> March 2017

## Careers Officer

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- Employer:** Institute of Technology Tralee  
**Location:** Tralee  
**Job Summary:** Careers Officer  
**How to Apply:** All applications must be made online at [www.ittralee.ie](http://www.ittralee.ie). Institute of Technology, Tralee, Co Kerry. Email: [humanresources@ittralee.ie](mailto:humanresources@ittralee.ie). Tel: 066 714 5613  
**Closing Date:** 15<sup>th</sup> March 2017

## Preschool Room Leader

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- Employer:** Oakview Village Childcare  
**Location:** Tralee  
**Job Summary:** Preschool Room Leader  
**Requirements:** Degree Qualified  
**How to Apply:** Please apply with CV and cover letter to Joelene at: [admin@oakviewhouse.ie](mailto:admin@oakviewhouse.ie). Oakview Village Childcare, Oakpark, Tralee, Co Kerry. Tel: 066 712 7400



### Naíonra Room Leader

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**Employer:** Oakview Village Childcare  
**Location:** Tralee  
**Job Summary:** Naíonra Room Leader  
**How to Apply:** Please apply with CV and cover letter to Joelene at:  
admin@oakviewhouse.ie. Oakview Village Childcare, Oakpark, Tralee, Co  
Kerry. Tel: 066 712 7400

### Kitchen / Breaks Assistant

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**Employer:** Oakview Village Childcare  
**Location:** Tralee  
**Job Summary:** Kitchen / Breaks Assistant  
**How to Apply:** Please apply with CV and cover letter to Joelene at:  
admin@oakviewhouse.ie. Oakview Village Childcare, Oakpark, Tralee, Co  
Kerry. Tel: 066 712 7400

### Administration Coordinator

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**Employer:** Oakview Village Childcare  
**Location:** Tralee  
**Job Summary:** Administration Coordinator  
**How to Apply:** Please apply with CV and cover letter to Joelene at:  
admin@oakviewhouse.ie. Oakview Village Childcare, Oakpark, Tralee, Co  
Kerry. Tel: 066 712 7400

## Senior Receptionist

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**Employer:** Benners Hotel  
**Location:** Tralee  
**Job Summary:** Senior Receptionist  
**Hours:** Full time  
**How to Apply:** Please apply with CV via email to: pauline@bennershoteltralee.ie. Benners Hotel, Upper Castle Street, Tralee, Co Kerry. Tel: 066 712 9486

## Kitchen Assistant

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**Location:** Killorglin  
**Job Summary:** Kitchen Assistant  
**Hours:** Part time (3 days per week – 12:30 – 17:30)  
**How to Apply:** Please send CV to Kathy Sheahan - Local Employment Service, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry

## Food & Beverage Manager

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**Employer:** Kate Kearney's Cottage  
**Location:** Killarney  
**Job Summary:** Food & Beverage Manager  
**Requirements:** Experience essential  
**How to Apply:** Please apply with CV to: katekearneys@eircom.net or post to: Kate Kearney's Cottage, Gap of Dunloe, Beaufort, Killarney, Co Kerry. Tel: 064 664 4146

## Chefs

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**Employer:** Kate Kearney's Cottage  
**Location:** Killarney  
**Job Summary:** Chefs  
**Requirements:** Experience essential  
**How to Apply:** Please apply with CV to: katekearneys@eircom.net or post to: Kate Kearney's Cottage, Gap of Dunloe, Beaufort, Killarney, Co Kerry. Tel: 064 664 4146

## Commis Chef

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**Employer:** Kate Kearney's Cottage  
**Location:** Killarney  
**Job Summary:** Commis Chef  
**Requirements:** Experience essential  
**How to Apply:** Please apply with CV to: katekearneys@eircom.net or post to: Kate Kearney's Cottage, Gap of Dunloe, Beaufort, Killarney, Co Kerry. Tel: 064 664 4146

### Kitchen Assistants

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**Employer:** Kate Kearney's Cottage  
**Location:** Killarney  
**Job Summary:** Kitchen Assistants  
**Requirements:** Experience essential  
**How to Apply:** Please apply with CV to: [katekearneys@eircom.net](mailto:katekearneys@eircom.net) or post to: Kate Kearney's Cottage, Gap of Dunloe, Beaufort, Killarney, Co Kerry. Tel: 064 664 4146

### Waiting & Bar Staff

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**Employer:** Kate Kearney's Cottage  
**Location:** Killarney  
**Job Summary:** Waiting & Bar Staff  
**Requirements:** Experience essential  
**How to Apply:** Please apply with CV to: [katekearneys@eircom.net](mailto:katekearneys@eircom.net) or post to: Kate Kearney's Cottage, Gap of Dunloe, Beaufort, Killarney, Co Kerry. Tel: 064 664 4146

