

# South Kerry Local Employment Services

## JOB VACANCIES

2<sup>nd</sup> May, 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)



Working under contract for the  
Department of Social Protection



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## Qualified Accountant / Consultant

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- Employer:** FDC Accountants / Tax Consultants (Southern Region) Ltd.
- Location:** Tralee / Listowel
- Job Summary:** Qualified Accountant / Consultant
- Requirements:** Applicants must have:
- Appropriate Accounting qualification and experience
  - Relevant experience in dealing with all aspects of taxation
  - Be a highly motivated, enthusiastic, confident and self-starting individual
  - Interested in a rewarding long-term career with one of the most established groups operating in rural Ireland
- How to Apply:** CVs in the first instance should be sent by mail to:  
Suzanne Dennehy, Operations Manager, FDC Accountants Southern Region Ltd., FDC House, Wellington Road, Cork. Email: [southernrecruitment@fdc.ie](mailto:southernrecruitment@fdc.ie)
- Closing Date:** 12<sup>th</sup> May 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:** To apply for this position please forward your CV to: Zack Birdthistle (email: [zack.birdthistle@redchairrecruitment.ie](mailto:zack.birdthistle@redchairrecruitment.ie)). Red Chair Recruitment, Recruitment House, 91 New Street, Killarney, Co Kerry. Tel: 064 662 2007

**Closing Date:** 6<sup>th</sup> May 2017

### 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:** 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<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:** 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<sup>th</sup> May 2017

### Kitchen Fitter

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**Location:** Tralee  
**Job Summary:** Kitchen Fitter  
**Requirements:** Minimum 5 years direct experience in installing kitchens, full clean licence, safe pass. Based mainly in Munster but occasionally nationwide  
**How to Apply:** Apply with CV to the PO Box 1750, Kerry's Eye Newspaper, Ashe Street, Tralee

### Cabinet Makers

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**Location:** Tralee  
**Job Summary:** Cabinet Maker  
**Requirements:** Relevant experience of Kitchen production  
**How to Apply:** Apply with CV to the PO Box 1750, Kerry's Eye Newspaper, Ashe Street, Tralee

## Chefs (Various Grades)

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**Employer:** Solutions Recruitment  
**Location:** Mid Kerry  
**Job Summary:** Chefs (Various Grades). On behalf of a long established substantial family business in Mid Kerry.  
**How to Apply:** Please apply to: brendan@solutionsrecruitment.ie. Solutions Recruitment, Quayside House 1-2 Princess Street, Tralee, Co Kerry. Tel: 066 712 9579

## Bar Food Chef / Chef de Partie

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**Employer:** Ballygarry House Hotel & Spa  
**Location:** Tralee  
**Job Summary:** Bar Food Chef / Chef de Partie  
**Requirements:** Operate a busy Bar Food Kitchen  
**Duties:** Work within a very busy Environment to the Highest standards of HACCP  
**Hours:** Full time  
**Salary/Benefits:** Dependant on experience  
**How to Apply:** Please apply with CV and cover letter to: hr@ballygarryhouse.com. Ballygarry House Hotel and Spa, Leebrook, Tralee, Co Kerry, V92 W279. Tel: 066 712 3322

## Chef

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**Employer:** Kerry Coast Hotel (Franks Bar / Restaurant)  
**Location:** Cahersiveen  
**Job Summary:** Chef  
**Requirements:**

- Applicant should be passionate about food quality and presentation and willing to learn
- Ability to work as part of a team and must have completed HACCP course
- Applicant should be a good time keeper and reliable at all times
- Minimum 1 years' previous experience, or newly qualified

**Hours:** Full time  
**How to Apply:** Please apply with CV and cover letter to: The Kerry Coast Hotel, 8/9 Church Street, Cahersiveen, Co Kerry or email: kerrycoasthotel@gmail.com. Tel: 066 947 2217

## Kitchen Assistant

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**Employer:** Zest Café  
**Location:** Killorglin  
**Job Summary:** Kitchen Assistant  
**Requirements:** Experience desirable but not essential as full training will be provided  
**How to Apply:** To apply please drop in CV to Patricia at Zest Café, School Road, Killorglin, Co Kerry or email: info@zestcafe.ie

