

South Kerry Local Employment Services

JOB VACANCIES

13th 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, 2nd 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)



Working under contract for the
Department of Social Protection



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Loans / Member Services Officers

Employer:	Killarney Credit Union
Location:	Killarney
Job Summary:	Loans / Member Services Officers
Requirements:	<ul style="list-style-type: none">• A relevant professional / financial services qualification, satisfying Minimum Competency Requirements e.g. QFA, APA (Loans).• A minimum of three years underwriting experience in a Credit Union, Bank and /or other Financial Institution• Experience of mortgage and commercial loans including analysis of accounts, cash flows
Duties:	<ul style="list-style-type: none">• Meet with members to obtain information for loan applications and answer questions about the process• Analyse applicant's financial status to determine feasibility of granting loans• Obtain and compile copies of loan applicant's credit histories, financial statements and other financial information
Hours:	Full time
How to Apply:	Please forward CV and cover letter to: Michael Gavin, Operations Manager, Killarney Credit Union Ltd, Beech Road Killarney Co Kerry or email: m.gavin@killarneycu.ie
Closing Date:	24 th March 2017

Spa Therapists

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

Fitness Instructor

Location:	Killarney
Job Summary:	Fitness Instructor
Salary/Benefits:	Excellent terms & conditions
Hours:	6 months fixed term contract
How to Apply:	Please apply with CV and cover letter to: PO Box No 3045, Killarney Advertiser, Unit 1C, Park Place, High Street, Killarney, Co Kerry

Business Advisor

Employer: Kerry County Council
Location: Tralee
Job Summary: Business Advisor
Hours: Full time
Salary/Benefits: €44,849 - €55,031 (Contract Position)
How to Apply: Application forms and full particulars may be obtained by emailing hr@kerrycoco.ie or on the Kerry County Council website www.kerrycoco.ie or on the Local Government Jobs website www.localgovernmentjobs.ie. Tel: 066 718 3814
Closing Date: 16th March 2017

Legal Secretary

Location: Tralee
Job Summary: Legal Secretary for busy solicitor's practice
Requirements:

- Experience in litigation and court procedures preferable
- Microsoft Word, Outlook and typing proficiency essential
- Excellent interpersonal skills and phone manner required
- Ability to work under pressure and to use initiative

Hours: Part time (3 - 4 days per week)
How to Apply: To apply please forward CV and cover letter to traalesolicitor@gmail.com

Office Operations Executive

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: To apply for this position please forward your CV to: Zack Birdthistle (email: zack.birdthistle@redchairrecruitment.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date: 6th May 2017

HR Administrator

Location: Killarney
Job Summary: HR Administrator
Salary/Benefits: Excellent terms & conditions
Hours: 6 months fixed term contract
How to Apply: Please apply with CV and cover letter to: PO Box No 3046, Killarney Advertiser, Unit 1C, Park Place, High Street, Killarney, Co Kerry

Senior Office Administrator (Sales office)

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:	To apply for this position please forward your CV to: Fred McDonogh (email: fred@redchair.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date:	4 th April 2017

South Kerry Skillnet – Network Administrator

Employer:	South Kerry Skillnet (c/o South Kerry Development Partnership CLG)
Location:	Killorglin
Job Summary:	South Kerry Skillnet – Network Administrator will be responsible for all aspects of administration in relation to the network. This post will involve travel and access to a car (work related travel expenses will be reimbursed).
Requirements:	<ul style="list-style-type: none"> • Excellent computer skills, including experience in Word, Excel and Database applications essential • Previous administrative experience, including financial administration essential • Excellent time management skills and the ability to meet reporting deadlines • First class communication skills and the ability to work on own initiative • Access to a car and possession of a full clean driving licence
Duties:	<ul style="list-style-type: none"> • First point of contact between South Kerry Skillnet, its members and the public • Maintenance of Skillnet data: contact details, participant information, details of training providers and training events • Responsible for the financial administration of the Skillnet • General administrative support to the manager and steering group of the Skillnet
Hours:	Part time (19 hours per week. Fixed term until 31 st December 2017 with the possibility of annual renewal, subject to funding availability)
Salary/Benefits:	€12,200 - €13,336 (dependant on qualifications and experience)
How to Apply:	Please send CV and cover letter outlining your suitability for the role to: Mr. Noel Spillane – Chief Executive Officer, South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co Kerry. A full job description is available by contacting Sorcha Finnegan on 066 947 2724
Closing Date:	20 th March 2017