### Chefs (all Grades)

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**Employer:** The Porterhouse  
**Location:** Killarney  
**Job Summary:** Chefs (all Grades)  
**How to Apply:** Please send CV's to: [jobs@theporterhousekillarney.com](mailto:jobs@theporterhousekillarney.com). Postal address: The Porterhouse, 26 Plunkett Street, Killarney, Co Kerry. Tel: 064 667 1130.  
Accepting CV's for summer staff 2017

### Bartender

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**Employer:** The Porterhouse  
**Location:** Killarney  
**Job Summary:** Bartender  
**How to Apply:** Please send CV's to: [jobs@theporterhousekillarney.com](mailto:jobs@theporterhousekillarney.com). Postal address: The Porterhouse, 26 Plunkett Street, Killarney, Co Kerry. Tel: 064 667 1130.  
Accepting CV's for summer staff 2017

### Food Personnel

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**Employer:** The Porterhouse  
**Location:** Killarney  
**Job Summary:** Food Personnel  
**How to Apply:** Please send CV's to: [jobs@theporterhousekillarney.com](mailto:jobs@theporterhousekillarney.com). Postal address: The Porterhouse, 26 Plunkett Street, Killarney, Co Kerry. Tel: 064 667 1130.  
Accepting CV's for summer staff 2017

## Kitchen Porter

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**Employer:** The Porterhouse  
**Location:** Killarney  
**Job Summary:** Kitchen Porter  
**How to Apply:** Please send CV's to: [jobs@theporterhousekillarney.com](mailto:jobs@theporterhousekillarney.com). Postal address: The Porterhouse, 26 Plunkett Street, Killarney, Co Kerry. Tel: 064 667 1130. Accepting CV's for summer staff 2017

## Housekeeper

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**Location:** Killarney  
**Job Summary:** Housekeeper  
**Requirements:**

- Guesthouse or Hotel experience
- Stable work record
- Ability to work on own initiative

**Duties:** Duties include: Bedrooms, Bathrooms, Kitchen Duties & Ironing  
**Hours:** 5 days per week including Saturdays (No Sundays)  
**How to Apply:** To apply and for more information please telephone: 087 922 7635

## Supervisor

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**Employer:** Noelle's Retro Cafe  
**Location:** Killarney  
**Job Summary:** Supervisor  
**Requirements:** Experience essential  
**How to Apply:** Please apply with CV via email to: [noellecrosbie2002@yahoo.com](mailto:noellecrosbie2002@yahoo.com) or call drop into Noelle's Retro Cafe, Old Market Lane, Killarney, Co Kerry. Tel: 087 448 6053

## Breakfast Supervisor

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**Employer:** The Killarney Park Hotel  
**Location:** Killarney  
**Job Summary:** Breakfast Supervisor  
**Requirements:**

- Excellent Customer Care skills
- High Standards and previous experience in Training
- Reliable morning person and previous experience in a similar role
- Good communication skills and ability to Lead a Team
- Excellent grooming and presentation

**Hours:** Part time (30 hours per week. 5 mornings)  
**How to Apply:** Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town Centre, Killarney, Co Kerry or application forms available at the hotel.

## Receptionist

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<b>Employer:</b>	The Killarney Park Hotel
<b>Location:</b>	Killarney
<b>Job Summary:</b>	Receptionist
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Previous experience in a 4 or 5 star property</li><li>• Computer skills required and experience in Opera preferable</li><li>• Excellent Customer Care skills</li><li>• Fluent English</li><li>• Good communication skills and phone etiquette</li></ul>
<b>How to Apply:</b>	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town Centre, Killarney, Co Kerry or application forms available at the hotel.

## Food & Beverage Personnel

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<b>Employer:</b>	The Killarney Park Hotel
<b>Location:</b>	Killarney
<b>Job Summary:</b>	Food & Beverage Personnel
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Previous experience preferable</li><li>• Fluent English and excellent Customer Care skills</li><li>• Friendly personality and a Team Player</li><li>• Good communication skills</li></ul>
<b>Hours:</b>	Full & Part time positions available
<b>How to Apply:</b>	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town Centre, Killarney, Co Kerry or application forms available at the hotel.

## Bistro Bar Chef

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<b>Employer:</b>	The Killarney Park Hotel
<b>Location:</b>	Killarney
<b>Job Summary:</b>	Bistro Bar Chef
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Would suit recently qualified Chef with previous Hotel experience</li><li>• Fluent English and good communication skills</li><li>• Team Player driven by high standards</li><li>• Creativity and passion for food</li><li>• Desire to work in a 5 star property</li></ul>
<b>How to Apply:</b>	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town Centre, Killarney, Co Kerry or application forms available at the hotel.

