

South Kerry Local Employment Services

JOB VACANCIES

17th July, 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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us on
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Accounting, Financing & Purchasing

Sales Manager

Employer: Prima Finance
Location: Killarney
Job Summary: Sales Manager. Debt management and personal finance advisory firm.
Requirements: Strong communication and interpersonal skills. Previous experience in a financial sales role. Third level/QFA/financial qualification offers a distinct advantage.
Duties: Liaising and advising potential new clients on a range of financial services and products. Advising clients financially on line with our Debt Management/Personal Finance procedures etc.
How to Apply: Please email CV to: Coshea@primafinance.ie
Closing Date: 31st July 2017

Administration & Office

Administrator with French

Location: Kerry
Job Summary: Administrator with French
Hours: Full time/part time
How to Apply: Please apply via Brendan Timothy - Timothy & O'Connor Chartered Certified Accountants, Princes Quay House, 15 Princes Street, Tralee, Co Kerry Tel: 066 712 9579 or email to: brendan@solutionsrecruitment.ie

Legal Secretary

Location: Tralee
Job Summary: Experienced Legal Secretary required by Tralee Firm of Solicitors.
How to Apply: Please apply with CV to the following Box No: DS285C, The Kerryman, 9 Denny Street, Tralee, Co. Kerry.

Administration Assistant

Employer: Kingdom Installation
Location: Tralee
Job Summary: Administration Assistant.
Requirements: We need somebody who is confident working alone. Complete training given initially and they then would be responsible for the day to day administrative routine set up in the office. Confidence on Microsoft Word and Excel and all fresh new ideas appreciated also. A minimum of 1 years' experience is essential.
Hours: Full time
How to Apply: Please email CV to enquiries@kingdominstallation.com. Address: Kingdom Installation, Abbeydorney, Tralee.

Make-up Artist/Counter Assistant

Employer: O'Connells Pharmacy
Location: Tralee
Job Summary: Make-up Artist/Counter Assistant
Requirements: OTC experience desired, good knowledge of social media and willing to multitask with a busy team.
How to Apply: Please email CV to morgocon@yahoo.ie or tel.: 087 668 2709

Barber

Employer: The Gentleman's Barber
Location: Listowel
Job Summary: Barber
Hours: Part time
How to Apply: Please telephone 068 53 452 or email: thegentlemansbarber@hotmail.com,
Address: 23 William Street, Listowel

Hairdresser

Location: Killorglin
Job Summary: Hairdresser. To cover maternity with the intention of the position becoming permanent.
Requirements: Must be fully qualified with at least 5 years plus experience.
How to Apply: Please telephone: 087 979 8830

Barbers

Employer: Manor Barbers
Location: Tralee, Manor West (near McDonalds)
Job Summary: Experienced Barbers
Hours: Full and part time.
How to Apply: Please contact Peter on 087 779 6952 or email CV to peterodonoghue46@yahoo.co.uk

Building & Construction

Block Layer

Location: Killarney
Job Summary: Experienced block layer required for South Kerry, Killarney & Mid-Kerry area, Safe Pass & own transport essential.
Salary/Benefits: Wages negotiable.
How to Apply: Please telephone John: 087 941 8599

Labourer

Location: Killarney
Job Summary: Labourer required for South Kerry & Killarney areas. Experience & Safe Pass essential. Own transport also desirable.
How to Apply: Please telephone John: 087 941 8599

Quantity Surveyor

Location: North Kerry
Job Summary: We currently have a number of retrofit projects in Dublin and throughout Ireland.
Requirements: 1 + years' experience working with sub-contractors, government bodies and all relevant site employees with Construction or Engineering. Must be a quick learner and eager to progress. (If a candidate has less/more experience than what is required, they may still be considered for this particular role). Knowledge of Microsoft Excel.
How to Apply: All applicants please ring Ciaran Carmody directly on: 087 632 0451

IT & Computing

IT Support Technician – Field Engineer

Employer: Island Computers
Location: Killarney
Job Summary: IT Support Technician – Field Engineer
Requirements: Full clean driving licence is required.
How to Apply: Please email CV to cvs@islandtraining.ie or send it to 5 Court Yard House, Lewis Road, Killarney, Kerry.

