

# South Kerry Local Employment Services

## Head Office



### Cahersiveen

West Main St  
Cahersiveen  
Tel:0669473068

## Killarney Office

37A High St  
2nd Floor  
Killarney  
Co. Kerry  
Tel:0646636966

## Killorglin Office

Library Place  
Killorglin  
Co. Kerry  
Tel:0669761615

## Kenmare Office

21 Henry St.  
First Floor  
Kenmare  
Co. Kerry  
Tel:06466641930

**Call into your local office for a free, friendly & confidential service**

- ✓ Job Searching
- ✓ Career Guidance
- ✓ Information Service
- ✓ Education & Training

**Our offices are open from Monday to Friday  
9:00 – 17:00 (Except lunchtime)**

## Killarney Jobs Club

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

## Job Vacancies

## Administration & Office

### Customer Service Advisor

---

**Employer:** Ladbrokes Ireland  
**Location:** Rathmore Kerry  
**Hours:** 20 hours contract  
**How to Apply:** Ladbrokes Ireland

### Listowel Arms Hotel

---

**Employer:** Listowel Arms Hotel  
**Location:** The Square Listowel  
**Requirements:**

- Reception.
- House Keeping.
- Bar.

**How to Apply:** Please email CV to: [listowelarms.com](mailto:listowelarms.com)

### Administrator

---

**Employer:** Patient Waits Limited  
**Location:** Kenmare  
**Job Summary:** Liaising and advising clients of the company's services.  
Interfacing with client's GP and company's Spanish medical partner.  
Overseeing reimbursement of client medical costs incurred abroad.  
Servicing enquiries for Nursing Home Support Scheme.  
Keeping Company CRM database up to date.  
**Requirements:** Strong communication skills.  
Word, Excel and Mailchimp, skills and knowledge of CRM software.  
Previous experience as Practice Secretary and/or Medical Secretary qualification a distinct advantage.  
Flexibility of execution and tolerance of start-up environment essential.  
**Hours:** Full Time. Role commences October 2018.  
**How to Apply:** Please email your CV to: [martin@patientwaits.com](mailto:martin@patientwaits.com)

## Administration & Office (continued)

### RECEPTIONIST

---

- Employer:** Skellig Star Hotel  
**Location:** Cahersiveen  
**Job Summary:**
- To carry out all Reception duties, working as part of the Front Office Team
  - Ensure complete guest satisfaction through the prompt handling of guest queries in a friendly and efficient manner
  - Ensuring all guests receive a genuine, warm, friendly and courteous welcome on arrival and during their stay
  - To anticipate guests needs whenever possible and to enhance quality service and guest satisfaction
  - Greet and welcome our guests to the Hotel.
  - Register the guests and take payment.
  - Answer any queries the guest may have on in house facilities and tourist information.
  - Update all guest information in the computer.
  - Take and confirm reservations to our guests.
  - Other duties as required
- Requirements:**
- Excellent customer care skills.
  - Be able to work on your own initiative.
  - Excellent communication skills.
  - Be able to cope well under pressure.
- Hours:** Part time position available.  
**How to Apply:** Please send CV to: [Manager@skelligstar.ie](mailto:Manager@skelligstar.ie)

## Beauty, Hair, Fitness & Leisure

### Qualified Hairdresser

---

- Employer:** Tralee Hair Studio  
**Location:** Tralee  
**How to Apply:** Please call: **0667124766**

### Hairstylist & 2<sup>nd</sup> year improver

---

- Employer:** The Style Council  
**Location:** Tralee  
**Hours:** Part time position.  
**How to Apply:** Please apply with your CV to: The Style Council,  
24 Ashe Street, Tralee, Co. Kerry. Tel: **066 7125388**

## Are you interested in becoming a Volunteer Literacy Tutor?

If you would like to find out more about becoming a literacy tutor or interested in completing an application form for our Volunteer Tutor training which is to commence in Tralee in September 2018; please contact Deirdre Fitzgerald 086-0460506 for further information.

Kerry Education & Training Board through our Literacy & Adult Basic Education service provides one to one tuition to men and women who have difficulty with reading, writing, spelling and maths. This service is FREE and confidential and is available in our centres around the county. It operates with the assistance of volunteers from all walks of life in Kerry

### Courses

#### Digital Media:

This course provides the learner with the ability to use digital media devices for their personal and social lives.

