

South Kerry Local Employment Services

JOB VACANCIES

8th 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, 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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Qualified Accountant / Consultant

- 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
- Closing Date:** 12th May 2017

Chartered Tax Adviser

- Employer:** FDC Tax Department Ltd
Location: Tralee
Job Summary: FDC Tax Dept. Ltd. Is seeking to recruit a Chartered Tax Adviser based in our Tralee office dealing with tax consultancy under all tax heads
- Requirements:**
- An AITI Chartered Tax Adviser Qualification.
 - Relevant experience in dealing with all aspects of taxation.
- How to Apply:** Please forward your application to taxtralee@fdc.ie or Human Resources, FDC Tax Department Ltd., FDC House, 21 Denny Street, Tralee, Co. Kerry.
- Closing Date:** 26th May 2017

Trainee Tax Adviser

- Employer:** FDC Tax Department Ltd
Location: Tralee
Job Summary: FDC Tax Dept. Ltd. Is seeking to recruit a Trainee Tax Adviser based in our Tralee office dealing with tax consultancy under all tax heads
- Requirements:**
- A Commerce/Business/Accountancy/Law Honours Primary Third Level Degree.
 - Commenced or have the intention of commencing the AITI examinations to become a Chartered Tax Adviser.
- How to Apply:** Please forward your application to taxtralee@fdc.ie or Human Resources, FDC Tax Department Ltd., FDC House, 21 Denny Street, Tralee, Co. Kerry.
- Closing Date:** 26th May 2017

Waiting / Bar Staff

Employer: Kate Kearney's Cottage
Location: Killarney
Job Summary: Waiting / Bar Staff
Requirements:

- Experience essential

How to Apply: Apply with CV to the email: katekearneys@eircom.net or drop it to: Kate Kearney's Cottage, Gap of Dunloe, Killarney

Bar Personnel

Employer: Scotts Hotel
Location: Killarney
Job Summary: If you wish to be considered to join our team
Requirements:

- Experience essential
- Fluency in English

Hours: Full time, all year round position
How to Apply: Please send your CV to: bar@scottshotelkillarney.com or drop CV to: Scotts St, Town Centre, Killarney, Co. Kerry, Tel:(064) 663 1060

Bar Staff

Employer: Jimmy Briens Bar
Location: Killarney
Requirements:

- Experience

How to Apply: Address: Dennehy's Road, Fair Hill, Killarney, Co. Kerry Drop in CV or email to: alanbreen@live.ie

Waiting Staff

Employer: The Flesk Restaurant
Location: Killarney
Job Summary: Waiting Staff:
Requirements:

- Experience
- Fluent English
- No split shifts

Hours: Full time
How to Apply: Email CV to: theflesk14mainstreet@gmail.com or phone: 064 66 31126

Sous Chef

Employer: Benners Hotel
Location: Tralee
Job Summary: Sous Chef
How to Apply: Please apply with CV via email to: info@bennershoteltralee.ie. Address: Benners Hotel, Upper Castle Street, Tralee, Co Kerry. Tel: 066 712 9486

Chef De Partie

- Employer:** The Moorings
Location: Portmagee
Job Summary: We have a position available for you if you love working with food – especially seafood
Requirements:
- Energetic, motivated person who is willing to learn
 - Must have completed HACCP Training
 - 4-5 years' experience and must be keen to progress within the kitchen
- Salary/Benefits:** We offer:
- Competitive compensation
 - Excellent tip opportunities
 - Accommodation for employee
- How to Apply:** Apply with current CV to mooringsportmagee@gmail.com
Address: Portmagee, Co. Kerry
Phone: (066) 947 7108

Breakfast Chef/Cook

- Employer:** The Moorings
Location: Portmagee
Job Summary: Small family-run guesthouse has a position available for you if you love working with food
Requirements:
- Willingness to work in a fast-paced environment
 - Must have fluent English
 - At least two years' experience in a breakfast/lunch station
- Salary/Benefits:** We offer:
- Competitive compensation
 - Excellent tip opportunities
 - Accommodation for employee
- How to Apply:** Apply with current CV to mooringsportmagee@gmail.com
Address: Portmagee, Co. Kerry
Phone: (066) 947 7108

Housekeeping Staff

- Employer:** The Europe Hotel & Resort
Location: Killarney
Job Summary: Housekeeping Staff
Requirements: At least 1 years` experience and good English.
Hours: Full time
How to Apply: Forward CV with cover letter to Denise Spillane, Human Resources Manager, The Europe Hotel & Resort, Fossa, Killarney, Co. Kerry.