Junior Quantity Surveyor or Civil Engineer

- 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. Timothy & O'Connor Chartered Accountants, Quayside House, 1-2 Princes Street, Tralee, Co Kerry. Tel: 066 712 9579

Junior Quantity Surveyor

- 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:** To apply for this position please forward your CV to: Zack Birdthistle (email: zack.birdthistle@redchairrecruitment.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
- Closing Date:** 6th May 2017

Fit-Out Foreman

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:	To apply for this position please forward your CV to: Zack Birdthistle (email: zack.birdthistle@redchairrecruitment.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date:	6 th May 2017

Childminder

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

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 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: 15th March 2017

Head of School of Business, Computing & Humanities

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. Institute of Technology, Tralee, Co Kerry. Email: humanresources@ittralee.ie. Tel: 066 714 5613
Closing Date: 15th March 2017

Community Training Officer ETB Grade VII

- Employer:** Kerry Education & Training Board
Location: Tralee
Job Summary: Community 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 and return via email only to 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:** 15th March 2017

Careers Officer

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

Pre-School Teacher

- Employer:** Bellview Woods Childcare
Location: Killarney
Job Summary: Pre-School Teacher
Requirements:
- Minimum FETAC Level 5 in Childcare (Level 6 an advantage)
 - Experience in a crèche setting preferable
- Hours:** Part time (minimum 15 hours per week plus additional relief hours)
How to Apply: Please apply with CV for the attention of Rosemary or Alison via email to: bellviewwoods@bestcreche.ie. Bellview Woods Childcare, Ballydowney, Killarney, Co Kerry. Tel: 064 663 6800

Childcare Co-Ordinator

Employer:	Castlemaine Family Resource Centre
Location:	Castlemaine
Job Summary:	Childcare Co-Ordinator. The Co-Ordinator will report and be accountable to the Voluntary Board of Management
Requirements:	<ul style="list-style-type: none">• BA – Early Childhood Studies / Early Childhood Care & Education• Minimum 5 years' in the Childcare field and at least 2 years' in a co-ordinator capacity• Excellent leadership skills to lead and motivate the childcare team• Strong communication, organisational and IT skills• Flexible and reliable
Duties:	To ensure the effective daily management of the Childcare Service in accordance with the policies and procedures of the service, the Childcare (Pre School Services) regulations 2016, and any other relevant legislation, good practice requirements and be accountable to the Board of Directors
Hours:	Full time
Salary/Benefits:	€27,210 - €31,833 (dependant on experience)
How to Apply:	Applications will only be accepted on the official application form. CVs will not be accepted. For an application form and job description please contact Liz Fenton on 066 976 7833 or email: mainevalley@hotmail.com . Maine Valley Family Centre, Castlemaine Community Centre, Castlemaine, Co Kerry
Closing Date:	22 nd March 2017

Chef

Employer: Connie K's
Location: Rathmore
Job Summary: Chef
Hours: Full time – 5 days per week (No Nights)
How to Apply: To apply please forward CV and cover letter to: connieksrathmore@gmail.com or call Jeff on 087 953 4944. Connie K's, The Square, Rathmore, Co Kerry. Tel: 064 775 0831

Bar Staff

Employer: Connie K's
Location: Rathmore
Job Summary: Bar Staff
Hours: Full & Part time positions available
How to Apply: To apply please forward CV and cover letter to: connieksrathmore@gmail.com or call Jeff on 087 953 4944. Connie K's, The Square, Rathmore, Co Kerry. Tel: 064 775 0831

Kitchen Porter (Seasonal Position)

Employer: Moriarty's - Heather Restaurant
Location: Killarney
Job Summary: Kitchen Porter (Seasonal Position)
How to Apply: Please apply with CV and cover letter to sales@moriartys.ie or contact: 087 117 9010 for further information. Moriarty's - Heather Restaurant, Gap of Dunloe, Killarney, Co Kerry. Tel: 064 664 4144

Sous Chef (Seasonal Position)

Employer: Moriarty's - Heather Restaurant
Location: Killarney
Job Summary: Sous Chef (Seasonal Position)
How to Apply: Please apply with CV and cover letter to sales@moriartys.ie or contact: 087 117 9010 for further information. Moriarty's - Heather Restaurant, Gap of Dunloe, Killarney, Co Kerry. Tel: 064 664 4144

Pastry Chef (Seasonal Position)