Tutor: Rosaleen Kennedy  
Day: Thursday  
Time: 4pm – 6.30pm  
Venue: The Lodge Killorglin  
Start Date: 27<sup>th</sup> September 2018

#### Self- Advocacy:

This programme module aims to equip the Learner with the appropriate skills to speak on their own behalf, necessary in their daily living activities with confidence and dignity.

To gain an understanding of our personal rights and responsibilities in common use and in legislation, to learn about the various support organisations available and the services they can provide and much much more.....

Tutor: Rosaleen Kennedy  
Day: Friday  
Time: 10am – 12.30pm  
Venue: The Lodge Killorglin  
Start Date: 28<sup>th</sup> September 2018

#### Cookery & Nutrition – (Prepare healthy lunches/Snacks)

Tutor: John Casey  
Day: Tuesday  
Time: 10.30pm – 12.30pm  
Venue: The FRC Killorglin  
Dates: 25<sup>th</sup> September 2018

## Courses (continued)

### Driver Theory Tuition:

Let us help you prepare for the Driver Theory Test  
We will have all the up-to-date books and CD's to assist you.

Tutor: Eileen O' Flaherty  
Day: Tuesday  
Time: 4pm – 6pm  
Venue: The Lodge Killorglin  
Start Date: 2<sup>nd</sup> October 2018

### English As a Second Language QQI Level 3:

This is aimed at participants who wish to develop skills in the English grammar, vocabulary and pronunciation through practical exercises in speaking, listening, reading and writing applicable in everyday life.

Tutor: TBC  
Day: Wednesday  
Time: TBC  
Venue: The Lodge Killorglin  
Start Date: 26<sup>th</sup> September 2018

**If you require any further information on the above or to register your interest, please contact Deirdre Fitzgerald ALO Kerry ETB on 086-0460506.**

## Hotels & Catering

### Killarney Park Hotel

**Location:** Killarney

**Vacancies:** **Food & Beverage Personnel**  
**Bar Personnel**  
Previous experience, fluent English, excellent customer care & communication skills.

**How to Apply:** Please send your application in writing to: **The Personnel Manager**, Killarney Park Hotel, Town Centre, Killarney Co. Kerry.  
Email: **info@killarneyparkhotel.ie** Or stop by the hotel to fill an application form before 5<sup>th</sup> of August 2018.

### HEAD BAR PERSON

---

- Employer:** Skellig Star Hotel  
**Location:** Cahersiveen  
**Job Summary:**
- Serving drinks & food
  - clearing tables, keeping bar area clean, dealing with cash, customer service.
  - Ensure the cellar and cold room is maintained to the highest hygienic standards, as set out by Health & Safety/ Food Hygiene regulations.
  - Changing and ordering of barrels as and when required.
  - Ensure stock is rotated in correct date order.
  - Monitor and report wastage during shifts. Assist with stock takes
  - Ensure bar is left ready for following shift.
  - Carry out allocated/appropriate duties as and when required by management.
- Hours:** Part time and full-time positions available.  
**How to Apply:** Please send CV to: [Manager@skelligstar.ie](mailto:Manager@skelligstar.ie)

### Scotts Hotel

---

**Location:** Killarney

**Vacancies:**

*Chef the Partie.*

Full time hours all year round.

*Accommodation Assistant*

**How to Apply:** Please send your CV to: [claire.enright@scottshotelkillarney.com](mailto:claire.enright@scottshotelkillarney.com)

### Waiter/Waitress

---

- Employer:** Skellig Star Hotel  
**Location:** Cahersiveen  
**Job Summary:**
- Serving food & drinks in a polite and friendly manor.
  - Clearing tables, serving food, keeping bar and restaurant area clean, dealing with cash, customer service.
  - Ensure the waiting area is maintained to the highest hygienic standards and kept in good, organised working condition.
  - Ensure stock is rotated in correct date order.
  - Monitor and attend to customers' needs and requests as much as possible.
  - Will also include general bar-work.
  - Assist with stock takes.
  - Ensure the working area is left ready for following shift.
  - Carry out allocated/appropriate duties as and when required by management.