Childcare Assistant

Employer: Scartaglen Childcare Centre
Location: Scartaglen, Killarney
Job Summary: Childcare Assistant for September 2017
Requirements: Minimum FETAC Level 5 in Childcare, level 6 – desirable, First Aid and Child Protection are desirable too. Garda vetting will need to be completed. Candidates must adhere to settings policies and procedures. Must have a genuine interest in working with children etc.
Hours: Part time, minimum 20 hours per week.
How to Apply: Please email CV with cover letter to scartchildcare@live.ie or post to The Manager, Scartaglen Childcare Centre, 2 Cnoc Na Run, Scartaglen, Killarney, Co. Kerry.
Closing Date: 21st July 2017

School Secretary

Employer: St. Josephs National School
Location: Castlemaine
Job Summary: School Secretary
Requirements: Strong organisational skills. Excellent communication, interpersonal and ICT skills. A minimum of 3 years' experience in office / secretarial work.
Duties: Day to day receptionist, administrative and record keeping for the school.
Hours: 16 hours per week over 4 days during the school year, and will commence in September of 2017.
How to Apply: Please forward CV with cover letter marked as "secretary position" to The Chairman, Board of Management, St. Josephs National School, Castlemaine, Co. Kerry.
Closing Date: 24th July 2017

Teaching Principal

Employer: Kerry ETB Two Mile Community National School
Job Summary: Teaching Principal. Roll Number -**17365L**. Applications are invited from suitably qualified persons for the permanent whole-time post.
Hours: Full time.
How to Apply: Please complete application form which can be downloaded from our website www.kerryetb.ie/opportunities and return by email only to jobs@kerryetb.ie, **No** C.V.'s, only official application form will be accepted.
Closing Date: Applications by email only must be received not later than 12 noon on Thursday 20st July 2017. Please complete application form, including reference number, for the post(s) you are applying for.

Various Teaching Posts – Details Below

Employer: Kerry Education & Training Board
Job Summary: Applicants are invited for the following Fixed Term/Specific Purpose teaching posts:

College/Subject	CODE	Hours
Killorglin Community College		
Business	KOS 17/18 24	10
Irish	KOS 17/18 23	11
Coláiste Gleann Li		
Business (Maternity Leave Cover, experience of teaching SEN would be an advantage)	CGL 17/1825	12
Various Schools		
Maths (experience of teaching Applied Maths is essential)		3

Requirements:

- A Teacher Education qualification is a requirement.
- Applicants are requested to submit Confirmation of Teaching Council Registration outlining subjects qualified to teach and proof of current registration with their application form

How to Apply: Please complete application form which can be downloaded from our website www.kerryetb.ie/opportunities and return by email only to jobs@kerryetb.ie, **No C.V.'s**, only official application form will be accepted.

Closing Date: Applications by email only must be received not later than 12 noon on Friday 21st July 2017. Please complete application form, including reference number, for the post(s) you are applying for.

Caretaker

Employer: Coláiste na Ríochta and North Kerry College of Further Education
Location: North Kerry
Job Summary: Applications are invited for the post of permanent Wholetime Caretaker under the aegis of Kerry Education and Training Board

Requirements: Please see **Job Description and Person Specification** available on www.kerryetb.ie or from The Human Resources Department, Kerry Education and Training Board, Centrepoint, John Joe Sheehy Road, Tralee, Co. Kerry.

Duties: To open the school each morning and at other times as required prior to commencement of classes or meetings and to be similarly available at school break times (where required). This may require flexible working hours. To have all classrooms ready for the meeting of classes at least half an hour before the official time of commencing etc.

Hours: Full time. To be available for overtime if required.

How to Apply: Please complete application form which can be downloaded from this website www.kerryetb.ie/opportunities and return by email only to jobs@kerryetb.ie. **No CVs** only official application form will be accepted.