## Food & Beverage Assistants

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<b>Employer:</b>	Victoria House Hotel
<b>Location:</b>	Killarney
<b>Job Description:</b>	Food & Beverage Assistants
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Previous experience in a similar role</li><li>• Fluent English essential</li></ul>
<b>How to Apply:</b>	To apply please forward CV via email to: <a href="mailto:info@victoriahousehotel.com">info@victoriahousehotel.com</a> . Victoria House Hotel, Muckross Road, Killarney, Co Kerry. Tel: 064 663 5430

### Restaurant Staff

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**Location:** Killarney  
**Job Summary:** Restaurant Staff required for 5 star Killarney area Hotel & Spa  
**Requirements:** Experience 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)

### Weekend Bar Staff

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**Location:** Killarney  
**Job Summary:** Weekend Bar Staff required for 5 star Killarney area Hotel & Spa  
**Hours:** Part 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)

### Weekend Banqueting Staff

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**Location:** Killarney  
**Job Summary:** Weekend Banqueting Staff required for 5 star Killarney area Hotel & Spa  
**Hours:** Part 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)

### Accommodation Assistants (for Public Areas)

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**Location:** Killarney  
**Job Summary:** Accommodation Assistants (for Public Areas) required for 5 star Killarney area Hotel & Spa  
**Hours:** Full & Part time positions available  
**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 Assistants (for Turn Down Service)

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**Location:** Killarney  
**Job Summary:** Accommodation Assistants (for Turn Down Service) required for 5 star Killarney area Hotel & Spa  
**Hours:** Part time (5 evenings per week)  
**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)

### Operations Manager

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**Employer:** Killarney Royal Hotel  
**Location:** Killarney  
**Job Summary:** Operations Manager  
**How to Apply:** Apply to: [sales@killarneyroyal.ie](mailto:sales@killarneyroyal.ie). Killarney Royal Hotel, College Street, Killarney, Co Kerry. Tel: 064 663 1853

## Bar Staff

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**Employer:** The Shire Bar  
**Location:** Killarney  
**Job Summary:** Bar Staff  
**Requirements:** Minimum 2 years' experience  
**Hours:** Full time  
**How to Apply:** Please apply with CV via email to: [theshirekillarney@hotmail.com](mailto:theshirekillarney@hotmail.com) or post to: The Shire Bar, Michael Collins Place, Killarney, Co Kerry. Tel: 064 667 1605

## Deli / Kitchen Preparation

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**Employer:** Brown Sugar Cafe  
**Location:** Killarney  
**Job Summary:** Deli / Kitchen Preparation  
**Requirements:** Experience preferred  
**Hours:** Full time  
**How to Apply:** Apply with CV to: Brown Sugar Cafe, Park Road (above Daly's SuperValu), Killarney, Co Kerry. Tel: 064 663 8765

## Café Sales Assistant

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**Location:** Mid-Kerry  
**Job Summary:** Café Sales Assistant  
**Requirements:** Driving to work is necessary due to location  
**Duties:** Jobs will include serving Teas / Coffees / Irish Coffees and food. Maintaining a clean service & prep area. Will be utilising a cash register and card machine  
**Hours:** Part time (5 days per week approx. 25-30 hrs per week. Morning starts at 08.30 am)  
**Salary/Benefits:** Salary negotiable  
**How to Apply:** Please send CV to Kathy Sheahan - Local Employment Service, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry

## Waiting Staff

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**Employer:** QC's Townhouse & Seafood Restaurant  
**Location:** Cahersiveen  
**Job Summary:** Waiting Staff  
**Requirements:** Experience Essential  
**Hours:** Full & Part time positions available (Seasonal. Immediate start)  
**How to Apply:** To apply please contact Kate on 087 677 9616 or email [info@qcbar.com](mailto:info@qcbar.com). QC's Townhouse & Seafood Restaurant, 3 Main St, Cahersiveen, Co. Kerry. Tel: 066 947 2244

## Bar Personnel

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**Employer:** QC's Townhouse & Seafood Restaurant  
**Location:** Cahersiveen  
**Job Summary:** Bar Personnel  
**Requirements:** Experience Essential  
**Hours:** Full time (Seasonal. Immediate start)  
**How to Apply:** To apply please contact Kate on 087 677 9616 or email [info@qcbar.com](mailto:info@qcbar.com).  
QC's Townhouse & Seafood Restaurant, 3 Main St, Cahersiveen, Co. Kerry.  
Tel: 066 947 2244

