South Kerry Local Employment Services

FREE FOR YOUR BENEFIT

CALL INTO YOUR LOCAL OFFICE FOR A FREE, FRIENDLY AND CONFIDENTIAL SERVICE

⇒ JOB SEARCHING ⇒ INFORMATION SERVICES

⇒ CAREER GUIDANCE ⇒ EDUCATION & TRAINING

OUR OFFICES ARE OPEN FROM MONDAY TO FRIDAY

9:00 - 17:00

(Closed for Lunch)

Killarney Jobs Club

37A High St. 2nd Floor, Killarney

- ⇒ CURRICULUM VITAE (CVs)
- ⇒ COVER LETTERS
- **⇒ JOBS CLUB TRAINING**

Head Office

West Main Street Cahersiveen Co. Kerry

Tel: 066 9472724

Other Offices:

Killarney

37A High St.
2nd Floor,
Killarney,
Co. Kerry
Tel: 064 6636572

Killorglin

Library Place, Killorglin, Co. Kerry Tel: 066 9761615

Kenmare

21 Henry St. Kenmare, Co. Kerry Tel: 064 6641930





An Roinn Gnóthaí Fostaíochta agus Coimirce Sóisialaí Department of Employment Affairs and Social Protection



ACCOUNTS, FINANCING, MARKETING

INSURANCE ADVISOR FOR PERSONAL & COMMERCIAL LINES

Employer: Healy Insurances

Location: Killarney

Requirements: APA, CIP and entry level considered

Please send your CV to: info@healyinsurances.ie How to Apply:

ACCOUNTS ASSISTANT/ADMINISTRATOR

Employer: The Palladio Door Collection

Requirements: The successful candidate will work within the Accounts Department processing a high

volume of invoices within agreed deadlines for inclusion in payment runs paying particu-

lar attention to payment due dates and VAT rules.

Duties:

Maintaining invoice files and ensuring invoices are quickly approved, inputted and paid

• Enter invoices and credit notes onto Sage Accounting system

• Reconcile Supplier Statement's to Creditor Ledger, investigate and follow up on discrepancies

• Analysis and posting of Credit Card Statements

• Preparation of Intrastat, Vies, CSO Reports and VAT Returns

Prepare and set up of electronic transfers and payments on Banking-on-line

• Posting of all payments and receipts to Sages for the various Bank Accounts

Weekly/monthly Bank Reconciliations

• Other Ad-hoc duties as required

Salary: Salary based on Experience

How to Apply: Application by CV only to info@profiledevelopments.com

ADMINISTRATION & OFFICE

SCHOOL SECRETARY (MATERNITY LEAVE)

Employer: Gaelscoil Faithleann Primary School, Killarney

Details: Experience in office / secretarial work / administration or related environment is essen-

tial as are excellent interpersonal skills.

Applicants must have excellent computer skills; Word, Excel, Data base, Digital Media

and be proficient in accounts administration etc.

The post will include additional secretarial duties in support of the Principal, Deputy

Principal and staff.

This appointment is to replace the existing school secretary while she is on maternity

leave.

How to Apply: Applications by post including CV, certificates and at least two references to be ad-

dressed to: An Cathaoirleach, Gaelscoil Faithleann, Cill Airne, Co. Chiarraí

Please include mobile numbers for all referees. Appointment will be subject to Garda

Vetting.

Closing Date: 12.00 pm on the 18th August

RECEPTIONIST (FULL-TIME)

Location: a busy Killarney office

Requirements: • To manage inbound calls

Schedule appointments General office duties

• Experience essential

· Ability to work in a busy environment

How to Apply: Applications in confidence to killarneyofficeposition@gmail.com

EXPERIENCED LEGAL TYPIST

Location: Castleisland

How to Apply: Please apply with your CV to:

David Twomey & Co., Solicitors, 55 Main Street, Castleisland, Co. Kerry

ADMINISTRATION & OFFICE

FINANCIAL/ ADMINISTRATIVE OFFICER (PART-TIME)

Employer: Iasc Og, Cromane

Requirements: • Experience in operation of the Pobal system

• Experience in operation of the Tusla compliance system.

• Have good working knowledge of Big Red Book.

• Knowledge of childcare regulations would be a great advantage.

The successful candidate will provide a high standard of administrative and financial functions for the centre, including the day to day management of the childcare service and ensure the regulatory compliance of Service.

