

14<sup>th</sup> December 2018

Free for your benefit.

Week 51

# 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:0669762444

## 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



## OFFICE ADMINISTRATOR

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**Location:** Supermarket has number of positions in varying locations,  
Killarney/Barraduff/Rathmore/Mallow

**Requirements:** Immediate start, must be flexible, full and part-time positions

**How to Apply:** Please apply to PO Box 3691  
Killarney Advertiser  
Unit 1C  
Park Place  
High Street  
Killarney  
Closing date 21 December for all positions.

## Teachers

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**Employer:** Brookfield College

**Location:** Tralee

**Requirements:** French and German  
Also backup file being completed in all subjects areas

**How to Apply:** Send CV /Letter of Application to :  
Brookfield College  
Monavalley  
Tralee  
Co Kerry  
Or email : [principal@brookfieldcollege.ie](mailto:principal@brookfieldcollege.ie)

## ADMINISTRATOR/RECEPTIONIST

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**Location:** Auctioneer's Office, Tralee

**Requirements:** Proficient in Microsoft Suite  
Strong organisational skills  
Excellent typing skills  
Professionally presented with excellent customer service skills  
Strong written and verbal communications skills  
The ability to work well under pressure, to strict deadlines , is essential  
A high level of attention to detail  
Previous experience essential

**How to Apply:** Please apply with CV to :  
Box No: 5050  
Kerry's Eye Newspaper  
Ashe Street  
Tralee

## Office/Admin/Professional Continued

### ORDER ENTRY/TELESALES OPERATIVE

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**Employer:** Independent Irish Health Foods Ltd  
**Location:** Ballyvourney, Co Cork  
**Requirements:** Excellent communication skills, both oral and written.  
Proficient in Microsoft Office  
Good attention to detail and organisation skills required.  
**How to Apply:** Please forward CV with references to:  
jobs@iihealthfoods.com

### WEBSITE DESIGNER/MANAGER

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**Employer:** Strand House Dingle  
**Location:** Dingle  
**Requirements:** Highly skilled. Knowledge of website packages is essential. Previous marketing experiences a distinct advantage.  
**How to Apply:** Please email your CV and a copy of your online portfolio to:  
[info@strandhousedingle.com](mailto:info@strandhousedingle.com)

## Retail

### SHOP ASSISTANT

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**Location:** Supermarket has number of retail positions in varying locations,  
Killarney/Barraduff/Rathmore/Mallow  
**Requirements:** Immediate start, must be flexible, full and part-time positions  
**How to Apply:** Please apply to PO Box 3690 for Shop Assistant  
Killarney Advertiser  
Unit 1C  
Park Place  
High Street  
Killarney  
Closing date 21 December for all positions.

## SUPPORT WORKERS POSITIONS – KERRY PARENTS & FRIENDS ASSOCIATION

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- Location:** **1.Outreach – Caherciveen & Valentia** ( Some further travel may be required )  
19 hrs per week (two evenings, plus one Friday and one Saturday per week)  
Specified Purpose Contract
- 2.Outreach – Castlemaine & Killorglin**  
23 hrs per week ( Monday to Friday )  
Specified Purpose Contract
- 3.Valentia**  
10 hrs Night Duty once every 3 weeks.  
Specified Purpose Contract
- Requirements:** FETAC Level 5 in Healthcare or equivalent qualification.  
Experience of working in a care delivery capacity preferably within the disability sector.  
Car owner with full clean drivers licence.

## SOCIAL CARE WORKER – KERRY PARENTS & FRIENDS ASSOCIATION

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- Location:** Valentia
- Requirements:** 8.5 hours per week (with a sleep in )  
Permanent  
BA in Applied Social Care or equivalent qualification.  
Experience of working in a care delivery capacity preferably within the disability sector.  
Car owner with full clean drivers licence
- How to Apply:** For full details and application forms, please contact the HR Department on 064-6632742  
Or email: [deirdre.herlihy@kpfa.ie](mailto:deirdre.herlihy@kpfa.ie) or [tracie.ferris@kpfa.ie](mailto:tracie.ferris@kpfa.ie)  
Completed Application Forms must be submitted to:  
Deirdre Herlihy  
Human Resources Manager  
Kerry Parents and Friends Association  
Old Monastery  
Port Road  
Killarney  
Co. Kerry  
Or email: [deirdre.herlihy@kpfa.ie](mailto:deirdre.herlihy@kpfa.ie) by 5pm on Wednesday the 19<sup>th</sup> of December 2018

## Healthcare/Childcare continued

### NURSE MANAGER - FULL TIME

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**Employer:** Rockmount Care Centre  
**Location:** Kilgarvan, Co Kerry  
**Requirements:** A recognised Nursing qualification and registered with Bord Altranais. Current Bord Altranais agus Cnaimhseachais na hÉireann registration. Have a minimum of 5 years post –registration experience as a Nurse including one year’s experience in Elder Care.  
**How to Apply:** Please forward CV to Company Secretary marked “Nurse Manager” Position Interviews will take place week beginning 28<sup>th</sup> January 2019  
Short – list may apply  
Closing date 11<sup>th</sup> January 2019  
Short–listing may apply