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

## Breakfast Chef

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**Employer:** Ballygarry House Hotel & Spa  
**Location:** Tralee  
**Job Summary:** Breakfast Chef  
**Requirements:** Operate a busy Breakfast Kitchen  
**Duties:** Work within a very busy Environment to the Highest standards of HACCP  
**Hours:** Full & Part time positions available  
**Salary/Benefits:** Dependant on experience  
**How to Apply:** Please apply with CV and cover letter to: hr@ballygarryhouse.com.  
Ballygarry House Hotel and Spa, Leebrook, Tralee, Co Kerry, V92 W279.  
Tel: 066 712 3322

## Cook

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**Employer:** QC's Townhouse & Seafood Restaurant  
**Location:** Cahersiveen  
**Job Summary:** Cook  
**Requirements:**

- Experience Essential
- You must be flexible and able to work well with a team and on your own initiative

**Duties:** Preparation of vegetables, salads, and generally assisting the chef with food preparation and cooking are the main responsibilities of the role  
**Hours:** Part 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

## Cook (with Light Housekeeping duties)

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**Location:** Killarney  
**Job Summary:** Cook (with Light Housekeeping duties)  
**Hours:** Part time (4 hours daily - 3 to 4 days a week. Temporary position)  
**How to Apply:** For more information and to apply please contact Julianne Sullivan on jularbutus@yahoo.ie

### Accommodation Assistants

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**Location:** Killarney  
**Job Summary:** Accommodation Assistants required for busy 4 Star town centre B&B  
**Requirements:**

- Fluent English required
- Previous relevant experience preferred
- Flexibility to work weekends

**Hours:** Full & Part time positions available (Seasonal)  
**How to Apply:** To apply or for more information please contact South Kerry Jobs Club, 37a High Street - 2nd Floor, Killarney, Co Kerry via email at: killarneyjobsclub@southkerryes.ie or telephone: 064 663 7833

### Kitchen Porter

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**Location:** Killorglin  
**Job Summary:** Kitchen Porter  
**Hours:** Part time (20 hours per week minimum – 5 days per week)  
**How to Apply:** To apply please contact: 087 123 1353

### Waiting Staff

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**Location:** Killorglin  
**Job Summary:** Waiting Staff  
**Hours:** Part time (10-15 hours per week variable – 2 days per week)  
**How to Apply:** To apply please contact: 087 123 1353

### Accommodation Assistants

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**Location:** Killarney  
**Job Summary:** Accommodation Assistants  
**Requirements:** The ideal candidate will have previous experience in a similar role, ideally at four or five star level.  
**Duties:** The successful candidate will be responsible for maintaining high standard of cleanliness in bedrooms and public areas.  
**Hours:** Full time and Part Time available  
**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

### Food & Beverage Assistants

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**Location:** Killarney  
**Job Summary:** Food & Beverage Assistants  
**Requirements:** Looking for an experienced Food and Beverage Assistant. The ideal candidate for this position will have experience in a similar role, ideally at four or five star level. We are looking for friendly enthusiastic people who will strive to maintain a four star standard of service.  
**How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

### Commis Chef / Preparatory Chef

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**Employer:** Ballygarry House Hotel & Spa  
**Location:** Tralee  
**Job Summary:** Commis Chef / Preparatory Chef  
**Requirements:** 2<sup>nd</sup> – 3<sup>rd</sup> Year Commis Chef  
**Duties:** Work within a very busy Environment to the Highest standards of HACCP  
**Hours:** Full time  
**Salary/Benefits:** Dependant on experience  
**How to Apply:** Please apply with CV and cover letter to: [hr@ballygarryhouse.com](mailto:hr@ballygarryhouse.com).  
Ballygarry House Hotel and Spa, Leebrook, Tralee, Co Kerry, V92 W279.  
Tel: 066 712 3322