The successful candidate will also possess a strong team ethic, excellent communication skills; provide support to staff within the service, liaise and communicate with parents and carers. They may also be expected to liaise and communicate with outside agencies. Flexibility in approach to work will also be important.

Details: Informal queries may be sent to: Mrs Valerie Ahern, Manager

contact: iascogpre-school@live.ie

How to Apply: Please apply using a cover letter and CV. The cover letter should outline how you meet

the expectations of the details of the post given above. Proof of qualifications should be

included with your application.

Applications can be sent to: Mrs Valerie Ahern, Manager

contact: iascogpre-school@live.ie

HOTEL & CATERING

EXPERIENCED BAR PERSON FOR IMMEDIATE START

Employer: Killarney Country Club

How to Apply: Please Apply with reference to seanomahony19@gmail.com

OPEN POSITIONS AT ASHVILLE HOUSE

Job details: Part-time Accommodation Assistants

Hours: Monday to Friday - 9.30am to 2pm approx., occasional weekends

Waitressing/Wash up

Hours: Monday - Friday - 8am - 12.30pm approx., occasional weekends

How to Apply: Apply by email to info@ashvillekillarney.com or post CV to Ashville House, Rock Rd,

Killarney, Co Kerry

HOTEL & CATERING

COOK, BARTENDER

Employer: Craineens Bar

Location: Cahersiveen

Requirements: Experience preferable for both positions.

How to Apply: To apply, email CV to tomlapsley@gmail.com

KITCHEN PORTER / COMMIS CHEF DINING ROOM STAFF (PART-TIME)

Employer: The Fáilte Hotel

Requirements: Experience essential in similar role.

How to Apply: Apply with CV to Niall or Paudie, Fáilte Hotel

Email: failtehotel@gmail.com

Tel. 064 663 3404

RELIABLE EXPERIENCED PERSON

Employer: Killarney View Guest House

Job details: Reliable experienced person required for morning reception, reservations, kitchen,

housekeeping etc.

Requirements: Good standard of English

Hours: 5 hours per morning approx.

How to Apply: Please reply to: info@killarneyviewguesthouse.com

SOUS CHEF

Employer: Quinlan

Location: "The Mad Monk" 21-22 Plunkett St., Killarney

Details: We have opened the doors of our brand new restaurant The Mad Monk. It's the new ad-

dition to the Quinlan's family business and our new premises is situated on the very pop-

ular Plunkett Street, in our beloved town of Killarney.

We are looking for a professional and experienced Sous Chef to be the second in com-

mand in our kitchen, following our Head Chef's specifications and guidelines.

The successful candidate will employ their culinary and managerial skills in order to play

a critical role in maintaining and enhancing our customer's satisfaction

Salary: The minimum annual remuneration will be €35 000

Hours: The hours of work will be an average of 45 hours per week.

How to Apply: If you want to be part of the great team here at The Mad Monk, feel free to send on your

CV to teresa@quinlansfish.com

HOTEL & CATERING

FOOD AND BEVERAGE ASSISTANT

Employer: Muckross Park Hotel & Spa

Job Summary: We offer:

Excellent trainingSuperb rates of payBrilliant benefits

Positive work environmentOpportunities to progress

Requirements: If you have the right attitude, we'll give you the skills to succeed.

How to Apply: Send your CV to daniel@muckrosspark.com

KITCHEN ASSISTANTS

Employer: Quinlan & Cooke

Location: Cahersiveen

Requirements: Immediate start

How to Apply: To apply, email CV to hello@qc.ie or contact Kate on 066 9472244

MEDICAL, HEALTHCARE, NURSING

SENIOR CAREWORKER (COVERING MATERITY LEAVE)

Employer: Kerry Cheshire

Requirements: A Senior Care Worker role is to lead the team who support individuals with neurological

conditions in all aspects of their daily lives and in accordance with their evolving plans to

enable them to live a good life. Full clean driving licence is essential.

How to Apply: Please forward your CV to: karen.odonoghue@cheshire.ie or Karen O'Donoghue, Kerry

Cheshire, St. Margaret's Rd, Killarney, Co Kerry

EDUCATION & TRAINING

QUALIFIED SINGING TEACHER

Employer: Killarney School of Music

Requirements: BA or Diploma level with experience

How to Apply: Please send CV to: manager@killarneyschoolofmusic.com

Tel: 064 66 37 598

EDUCATION & TRAINING

ACCOUNTING TECHNICIAN INSTRUCTOR

Employer: Kerry Education and Training Board

Location: Kerry ETB Centre, Tralee

Details: Application form and full details for this post may be obtained from

www.kerryeetb.ie/opportunities

How to Apply: Completed application form to be returned by email only to:

jobs@keryyetb.ie

No CVs, only official application form will be accepted.