**Hours:** Part time and full-time positions available  
**How to Apply:** Please send CV to: [Manager@skelligstar.ie](mailto:Manager@skelligstar.ie)

## Medical Professionals & Healthcare

### Health Care Assistant(with multi task duties)

---

**Employer:** University Hospital Kerry  
**Location:** University Hospital Kerry  
**Requirements:** Candidates must hold a relevant health skills FETAC Level 5 qualification and be currently working in a Health Care assistant or comparable role  
**How to Apply** Application form and job descriptions available from Sandra Hayes @ [Sandra.hayes2@hse.ie](mailto:Sandra.hayes2@hse.ie) or Call **066-7184164**  
Email informal enquiries to [Sandra.hayes2@hse.ie](mailto:Sandra.hayes2@hse.ie)  
**Closing Date:** 12 noon 8<sup>th</sup> August 2018

## Retail

### Stock room and store Assistant

---

**Employer:** Fogarty's Centra  
**Location:** Waterville, County Kerry  
**Job Summary:** Full time job available in a busy Centra supermarket  
**Requirements:** Previous experience in a similar role would be preferable but we can train a suitable candidate into the role also. We can arrange accommodation if you need to relocate to Waterville  
**Duties:** Main duties will include stocking of retail area and keeping stores tidy. This will include placing orders and checking deliverie  
**Hours:** Full time  
**How to Apply:** You can send this company applications via Indeed

### Store Assistant

---

**Employer:** Aldi Store  
**Location:** Killorglin  
**Requirements:** You'll need to be comfortable with numbers, but other than that this is about having a friendly personality, a 'get on with it' kind of attitude and a passion for the business  
**Hours:** Part time, around 25 hours per week permanent position.  
**How to Apply:** Please apply on Aldi website

## Sales & Marketing & Advertisement

### Sales Person

---

**Employer:** Klearsite Ireland  
**Job Summary:** Servicing regular customers, schools, hospitals, local authorities.  
**Salary & Benefits:** Eu 42,000 + car + generous bonuses  
**How to Apply:** Please apply to: Klearsite Ireland, Unit 4 Blyry Industrial Estate or email to: [klearsiteireland@gmail.com](mailto:klearsiteireland@gmail.com)

## Security, General Operatives & General Services

### Builders Labourers

---

**Employer:** Mangan Group Services  
**Location:** Killarney / Killorglin / Tralee  
**Requirements:** Must have Safe Pass  
Manual Handling an advantage  
**Hours:** Full time. Immediate start.  
**How to Apply:** Please contact James on **0873218274**

### Semi-skilled Carpenters & CNC Router Operators

---

**Employer:** Profile Developments  
**How to Apply:** Please send your CV to: [personnel@profiledevelopments.com](mailto:personnel@profiledevelopments.com)

### Electrician/Maintenance Person

---

**Employer:** Duggan Steel  
**Location:** Millstreet  
**How to Apply:** Please send your CV to: Duggan steel, The Square, Millstreet, Co. Cork.  
Email: [duggansteel@duggansteel.ie](mailto:duggansteel@duggansteel.ie). Tel: **029 70072**

### Panel Beater

---

**Employer:** Bodyshop, Reens Garage  
**Location:** Rathmore, Co. Kerry  
**Job Summary:** You will be repairing damaged vehicles in line with manufacturers' specifications within a busy bodyshop, using modern equipment & techniques  
**Requirements:** Must have at least 3 years' experience repairing all manner of vehicles.  
Must have excellent attention to detail, strong communication & interpersonal skills.  
Dependable with strong work ethics.  
**Hours:** Full time.  
**How to Apply:** Please send your CV to: [momahony@reensrathmore.ie](mailto:momahony@reensrathmore.ie)



## Transport, Warehousing & Motor

### Rigid Truck Driver

---

<b>Employer:</b>	Corrib Oil
<b>Location:</b>	Killarney Area
<b>Requirements:</b>	Excellent communication and customer service skills <ul style="list-style-type: none"><li>• A full, clean Class 'C' Driving License</li><li>• A valid ADR/HazChem License desirable but not essential (full training will be provided)</li><li>• Previous experience is desirable but not essential</li></ul>
<b>Hours:</b>	Full time
<b>How to Apply:</b>	To apply for this position, forward a CV and Covering Letter to the below address or apply using the link below: <b>Breda Connell</b> , Corrib Oil, Unit 16 Galway Technology Park, Parkmore, Galway