## Driver/Mechanical

### ARTIC DRIVER

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**Employer:** Lee Strand  
**Location:** Tralee  
**Requirements:** Collecting of bulk milk ex farm.  
Delivery of stock to customers.  
Maintaining of stock in a clean and presentable manner.  
Carry out instructions of management.  
The successful applicant will be required to present themselves for duty in a neat and tidy manner and wear the company uniform. He/she should be courteous and attentive to the customer’s and company’s needs.  
A full clean artic licence and up to date CPC certificates are necessary.  
**How to Apply:** Applicants should send their CV along with a covering letter to :  
Lee Strand Co-op  
Ballymullen  
Tralee  
Co Kerry

## Driver/Mechanical continued

### BUS DRIVERS

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**Location:** Tralee and Listowel  
**Requirements:** Day time work.  
Monday to Friday - 39 hrs per week  
Start date is Monday January 7<sup>th</sup> 2019  
One bus driver for Tralee  
One bus driver for Listowel  
Must have a full clean D Licence and up-to-date CPC & Digital Tachograph Cards  
Garda Vetting Required  
**How to Apply:** Please apply CV to : [busjobvacancies@gmail.com](mailto:busjobvacancies@gmail.com)  
Closing date for applicants is Tuesday 18<sup>th</sup> December 2018 at 12 noon

### SCHOOL BUS DRIVER

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**Requirements:** D Licence  
Top rate of pay  
MUST be from Tralee Town area  
**How to Apply:** Please call : 087-9864349

## Hotel & Catering

### CATERING ASSISTANT/CASHIER

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**Employer:** Muckross Craft Centre, The Garden Restaurant  
**Location:** Killarney  
**Requirements:** Full time position  
**How to Apply:** Please forward your CV to:  
Majella Cremin  
Personnel Department  
or email: [accounts@muckross-house.ie](mailto:accounts@muckross-house.ie)

### GRILL CHEFS

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**Employer:** Eddie Rocket's  
**Location:** Killarney  
**Requirements:** Over 18's  
**How to Apply:** Email your CV to: [KILLARNEY@EDDIEROCKETS.IE](mailto:KILLARNEY@EDDIEROCKETS.IE)

## Hotel & Catering Continued

### HEALTH & FITNESS CLUB ATTENDANT

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**Employer:** Killarney Park Hotel  
**Location:** Killarney  
**Requirements:** Lifeguard qualification  
Excellent Customer Care Skills  
Previous experience preferable  
Fluent English. Excellent communication skills and high standards.  
**How to Apply:** Applications in writing to:  
The Personnel Manager  
Killarney Park Hotel  
Town Centre  
Killarney  
Co Kerry  
Or stop by the hotel to fill out an application form before 23<sup>rd</sup> December 2018.

### FOOD & BEVERAGE PERSONNEL

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**Employer:** Killarney Park Hotel  
**Location:** Killarney  
**Requirements:** Previous experience preferable.  
Fluent English and excellent customer care skills.  
Friendly personality.  
**How to Apply:** Applications in writing to:  
The Personnel Manager  
Killarney Park Hotel  
Town Centre  
Killarney  
Co Kerry  
Or stop by the hotel to fill out an application form before 23<sup>rd</sup> December 2018.

### EXPERIENCED BAR STAFF

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**Employer:** Café du Parc  
**Location:** Killarney  
**Requirements:** Great personality and be dedicated to customer care.  
**How to Apply:** Email CV to [jobs@odrhoteles.com](mailto:jobs@odrhoteles.com)

## Hotel & Catering Continued

### SPA THERAPIST

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**Employer:** Killarney Park Hotel  
**Location:** Killarney  
**Requirements:** Excellent customer care skills and fluent English.  
May suite a recently trained therapist or just finishing college.  
Attention to detail and high standards.  
**How to Apply:** Applications in writing to:  
The Personnel Manager  
Killarney Park Hotel  
Town Centre  
Killarney  
Co Kerry  
Or stop by the hotel to fill out an application form before 23<sup>rd</sup> December 2018.

### ACCOMMODATION ASSISTANT

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**Employer:** Killarney Park Hotel  
**Location:** Killarney  
**Requirements:** Team player and driven by high standards.  
Previous experience preferable.  
Fluent English and excellent customer care skills.  
Attention to detail.  
F/T and weekend work.  
**How to Apply:** Applications in writing to:  
The Personnel Manager  
Killarney Park Hotel  
Town Centre  
Killarney  
Co Kerry  
Or stop by the hotel to fill out an application form before 23<sup>rd</sup> December 2018.