Employer: Moriarty's - Heather Restaurant
Location: Killarney
Job Summary: Pastry Chef (Seasonal Position)
How to Apply: Please apply with CV and cover letter to sales@moriartys.ie or contact: 087 117 9010 for further information. Moriarty's - Heather Restaurant, Gap of Dunloe, Killarney, Co Kerry. Tel: 064 664 4144

Waiting Staff (Seasonal Position)

Employer: Moriarty's - Heather Restaurant
Location: Killarney
Job Summary: Waiting Staff (Seasonal Position)
How to Apply: Please apply with CV and cover letter to sales@moriartys.ie or contact: 087 117 9010 for further information. Moriarty's - Heather Restaurant, Gap of Dunloe, Killarney, Co Kerry. Tel: 064 664 4144

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

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

Receptionist

Employer: Brook Lodge Hotel
Location: Killarney
Job Summary: Receptionist
Requirements: Experience required
How to Apply: Please apply with CV to: info@brooklodgekillarney.com. Brook Lodge Hotel, Msgr. O'Flaherty Road, High Street, Killarney, Co Kerry. Tel: 064 663 1800

Breakfast Chef

Employer: Brook Lodge Hotel
Location: Killarney
Job Summary: Breakfast Chef
Requirements: Experience required
How to Apply: Please apply with CV to: info@brooklodgekillarney.com. Brook Lodge Hotel, Msgr. O'Flaherty Road, High Street, Killarney, Co Kerry. Tel: 064 663 1800

Restaurant Supervisor

Employer: Aghadoe Heights Hotel & Spa
Location: Killarney
Job Summary: Restaurant Supervisor
Requirements: Must have experience in a similar role
How to Apply: To apply please forward your full CV with letter of application to: bbrennan@aghadoeheights.com or by post to Aghadoe Heights Hotel & Spa, Lakes of Killarney, Co Kerry. Tel: 064 663 1766

Senior Waiting Staff

Employer: Aghadoe Heights Hotel & Spa
Location: Killarney
Job Summary: Senior Waiting Staff
Requirements: Must have experience in a similar role
How to Apply: To apply please forward your full CV with letter of application to: bbrennan@aghadoeheights.com or by post to Aghadoe Heights Hotel & Spa, Lakes of Killarney, Co Kerry. Tel: 064 663 1766

Housekeeping Staff

Employer: Killarney View House
Location: Killarney
Job Summary: Housekeeping Staff
Requirements: Experience is desirable
Hours: Full time
How to Apply: Please apply with CV and cover letter to: info@killarneyviewguesthouse.com. Killarney View House, Muckcross Road, Killarney, Co Kerry. Tel: 064 663 3122

Restaurant Manager

Employer: Aghadoe Heights Hotel & Spa
Location: Killarney
Job Summary: Restaurant Manager
Requirements: Must have experience in a similar role
How to Apply: To apply please forward your full CV with letter of application to: bbrennan@aghadoeheights.com or by post to Aghadoe Heights Hotel & Spa, Lakes of Killarney, Co Kerry. Tel: 064 663 1766

Bar / Floor Staff

Employer: Killarney Grand
Location: Killarney
Job Summary: Bar / Floor Staff
Requirements:

- Willing to work late nights and weekends year round
- Fluent English

How to Apply: To apply please send CV to killarneygrand@eircom.net or via post to: Killarney Grand, Main Street, Killarney, Co Kerry. Tel: 064 663 1159

Restaurant Staff

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

Weekend Bar Staff

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

Weekend Banqueting Staff

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

Accommodation Assistants (for Public Areas)

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

Accommodation Assistants (for Turn Down Service)

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

Operations Manager

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

Café Sales Assistant

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 & 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

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. QC's Townhouse & Seafood Restaurant, 3 Main St, Cahersiveen, Co. Kerry. Tel: 066 947 2244

Receptionist

Employer:	The Killarney Park Hotel
Location:	Killarney
Job Summary:	Receptionist
Requirements:	<ul style="list-style-type: none">• Previous experience in a 4 or 5 star property• Computer skills required, experience with Opera preferable• Excellent Customer Care skills• Fluent English• Good communication skills and phone etiquette• Ability to work in a busy environment
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.
Closing Date:	24 th March 2017

Chef de Partie

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. QC's Townhouse & Seafood Restaurant, 3 Main St, Cahersiveen, Co. Kerry. Tel: 066 947 2244