### Truck Driver, C License

---

<b>Employer:</b>	Timothy & O'Connor Chartered Accountants
<b>Location:</b>	Co. Kerry
<b>Job Summary:</b>	Runs will consist of delivering furniture and carpets to clients in Count Kerry as well as Warehouse Organization.
<b>Requirements:</b>	Experience truck driving/deliveries & logistics in Co. Kerry. Have a valid, clean C1 Licence and ability to drive 7.5 tonne truck. Good communication, organisation & interpersonal skills. Able to deliver exceptional customer service/satisfaction.

### Qualified Motor Technician, 3rd & 4rd year Apprentice Mechanic

---

<b>Employer:</b>	Randles Bros.
<b>Location:</b>	Tralee
<b>Requirements:</b>	Ability to work on own initiative. Full clean driving licence. Excellent communication skills.
<b>How to Apply:</b>	Please send your CV to: <b>The Service Manager</b> , Randles Bros., Manor West Retail Park, Tralee or email to: <b>padraig@randlesbros.com</b>

## Transport, Warehousing & Motor (continued)

### Taxi Driver

---

<b>Employer:</b>	Mid Kerry Cabs & Tours
<b>Job Summary:</b>	Day/Night service for local customers in Killorglin and throughout Kerry we also provide airport transfers to & from ( Shannon, Kerry, Cork & Dublin)
<b>Requirements:</b>	A full clean driving and SPSV license ability to drive in a safe and secure manner with our client's comfort and safety in mind at all times. Impeccable personal presentation you must be a fluent English speaker with strong communication skills. Strong driving knowledge of Kerry and surrounding areas. Ability to use up to date technology apps, email, etc. Flexibility to work outside Kerry available to work evenings and weekends when required. Properly uniformed for the duration of each assignment vehicle cleaning and preparation.
<b>Hours:</b>	Part time
<b>How to Apply:</b>	For more information on this position please call: <b>087-2582040</b>

## Other Vacancies

### Dog Groomer:

---

<b>Location:</b>	Tralee
<b>Requirements:</b>	We are looking to hire a full time groomer for our new store in Tralee. If you would like to join this team, you must hold a Fetac level 5 or City and Guilds in Grooming and have at least 1 year's practical experience in a grooming role.
<b>Duties:</b>	The successful candidate will be grooming in our state of the art grooming salon, and will be in charge maintaining appointments schedule, dealing with clients, ordering products, sales and housekeeping. Person must be able to work by themselves as well as being part of the team He/ she will be expected to actively seek new clients and provide an exceptional level of customer service.
<b>Hours:</b>	Full time
<b>How to Apply:</b>	Please email CV with cover letter to: Petstop, Unit 2b Westend Retail Park Blanchardstown, Dublin 15, Ireland

## Online Vacancies

Please use the search bar of the relevant web-site to find out more information about the position Last 7 days only.