### RELIEF BAKERS ASSISTANT

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**Employer:** O Sullivan's Bakery  
**Location:** IDA Estate, Langford Street, Killorglin  
**Requirements:** 19 hours per week to cover bakers holidays and busy periods.  
Assisting bakers in their duties, full training provided.  
**How to Apply:** Please call to: O Sullivan's Bakery  
Or alternatively email  
[info@osullivansbakery.ie](mailto:info@osullivansbakery.ie)  
Phone : 066-9761127  
Stating your interest in the above position



## Hotel & Catering Continued

### DEMI CHEF

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**Employer:** Killarney Park Hotel  
**Location:** Killarney  
**Requirements:** Qualified chef with 2 years previous hotel experience in a similar role.  
Fluent English and good communication skills.  
Good time keeper and ability to work under pressure.  
Team player and driven by high standards.  
Creativity and passion for food.  
Desire to work in a 5 Star property.  
**How to Apply:** Applications in writing to:  
The Personnel Manager  
Killarney Park Hotel: East Ave Killarney  
Or stop by the hotel to fill out an application form before 23<sup>rd</sup> December 2018.

### RESTAURANT MANAGER WITH BAR EXPERIENCE

### DUTY MANAGER

### KITCHEN PORTER SUPERVISOR

### FOOD & BEVERAGE ASSISTANT

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**Employer:** Great Southern  
**Location:** Killarney  
**Requirements:** Enthusiastic  
**How to Apply:** Apply with detailed CV to  
[mbasel@greatsouthernkillarney.com](mailto:mbasel@greatsouthernkillarney.com)  
Or call 064 6638042  
Or in writing to:  
The HR Department  
Great Southern East Avenue Road Killarney

## Construction

### CAD TECHNICIAN

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**Requirements:** Required with ability to use 2D & 3D for Architectural Practice  
**How to Apply:** Please reply to Box Number: 5055  
Kerry's Eye Newspaper  
Ashe Street  
Tralee  
Co Kerry

## Education

### INSTITUTE OF TECHNOLOGY TRALEE VACANCIES

<b>Employer:</b>	Institute of Technology Tralee
<b>Location:</b>	Tralee
<b>Positions</b>	<ol style="list-style-type: none"><li>1. Manager - Kerry Sports Academy</li><li>2. Assistant Lecturer - Mathematics</li><li>3. Assistant Lecturer - Quality Management or Validation</li><li>4. Assistant Lecturer - Veterinary Science/Bioscience/Nursing</li><li>5. Technician - Computer Services</li></ol>
<b>How to Apply:</b>	All applications must be made online at <a href="http://www.ittralee.ie">www.ittralee.ie</a> Closing date for receipt of completed application forms is 12 noon Thursday 3 <sup>rd</sup> January 2019

### Services from the Kerry South Jobs Club



**'There is no charge for this service'**



**Do you need help with your CV?**

**Do you need help writing a cover letter?**

**Have you an interview coming up and need help preparing?**

**We can compile a professional CV & Cover Letter to suit your needs  
We can arrange to do a mock interview for you so you are well prepared**

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

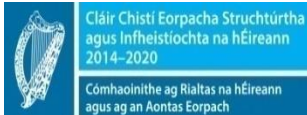
## TÚS-Community Work Placement

### Initiative Participants

- ✓ Are you Unemployed for 12 months or longer 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:

- **Library Place, Killorglin; Tel: 087 414 6379: Paudie O'Shea, Tus Supervisor**
- **21 Henry Street, (First floor), Kenmare: Tel: 064 664 1930: John McCrohan, Tus Supervisor**
- **West Main Street, Cahersiveen; Tel: 066 947 2724: Joseph McCrohan Tus Manager**
- **37A High Street, 2nd Floor, Killarney: Tel: 064 663 6572: Lisa Murphy & Gerard Moynihan Tus Supervisor**



## TUS/RSS VACANCIES

### CARETAKER/19.5 HRS PER WEEK (KILLARNEY)

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<b>Employer:</b>	Listry Community Facility Killarney
<b>Requirements:</b>	Times will be agreed with voluntary group involved
<b>How to Apply:</b>	Contact Joseph McCrohan; TUS/RSS Manager on 066-9472724 or 087-2849165

### RETAIL ASSISTANT/19.5 HRS PER WEEK (CAHERSIVEEN)

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<b>Employer:</b>	Charity Shop Cahersiveen
<b>Requirements:</b>	Times will be agreed with voluntary group involved
<b>How to Apply:</b>	Contact Joseph McCrohan; TUS/RSS Manager on 066-9472724 or 087-2849165

## 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 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.
Care Assistant	Kilgarvan Community Development Ltd )	1	08/01/2019	2089883
Grounds Person	(Kilgarvan Community Development Ltd	3	08/01/2019	2089886
YOUTH WORKER	KILLORGLIN	1		2089935
YOUTH WORKER	DINGLE	1		2087940
Reception	Killarney	1	15/12/2018	2091878
Healthcare	Rathmore	1	15/12/2018	2091627
Sports Ground Worker	Killarney	3	17/12/2018	2094692
Secretary	Killarney	1	17/12/2018	2094696