Restaurant Supervisor

Employer: The Moorings
Location: Portmagee
Job Summary: Family-run business required Restaurant Supervisor to provide first class customer service.
Requirements:

- Must be able to work on them own initiative, and train the team.
- Should have at least two years' experience in a similar role
- Good knowledge of menus/wines etc.
- Fluent English
- "Can do" attitude

How to Apply: Apply with current CV to mooringsportmagee@gmail.com
Address: Portmagee, Co. Kerry
Phone: (066) 947 7108

Chefs De Parti

Employer: Benners Hotel
Location: Tralee
Job Summary: Chefs De Parti
How to Apply: Please apply with CV via email to: info@bennershoteltralee.ie. Address: Benners Hotel, Upper Castle Street, Tralee, Co Kerry. Tel: 066 712 9486

Commis Chefs

Employer: Benners Hotel
Location: Tralee
Job Summary: Commis Chefs
How to Apply: Please apply with CV via email to: info@bennershoteltralee.ie. Address: Benners Hotel, Upper Castle Street, Tralee, Co Kerry. Tel: 066 712 9486

Kitchen Porters

Employer: Benners Hotel
Location: Tralee
Job Summary: Kitchen Porters
How to Apply: Please apply with CV via email to: info@bennershoteltralee.ie. Address: Benners Hotel, Upper Castle Street, Tralee, Co Kerry. Tel: 066 712 9486

Chefs (Various Grades)

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

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

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

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

Cook (with Light Housekeeping duties)

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

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

Breakfast Chef

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

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

Accommodation Assistants

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

Accommodation Assistants

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

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

Cook

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

Commis Chef / Preparatory Chef

Employer: Ballygarry House Hotel & Spa
Location: Tralee
Job Summary: Commis Chef / Preparatory Chef
Requirements: 2nd – 3rd 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.
Ballygarry House Hotel and Spa, Leebrook, Tralee, Co Kerry, V92 W279.
Tel: 066 712 3322

Breakfast Waiting Staff

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
or telephone: 064 663 6405. Ashville House, Rock Road, Killarney, Co Kerry.

Accommodation Assistants

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
or telephone: 064 663 6405. Ashville House, Rock Road, Killarney, Co Kerry.

Wash-Up Staff

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
or telephone: 064 663 6405. Ashville House, Rock Road, Killarney, Co Kerry.

Kitchen Assistant

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

Hotel Receptionist

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

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

Pharmacist

Employer: Busy Tralee area based Pharmacy
Location: Tralee
Job Summary: Pharmacist
Requirements: Minimum of 1 year Pharmacy experience, PSI registered, Excellent communication skills
Hours: Full time
Salary/Benefits: 55k plus extras
How to Apply: Email cv to lasoa1@eircom.net

Secretary

Employer: Ferndale Family Practice
Location: Abbeyfeale
Job Summary: For a single handed GP Practice, fully computerised
Requirements: Previous medical experience essential
Hours: Part time
How to Apply: Please send CV and cover letter to: ferndalefamilypractice@gmail.com.
Address: The Square, Abbeyfeale, Co Limerick, Ireland Tel: 068 32546

Relief Practice Nurse

Location: Tralee
Job Summary: To provide relief cover particularly during the Summer Period
Requirements: Experienced, registered nurses only, flexibility is required
Hours: Part time
How to Apply: Please apply by email, including covering letter and CV to: recruitmentcv@gmail.com
Closing Date: Friday 12th May, 2017

Dental Nurse

Employer: Tralee Dental and Implant Clinic
Location: Tralee
Job Summary: Dental Nurse (cosmetic dentistry and dental implants)
Requirements: Must have a friendly and enthusiastic manner, be a team player and have excellent communication skills. The role is currently 3 days per week with the expansion to the full time position
Hours: Part time (3 days per week) / full time
How to Apply: Address: 2 Day Pl, Tralee, Co. Kerry, Tel: (066) 712 1275 Please email your cv to info@tdic.ie

Practice Nurse

Employer: Ferndale Family Practice
Location: Abbeyfeale
Job Summary: Practice Nurse for fully computerized practice
Requirements: Previous experience essential
Duties: Duties include phlebotomy, immunizations, cervical screen, ECGs etc.
Hours: Part time 28 hours per week
How to Apply: Send CV and cover letter to ferndalefamilypractice@gmail.com, Address: The Square, Abbeyfeale, Co Limerick, Ireland Tel: 068 32546