Closing date: 12 noon, Wednesday 14th of August 2019

RESOURCE WORKER (MATERNITY LEAVE)

Employer: Kerry Education & Training Board

Location: Kerry ETB Centre, Tralee

Details: Combination of tuition & administration

Requirements: Essential Criteria:

- Recognised primary degree

- Minimum of 2 years tutoring experience

- Experience of QQI assessment protocols and procedures

- Excellent ICT skills/experience (including database, data analysis and spreadsheets, other MIS systems)

- Full clean driving Licence

Desirable Criteria:

- Good planning and organisational skills

- High level of interpersonal and communication skills

- Good time management skills and ability to work on own initiative

- Commitment to Kerry ETB core values: Respect, Quality, Equality, Inclusion and Learning.

Hours: 37 hours

How to Apply: Completed application form which may be obtained from

www.kerryeetb.ie/opportunities to be returned by email only to: jobs@keryyetb.ie

No CVs, only official application form will be accepted.

Closing Date: 12 noon, Wednesday 14th of August 2019

CHILDCARE ASSISTANT

Employer: Little Stars, Pre-school

Location: Abbeydorney

Requirements:: The applicant is required to have a minimum of QQI Level 5 qualification in Childcare

How to Apply: Please contact Breda on 087 67 32 858 for details.

CHILDCARE

CHILDCARE WORKER FOR ECCE SCHOOL YEAR

Employer: Iasc Og, Cromane

Requirements: • A professional qualification in childcare - Level 5 or higher in childcare

• At least 3 years work experience in childcare setting (Third Level Work Experience will not be counted)

• The successful candidate will provide a high standard of care and education for all children in the service, co-ordinate age appropriate for all children in the service, support the day to day running of the childcare service, and support the regulatory compliance of Service.

The successful candidate will also possess a strong team ethic, excellent communication skills; provide support to staff within the service, liaise and communicate with parents and carers. They may also be expected to liaise and communicate with outside agencies. Flexibility in approach to work will also be important.

Details: Informal queries may be sent to: Mrs Valerie Ahern, Manager

contact: iascogpre-school@live.ie

How to Apply: Please apply using a cover letter and CV. The cover letter should outline how you meet

the expectations of the details of the post given above. Proof of qualifications should be

included with your application.

Applications can be sent to: Mrs Valerie Ahern, Manager

contact: iascogpre-school@live.ie

CHILDCARE ASSISTANT (1 FULLTIME / 2 PARTTIME)

Employer: Milltown Childcare Centre

Requirements: Minimum FETAC Level 5 major Award

Flexible working hours, hardworking and ability to work as part of a team

Provide Care & Education and work with a variety of ages

Assist with planning, observation and cleaning

Position subject to Garda Vetting.

How to Apply: Send Curriculum Vitae to info@milltownchildcare.com or post to Naíolann Solais,

Milltown Childcare Centre, Milltown, Killarney, Co. Kerry

Closing Date: 16th of August 2019

GENERAL OPERATORS, DRIVERS

OPEN POSITIONS AT T NOLAN & SONS LTD

Employer: Main and Scania Dealer - T Nolan & Sons Ltd, Limerick Rd, Castleisland

Details: QUALIFIED HGV MECHANIC

We are currently recruiting for a qualified HGV mechanic who holds a Senior Trade Cert. Suitable candidate must hold a full clean drivers licence, be flexible & be able

communicate well with Customers.

HGV MECHANIC - APPRENTICESHIP

We are currently recruiting an apprentice HGV mechanic, suitable applicant must have good attitude, work ethic, be willing to learn & have a keen interest in mechanics. Full training & support will be given. Applicants must be able to undertake the Solas based

apprenticeship programme.

How to Apply: Applications to tnolan@tnolans.com

TEMPORARY GENERAL OPERATORS

Employer: Alps Alpine Group

Requirements: Good understanding of the English language and positive attitude are essential.

Previous experience is beneficial but not essential.

Extensive training provided.

Subsidised transport from Killarney, Barraduff and Rathmore available.