## Chef de Partie

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**Employer:** QC's Townhouse & Seafood Restaurant  
**Location:** Cahersiveen  
**Job Summary:** Chef de Partie  
**Requirements:** Experience Essential  
**Hours:** Full time (Seasonal. Immediate start)  
**How to Apply:** To apply please contact Kate on 087 677 9616 or email [info@qcbar.com](mailto:info@qcbar.com).  
QC's Townhouse & Seafood Restaurant, 3 Main St, Cahersiveen, Co. Kerry.  
Tel: 066 947 2244



## Application Support Specialist

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**Location:** Kerry

**Job Summary:** Application Support Specialist

**Requirements:**

- Strong analytical and technical skills
- Good attention to detail
- Flexible and well organised
- Conscientious and self-motivated
- Able to work both independently and as a team member
- Capable of working with minimal direction
- Good communication skills
- Shows initiative in all work related circumstances
- Outcome oriented and capable of meeting deadlines
- Adaptable to changing work demands

**Duties:**

- Manage and monitor the performance metrics as defined in contract SLAs
- Ensure that support SLAs are met the target achievement is set at 100%
- Provide application services to internal and external stakeholders and others where required
- Build, maintain and execute various applications, programs and interfaces
- Administer user security and menu classifications
- Develop ad hoc and custom reports as required
- Implement and/or enhance system programs and processes for improved efficiencies
- Perform quality assurance activities to ensure data and processes meet expectations
- Utilize commercial experience with J2EE application support and problem solving
- Accountable for periodic testing and support of Web Environments with respect to High
- Responsible for the deployment and configuration of enterprise applications
- Be the first point of contact for urgent application issues
- Responsible for the troubleshooting of production applications by capturing logs, analysing and escalation where necessary to development staff in Melbourne
- Responsible for the WebSphere patch management
- Responsible for creating new production environments and conducting User Acceptance Testing
- Responsible for the maintenance and updating of support documentation
- Provide 24/7 production support on a rotation basis
- Must be architecturally orientated with regards to support
- Maintains security and DB patches with best planning

**Hours:** Full time

**Salary/Benefits:** Excellent Salary applies for this important position

**How to Apply:** Please apply with CV via email to: [bptimothy@tocaccountants.ie](mailto:bptimothy@tocaccountants.ie). Timothy & O'Connor Chartered Accountants, Quayside House, 1-2 Princes Street, Tralee, Co Kerry. Tel: 066 712 9579

## Helpdesk Support Analyst

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**Employer:** Red Chair Recruitment  
**Location:** Tralee  
**Job Summary:** Helpdesk Support Analyst  
**Requirements:** A minimum of 3+ years' experience within a similar supervisory role.  
**Duties:** This role will consist of guiding individuals within a large team of highly skilled support agents, you must identify training needs for the members of your team and performing the training required.  
**Hours:** Full time  
**Salary/Benefits:** Competitive Salary Package (DOE)  
**How to Apply:** Zack.Birdthistle@redchairrecruitment.ie  
**Closing Date:** 6<sup>th</sup> May 2017

## IT Support Engineer

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**Employer:** Red Chair Recruitment  
**Location:** Tralee  
**Job Summary:** IT Support Engineer. This is an entry level IT job with training provided  
**Requirements:** Computer Qualification a must – Windows applications  
**Duties:** Daily technical support and hardware duties  
**Hours:** Full time  
**Salary/Benefits:** €9.75 per hour  
**How to Apply:** fred@redchair.ie

## Staff Nurses

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- Employer:** Saint John of God Community Services Ltd
- Location:** Tralee
- Job Summary:** Staff Nurses
- Requirements:**
- RNMH / RNID qualifications or other suitable nursing qualifications and be a Staff Nurse on the current register as maintained by Bord Altranais
  - Previous relevant experience of supporting people with an intellectual disability an advantage
  - Excellent communication (both verbal and written), organisational skills, flexibility and commitment
  - Full clean driver's licence for manual vehicles is essential, D licence an advantage
- Hours:** Full time
- 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: [sjogkerry.recruitment@sjog.ie](mailto:sjogkerry.recruitment@sjog.ie)
- Closing Date:** 17<sup>th</sup> March 2017

## Social Care Workers

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- 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
- 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: [sjogkerry.recruitment@sjog.ie](mailto:sjogkerry.recruitment@sjog.ie)
- Closing Date:** 17<sup>th</sup> March 2017

## Care Assistants

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**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  
**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: [sjogkerry.recruitment@sjog.ie](mailto:sjogkerry.recruitment@sjog.ie)  
**Closing Date:** 17<sup>th</sup> March 2017