Bar Personnel

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.
QC's Townhouse & Seafood Restaurant, 3 Main St, Cahersiveen, Co. Kerry.
Tel: 066 947 2244

Food & Beverage Personnel

Employer: The Killarney Park Hotel
Location: Killarney
Job Summary: Food & Beverage Personnel
Requirements:

- Previous experience preferable
- Fluent English and excellent Customer Care skills
- Friendly personality and team player
- Good communication skills

Hours: Full & Part time positions available
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.
Closing Date: 24th March 2017

Accommodation Assistant / Turndown Assistant

Employer: The Killarney Park Hotel
Location: Killarney
Job Summary: Accommodation Assistant / Turndown Assistant
Requirements:

- Previous experience preferable
- Fluent English and good communication skills
- Excellent Customer Care skills
- Ability to work in a busy environment

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.
Closing Date: 24th March 2017

Waiting Staff

Employer: Holiday Inn
Location: Killarney
Job Summary: Waiting Staff
Requirements:

- Relevant experience essential
- Fluent English

Hours: Full time
How to Apply: Please apply with CV to: Misja Herfurt - Holiday Inn, Muckcross Road,
Killarney, Co Kerry or via email to: mherfurt@holidayinnkillarney.com. Tel:
064 663 3000

Breakfast / Bar Chef

- Employer:** The Killarney Park Hotel
Location: Killarney
Job Summary: Breakfast / Bar Chef
Requirements:
- Would suit a recently Qualified Chef with previous Hotel experience
 - Fluent English and good communication skills
 - Good time keeper and morning person
 - Team player and driven by high standards
 - Creativity and passion for food
- 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.
Closing Date: 24th March 2017

Food & Beverage Assistants

- Employer:** Killeen House Hotel & Rozzers Restaurant
Location: Killarney
Job Summary: Food & Beverage Assistants
Requirements:
- Minimum 3 years' experience
 - Fluent English essential
- How to Apply:** Please apply with CV and cover letter to Geraldine Rosney - Killeen House Hotel, Aghadoe, Killarney, Co Kerry or email: charming@indigo.ie. Tel: 064 663 1711

Sous Chef / Chef de Partie

- Employer:** Killeen House Hotel & Rozzers Restaurant
Location: Killarney
Job Summary: Sous Chef / Chef de Partie
Requirements:
- Experience in a similar role
 - Fluent English essential
- How to Apply:** Please apply with CV and cover letter to Geraldine Rosney - Killeen House Hotel, Aghadoe, Killarney, Co Kerry or email: charming@indigo.ie. Tel: 064 663 1711

Pastry Chef

- Employer:** Killeen House Hotel & Rozzers Restaurant
Location: Killarney
Job Summary: Pastry Chef
Requirements:
- Minimum 3 years' experience
 - Fluent English essential
- Hours:** Full & Part time positions available
How to Apply: Please apply with CV and cover letter to Geraldine Rosney - Killeen House Hotel, Aghadoe, Killarney, Co Kerry or email: charming@indigo.ie. Tel: 064 663 1711

Commis Chef

Employer: Killeen House Hotel & Rozzers Restaurant
Location: Killarney
Job Summary: Commis Chef
Requirements:

- Ideal for Junior Chef wishing to gain experience
- Fluent English essential

How to Apply: Please apply with CV and cover letter to Geraldine Rosney - Killeen House Hotel, Aghadoe, Killarney, Co Kerry or email: charming@indigo.ie. Tel: 064 663 1711

Breakfast Chef

Employer: Earls Court House Hotel
Location: Killarney
Job Summary: Breakfast Chef
Hours: Full & Part time positions
How to Apply: To apply please send a CV or call into the hotel to fill an application form. Earls Court House Hotel, Woodlawn Road, Killarney, Co Kerry or email: info@killarney-earlscourt.ie. Tel: 064 663 4009

Food & Beverage Assistants

Employer: Earls Court House Hotel
Location: Killarney
Job Summary: Food & Beverage Assistants
Hours: Full & Part time positions
How to Apply: To apply please send a CV or call into the hotel to fill an application form. Earls Court House Hotel, Woodlawn Road, Killarney, Co Kerry or email: info@killarney-earlscourt.ie. Tel: 064 663 4009