Closing Date: 27th July 2017

B&B Assistant

Location: Castlemaine
Job Summary: B&B Assistant
Duties: General housekeeping & waitressing
Hours: Part time (mornings)
How to Apply: Please telephone on: 087 791 2955

Night Porter

Employer: Eviston House Hotel
Location: Killarney
Job Summary: Night Porter for immediate start. Experience & Fluent English required.
Hours: Full time
How to Apply: Candidates can drop in CV to reception in hotel or e-mail to farook@evistonhouse.com

Kitchen Staff Member

Location: Killorglin
Requirements: Flexible & motivated for a busy workplace, fluent English essential. HACCAP desirable but not essential.
Duties: Kitchen work and food preparation.
How to Apply: Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

Bar & Restaurant Staff

Location: Killorglin
Requirements: Some experience required, flexible and motivated, fluent English Essential
How to Apply: Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

Bar Person

Location: Tralee
Job Summary: Bar Person required for approximately 30 hours a week. Must have experience in bar food.
How to Apply: Please forward your CV to shelyn@eircom.net

Cook

Employer: Rosspoint Bar & Restaurant
Location: Rossbeigh/Glenbeigh
Job Summary: Cook
Hours: Part time or Full time
How to Apply: Please email to Darran O Sullivan on info@rosspoint.ie, or call 066 979 4661

Sous Chef

Location: Kerry
Job Summary: Sous Chef with successful Restaurant
Hours: Full time, permanent
How to Apply: Please apply via Brendan Timothy - Timothy & O'Connor Chartered Certified Accountants, Princes Quay House, 15 Princes Street, Tralee, Co Kerry Tel: 066 712 9579 or email to: brendan@solutionsrecruitment.ie

Food & Beverage Assistants

Location: Killarney
Requirements: At least 4 * experience required.
Duties: To clean agreed designated areas, in accordance with laid-down procedures, morning/evening routines and hygiene requirements. To change table linen as required and ensure dirty or damaged linen is counted and exchanged for clean, usable items. To clean and refill condiment sets. To set tables to laid-down standards, ensuring that all items used are clean, undamaged and in a good state of repair. To ensure sideboards or stations are adequately stocked with replacement cutlery, linen or other established needs, be they food or equipment. To prepare tea and coffee in accordance with the hotels standard operating procedures. To take orders from customers and ensure these are given to the appropriate person to execute. To be totally familiar with the composition of all menu items. To serve food and beverages in accordance with standard operating procedures, but above all in a professional and courteous manner etc.
Hours: Full Time
How to Apply: Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

Chef De Partie

Location: Kerry
Job Summary: Chef De Partie with successful Restaurant
Hours: Full time, permanent
How to Apply: Please apply via Brendan Timothy - Timothy & O'Connor Chartered Certified Accountants, Princes Quay House, 15 Princes Street, Tralee, Co Kerry Tel: 066 712 9579 or email to: brendan@solutionsrecruitment.ie

Commis Chef

Location: Kerry
Job Summary: Commis Chef with successful Restaurant
Hours: Full time, permanent
How to Apply: Please apply via Brendan Timothy - Timothy & O'Connor Chartered Certified Accountants, Princes Quay House, 15 Princes Street, Tralee, Co Kerry Tel: 066 712 9579 or email to: brendan@solutionsrecruitment.ie

Night Porter

Employer: Ashville House
Location: Killarney
Job Summary: Night Porter. Experience desirable.
Hours: Thursday, Friday and Sat 7pm-7am
How to Apply: Apply by email to: info@ashvillekillarney.com or post CV to: Ashville House, Rock Rd, Killarney Tel.: 064-663 6405
Closing Date: 28th July 2017

Food & Beverage Staff

Employer: Lord Kenmare's Restaurant
Location: Killarney
Job Summary: The role requires a minimum of 3 years' experience in a similar restaurant environment. Fluent English is essential.
How to Apply: Applications by email to marian@murphysofkillarney.com By Post: Restaurant Manager Lord Kenmare's, College Street, Killarney, Co. Kerry.