Following vacancies are recently listed online.	Location	Company	For more information:
Community Care Worker	An Tóchar, County Kerry	Domestic Care	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Truck Driver	Baile Bhuirne	irish health foods ltd	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Receptionist	Ballyferritor	Dingle Peninsula Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Housekeepers	Ballyferritor	Dingle Peninsula Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Vacation Rental Property Manager	Brandon	STAY YNA	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Part Time Childcare Assistants	Castleisland	Cahereen Heights Childcare	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Sales Manager	Co. Kerry	Astoria Partnership Search & Selection	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Customer Relations Manager	Co. Kerry	Manpower	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
HGV Driver	Co. Kerry	McAuliffe Trucking	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Leisure Centre Supervisor	Co. Kerry	Skellig Mist Leisure Centre	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Production Supervisor	Co. Kerry	Wet Dairy	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Vacation Rental Property Manager	Dingle	STAY YNA	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Barista/Waiting	Inch	Inch	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
European HGV Drivers	Ireland	Carna Transport Ireland	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Waiting Staff	Kenmare	Davitts	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Customer Service Administrator	Kenmare	Patient Waits Limited	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Kitchen Porter / Cleaner	Kenmare,	Davitts	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Hotel Receptionist	Killarney	Castlerosse Hotel & Holiday Home	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Tiles and Stoves Salesperson	Killarney	Corcoran's Furniture	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Team Leader	Killarney	Costa Coffee	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Dogs Trust Door To Door Fundraisers	Killarney	CPM Ireland	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
eir In Store Sales Consultant	Killarney	eir	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Supervisor	Killarney	Four Star Pizza	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Cleaning Operative	Killarney	Grosvenor Services	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Product Owner - NFV/SDN	Killarney	iDirect	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Accommodation Assistant	Killarney	International Hotel Killarney	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Service AG/Turf Specialist	Killarney	John Deere	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Senior Supervisor	Killarney	Kilkenny Group	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Night Porter	Killarney	Killarney Avenue Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Sales & Events Specialist	Killarney	Killarney Convention Centre, The Gleneagle Group	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Restaurant Personnel	Killarney	Killarney Oaks Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Kitchen Porter	Killarney	Killarney Oaks Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Full Time Food & Beverage Staff	Killarney	Killarney Oaks Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Duty Manager	Killarney	Killarney Plaza Hotel & Spa	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Accommodation Assistant	Killarney	Killarney Plaza Hotel & Spa	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Kitchen Porter	Killarney	Killarney Plaza Hotel & Spa	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Kitchen Porter/Food Prep	Killarney	Killarney Riverside Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Experienced Barista	Killarney	Manna Café	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Experienced Bar Staff required	Killarney	Muckross Park Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>

Estimator	Killarney	O'Carroll Engineering	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Sales Representative	Killarney	O'Carroll Engineering	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Experienced General Labourer	Killarney	O'Neill & Brennan	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Kitchen Assistant	Killarney	Our Lady Of Lourdes Care Facility	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Customer Advisor	Killarney	Pavers Shoes	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Catering Assistant	Killarney	School Food Company	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Cocktail/Bar staff	Killarney	Social15	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Spa Attendant	Killarney	The Brehon Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Food and Beverage Assistant -	Killarney	The Gleneagle Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Maintenance Manager	Killarney	The Great Southern Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Guest Services Porter	Killarney	The Great Southern Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Conference Bar Staff	Killarney	The Great Southern Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Bar Manager	Killarney	The Great Southern Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Graduate Jobs	Killorglin	Aviso	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Customer Service Representative	Killorglin	Gas Networks Ireland, Fexco	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Construction Labourer	Killorglin	Jim Sweeney & Son	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Sales Person of Car Parts	Killorglin	Kerry ELV Centre L.T.D	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Bar Tender	Killorglin	MLA VENTURES LTD T/A KINGSTON'S BAR & TOWNHOUSE	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Full Time Cleaning Operative	Killorglin	Noonan	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Pizza Assistant	Listowel	H2 Group - Texaco Spar Listowel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Cleaning Operative	Tralee	Abc Cleaning	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Reception & Customer Service / Sales	Tralee	Ard Ri Marble Ltd	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Operations Manager	Tralee	BorgWarner	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Crèche Manager	Tralee	Campus Kids Crèche- Tralee	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Team Member	Tralee	Costa Coffee	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Carer/Personal Assistant	Tralee	Courtney	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Technical Communications Technicians	Tralee	Dairymaster	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Technical / Refrigeration / Milk Cooling Field Service Technician	Tralee	Dairymaster	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Temporary Supervisor	Tralee	Harry Corry	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Store Associate	Tralee	Holland & Barret	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Food Court Catering Assistant	Tralee	Kirby's Brogue Inn	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Sales Consultant	Tralee	Next PLC	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Industrial Cleaner	Tralee	Noonan	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Construction Operatives	Tralee	O'Neill & Brennan	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Experienced Labourers	Tralee	O'Neill & Brennan	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Field Sales Representative	Tralee	PhoneWatch	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Vodafone D2D Sales Representative	Tralee	SalesSense International	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Duty Manager	Tralee	Smyths Toys	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Food and Beverage Supervisor	Tralee	The Ashe Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Journalist/Reporter	Tralee	The HR Suite	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Hotel Receptionist	Tralee	The Imperial Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Senior Mechanic / Business Manager	Tralee	Tralee Tyre & Service Centre	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Housekeeper	Waterville,	Guesthouse	<a href="http://ie.indeed.com">http://ie.indeed.com</a>

## 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**

### 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 old** or over for all areas. Applicants must also be in receipt of an Irish social welfare payment for 1 year or more.