Food & Beverage Assistants

Employer: Killarney Court Hotel
Location: Killarney
Job Summary: Food & Beverage Assistants
Requirements: Minimum 2 years' relevant experience
Hours: Full & Part time positions possible
How to Apply: Apply with CV by email to: manager@killarneycourthotel.com or by post to: Mr. Stephen Dermody, General Manager, Killarney Court Hotel, Tralee Road, Killarney, Co Kerry. Tel: 064 663 7070

Restaurant Staff

Employer: Killarney Court Hotel
Location: Killarney
Job Summary: Restaurant Staff
Requirements: Minimum 2 years' relevant experience
Hours: Full & Part time positions possible
How to Apply: Apply with CV by email to: manager@killarneycourthotel.com or by post to: Mr. Stephen Dermody, General Manager, Killarney Court Hotel, Tralee Road, Killarney, Co Kerry. Tel: 064 663 7070

Commis Chef

Employer: Killarney Court Hotel
Location: Killarney
Job Summary: Commis Chef
Requirements: Minimum 1 years' relevant experience
Hours: Full & Part time positions possible
How to Apply: Apply with CV by email to: manager@killarneycourthotel.com or by post to: Mr. Stephen Dermody, General Manager, Killarney Court Hotel, Tralee Road, Killarney, Co Kerry. Tel: 064 663 7070

Commis Chef

Employer: Holiday Inn
Location: Killarney
Job Summary: Commis Chef
Requirements:

- Relevant experience essential
- Fluent English

Hours: Full time
How to Apply: Please apply with CV to: Misja Herfurt - Holiday Inn, Muckcross Road, Killarney, Co Kerry or via email to: mherfurt@holidayinnkillarney.com. Tel: 064 663 3000

Head Chef

Employer: QC's Townhouse & Seafood Restaurant
Location: Cahersiveen
Job Summary: Head Chef
Requirements:

- Experience essential
- The successful applicant must be a talented and hands of chef that is passionate about food
- Experience in kitchen management, knowledgeable of Food Hygiene Legislation, and enjoys working in a team
- May suit a Senior Chef de Partie / Sous Chef aspiring to become Head Chef

Hours: Full time
How to Apply: To apply please contact Kate on 087 677 9616 or email info@qcbar.com. QC's Townhouse & Seafood Restaurant, 3 Main St, Cahersiveen, Co. Kerry. Tel: 066 947 2244

Application Support Specialist

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. Timothy & O'Connor Chartered Accountants, Quayside House, 1-2 Princes Street, Tralee, Co Kerry. Tel: 066 712 9579

Helpdesk Support Analyst

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:	To apply for this position please forward your CV to: Zack Birdthistle (email: zack.birdthistle@redchairrecruitment.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date:	6 th May 2017

IT Support Engineer

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:	To apply for this position please forward your CV to: Fred McDonogh (email: fred@redchair.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007

Staff Nurses

- 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
Closing Date: 17th March 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
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
Closing Date: 17th March 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
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
Closing Date: 17th March 2017

Practice Nurse

Employer: The Scotia Clinic
Location: Tralee
Job Summary: Practice Nurse
Requirements:

- Experience in Women's Health
- Midwifery experience desirable (but not essential)

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@scotiaclinic.ie. Tel: 066 718 1100
Closing Date: 16th March 2017

Healthcare Assistant

Employer: Bon Secours Health System
Location: Tralee
Job Summary: Healthcare Assistant
Requirements:

- FETAC Leve 5 Healthcare Assistant qualification
- Excellent communication and interpersonal skills
- Ability to work on own initiative and as part of a team
- Excellent Patient Care skills
- Minimum 1 years' previous Healthcare work experience

Hours: Part time (Fixed Term Position_
How to Apply: Informal enquiries to: Mary O'Rourke, Nursing Office. To apply please forward cover letter and current CV to bnugent@bonsecours.ie. Bon Secours Hospital, Strand Street, Tralee, Co Kerry. Tel: 066 714 9800
Closing Date: 14th March 2017

Multi-Task Attendant

Employer:	Bon Secours Health System
Location:	Tralee
Job Summary:	Multi-Task Attendant
Requirements:	<ul style="list-style-type: none">• Excellent communication and interpersonal skills• Ability to work on own initiative and as part of a team• FETAC Leve 5 Healthcare Assistant qualification desirable (but not essential)• Flexibility is essential for this post
Duties:	The successful candidate will be required to work in various departments throughout the Hospital
Hours:	Part time
How to Apply:	To apply please forward cover letter and current CV to bnugent@bonsecours.ie . Bon Secours Hospital, Strand Street, Tralee, Co Kerry. Tel: 066 714 9800
Closing Date:	14 th March 2017