### Chefs (All Grades)

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**Employer:** The Sea Lodge Hotel  
**Location:** Waterville  
**Job Summary:** Chefs (All Grades)  
**Requirements:** Experience required  
**Hours:** part time / full time  
**How to Apply:** Please apply with CV and cover letter to: The Sea Lodge Hotel, Seafront Promenade, Waterville, Co Kerry. Tel: 066 947 8533

### Kitchen Porter

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**Employer:** The Sea Lodge Hotel  
**Location:** Waterville  
**Job Summary:** Kitchen Porter  
**Requirements:** Experience required  
**Hours:** part time / full time  
**How to Apply:** Please apply with CV and cover letter to: The Sea Lodge Hotel, Seafront Promenade, Waterville, Co Kerry. Tel: 066 947 8533

### Reception

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**Employer:** The Sea Lodge Hotel  
**Location:** Waterville  
**Job Summary:** Reception  
**Requirements:** Experience required  
**Hours:** part time / full time  
**How to Apply:** Please apply with CV and cover letter to: The Sea Lodge Hotel, Seafront Promenade, Waterville, Co Kerry. Tel: 066 947 8533



## Bartender

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**Employer:** The Sea Lodge Hotel  
**Location:** Waterville  
**Job Summary:** Bartender  
**Requirements:** Experience required  
**Hours:** part time / full time  
**How to Apply:** Please apply with CV and cover letter to: The Sea Lodge Hotel, Seafront Promenade, Waterville, Co Kerry. Tel: 066 947 8533

## Waiting Staff

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**Employer:** The Sea Lodge Hotel  
**Location:** Waterville  
**Job Summary:** Waiting Staff  
**Requirements:** Experience required  
**Hours:** part time / full time  
**How to Apply:** Please apply with CV and cover letter to: The Sea Lodge Hotel, Seafront Promenade, Waterville, Co Kerry. Tel: 066 947 8533

## Accommodation Assistant

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**Employer:** The Sea Lodge Hotel  
**Location:** Waterville  
**Job Summary:** Accommodation Assistant  
**Requirements:** Experience required  
**Hours:** part time / full time  
**How to Apply:** Please apply with CV and cover letter to: The Sea Lodge Hotel, Seafront Promenade, Waterville, Co Kerry. Tel: 066 947 8533

## Night Porter

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**Employer:** The Sea Lodge Hotel  
**Location:** Waterville  
**Job Summary:** Night Porter  
**Requirements:** Experience required  
**Hours:** part time / full time  
**How to Apply:** Please apply with CV and cover letter to: The Sea Lodge Hotel, Seafront Promenade, Waterville, Co Kerry. Tel: 066 947 8533

## Cook

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**Employer:** Red Fox Inn  
**Location:** Glenbeigh  
**Job Summary:** Cook  
**Hours:** 35 hours per week over 5 days. Seasonal position  
**How to Apply:** To apply please contact Tim on: 066 976 9184 or email: info@kerrybogvillage.ie. Red Fox Inn, Ballincleave, Glenbeigh, Co Kerry

## Breakfast Waiting Staff

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**Employer:** Ashville House  
**Location:** Killarney  
**Job Summary:** Breakfast Waiting Staff  
**Requirements:** Experience desirable  
**How to Apply:** Please apply with CV and cover letter via email: [info@ashvillekillarney.com](mailto:info@ashvillekillarney.com) or telephone: 064 663 6405. Ashville House, Rock Road, Killarney, Co Kerry.

## Accommodation Assistants

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**Employer:** Ashville House  
**Location:** Killarney  
**Job Summary:** Accommodation Assistants  
**Requirements:** Experience desirable  
**Hours:** Full & Part time positions available  
**How to Apply:** Please apply with CV and cover letter via email: [info@ashvillekillarney.com](mailto:info@ashvillekillarney.com) or telephone: 064 663 6405. Ashville House, Rock Road, Killarney, Co Kerry.

## Wash-Up Staff

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**Employer:** Ashville House  
**Location:** Killarney  
**Job Summary:** Wash-Up Staff  
**Requirements:** Experience desirable  
**How to Apply:** Please apply with CV and cover letter via email: [info@ashvillekillarney.com](mailto:info@ashvillekillarney.com) or telephone: 064 663 6405. Ashville House, Rock Road, Killarney, Co Kerry.