Accommodation Assistants

Employer: The Gleneagle Hotel
Location: Killarney
Job Summary: Accommodation Assistants
Requirements:

- Responsible for cleanliness of all hotel bedrooms and corridors.
- Ensuring all hotel standards are met and maintained consistently.
- Respond to any guests' problems or complaints in the correct manner.
- Always greet the guest with a smile ensuring that excellent customer care is being delivered at all time.
- Previous experience in Hotel Accommodation required.

Hours: Full & Part time positions available
How to Apply: To apply please contact Michael Baker, Recruitment Co-ordinator, email: hr@gleneaglehotel.com Tel: 064 667 1571

Duty Manager

Employer:	The Gleneagle Hotel
Location:	Killarney
Job Summary:	Duty Manager
Requirements:	Experience working in a busy and fast paced 3/4 star hotel. Must have experience in functions and banqueting. Strong focus on service standards, staff development and customer service is a key. Applicants must be flexible, have strong customer service skills, be able to work as part of a team and be an excellent communicator
Salary/Benefits	We offer many opportunities for career progression, including internal promotions and inter-departmental transfers across our varied hotel group. We also offer free use of our leisure facilities to our employees.
How to Apply:	To apply please contact Michael Baker, Recruitment Co-ordinator, email: hr@gleneaglehotel.com Tel: 064 667 1571

Chef

Location:	Cahersiveen
Job Summary:	Experienced Chef required for Bar/Restaurant in Cahersiveen
Hours:	11.00am – 3.00pm & 5.00pm – 9.30pm.
Salary/Benefits:	Pay dependent on experience.
How to Apply:	Please contact Jack Li on 087 684 6332

Food & Beverage Assistants

Employer:	The Brehon Hotel
Location:	Killarney
Job Summary:	Food & Beverage Assistants
Requirements:	Excellent Organisation & Communication Skills. Demonstrate excellent team work. Excellent attention to detail. A strong commitment to customer service and the ability to deal with guest issues.
Salary/Benefits	As an employer, we offer many opportunities for Career progression, including internal promotions and inter-departmental transfers across our varied hotel group. We also offer free use of our leisure facilities to our employees.
Hours:	Full & Part time positions available
How to Apply:	Please apply with your CV to Michael Baker, Recruitment Co-ordinator Department at hr@thebrehon.com Tel: 064 667 1571

Staff Nurse

Employer: Kerry Parents and Friends Association
Location: Listowel Day Services
Job Summary: **Specified purpose Staff Nurse, Maternity leave cover.**
Requirements: Fully registered with the Nursing & Midwifery Board of Ireland. Experience of working in a care delivery capacity, preferably within a disability service. Full clean driving license.
Hours: Part time, permanent, 35 hours per week.
How to Apply: Candidates will be short listed for interview on the basis of information contained in their application forms. For application forms please contact the HR Department by phone on 064 663 2742 or by email to: **tracie.ferris@kpfa.ie**
Closing Date: 26th July 2017

Pharmacy Technician

Employer: Leahys Pharmacy Oakpark & Ballinorig.
Location: Tralee
Job Summary: Pharmacy Technician. Part time (flexible) or full time position available.
Requirements: IPU Pharmacy Technician course or equivalent completed (or be in a position to commence same). Customer focused, organised, self-motivated, be a strong team player and be suitable to work in a fast-paced environment.
Salary/Benefits: In addition to a salary an attractive package is available.
How to Apply: Please contact Claire on 066 712 7022, or email **leahystralee@eircom.net**
Closing Date: 15th August 2017

Nurse

Employer: Our Lady of Fatima Home
Location: Tralee
Job Summary: Registered Nurse. Experience in residential care of the older adult preferable but not essential.
Requirements: Registered with An Bord Altranais. Committed to enhancing the care of the older adult. Must be able to demonstrate continuing professional development.
Hours: Full time.
Salary/Benefits: HSE rates apply depending on experience.
How to Apply: Please send applications in writing to Director of Nursing, Our Lady of Fatima Home, Oakpark, Tralee, or email **admin@fatimahome.com**
Closing Date: 25th July 2017