## Staff Nurses

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**Employer:** West Kerry Community Hospital  
**Location:** Dingle  
**Job Summary:** Staff Nurses  
**Requirements:** Experience required  
**Hours:** Full time positions available (reduced working pattern will be considered. Permanent & Temporary appointments)  
**How to Apply:** Please apply via Gillian O'Riordan, Killarney Community Hospitals, St. Margaret's Road, Killarney, Co Kerry or via email to: [gillianoriordan@hse.ie](mailto:gillianoriordan@hse.ie). Tel: 064 663 8824  
**Closing Date:** 8<sup>th</sup> March 2017

## Registered Nurse

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**Employer:** Ocean View Nursing & Retirement Home  
**Location:** Tralee  
**Job Summary:** Registered Nurse  
**Hours:** Part time (Relief Vacancy – mainly nights)  
**How to Apply:** To apply please email CV to [oceanviewnh@gmail.com](mailto:oceanviewnh@gmail.com) or for further information please call Jackie at: 066 713 0267. Ocean View Nursing & Retirement Home, Camp, Tralee, Co Kerry

## RGN / RGNID (with Paediatric experience)

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**Employer:** Bluebird Care  
**Location:** Killarney  
**Job Summary:** RGN / RGNID (with Paediatric experience)  
**Hours:** Full time  
**How to Apply:** Applications via: [www.bluebirdcare.ie/apply](http://www.bluebirdcare.ie/apply). For further details please contact: 066 710 4015 or [kerrywestcork@bluebirdcare.ie](mailto:kerrywestcork@bluebirdcare.ie)

### Healthcare Assistants (experience in disabilities)

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**Employer:** Bluebird Care  
**Location:** Killarney  
**Job Summary:** Healthcare Assistants (experience in disabilities)  
**Hours:** Full time  
**How to Apply:** Applications via: [www.bluebirdcare.ie/apply](http://www.bluebirdcare.ie/apply). For further details please contact: 066 710 4015 or [kerrywestcork@bluebirdcare.ie](mailto:kerrywestcork@bluebirdcare.ie)

### Registered Staff Nurses & Midwives

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**Employer:** University Hospital Kerry  
**Location:** Tralee  
**Job Summary:** Registered Staff Nurses & Midwives  
**Hours:** Full & Part time positions available  
**How to Apply:** Application forms obtained from [paulinea.mccarthy@hse.ie](mailto:paulinea.mccarthy@hse.ie). Tel: 066 718 4215. Informal enquiries to Ms. Amanda Coulson - Asst. Director of Nursing or Joanne Evans – Clinical Nurse Manager.

### Healthcare Assistant

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**Employer:** Ashborough Lodge  
**Location:** Milltown  
**Job Summary:** Healthcare Assistant  
**Requirements:**

- Experience essential
- Fluent English

**Hours:** Full & Part time positions available  
**How to Apply:** Please apply with CV via email to: [m.harty@allenfield.ie](mailto:m.harty@allenfield.ie). Ashborough Lodge Residential Nursing Home, Lyre Road, Milltown, Co Kerry. Tel: 066 976 5100

## Production, Engineering & Science

### Hotel Maintenance Technician

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**Employer:** Red Chair Recruitment  
**Location:** Killarney  
**Job Summary:** Hotel Maintenance Technician  
**Requirements:** 4+ Years' Experience  
**Duties:** Offer maintenance and repairs to public areas, guestrooms and administrators office buildings. Guarantee that projects are all promptly accomplished and in line with appropriate specifications.  
**Hours:** Full time  
**Salary/Benefits:** Competitive Salary (DOE)  
**How to Apply:** [Zack.Birdthistle@redchairrecruitment.ie](mailto:Zack.Birdthistle@redchairrecruitment.ie)  
**Closing Date:** 6<sup>th</sup> May 2017

## Shop Manager

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<b>Employer:</b>	St. Vincent de Paul
<b>Location:</b>	Castleisland
<b>Job Summary:</b>	Shop Manager
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Job holder should ideally be educated to third level or equivalent.</li> <li>• At least 3 years retail experience ideally some of which will have been gained in the community / voluntary sector.</li> <li>• Experience of managing a diverse team of people</li> <li>• Experience of working with sales and profit targets</li> <li>• Have excellent communication skills in order to manage and develop people to the highest standard</li> <li>• An ability to establish and foster excellent working relationships with many different people across different functions and locations.</li> <li>• A keen eye for visual merchandising and display</li> <li>• Experience working with vulnerable adults is desirable</li> </ul>
<b>Duties:</b>	The purpose of the Shop Manager role is to maximize sales, productivity, revenue opportunities and customer satisfaction levels through the efficient management of the St Vincent de Paul Charity shop by ensuring compliance with the Society's retail standards, current relevant legislation and SVP policy and ethos
<b>Hours:</b>	Part time (20 hours per week)
<b>How to Apply:</b>	Apply directly online at <a href="http://www.svp.ie/Jobs">www.svp.ie/Jobs</a> or post your completed application form to Human Resources, SVP House, 91-92 Sean McDermott Street, Dublin 1
<b>Closing Date:</b>	14 <sup>th</sup> March 2017