Project Worker (Adult Health & Social Care)

Employer:	Studio III Clinical Services
Location:	Valentia Island
Job Summary:	Project Worker (Adult Health & Social Care). Part time project worker needed for an exciting and ground breaking project supporting a young person with autism living in his own house. The young person supported appreciates team members who are honest, consistent, careful planners, good listeners and have a sense of humour, inspiration and fun.
Requirements:	<ul style="list-style-type: none">• Minimum 6 months experience of working within a social or health care setting• Experience of working with behaviours that can challenge and an understanding of the psychological health challenges faced by people with autism spectrum conditions• A knowledge of autistic spectrum condition is desirable• Enthusiasm to work on the cutting edge of “Good Life / support for living” services• A special skill they can bring to the project e.g. cooking, knowledge of film, X-Box• The ability to be flexible and innovative in their working practice• Some experience of lone and team working• A clean driving license is essential
Hours:	Part time (18 hours and 27 hours per week – flexible shift pattern)
Salary/Benefits:	Full time salary - €25,000 per annum (pro rata for part-time roles)
How to Apply:	All applications must be made electronically by CV with a covering letter including two references to Paula Duff at paulad@kerry.studio3.org . For further information and a full job description please contact Myra at myraw@studio3.org . A full job description may be obtained prior to interview. Interviews will be held on Valentia Island
Closing Date:	31 st March 2017

Staff Nurse

Employer:	Bon Secours Health System
Location:	Tralee
Job Summary:	Staff Nurse
Requirements:	<ul style="list-style-type: none">• Registered with Nursing and Midwifery Board of Ireland (NMBI)• Minimum 1 years' experience in an Acute Care setting• Excellent communication and interpersonal skills• IT skills
Hours:	Part time
How to Apply:	Informal enquiries to: Marie Prendergast, Day Ward. To apply please forward cover letter and current CV to bnugent@bonsecours.ie. Bon Secours Hospital, Strand Street, Tralee, Co Kerry. Tel: 066 714 9800
Closing Date:	14 th March 2017

Production, Engineering & Science

Hotel Maintenance Technician

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:	To apply for this position please forward your CV to: Zack Birdthistle (email: zack.birdthistle@redchairrecruitment.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date:	6 th May 2017

Counter Manager (with Benefit Cosmetics)

Employer:	CH Tralee
Location:	Tralee
Job Summary:	Counter Manager (with Benefit Cosmetics)
Requirements:	<ul style="list-style-type: none"> • Self motivated individual • Enthusiastic and with exceptional communication skills • Proven track record with achieving targets • Ability to work in a fast paced environment • Strong attention to detail • Excellent Grooming Standards • Ability to work to deadlines • Ability to perform makeovers on clients
Duties:	<ul style="list-style-type: none"> • Manage one of our key accounts • Deliver on set targets • Manage the training and motivation of your team ensuring all company standards are met • Deliver excellent customer service at all times, perform makeovers, have excellent product knowledge and the ability to make recommendations to customers • Ability to work with social media platforms to promote all that is new on the Benefit Cosmetics counter
Hours:	Full time
How to Apply:	Please apply with CV and cover letter referencing the position you are applying for to: careers@chchemists.com or via post to: Tina Enright, C.H. Chemists, 31 The Mall, Tralee, Co Kerry. Tel: 066 712 1331
Closing Date:	24 th March 2017

Deli Manager

Employer:	Red Chair Recruitment
Location:	Killarney
Job Summary:	Deli Manager. Manage & Supervise employees in The Deli Section of the Store
Requirements:	<ul style="list-style-type: none"> • Minimum of 3 years' experience in a similar role • Relevant Food Hygiene training and Certificates • Excellent communication, organisational skills; • Strong Management and Interpersonal Skills
Duties:	<ul style="list-style-type: none"> • Supervise employees in various duties such as cooking, serving, packaging, and operating counters. • Interact politely with clients while solving problems related to sales, dissatisfied service and issues regarding store operation.
Hours:	Full time
Salary/Benefits:	Competitive Salary & Benefits
How to Apply:	To apply for this position please forward your CV to: Richard Carey (email: richard@redchair.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date:	31 st March 2017

Beauty Adviser (with Benefit Cosmetics)