Centre Manager

- Employer:** Kerry Parents and Friends Association
Location: Listowel Respite Services.
Job Summary: Centre Manager.
Requirements: A HETAC Accredited Degree in Applied Social Studies / Social Care or a qualification in Nursing (RNID), Psychology or Social Work (Degree). Have at least 5 years' experience working within a person centred model in the Intellectual Disability Sector. Minimum of three years' experience in a Management/Supervisory position. Car owner.
Hours: Full time, permanent post – 39 hours per week.
How to Apply: Candidates will be short listed for interview on the basis of information contained in their application forms. For application forms please contact the HR Department by phone on 064 663 2742 or by email to: **tracie.ferris@kpfa.ie**
Closing Date: 26th July 2017

Support Worker/s

- Employer:** Kerry Parents and Friends Association
Location: Listowel, Tralee, Castleisland, Killarney, Rathmore, Cahirsiveen and Valentia.
Job Summary: Relief Support Workers.
Requirements: FETAC Level 5 in Healthcare or equivalent qualification. Experience of working in a care delivery capacity, preferably within a disability service. Car owner with a full clean driving license.
Duties: Planning and setting goals with the person to assist them in meeting their personal, social, recreational, academic, independent living, community integration, training and supported employment needs. Support Workers for outreach will provide support to young adults with Intellectual Disability and Autism.
Hours: Part time, permanent posts in **Killarney**. Outreach full time & part time posts – temporary & permanent in: **Killorglin, Caherciveen, Sneem & Castleisland**.
How to Apply: Candidates will be short listed for interview on the basis of information contained in their application forms. For application forms please contact the HR Department by phone on 064 663 2742 or by email to: **tracie.ferris@kpfa.ie**
Closing Date: 26th July 2017

Health Care Assistant

Employer: Castleisland Day Care Centre Ltd
Location: Castleisland
Job Summary: Health Care Assistant
Requirements: Suitable candidates must be 18 years and over and have a qualification in FETAC level 5 Health Care Assistant or equivalent and have at least 2 years experience.
How to Apply: Application form is available by email to castleislanddaycare@eircom.net or by sending S.A.E. to Castleisland Day Centre, Chapel Lane, Castleisland.
Closing Date: 21st July 2017

Project Workers

Employer: Studio 3
Location: Valentia Island
Job Summary: Adult Health and Social Care. Relief position available for an exciting project supporting a young person with Autism who is living in his own home.
Requirements: Experience of helping people with disabilities live as independently as possible. Experience of working with behaviours that can challenge and an understanding of the challenges faced by individuals with autism spectrum conditions etc. Full clean driving licence is essential.
Hours: Evenings and weekends.
How to Apply: Please email CV with cover letter and references to: elaineg@kerry.studio3.org
Closing Date: 21st July 2017

Health Care Assistant

Employer: Ashborough Lodge
Location: Milltown
Job Summary: Health Care Assistant. Experience essential, and must have an excellent command of the English.
Hours: Full and part time.
How to Apply: Please email CV to m.harty@allenfield.ie. Address: Ashborough Lodge Residential Nursing Home, Lyre Road, Milltown, Co. Kerry, Tel: 066 976 5100

Production Manager

Location: Kerry
Job Summary: Production Manager
Hours: Full time/part time
How to Apply: Please apply via Brendan Timothy - Timothy & O'Connor Chartered Certified Accountants, Princes Quay House, 15 Princes Street, Tralee, Co Kerry Tel: 066 712 9579 or email to: brendan@solutionsrecruitment.ie

Metal Fabricator Apprenticeship

Job Summary: Metal Fabricator Apprenticeship. Immediate start.
How to Apply: Please send CVs to: scullyfabrication@hotmail.com

Service Engineer

Employer: Java Republic
Location: Kerry
Job Summary: Service Engineer. Coffee drinkers need only apply!!
Requirements: Strong customer relations experience, Electrical mechanical background is essential. Self-motivated. Excellent communication skills. High standard of time management. Previous experience in the Hot Beverage industry an advantage. Fluent English. Full Clean Driving Licence. Clean and tidy appearance. Good level of Computer skills essential.
How to Apply: Please submit your CV to the General Manager – Ann-Marie Gorman by email to: annmarie@theisland.ie