## Hardware Sales Assistant

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<b>Employer:</b>	MP Moran Builders & Plumbers Merchants
<b>Location:</b>	Castleisland
<b>Job Summary:</b>	Hardware Sales Assistant
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Minimum 2 years' experience &amp; knowledge in Hardware</li> <li>• Good communication and customer service skills</li> </ul>
<b>Hours:</b>	Full time (45 hours per week. Monday to Saturday: 08:00 – 18:00 with one week day off)
<b>How to Apply:</b>	To apply please email your CV to: <a href="mailto:jobs@mpmoran.co.uk">jobs@mpmoran.co.uk</a> . MP Moran Builders & Plumbers Merchants, Limerick Road, Castleisland, Co Kerry. Tel: 066 71 43344
<b>Closing Date:</b>	16 <sup>th</sup> March 2017

## Plumbing Sales Assistant

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<b>Employer:</b>	MP Moran Builders & Plumbers Merchants
<b>Location:</b>	Castleisland
<b>Job Summary:</b>	Plumbing Sales Assistant
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Minimum 2 years' experience &amp; knowledge in Plumbing</li><li>• Good communication and customer service skills</li></ul>
<b>Hours:</b>	Full time (45 hours per week. Monday to Saturday: 08:00 – 18:00 with one week day off)
<b>How to Apply:</b>	To apply please email your CV to: jobs@mpmoran.co.uk. MP Moran Builders & Plumbers Merchants, Limerick Road, Castleisland, Co Kerry. Tel: 066 71 43344
<b>Closing Date:</b>	16 <sup>th</sup> March 2017

## Deli Manager

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<b>Employer:</b>	Red Chair Recruitment
<b>Location:</b>	Killarney
<b>Job Summary:</b>	Deli Manager. Manage & Supervise employees in The Deli Section of the Store
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Minimum of 3 years' experience in a similar role</li><li>• Relevant Food Hygiene training and Certificates</li><li>• Excellent communication, organisational skills;</li><li>• Strong Management and Interpersonal Skills</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Supervise employees in various duties such as cooking, serving, packaging, and operating counters.</li><li>• Interact politely with clients while solving problems related to sales, dissatisfied service and issues regarding store operation.</li></ul>
<b>Hours:</b>	Full time
<b>Salary/Benefits:</b>	Competitive Salary & Benefits
<b>How to Apply:</b>	Email richard@redchair.ie with full CV
<b>Closing Date:</b>	31 <sup>st</sup> March 2017

## Deli Manager

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<b>Employer:</b>	Red Chair Recruitment
<b>Location:</b>	Glenbeigh
<b>Job Summary:</b>	Deli Manager. Manage & Supervise employees in The Deli Section of the Store
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Minimum of 3 years' experience in a similar role</li> <li>• Relevant Food Hygiene training and Certificates</li> <li>• Excellent communication, organisational skills</li> <li>• Strong Management and Interpersonal Skills</li> </ul>
<b>Duties:</b>	<ul style="list-style-type: none"> <li>• Supervise employees in various duties such as cooking, serving, packaging, and operating counters</li> <li>• Interact politely with clients while solving problems related to sales, dissatisfied service and issues regarding store operation</li> </ul>
<b>Hours:</b>	Full time
<b>Salary/Benefits:</b>	Competitive Salary & Benefits
<b>How to Apply:</b>	Email <a href="mailto:richard@redchair.ie">richard@redchair.ie</a> with full CV
<b>Closing Date:</b>	31 <sup>st</sup> March 2017

## Deli Assistant

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<b>Employer:</b>	Red Chair Recruitment
<b>Location:</b>	Killarney
<b>Job Summary:</b>	Deli Assistant. Assist in the running of the deli, preparing food, maintaining clean deli, serving customers
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Strong attention to detail, ability to multi-task</li> <li>• Excellent customer service</li> <li>• Excellent communication, organisational skills</li> <li>• Experience an advantage but not essential.</li> <li>• A good command of English is required</li> <li>• Applicants must be available to work weekdays, evenings and weekends</li> </ul>
<b>Duties:</b>	<ul style="list-style-type: none"> <li>• Baking and serving hot food</li> <li>• Preparing cold counter</li> <li>• Serving customers</li> </ul>
<b>Hours:</b>	part time / full time
<b>Salary/Benefits:</b>	Competitive Salary & Benefits
<b>How to Apply:</b>	Email <a href="mailto:richard@redchair.ie">richard@redchair.ie</a> with full CV
<b>Closing Date:</b>	31 <sup>st</sup> March 2017