Job Title	Location	No. of positions	Closing Date	Job Ref. No.
Coordinator Go Kerry	Kenmare/Kilgarvan	1	24/08/2018	CES 2079975
Care Assistant (Kilgarvan Community Development Ltd)	Kilgarvan	1	02/08/2018	CES 2080388
Ground Person (Kilgarvan Community Development Ltd)	Kilgarvan	1	02/08/2018	CES 2080388
Coordinator Go Kerry	Mid Kerry	1	24/08/2018	CES 2079974



**Local Employment Service - Cahersiveen**  
 West Main Street,  
 Cahersiveen.  
 Co. Kerry  
**Tel: 066 947 3068**

**Local Employment Service - Killarney**  
 37A High Street  
 2<sup>nd</sup> Floor, Killarney,  
 Co. Kerry  
**Tel: 064 663 6966**

**Local Employment Service - Killorglin**  
 Library Place,  
 Killorglin  
 Co. Kerry  
**Tel: 066 976 1615**

**Local Employment Service - Kenmare**  
 21 Henry Street,  
 1<sup>st</sup> Floor, Kenmare,  
 Co. Kerry  
**Tel: 064 664 1930**

## Services from the Local Employment Services

### Job Seekers

Local Employment Services are providing you with free and confidential information, guidance and job-searching support as well as training & educational opportunities.

### Employers

Save time and costs associated with recruiting by using our free quality service.

## Volunteering Opportunities

### Volunteer to increase your chances of employment

On the path to finding a job, why not consider volunteering? Your jobseekers allowance will not be affected if you volunteer, as long as you remain available to take up paid employment.

To find out more, contact Linda, the Placement Officer, at Kerry Volunteer Centre on 066-7117966 or [linda@volunteerkerry.ie](mailto:linda@volunteerkerry.ie) or visit our website [www.volunteerkerry.ie](http://www.volunteerkerry.ie)

**Please note that it is important to seek approval for volunteering by contacting your DSP Case Officer.**

## Services from the Killarney Library

**The Killarney Library offers free online courses in many areas, such as IT and for learning new languages.**

**Opening Hours:** Monday, Wednesday, Friday, Saturday 10:00 a.m. - 5.00 p.m.  
Tuesday & Thursday: 10:00 a.m. - 8:00 p.m.

**Address:** Rock Road, Killarney, Co. Kerry

**Librarians:** Eamon Browne, Kathleen Rice, Noreen Dennehy, Hazel Joy.

**Phone:** (064) 663 2655

**Fax:** (064) 663 2967

**Email:** [killarney@kerrylibrary.ie](mailto:killarney@kerrylibrary.ie)

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





EUROPEAN UNION  
Investing in your future  
European Social Fund



## Wanted

# Farmers and Fishermen to join the **South Kerry Development Partnership CLG** **Rural Social Scheme (RSS) in** **Caherdaniel, Sneem & Blackwater**

*South Kerry Development Partnership CLG received an additional 21 Rural Social Schemes places in 2018. We have 12 remaining places to fill.*

The Benefits of the Rural Social Scheme are:

- Increases your income.
- Payment each week to your bank account.
- Work alongside other farmers and fishermen.
- Opportunity to work locally.
- Indoor and Outdoor work available
- Opportunity to work on community projects.
- Opportunity to use your many skills.
- Meet new people and reduce isolation.
- Contribute to you pension entitlements.
- One to one confidential advice and support with all paper work on farm and household entitlements.
- Indoor and outdoor positions available.

For further information please contact **Mr. Joseph McCrohan**, South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry.

**[jmccrohan@skdp.net](mailto:jmccrohan@skdp.net)**

**Tel: 066 9472724 or 087 2849165**



SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.

## SKDP working in partnership with Staffline for recruitment of temporary workers for Amazon Customer services

# Staffline

### Virtual Customer Service Associate – working with Amazon

Would you like to **work from home** as part of a world-renowned organization?