Drawing Office Assistant

Location: Killorglin
Requirements:

- Knowledge of CAD
- Computer Literate
- Hardworking and Flexible

Duties: Uploading of drawings etc.
Hours: Full time, temporary for 4 months.
How to Apply: Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

Fabrication Technician

- Location:** Killarney
- Job Summary:** The Fabrication Technician is part of a team of Fabricators and Welders who fit and weld steel components. The Fabrication Technician will primarily work with jigs to fit and tack competent parts before the item is moved on for welding, however, the role may require the fabrication of components without the use of a jig.
- Requirements:**
- Fabrication, welding or related work experience.
 - Previous experience in a manufacturing or production environment.
 - Team player.
 - Proven ability to multi-task.
 - Flexibility to move between projects.
- Duties:**
- Read and interpret technical drawings to produce steel components.
 - Take measurements to ensure accuracy.
 - Cutting steel as required.
 - Use welder to tack components.
 - Ensure components are as per the specification required.
 - Work from jigs as required.
 - Operate power and hand tools to complete jobs.
 - Run machines as required to complete jobs.
 - Maintain all health and safety standards at all times.
- Hours:** Minimum of 39 hours per week, Monday to Friday. A reasonable level of overtime may be required at morning, evening or weekend time.
- How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

Retail

Confectionist

- Employer:** Daly's SuperValu
- Location:** Killarney
- Job Summary:** Confectionist
- Requirements:** Experience Preferable.
- Hours:** Full time.
- How to Apply:** Please forward your CV to Therese Moriarty – HR Manager. Address: Daly's SuperValu, Park Road, Killarney, Tel: 064 66 31400

Trainee Stores Supervisor

- Location:** Killarney
- Requirements:** The ideal candidate will have 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
- Hours:** Minimum of 39 hours per week, Monday to Friday. A reasonable level of overtime may be required at morning, evening or weekend time.
- How to Apply:** Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

Sales Assistant

- Employer:** O'Shea's Gala Store & Texaco Service Station
- Location:** Tralee
- Job Summary:** Full time Sales Assistant. Training will be provided.
- How to Apply:** Please forward CV to O'Shea's Gala Store & Texaco, Blennerville, Tralee, Co. Kerry or email: osheasblennerville@yahoo.ie

Security, General Operatives & General Services

General Labourer

- Location:** Killarney
- Job Summary:** General Labourer for busy engineering firm.
- How to Apply:** Please email CV to jobskerry@gmail.com

Electrical Foreman

Employer: David Doyle Electrical Ltd.
Location: Kerry
Job Summary: Currently seeking a highly motivated individual required for the Kerry based projects
Requirements: Previous experience essential.
How to Apply: Please email CV to **info@doyleelectrical.ie** along with any relevant documentation and two references by close of business.
Closing Date: 19th July 2017

Laser Machine Operative

Location: Killorglin
Requirements:

- Computer Literate
- Knowledge of materials
- Awareness of machinery

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

Security Personnel

Employer: AA Security
Location: Kerry
Job Summary: Security Personnel required for the Kerry area. Static guarding/safe pass essential.
How to Apply: Please forward CV to AA Security, Creevy Keel, Cliffoney, Co. Sligo or email: **aidan@aasec.ie**

Dispatch Clerk

Location: Killorglin
Requirements: Computer Literate
Duties:

- Packaging of parts
- Counting of orders
- Ensuring orders are correct
- Printing of Dispatch documents
- Manual Handling and Heavy lifting involved in this role