## Deli Assistant

---

<b>Employer:</b>	Red Chair Recruitment
<b>Location:</b>	Glenbeigh
<b>Job Summary:</b>	Deli Assistant. Assist in the running of the deli, preparing food, maintaining clean deli, serving customers
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Strong attention to detail, ability to multi-task</li><li>• Excellent customer service</li><li>• Excellent communication, organisational skills</li><li>• Experience an advantage but not essential.</li><li>• A good command of English is required</li><li>• Applicants must be available to work weekdays, evenings and weekends</li></ul>
<b>Duties:</b>	<ul style="list-style-type: none"><li>• Baking and serving hot food</li><li>• Preparing cold counter</li><li>• Serving customers</li></ul>
<b>Hours:</b>	part time / full time
<b>Salary/Benefits:</b>	Competitive Salary & Benefits
<b>How to Apply:</b>	Email <a href="mailto:richard@redchair.ie">richard@redchair.ie</a> with full CV
<b>Closing Date:</b>	31 <sup>st</sup> March 2017

## Personal Lines Client Adviser

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**Location:** Tralee

**Job Summary:** Personal Lines Client Adviser

**Requirements:**

- Minimum 1 years' experience in dealing with Motor and / or Household insurance
- CIP / APA Personal / Commercial Grandfathered or demonstrating progression in General Insurance exams to meet minimum competency requirements
- Experience of Insurance Industry systems (eg. Relay) a distinct advantage

**Duties:**

- Manage Client booking
- Handling renewals and new business
- MTA's and queries in relation to Personal Lines products including private and commercial Motor Insurance along with Household

**Hours:** Full time

**How to Apply:** Please apply with CV to: PO Box No 0950, Kerry's Eye Newspaper, Ashe Street, Tralee, Co Kerry

## Food Production Operative

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- Location:** Mid Kerry
- Job Summary:** Food Production Operative based in mid Kerry with an immediate start. This position is required to effectively and efficiently perform daily work tasks in food manufacturing to the highest level of hygiene, food safety and health and safety standards, meeting all targets and reporting all issues. The role involves the employee being an integral part of a team, working together and meeting production plans
- Requirements:**
- No qualifications needed but previous food handling experience is desirable
  - Strong work ethic
  - Enjoy responsibility
  - Process orientated
  - Pay high-level of attention to detail
  - Career focused
  - Must have good standard English
- Duties:**
- Handling ingredients and processing
  - Packaging and labelling
  - Accepting deliveries
  - Dispatching orders
  - Recording and reporting
  - Working in the fast paced environment on the production line with food
  - Hitting manufacturing targets
  - Maintaining very high hygiene standards
- Hours:** Full time (39 hours per week with overtime payment)
- 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)

## Driver (8 wheel Tipper Lorry)

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- Job Summary:** Driver (8 wheel Tipper Lorry)
- How to Apply:** To apply please contact John on 087 249 1422 or at email: [jpsugrue@gmail.com](mailto:jpsugrue@gmail.com)

## Driver (Temporary. 8 wheeler and Arctic Tipper)

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- Job Summary:** Driver (Temporary. 8 wheeler and Arctic Tipper)
- Requirements:**
- Experience essential
  - Full licence
  - Safe Pass
  - Valid CPC
  - Over 25
- How to Apply:** To apply please contact 087 364 9546

## Bus Driver

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**Employer:** Gap of Dunloe Tours  
**Location:** Killarney  
**Job Summary:** Bus Driver  
**Requirements:** Full E driving licence  
**Hours:** Part time (Hours: 09:30 - 11:00 & 15:00 - 16:30)  
**How to Apply:** Please apply to: Gap of Dunloe Tours, 7 High Street, Killarney, Co Kerry or info@gapofdunloetours.com. Tel: 064 663 0200

## General Operative

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**Location:** Farranfore  
**Job Summary:** General Operative  
**Requirements:**

- Strong work ethic
- Process orientated
- Pay high-level of attention to detail
- Must have good standard English
- Driving License an advantage
- First Aid Training an advantage
- Manual Handling an advantage
- Hard worker, reliable, flexible and honest
- Must be able to work on own initiative