## Kitchen Assistant

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**Employer:** QC's Townhouse & Seafood Restaurant  
**Location:** Cahersiveen  
**Job Summary:** Kitchen Assistant  
**Requirements:**

- Experience preferable

**Hours:** Full time (Seasonal)  
**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

## Hotel Receptionist

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**Location:** Killarney  
**Job Summary:** Hotel Receptionist  
**Requirements:** The ideal candidate will have previous experience in a 4/5 star hotel.  
**Duties:** As a Front Office Receptionist you will contribute to Guests first impressions and so you will provide a high standard of service to Guests and contribute to their overall experience from check-in to check-out.  
**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)

## 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:** 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<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:** 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

## Personal Assistants

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- Employer:** Irish Wheelchair Association  
**Location:** Cahersiveen  
**Job Summary:** Personal Assistants  
**Requirements:**
- Experience of working with people in their own homes essential
  - QQI Major Award ( FETAC LEVEL 5) in Healthcare
  - QQI certification of modules completed
  - In Date Patient and Moving Handling Cert
  - Driver's license and own transport
- Hours:** Part time. Flexible hours  
**How to Apply:** To apply please email your current CV to paul.foster@iwa.ie or post with a covering letter to Paul Foster, Irish Wheelchair Association, Lime Tree House, Killeen, Tralee, Co Kerry. 2 Contactable written references plus Passport or other photo ID may be required.

## Optical Assistant

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- Location:** Mid-Kerry  
**Job Summary:** Optical Assistant  
**Requirements:**
- Office experience desirable but not essential (training will be provided)
  - Must have own transport as inter-practice travel occasionally required
  - Flexibility in working hours
- Hours:** Full time  
**How to Apply:** Please apply with CV and cover letter to South Kerry Local Employment Service, Library Place, Killorglin, Co Kerry. Tel: 066 976 2444

## Home Carer

- Employer:** South Kerry Ghaeltachtaí Joint Centre  
**Location:** Cahersiveen  
**Job Summary:** Home Carer. To provide a care service in the home to elderly / disabled people in the catchment area.  
**Duties:** Provision of appropriate care in their own homes to the clients in your portfolio for the specified number of hours on the specified days and times each week.  
**Hours:** Part time (19.5 hours per week)  
**How to Apply:** Send CV together with a letter of application to ccnfteo@indigo.ie or post to Comhchoiste Ghaeltachtaí Chiarraí Theas Ctr, Ceann Eich, Cathair Saidhbhín, Co Chiarraí.  
**Closing Date:** 11<sup>th</sup> May 2017

## 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:** 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<sup>th</sup> May 2017

## Quality Control Personnel

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**Employer:** O'Carroll Engineering  
**Location:** Killarney  
**Job Summary:** Quality Control Personnel  
**Requirements:** Previous experience in a workshop environment would be beneficial  
**How to Apply:** Apply via email to: hr@ocarrollengineering.com. Applications should include a cover letter, CV and copies of relevant qualifications  
**Closing Date:** 5<sup>th</sup> May 2017

## Fabrication Technician

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**Employer:** O'Carroll Engineering  
**Location:** Killarney  
**Job Summary:** Fabrication Technician  
**Requirements:** Applicants should have experience in working with mild steel and in reading and interpreting technical drawings  
**How to Apply:** Apply via email to: hr@ocarrollengineering.com. Applications should include a cover letter, CV and copies of relevant qualifications  
**Closing Date:** 5<sup>th</sup> May 2017

## Shop Assistant

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<b>Employer:</b>	An Siopa Feirme
<b>Location:</b>	Waterville
<b>Job Summary:</b>	Shop Assistant
<b>Requirements:</b>	To qualify a person must be on a Social Welfare payment for over 12 months
<b>Duties:</b>	Duties would include - but not limited to: <ul style="list-style-type: none"> <li>• Dealing with customers</li> <li>• Handling cash and credit card payments</li> <li>• Using the till</li> <li>• Dealing with suppliers – and taking in deliveries</li> <li>• Checking deliveries off against delivery dockets and dealing with issues on the spot</li> <li>• Stocking the shelves and fridges</li> <li>• Collating and presenting invoices /delivery dockets/ returns dockets to the office for payment of suppliers</li> <li>• Liaising with Administrator in the office regarding ordering of supplies</li> </ul>
<b>Hours:</b>	Part time (19.5 hours per week)
<b>How to Apply:</b>	To verify eligibility and apply please call into the South Kerry Local Employment Service, West Main Street, Cahersiveen, Co. Kerry for further information. Telephone Marie on 066 947 3068. Bring a copy of your CV with you. Training will be provided.