How to Apply: Apply by requesting an application form from info@alps.ie

TAXI DRIVER (PART-TIME)

Employer: Sage Taxis

How to Apply: Candidates need:

- PSV Licence

Flexibility as night shifts and weekends are includedAbility to work as part of a team in a busy environment

- Knowledge of Killarney town would be an advantage but not essential

- Fluent English is essential.

Salary: Competitive rates of pay for the right candidate.

How to apply: Contact Tony on 086 154 28 90 or email: info@sagetaxis.ie

OTHER VACANCIES

CUSTOMER SERVICE REPRESENTATIVE (FULL-TIME)

Employer: **Europear Mobility Group** Requirements:

- Full clean Driver's Licence

- Sales background preferred but not mandatory as full training is provided

Competitive salary and commission Salary:

How to Apply: Apply be email to: mantas.valasinas@europcar.ie

HAIRDRESSER

UNIQUE OPPORTUNITY TO ACQUIERE A STATION

Ruby Tuesday Employer:

Location: Park Road, Killarney

How to Apply: Expression of interest on 087 2608508

COUNSELLOR / PSYCHOTHERAPIST (PART-TIME)

Employer: South West Kerry Family Resource Centre CLG

Location: Communities of South West Kerry

Requirements: - The Counsellor / Psychotherapist will be fully qualified holding a minimum of a level 8

or equivalent qualification in Psychotherapy / Counselling & accredited with IAPTP, PT-

Ire, IACP, IAHIP, ICP or equivalent.

- Will be employed by SWK Family Resource Centre which manages the service and work

as part of a multi-disciplinary team.

- Will be under the general line management of the FRC Coordinator and expected to

have professional indemnity insurance.

- Will be required to be Garda Vetted for this role

Hours: A minimum of 4 counselling sessions per week at the Centre

Please send CV and Cover letter to: The Coordinator at: South West Kerry Family Re-How to Apply:

source Centre, 18 Main Street, Cahersiveen, Co. Kerry V23 A393, Phone: 0669481000,

or email to: swkerryfrc20@gmail.com

Closing Date: 5pm Monday 19th August 2019

CNC MACHINE OPERATORS

Employer: KME - Kerry Mechanical Engineering

Positions: CNC Plasma Machine Operator

• Milling Machine Operator

• Drill Line Operator

• Press Brake Operator

Requirements: Applicants must have previous experience and be capable of producing machined pads by

programming, setting up a CNC machine in conjunction to maintaining quality and safety

How to Apply: Enquiries to: kerrymecheng@gmail.com or 068 45 005

OTHER VACANCIES

CLEANER

Employer: Kerry Cheshire

Requirements: The person we are looking to recruit will be contracted for 9.75 hrs per week, in Kerry

Cheshire on a permanent contract. You will perform cleaning duties for the users of Kerry

Cheshire including all apartments and communal areas.

How to Apply: Please forward your CV to: karen.odonoghue@cheshire.ie or Karen O'Donoghue, Kerry

Cheshire, St. Margaret's Rd, Killarney, Co Kerry

GROUNDS FOREMAN (FULL-TIME)

Employer: Killarney Racecourse and Ross Golf Club

Details: Main Duties/Responsibilities:

• Responsible for the presentation and maintenance of the race track and golf course to a high standard.

- The supervision and delivery of the racecourse and golf course maintenance program
- Set up for racing each day
- Working closely with the IHRB and the Clerk of the Course
- · Liaising with all service providers for each race meeting
- Supervision of track/course staff and the various service providers
- Health & Safety matters for track/course staff
- Responsibility for the upkeep of machinery and buildings

Minimum Requirements:

- Education The holder of a "greenkeeper's qualification" or a degree/diploma in "Turf management /Agronomy"
- An ability to demonstrate previous relevant experience within a similar environment
- An ability to lead and motivate a team in a pressurised environment
- An ability to manage resources effectively to ensure standards are maintained
- Ability to use own initiative and also contribute effectively as part of a high performing team

How to Apply: Please respond demonstrating how your competencies match the key requirements of

this role, by submitting an application addressed to The Chairman, Killarney Race Com-

pany DAC, Ross Road, Killarney, Co. Kerry

Closing Date: 23rd August 2019

OTHER VACANCIES

WAREHOUSE/STORE PERSON (FULLTIME)

Employer: KC Print, Killarney

Details: Busy hi tech printing firm requires a dedicated hard working stores/warehouse operator.