**Duties:**

- Handling heavy goods
- Keeping account of stock
- Dealing with customers
- Moving containers of goods between departments

**Hours:** Part time (20-30 hours per week. Fixed Working Days. April – October Inclusive)

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

## Rubber Duck Driver

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**Location:** Tarbert  
**Job Summary:** Rubber Duck Driver. The role will entail laying ducting into a windfarm. Long term prospects available  
**Requirements:**

- Strong work ethic
- Pay high-level of attention to detail
- Must have good standard English
- Hard worker, reliable, flexible and honest
- Relevant experience and driving licence/ticket
- Up to date Safe Pass. Manual Handling and CSCS Ticket

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

## Travel Executives

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- 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

## Car Mechanic

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**Employer:** Aherns Garage Ltd  
**Location:** Castleisland  
**Job Summary:** Car Mechanic  
**How to Apply:** Please apply with CV via email to: info@aherns.ie or The Personnel Manager, Aherns Garage Ltd, Tralee Road, Castleisland, Co Kerry. Tel: 066 714 3000

## Truck Mechanic

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**Employer:** Aherns Garage Ltd  
**Location:** Castleisland  
**Job Summary:** Truck Mechanic  
**How to Apply:** Please apply with CV via email to: info@aherns.ie or The Personnel Manager, Aherns Garage Ltd, Tralee Road, Castleisland, Co Kerry. Tel: 066 714 3000

## CVRT Vehicle Tester

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**Employer:** Aherns Garage Ltd  
**Location:** Castleisland  
**Job Summary:** CVRT Vehicle Tester  
**Requirements:** Minimum requirement HGV Mechanic (Further Training Provided)  
**How to Apply:** Please apply with CV via email to: info@aherns.ie or The Personnel Manager, Aherns Garage Ltd, Tralee Road, Castleisland, Co Kerry. Tel: 066 714 3000

## Apprentice Mechanic

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**Employer:** T Nolan & Sons Ltd  
**Location:** Castleisland  
**Job Summary:** Apprentice Mechanic. Successful candidate will be registered on the SOLAS Apprenticeship Scheme  
**Requirements:** Applicants should have a keen interest in the mechanics of commercial vehicles  
**How to Apply:** To apply please email CV and cover letter to: mdalton@tnolans.com. T Nolan & Sons Ltd, Limerick Road, Castleisland, Co Kerry. Tel: 066 714 1140

## Car Valet

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**Location:** Tralee  
**Job Summary:** Car Valet for Tralee Motor Dealership  
**Requirements:** Experience essential  
**Hours:** Full time  
**How to Apply:** Please apply with CV to: PO Box No 0960, Kerry's Eye Newspaper, Ashe Street, Tralee, Co Kerry



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



### 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.
Cleaner/ Caretaker (Glenbeigh Community Centre)	Glenbeigh	1	
General Operative	Glenbeigh	1	
Weekend Attendant (Killorglin Sports Complex)	Killorglin	1	CES 2032080
Cleaner (Killorglin Sports Complex)	Killorglin	2	CES 2032069
Receptionist (Killorglin Sports Complex)	Killorglin	1	CES 2032068
Assistant Youth Worker (KDYS Youth Centre)	Listowel	1	CES 2032189
Evening Reception / Caretaker (KDYS Youth Centre)	Killarney	1	CES 2032211
Grounds Person (Kilgarvan Community Development Ltd)	Kilgarvan	2	CES 2005943
Cleaner (Kilgarvan Community Development Ltd)	Kilgarvan	1	CES 2005945

<i>Kitchen Workers / General Workers</i>	<i>Killorglin</i>	<i>3</i>	<i>CES 2028809</i>
<i>Shop Assistants / Relief Kitchen Workers</i>	<i>Killorglin</i>	<i>3</i>	<i>CES 2029275</i>
<i>Caretaker / Maintenance Person</i>	<i>Killorglin</i>	<i>1</i>	<i>CES 2029276</i>
<i>Caretaker (Teach Iosagain)</i>	<i>Rathmore</i>	<i>1</i>	<i>CES 2031011</i>
<i>Health &amp; Social Care Assistant (Teach Iosagain)</i>	<i>Rathmore</i>	<i>1</i>	<i>CES 2012609</i>
<i>Admin &amp; Marketing / Tourist Information (Charlie Chaplin Film Festival)</i>	<i>Waterville</i>	<i>2</i>	<i>CES 2021346</i>
<i>Centre Manager (Heritage Centre)</i>	<i>Waterville</i>	<i>1</i>	<i>CES 2021329</i>
<i>Researcher (Heritage Centre)</i>	<i>Waterville</i>	<i>1</i>	<i>CES 2021324</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.**