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

General Operative

Location:	Killarney
Requirements:	<ul style="list-style-type: none">• Team player• Undertake training as required• Flexibility to move between projects• Basic IT skills
Duties:	<ul style="list-style-type: none">• Grinding, cleaning and preparing steel• Shot-blasting steel• Movement of materials as required• Banding steel• Assisting painter• General maintenance, cleaning, operational functions• Ad hoc tasks as required• Assist in other General Operative roles as required etc.
Hours:	39 hours per week, Monday to Friday. A reasonable level of overtime will be required at morning, evening or weekend time to ensure the fulfilment of the requirements of this role.
How to Apply:	Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

Cleaner

Employer:	Kilcara House Nursing Home
Location:	Duagh, Listowel
Job Summary:	Cleaner
Requirements:	Must be flexible to work over 7 days, full driving license, must complete Garda Vetting.
Hours:	Part time.
How to Apply:	Please forward CV to: kilcarahouse@gmail.com , Address: Kilcara House Nursing Home, Kilcara, Duagh, Co. Kerry, Tel.: 068 45 377

Cabinet Maker

Employer:	Leane's Kitchens & Bedrooms
Location:	Killarney
Job Summary:	Cabinet Maker required, experience essential
How to Apply:	Please email CV to padraig.leanes@leanes.com

Painter & Decorator

Location: Kerry & Cork

Requirements:

- Previous experience desirable but not essential.
- Full Clean Driving Licence.

Hours: Approximately 30 hours per week. A reasonable level of overtime will be required at morning, evening or weekend time to ensure the fulfilment of the requirements of this role.

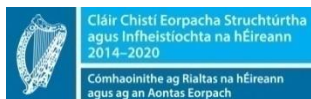
How to Apply: Please send CV to Joanne Griffin, South Kerry Development Partnership, Library Place, Killorglin, Co. Kerry or email jgriffin@skdp.net

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 066 947 2724 Joseph McCrohan Tus Manager & Concubhair Lyne Tus Supervisor



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 analyze local work opportunities.
 - ✓ Develop a network of contacts, which can be of assistance in getting work.

Please contact Mary or Paul for an appointment Tel: 064 663 7833

Community Employment Scheme Positions

How to Apply

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

Job Title	Location	No. of positions	Job Ref. No.
Cleaner	Glencar	1	CES 2045201
Tourist Information Officer	Killorglin	1	CES 2046116
Tourist Information Officer	Dingle	1	CES 2038171
Tourist Information Officer	Listowel	1	CES 2036500
Office Administrator (KMEG)	Kenmare	1	CES 2036731
Arts Administrator (Carnegie Arts Centre)	Kenmare	1	CES 2036730
General Maintenance (Kenmare Area)	Kenmare	1	CES 2036728
Office Administrator (Bonane)	Kenmare	1	CES 2039381
Accounts, Payroll & Admin Clerk (Kilgarvan Community Development Ltd)	Kilgarvan	1	CES 2028958
Maintenance Worker (Killorglin Sports Complex)	Killorglin	1	CES 2046219
Administrator Assistant(Killorglin Sports Complex)	Killorglin	1	CES 2046218
Administrator(Killorglin Rowing Club)	Killorglin	1	CES 2011637
Cleaner(Ard Alainn Killorglin)	Killorglin	1	CES 2032069
<i>Assistant Youth Worker(KDYS)</i>	<i>Listowel</i>	<i>1</i>	<i>CES-2034531</i>
<i>Cleaner(KDYS)</i>	<i>Tralee</i>	<i>1</i>	<i>CES-2042501</i>
<i>Childcare Assistant</i>	<i>Ballyheigue FRC</i>	<i>2</i>	<i>CES 2031132</i>
<i>Childcare Assistant</i>	<i>Dromid</i>	<i>1</i>	<i>CES 2036733</i>
<i>Childcare Assistant</i>	<i>Headford</i>	<i>1</i>	<i>CES 2034503</i>
<i>Childcare Assistant</i>	<i>Listry</i>	<i>2</i>	<i>CES 2034795</i>
<i>Childcare Assistant</i>	<i>Milltown Childcare</i>	<i>1</i>	<i>CES 2011294</i>
<i>Afterschool Assistant</i>	<i>Tralee(Rath Oraigh)</i>	<i>2</i>	<i>CES 2032582</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