Duties will require: Forklift driving

Booking in and monitoring of all goods

Stock management via our computerised MIS

Assisting in the efficient running of our busy factory

The right candidate, must have exceptional time management, and be well organised. You must be highly motivated and have a great positive working attitude, who takes great pride in their work. Experience not required as full training can be provided for the right candi-

date.

How to Apply: Please send applications to: accounts@kcprint.ie

CNC MACHINE OPERATORS

Employer: KME - Kerry Mechanical Engineering

Positions: • CNC Plasma Machine Operator

Milling Machine Operator

• Drill Line Operator

• Press Brake Operator

Requirements: Applicants must have previous experience and be capable of producing machined pads by

programming, setting up a CNC machine in conjunction to maintaining quality and safety

standards.

How to Apply: Enquiries to: kerrymecheng@gmail.com or 068 45 005

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.

CE SCHEME VACANCIES

| Job Title | Location | No. Of Posi- tions | Closing Date | Job Ref. No. |
|---------------------|---|--------------------------|--------------|--------------|
| Care Assistant | Kilgarvan Community Development Ltd. | 1 | 21/08/2019 | 2118031 |
| | | | | |
| Childcare Assistant | Ballyheigue | 1 | 03/09/2019 | 2119024 |
| Childcare Assistant | Ballybunion | 1 | 03/09/2019 | 2119023 |
| Childcare Assistant | Camp | 1 | 03/09/2019 | 2119008 |
| Childcare Assistant | Castledrum | 1 | 03/09/2019 | 2119009 |
| Childcare Assistant | Castleisland | 1 | 03/09/2019 | 2119011 |
| Childcare Assistant | Cumann Iosaef | 1 | 03/09/2019 | 2119013 |
| Childcare Assistant | Killorglin Scamps | 1 | 03/09/2019 | 2119026 |
| Childcare Assistant | Listowel | 1 | 03/09/2019 | 2119028 |
| Childcare Assistant | Listry | 1 | 03/09/2019 | 2119021 |
| Childcare Assistant | Rathmore | 1 | 03/09/2019 | 2119014 |
| Childcare Assistant | Scartaglen | 1 | 03/09/2019 | 2119016 |
| Childcare Assistant | Shanakill | 1 | 03/09/2019 | 2119017 |
| Childcare Assistant | St Brigid's | 1 | 03/09/2019 | 2119018 |
| Childcare Assistant | Waterville | 1 | 03/09/2019 | 2119019 |

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.

CE SCHEME VACANCIES

| Job Title | Location | No. Of Posi- tions | Closing Date | Job Ref. No. |
|---------------------|---|--------------------------|--------------|--------------|
| Childcare Assistant | St Brigid's Childcare, Ballyheigue | 1 | 03/09/2019 | 2119024 |
| Childcare Assistant | St Brigid's Childcare, Ballybunion | 1 | 03/09/2019 | 2119023 |
| Childcare Assistant | St Brigid's Childcare, Camp | 1 | 03/09/2019 | 2119008 |
| Childcare Assistant | St Brigid's Childcare, Castledrum | 1 | 03/09/2019 | 2119009 |
| Childcare Assistant | St Brigid's Childcare, Castleisland | 1 | 03/09/2019 | 2119011 |
| Childcare Assistant | St Brigid's Childcare, Cumann Iosaef | 2 | 03/09/2019 | 2119013 |
| Childcare Assistant | St Brigid's Childcare, Killorglin Scamps | 1 | 03/09/2019 | 2119026 |
| Childcare Assistant | St Brigid's Childcare, Listowel | 1 | 03/09/2019 | 2119028 |
| Childcare Assistant | St Brigid's Childcare, Listry | 1 | 03/09/2019 | 2119021 |
| Childcare Assistant | St Brigid's Childcare, Rathmore | 1 | 03/09/2019 | 2119014 |
| Childcare Assistant | St Brigid's Childcare, Scartaglen | 1 | 03/09/2019 | 2119016 |
| Childcare Assistant | St Brigid's Childcare, Shanakill | 2 | 03/09/2019 | 2119017 |
| Childcare Assistant | St Brigid's Childcare, St Brigid's | 2 | 03/09/2019 | 2119018 |
| Childcare Assistant | St Brigid's Childcare, Waterville | 1 | 03/09/2019 | 2119019 |

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.