## Deli Assistant

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<b>Employer:</b>	Oaklands Stores
<b>Location:</b>	Tralee
<b>Job Summary:</b>	Deli Assistant
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Experience essential,</li> <li>• Weekend work</li> </ul>
<b>Duties:</b>	Grocery store duties
<b>Hours:</b>	Weekend work
<b>How to Apply:</b>	Apply with CV to Oaklands Daybreak, Oakpark, Tralee or by email to: oaklandsdlaybreak@hotmail.com

## Store Manager

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<b>Employer:</b>	Fine Wines
<b>Location:</b>	Tralee
<b>Job Summary:</b>	Store Manager
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Responsible for all aspects of this busy store</li> <li>• Previous Retail Management experience essential</li> </ul>
<b>Hours:</b>	part time / full time
<b>How to Apply:</b>	Please apply in writing to jclifford@finewines.ie. Fine Wines, Manor West, Tralee, Co Kerry. Tel 066 711 8834
<b>Closing Date:</b>	6 <sup>th</sup> May 2017

## Bakery Staff

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**Employer:** O'Mahony's Bakery  
**Location:** Tralee  
**Job Summary:** Bakery Staff  
**Hours:** Full & Part time positions available  
**How to Apply:** Apply with CV to O'Mahony's Bakery, 71 Boherbee, Tralee, Co Kerry.  
Tel: 066 712 2115

## Deli / General Shop Assistant

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**Location:** Killorglin  
**Job Summary:** Deli / General Shop Assistant  
**Requirements:** ?????  
**Duties:**

- Food prep
- Till service
- General cleaning duties
- Serving in the deli

**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)

## Stores Supervisor

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- Location:** Killarney
- Job Summary:** Stores Supervisor
- Requirements:** The ideal candidate will have experience in a similar role with good communication skills. Knowledge of electrical and lighting products would be an advantage
- Duties:** The stores supervisor will be responsible for operating the stores in a productive, safe and efficient manner. Your duties will include
- Goods In
  - Picking and packing sales orders
  - Putting stock away
  - Scheduling deliveries in our own vans and couriers
  - Stock Purchase orders
  - Stock checking and counting
  - Maintaining Cable Winding machine and Reach Truck
  - Entering Goods Receipts and Delivery Confirmation Notes on the Computer
  - Liaising with suppliers on deliveries, short or damaged deliveries and completing the documentation on the computer
- 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)

## Cleaner

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- Location:** Killarney
- Job Summary:** Cleaner for self-catering accommodation business
- Requirements:**
- Experience preferable
  - Flexibility to work some weekends
  - Ability to work under own initiative
- Hours:** Part time (3 days a week. 9-15 hours per week)
- How to Apply:** To apply please send CV and cover letter to [info@killarneyglamping.com](mailto:info@killarneyglamping.com)

## Sewing Operative

- Location:** Killarney
- Job Summary:** Factory Sewing Operative
- Requirements:** Experience of machine sewing is essential.
- Duties:** Applicants must be able to read and understand assembly instructions, standard operating procedures and all other documentation used in the production process.
- Hours:** Full time (3-6 month contract. Overtime and shift patterns may be required)
- How to Apply:** Apply with CV to Po Box DS232P, The Kerryman, 9 Denny Street, Tralee, Co Kerry