Employer:	CH Tralee
Location:	Tralee
Job Summary:	Beauty Adviser (with Benefit Cosmetics)
Requirements:	<ul style="list-style-type: none"> • Self motivated and enthusiastic individual • Proven retail sales ability, customer service and capacity for hard work • Ability to work in a fast paced environment • Excellent Grooming Standards • Ability to work to flexible store hours • Ability to perform makeovers on clients
Duties:	<ul style="list-style-type: none"> • Meet targets set out • Deliver excellent customer service at all times, perform makeovers, have excellent product knowledge and ability to make recommendations to customers • Maintain a safe and hygienic work area and adhere to all rules • Ability to work with social media platforms to promote all that is new on the Benefit Cosmetics brand
Hours:	Part time (24 hours per week)
How to Apply:	Please apply with CV and cover letter referencing the position you are applying for to: careers@chchemists.com or via post to: Tina Enright, C.H. Chemists, 31 The Mall, Tralee, Co Kerry. Tel: 066 712 1331
Closing Date:	24 th March 2017

Deli Assistant

Employer:	Red Chair Recruitment
Location:	Glenbeigh
Job Summary:	Deli Assistant. Assist in the running of the deli, preparing food, maintaining clean deli, serving customers
Requirements:	<ul style="list-style-type: none"> • Strong attention to detail, ability to multi-task • Excellent customer service • Excellent communication, organisational skills • Experience an advantage but not essential. • A good command of English is required • Applicants must be available to work weekdays, evenings and weekends
Duties:	<ul style="list-style-type: none"> • Baking and serving hot food • Preparing cold counter • Serving customers
Hours:	part time / full time
Salary/Benefits:	Competitive Salary & Benefits
How to Apply:	To apply for this position please forward your CV to: Richard Carey (email: richard@redchair.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date:	31 st March 2017

Deli Manager

Employer:	Red Chair Recruitment
Location:	Glenbeigh
Job Summary:	Deli Manager. Manage & Supervise employees in The Deli Section of the Store
Requirements:	<ul style="list-style-type: none"> • Minimum of 3 years' experience in a similar role • Relevant Food Hygiene training and Certificates • Excellent communication, organisational skills • Strong Management and Interpersonal Skills
Duties:	<ul style="list-style-type: none"> • Supervise employees in various duties such as cooking, serving, packaging, and operating counters • Interact politely with clients while solving problems related to sales, dissatisfied service and issues regarding store operation
Hours:	Full time
Salary/Benefits:	Competitive Salary & Benefits
How to Apply:	To apply for this position please forward your CV to: Richard Carey (email: richard@redchair.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date:	31 st March 2017

Deli Assistant

Employer:	Red Chair Recruitment
Location:	Killarney
Job Summary:	Deli Assistant. Assist in the running of the deli, preparing food, maintaining clean deli, serving customers
Requirements:	<ul style="list-style-type: none"> • Strong attention to detail, ability to multi-task • Excellent customer service • Excellent communication, organisational skills • Experience an advantage but not essential. • A good command of English is required • Applicants must be available to work weekdays, evenings and weekends
Duties:	<ul style="list-style-type: none"> • Baking and serving hot food • Preparing cold counter • Serving customers
Hours:	part time / full time
Salary/Benefits:	Competitive Salary & Benefits
How to Apply:	To apply for this position please forward your CV to: Richard Carey (email: richard@redchair.ie). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007
Closing Date:	31 st March 2017

Food Production Operative

- 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

Driver (8 wheel Tipper Lorry)

- 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

General Operative

- 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

- 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

Driver

- Employer:** DPD Ireland
- Location:** Tralee
- Job Summary:** Driver
- Requirements:**
- Full drivers licence
 - Previous experience required
 - Over 25
- Hours:** Part time
- How to Apply:** To apply please email CV to: ken.rice@dpd.ie. DPD - Depot 22, Monavalley Business Park, Tralee, Co Kerry. Tel: 066 712 1113

Tourism & Travel

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 . Solutions Recruitment, Quayside House 1-2 Princess Street, Tralee, Co Kerry. Tel: 066 712 9579

Season Guides / Information Officers (Temporary Position)

Employer:	Office of Public Works (Derrynane House)
Location:	Caherdaniel
Job Summary:	Season Guides / Information Officers (Temporary Position)
Requirements:	Interested applicants should have <ul style="list-style-type: none">• Heritage awareness• Relevant work experience• Good communication skills• Good team working ability
How to Apply:	Application form and more information can be found at: www.opw.ie/en/recruitment/ (email address and PPS number required).
Closing Date:	24 th March 2017

Transport, Warehousing & Motors

Car Valet

Location:	Tralee
Job Summary:	Car Valet for Tralee Motor Dealership
Hours:	Full time
How to Apply:	To apply please forward CV and cover letter to: PO Box 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





SOUTH KERRY SKILLNET

Retail Skills Course

The Retail skills course aims to provide unemployed participants with all the necessary basic skills to enter employment within the Retail sector. The course will also provide a work experience element which will equip learners with the practical skills and experience that will enable them to enter the workplace with confidence.