CE SCHEME VACANCIES

| Job Title | Location | No. Of Posi- tions | Closing Date | Job Ref. No. |
|----------------|-------------------------|--------------------------|--------------|--------------|
| Maintenance | Firies Castleisland | 1 | | 2105648 |
| Maintenance | Currow | 2 | | 2108117 |
| Cleaner | An Riocht, Castleisland | 1 | | 2105650 |
| Cleaner | Ballymacelligott | 1 | | 2105651 |
| Maintenance | An Riocht, Castleisland | 1 | | 2106009 |
| Bookkeeper | An Riocht, Castleisland | 1 | | 2108517 |
| Receptionist | An Riocht, Castleisland | 1 | | 2108518 |
| Caretaker | Brosna | 1 | | 2108122 |
| Grounds Person | Kilgarvan | 1 | 18/09/2009 | 2120575 |
| Care Assistant | Kilgarvan | 1 | 21/08/2019 | 2118030 |

TÚS - COMMUNITY WORK PLACEMENT

- ⇒ 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.
- \Rightarrow Class A social insurance paid.
- \Rightarrow 12 month contract.

COME IN AND TALK TO US

| Cahersiveen: | Killarney: | Killorglin: | Kenmare: |
|--|--|---|---------------------------------------|
| Adrian Griffin TÚS Supervisor | Ger Moynihan Lisa Murphy TÚS Supervisors | Paudie O'Shea TÚS Supervisor | Donal McCarthy TÚS Supervisor |
| SKDP CLG West Main St., Cahersiveen. | SKDP CLG 37A High St., Killarney. | SKDP CLG Library Place, Killorglin. | SKDP CLG 21 Henry St., Kenmare. |
| Tel: 066 9472724 | Tel: 064 6636572 | Tel: 087 4146379 | Tel: 064 6641930 |

TÚS/RSS VACANCIES

RETAIL ASSISTANT (CAHERSIVEEN)

Employer: Charity Shop

Location: Cahersiveen

Requirements: Times will be agreed with voluntary group involved

19.5 hrs per week

How to Apply: Contact Joseph McCrohan; TUS/RSS Manager on 066-9472724 or 087-2849165









South Kerry Jobs Club



Are you unemployed and looking to return to work?

KICKSTART YOUR JOBSEARCH BY ATTENDING OUR TRAINING WORKSHOP

- PART-TIME PROGRAMME FOR JOBSEEKER
- TRAVEL ALLOWANCE IS PAID ON COMPLETION





THE JOBS CLUB TEAM
MARY MURRAY & PAUL MURPHY

OUR PART-TIME COURSES ARE DESIGNED TO OFFER HELP & SUPPORT TO JOB-SEEKERS ON HOW TO EVALUATE THEIR INDIVIDUAL SKILLS, ESTABLISH A JOB-SEEKING PLAN OF ACTION, MAKE JOB APPLICATIONS, PREPARE CVS, COVER LETTERS, REGISTER ON JOBS IRELAND, AND PREPARE FOR INTERVIEWS.

'BOOK YOUR PLACE AS PLACES ARE FILLING UP FAST'

COURSES ARE RUN IN KILLARNEY / KILLORGLIN/ CAHERSIVEEN / KENMAREK

FOR FURTHER INFORMATION CONTACT PAUL OR MARY ON 064 – 6637833
OR EMAIL KILLARNEY JOBSCLUB AT KILLARNEYJOBSCLUB@SOUTHKERRYLES.IE



Jobs Sheet Publishing Info



South Kerry Development

Partnership CLG.,

37A High St,.

Killarney,

Co. Kerry

Tel: 064 6636572

Email: info@skdp.net

The Jobs Sheet is published weekly by South Kerry Local Employment Services in Killarney.

And is available from all SKDP offices

Or

From our Website

Or

Like us on Facebook to receive notification of publication

Or

Contact us on the email below to be added to our mailing list

<u>www.southkerry.ie</u> <u>jobsheet@southkerryles.ie</u>



Do you wish to have a job included in the next issue of the South Kerry LES Jobs Sheet?

Send us the job details,

To include:

Job Title, Location, Requirements, How to Apply and Closing Date

Any jobs received after 1p.m. on Thursdays are not guaranteed to be published

Email: jobsheet@southkerryles.ie





An Roinn Gnóthaí Fostaíochta agus Coimirce Sóisialaí Department of Employment Affairs and Social Protection