### Production Operative

**Location:** Killarney  
**Job Summary:** Factory Production Operative  
**Requirements:** Experience of working in a production assembly environment is highly desirable.  
**Duties:** Applicants must be able to read and understand assembly instructions, standard operating procedures and all other documentation used in the production process.  
**Hours:** Full time (3-6 month contract. Overtime and shift patterns may be required)  
**How to Apply:** Apply with CV to Po Box DS232P, The Kerryman, 9 Denny Street, Tralee, Co Kerry

### Warehouse Operative

**Location:** Killarney  
**Job Summary:** Factory Warehouse Operative  
**Requirements:** Warehouse experience and a full driving licence is essential  
**Duties:** Applicants must be able to read and understand assembly instructions, standard operating procedures and all other documentation used in the production process.  
**Hours:** Full time (3-6 month contract. Overtime and shift patterns may be required)  
**How to Apply:** Apply with CV to Po Box DS232P, The Kerryman, 9 Denny Street, Tralee, Co Kerry

### General Operatives

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**Location:** Tralee  
**Job Summary:** General Operatives  
**Requirements:** Relevant experience of Kitchen production  
**How to Apply:** Apply with CV to the PO Box 1750, Kerry's Eye Newspaper, Ashe Street, Tralee

## Transport Manager (Road Passenger)

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<b>Employer:</b>	South Kerry Ghaeltachtaí Joint Centre
<b>Location:</b>	Cahersiveen
<b>Job Summary:</b>	Transport Manager (Road Passenger)
<b>Requirements:</b>	Certificate of Professional Competence International Road Passenger
<b>Duties:</b>	The primary purpose of the post is to ensure continuous compliance to all transport regulations, including Tachographs, driver's hours, vehicle condition and maintenance. Ensure full legal compliance for transport operation on a continuous basis
<b>Hours:</b>	part time (temporary leave absence cover for 1 year)
<b>How to Apply:</b>	Email your CV together with an application letter to <a href="mailto:ccnfteo@indigo.ie">ccnfteo@indigo.ie</a> or send it by post Transport Manager Comhchoiste Ghaeltachtaí Chiarraí Theas Ctr, Ceann Eich, Cathair Saidhbhín, Co Chiarraí. Further details relating to the post are available on <a href="http://www.uibhrathach.ie">www.uibhrathach.ie</a>
<b>Closing Date:</b>	9 <sup>th</sup> May 2017



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.
Maintenance Person (GAA Field)	Sneem	1	CES 2035716
Tidy Towns Worker	Caherdaniel	1	CES 2035718
Tidy Towns Worker	Sneem	1	CES 2010023
Driver (KDYS Youth Centre)	Killarney	1	CES 2023942
Grounds Person (Kilgarvan Community Development Ltd)	Kilgarvan	3	CES 2005943
Cleaner (Kilgarvan Community Development Ltd)	Kilgarvan	1	CES 2005945
Bookkeeper / Administrator (CYMS)	Killorglin	1	
Childcare Assistant (Rainbows Crèche Glenbeigh)	Glenbeigh	1	
General Operative (Glenbeigh Community Centre)	Glenbeigh	1	CES 2034210
Administrator (Glenbeigh Community Centre)	Glenbeigh	1	CES 2036087

<i>Childcare Assistant</i>	<i>Ballybunion</i>	<i>3</i>	<i>CES 2010073</i>
<i>Childcare Assistant (Ballyheigue FRC)</i>	<i>Ballyheigue</i>	<i>2</i>	<i>CES 2031132</i>
<i>Childcare Assistant</i>	<i>Glenbeigh</i>	<i>1</i>	<i>CES 2010084</i>
<i>Childcare Assistant (Killorglin S &amp; S)</i>	<i>Killorglin</i>	<i>1</i>	<i>CES 2022812</i>
<i>Childcare Assistant (Milltown Childcare)</i>	<i>Milltown</i>	<i>1</i>	<i>CES 2011294</i>
<i>Afterschool Assistant (Rath Oraigh)</i>	<i>Tralee</i>	<i>2</i>	<i>CES 2032582</i>
<i>Childcare Assistant</i>	<i>Valentia</i>	<i>1</i>	<i>CES 2027994</i>
<i>Childcare Assistant</i>	<i>Headford</i>	<i>1</i>	<i>CES 2034503</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)

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