Participants will receive in-depth coaching and training throughout the course

Location: Killarney
Start date: April 2017
Duration: 20 days (3 days a week – Monday, Tuesday & Wednesday) and 5 days additional work experience

Free



Barista Skills Course



The Barista skills course aims to provide unemployed participants with the knowledge and skills to work as a Barista. You will develop skills to make various types of Coffees and tea that are regularly prepared for customers. You will also learn the full range of equipment so you can operate the equipment to operate the desired drink quality. The course will also provide a work experience element which will equip learners with the practical skills and experience that will enable them to enter the workplace with confidence.

Participants will receive in-depth coaching and training throughout the course

Location: Killarney
Start date: April 2017
Duration: 6 days (3 days a week – Monday, Tuesday & Wednesday) and 5 days additional work experience

Free

Eligible Trainees include

- Persons under the age of 35 or
- Persons unemployed for more than 12 months or
- Persons with NFQ Level 5 or less or
- Persons formerly employed in the construction, manufacturing or retail sectors

For more information or to book a place on the course please contact Christine or Aoife on 066-9762477 or info@kerryskillnet.ie





SOUTH KERRY SKILLNET

Job opportunities and information on developing a career in hairdressing

Meet and speak with some of the industry leaders such as Sean Taffee, Danny Russell and Maeve O Healy Harte, other speakers on the day include South Kerry Local Employment Services, Kerry Education and Training Board

The aim of this "Foot in the Door" event is to raise awareness amongst job-seekers about job opportunities and developing careers within the hairdressing sector. The event will provide an overview and insider's view of hairdressing and an insight into particular careers/jobs and also allow an opportunity to make important contacts with industry leaders. This event will also provide trainees with information on future South Kerry Skillnet courses

Speakers will talk about their own career path and how they developed within the industry and there will be a free Cutting, up styling and colour workshop from the masters so that the candidates will learn new skills for entry into the hairdressing industry.



Date: Monday 10th April 2017
Venue: The Brehon Hotel, Killarney
Registration: 9.30am – 10am
Event Time: 10am – 12.30pm



Please register your interest with Aoife or Tracey on ☎: 066 9762477

E: info@kerryskillnet.ie

W: www.kerryskillnet.ie

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.
Office Administrator/Receptionist (An Ríocht, Castleisland)	Castleisland	1	CES 2019318
Grounds Person (Kilgarvan Community Development Ltd)	Kilgarvan	3	CES 2005943
Cleaner (Kilgarvan Community Development Ltd)	Kilgarvan	1	CES 2005945
Childcare Assistant (Rainbows Crèche Glenbeigh)	Glenbeigh	1	
Cleaner/ Caretaker (Glenbeigh Community Centre)	Glenbeigh	1	

<i>Cleaner/ Caretaker (Glenbeigh Community Centre)</i>	<i>Glenbeigh</i>	<i>1</i>	
<i>General Operative</i>	<i>Glenbeigh</i>	<i>1</i>	
<i>Weekend Attendant (Killorglin Sports Complex)</i>	<i>Killorglin</i>	<i>1</i>	<i>CES 2032080</i>
<i>Cleaner (Killorglin Sports Complex)</i>	<i>Killorglin</i>	<i>2</i>	<i>CES 2032069</i>
<i>Receptionist (Killorglin Sports Complex)</i>	<i>Killorglin</i>	<i>1</i>	<i>CES 2032068</i>
<i>Assistant Youth Worker (KDYS Youth Centre)</i>	<i>Listowel</i>	<i>1</i>	<i>CES 2032189</i>

Local Employment Service - Cahersiveen

West Main Street,
Cahersiveen.
Co. Kerry

Tel: 066 947 3068

Local Employment Service - Killarney

37A High Street
2nd 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,
1st 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 or visit our website 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

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



Working under contract for the
Department of Social Protection