Unable to commit to a full-time role all year round but want to gain valuable experience at a large multi-national organization? Have a passion for helping customers but wish to do so from the comfort of your own home without the hassle of commuting? Then keep reading because we have the role for you!

Staffline is looking for candidates with great communication skills, who are comfortable talking to people via phone, email or chat, with a passion for customer service and self-development to join Amazon's virtual customer service network. The exact same role as if you worked in one of our contact centres but with one great benefit – no commute!

In addition, you will be part of a virtual team consisting of over 60 Customer Service Associates based in over 20 towns and cities across UK and Ireland!

You will receive 6 weeks of online training, either trainer-led or group-based, which will allow you to meet your new team virtually and learn together on how to offer the best customer service experience.

#### ***As a Customer Services Part Time Flex Associate, you will:***

- Work **40 hours** per week for 6 weeks. After this, you will switch to the part-time model of 20 hours per week \*
- Work a flexible shift pattern based on a minimum of 20 hours as a normal working week
- Have the ability to flex your schedule to meet the needs of Amazon's customers
  - If contacts are busier than planned and overtime is available, you can volunteer to work additional hours
  - If it's a quieter period and want additional time off, you can volunteer to reduce your hours
  - Evenings and weekends are critical times for Amazon so if you have a preference for those types of shifts, or for working split shifts we can accommodate that!
- In July and during the Christmas period (mid Nov to late December, please note these dates may be subject to change based on customer demand), Amazon experiences an increase in customer requirements. During this time, you will be required to commit to working 40 hours per week\*\*

\*Part time (20 hour) schedules will have shifts typically between 6am to 12pm and 5pm to 10pm Monday to Friday and anytime within 6am to 10pm at weekends

\*\* During peak periods, 40 hour schedules will include shifts within the hours of 6am to 10pm Sunday to Saturday

#### **Requirements:**

- Minimum broadband connection of **10MB download speed and 5MB upload speed** (evidence of speed tests will need to be provided at recruitment stages)
- **A dedicated workstation**, free from distraction and ergonomically appropriate, for home working.

#### **To be a successful Virtual Customer Service Associate at Amazon, you'll need to have the following skills and attributes:**

- Fluent English with excellent communication skills, both written and verbal
- Excellent typing and phone skills
- Ability to navigate the Internet, multiple browsers, email, and Instant Messenger tools
- High flexibility during Amazon's busiest periods
- Ability to empathize with and prioritize customer needs
- Exude patience and ownership with each customer
- Ability to determine customer needs and provide appropriate solutions, setting expectations with customers



- Ability to deal with ambiguity and make sound judgements on behalf of Amazon's customers
- Technically savvy with an ability to diagnose basic connectivity problems

*Please note that, in order to meet Amazon's customer requirements, you must be willing to work over Christmas, at weekends and public holidays (this may be inclusive of Christmas day, St Stephens day and New Years day) and annual leave may not be taken in November and December, unless there are exceptional circumstances. In addition, you must be able to commit to full attendance during a 6 week training period.*

The start dates for this position will be discussed with you on application – you must be available to start on that date and no holidays can be taken over the initial 6 weeks.

This vacancy is for a temporary contract with Staffline. There may be opportunities for permanent employment with Amazon, depending on Amazon's resourcing requirements.

If this flexible, part time virtual role sounds like it's for you, then **click on the link below** to start the application process, you will need to complete an online assessment which takes 35-45mins and must be done on a laptop or desktop (not a mobile or tablet).

[https://amazon.force.com/JobDetails?Agency=1&isApply=1&reqid=a0R0G000017DHXD&setlang=en\\_GB](https://amazon.force.com/JobDetails?Agency=1&isApply=1&reqid=a0R0G000017DHXD&setlang=en_GB)

*If you require further information please contact Bridie on 087 2934440 or any South Kerry Local Employment Service office (see front page for details)*



Jigsaw is a free and confidential service that supports young people aged 12-25 years experiencing mild to moderate distress. Jigsaw offers brief therapeutic interventions, based on building resilience and supporting development of coping strategies in young people. We can meet with a young person up to 8 times. We accept referrals from young people, parents and professionals.

To contact us call **066 7186785** or email us at **kerry@jigsaw.ie'**

Its Ok not to feel ok, and it's absolutely ok  
to ask for help