Personal Assistants

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

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

Healthcare Assistants

Employer: Lystoll Lodge Nursing Home
Location: Skehenerin, Listowel
Job Summary: Day & Night Healthcare Assistants required
How to Apply: Please email CV to: lystolllodge.christine@gmail.com

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 th May 2017

Family Support Worker

Employer:	South West Kerry Family Resource Centre
Location:	Cahersiveen
Job Summary:	Family Support Worker
Requirements:	<ul style="list-style-type: none">• A relevant third level qualification;• At least 3 yrs. experience and knowledge of family support in a community-based setting (averaging 10-15 hours per week minimum);• Experience and knowledge of family and parental support.• Excellent IT, social media and report writing skills;• Access to own transport and full driver licence.
Duties:	To ensure families in contact with the Centre are supported, respected and encouraged to develop their own parenting skills and feel more able to participate positively within the family unit and community. To implement the Tusla National Practice Model Meitheal and to work closely with the Staff and Board to help the Project implement its Strategic Plan.
Hours:	Part-time 25 hours per week. (Annual Contract – subject to funding)
How to Apply:	Application is by detailed CV and cover letter outlining clearly your suitability to this position (maximum 400 words). 4 copies of both MUST be submitted by post only to: South West Kerry Family Resource Centre, 18 Main Street, Cahersiveen, Co. Kerry V23 A393, Job description and person specification can be obtained by email: swkerryfrc@eircom.net
Closing Date:	22 nd May 2017 (Interviews: Mon 29 th May 2017)

Shop Assistant

- Employer:** An Siopa Feirme
- Location:** Waterville
- Job Summary:** Shop Assistant
- Requirements:** To qualify a person must be on a Social Welfare payment for over 12 months
- Duties:** Duties would include - but not limited to:
- Dealing with customers
 - Handling cash and credit card payments
 - Using the till
 - Dealing with suppliers – and taking in deliveries
 - Checking deliveries off against delivery dockets and dealing with issues on the spot
 - Stocking the shelves and fridges
 - Collating and presenting invoices /delivery dockets/ returns dockets to the office for payment of suppliers
 - Liaising with Administrator in the office regarding ordering of supplies
- Hours:** Part time (19.5 hours per week)
- How to Apply:** 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 / General Shop Assistant

- Location:** Killorglin
- Job Summary:** Deli / General Shop Assistant
- Duties:**
- Food preparation
 - 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

Sales Person

- Employer:** DPL Group
- Location:** Tralee
- Job Summary:** Showroom Sales Person for Builders Merchants
- Requirements:** Experience would be beneficial
- How to Apply:** Please send CV to The Manager DPL Group Ltd, Monavalley Ind. Estate, Tralee, Co Kerry or email: tralee@dpl.ie

Stores Supervisor

- 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

Cleaner

- 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

Transport Manager (Road Passenger)

Employer:	South Kerry Ghaeltachtaí Joint Centre
Location:	Cahersiveen
Job Summary:	Transport Manager (Road Passenger)
Requirements:	Certificate of Professional Competence International Road Passenger
Duties:	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
Hours:	Part time (temporary leave absence cover for 1 year)
How to Apply:	Email your CV together with an application letter to ccnfteo@indigo.ie 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 www.uibhrathach.ie
Closing Date:	9 th 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.
Coordinator (Go Kerry)	Tralee	1	CES 2036500
Coordinator (Go Kerry)	Caherciveen	1	CES 2036799
General Operative	Killorglin	1	CES 2034103
Grounds Person (Kilgarvan Community Development Ltd)	Kilgarvan	3	CES 2005943
Cleaner (Kilgarvan Community Development Ltd)	Kilgarvan	1	CES 2005945
Care Assistant(Kilgarvan Community Development Ltd)	Kilgarvan	1	CES 2036621
Receptionist/Office Administrator (An Ríocht)	Castleisland	2	CES-2036558
Childcare Assistant (Rainbows Crèche Glenbeigh)	Glenbeigh	1	
General Operative (Glenbeigh Community Centre)	Glenbeigh	1	CES 2034210
Administrator (Glenbeigh Community Centre)	Glenbeigh	1	CES 2036087

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



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