

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 (CV'S)
⇒ 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



SOUTH KERRY DEVELOPMENT
PARTNERSHIP CLG.



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



ACCOUNTS, FINANCE, MARKETING

FINANCIAL CONTROLLER

Employer: OCKT Limited
Location: Killarney
Requirements: Qualified Accountant with previous manufacturing and construction experience. Five years experience and be proficient in Sage and Excel
Hours: Full Time
How to Apply: CV's should be forwarded by Email to info@ockt.ie
Closing Date: 6th December

ACCOUNT ASSISTANT

Employer: Killarney Advertiser
Location: Killarney
Requirements: Must have experience with Brightpay and Sage Line50
How to Apply: Apply to box number 3725, Killarney Advertiser, High Street, Killarney
Closing Date: 6th December

ADMINISTRATION/OFFICE/MANAGEMENT

MEDICAL SECRETARY/ ADMINISTRATOR

Location: North Kerry, West Limerick
Requirements: Required for Part-Time Position:
General Practice experience of patient management software and medical administration an advantage
How to Apply: Please forward CV by email to: jlsbusinessserv@gmail.com

ACCOUNTS/OFFICE ADMINISTRATOR ASSISTANT

Employer: Ocean view nursing home
Location: Tralee
Requirements:

- High proficiency in Microsoft Office (especially Word & Excel)
- Excellent numerical skills, with high attention to detail
- Experience with payroll an advantage

How to Apply: Email CV to oceanviewnh@gmail.com or call 066 7130267

HOTEL & CATERING

SUPERVISER/WAITING STAFF/BARISTA

Employer: Café du Parc
Location: Killarney
Requirements: Excellent customer service skills, Fluent English required
How to Apply: All CV's to: careers@odrhoteles.com or phone 064 6621065

FOOD & BEVERAGE ASSISTANT/ ACCOMMODATION ASSISTANT

Employer: Castlemartyr Resort
Requirements: The 5 Star Castlemartyr Resort in East Cork are currently recruiting for a variety of roles including: Kitchen, Food & Beverage, Accommodation and more
How to Apply: For more details contact us at recruit@castlemartyrresort.ie or on 021 4219000

LEISURE CENTRE ATTENDANT (PART-TIME)

Employer: O'Donoghue Ring Hotels
How to Apply: Please forward your CV and references to hr@odrhoteles.com

WAITING STAFF

Employer: Giovannelli Restaurant
Location: Killorglin
How to Apply: Email: antoinewtgiovannelli@yahoo.ie Or call: 087 6232497

KITCHEN ASSISTANT

Employer: Bellview Woods Childcare
Location: Killarney
Requirements:

- Experience in a similar kitchen setting an advantage
- HACAPP Certification (training will be provided)
- Full Clean Driving Licence
- Garda Vetting & Police Vetting (If appropriate)

Hours: 25 - 30 per week
How to Apply: Apply via CV to bellviewwoods@bestcreche.ie

CHILDCARE

EARLY YEARS EDUCATOR

Employer: Bellview Woods Childcare

Location: Killarney

Requirements:

- Min Fetac Level 5 in Childcare
- Experience in a childcare setting desirable
- Garda Vetting & Police Vetting (If appropriate)

Hours: Min 15 - 40 per week

How to Apply: Apply via CV to bellviewwoods@bestcreche.ie

GENERAL OPERATORS, DRIVERS

FURNITURE DELIVERY PERSON (PART-TIME)

Requirements: Lifting and assembly of furniture
Experience preferable

How to Apply: Please call 087 290 04 62

ELECTRICIAN

Requirements: Electrician Required
For manufacturing plant in Kerry

How to Apply: Send your CV to: electriciankerry@gmail.com

CRAFT STONEMASON & STONECUTTER

Employer: The Office of Public Works

Requirements: In the National Monuments service Killarney district of The Office of Public Works (based in the short to medium term at the OPW sub-depot Askeaton, Co. Limerick)
Competition Reference: 2019069

How to Apply: Application forms are available at www.opw.ie

Closing Date: Tuesday 3rd December 2019

WAREHOUSE OPERATIVE

Employer: Irish health foods ltd

Location: Ballyvourney, Cork

Requirements:

- Responsible for general warehouse duties.
- Must be motivated and a good team player.

How to Apply: Please forward CV with references to jobs@iihealthfoods.com

MEDICAL PROFESSIONALS

PRACTICE NURSE

Location: Killarney

Requirements: Seeking to recruit a Full-Time Practice Nurse to join our team
Practice Nursing experience is preferable but training can be provided

How to Apply: Apply with CV to P.O Box: 3723, Killarney Advertiser, High Street, Killarney, Co. Kerry

NURSE ON CALL

Location: Tralee

Hours: Pick and choose your own hours

Requirements: Work available now for RGNs, RCNs, RMs, RPNs and RNIDs.
New Graduates and nurses returning to work also welcome Student/Midwives & Care Assistants (QQI Level 5 - formerly FETAC)

How to Apply: Apply with CV to corkoffice@nurseoncall.ie
For more information call 021 4222830

Closing Date: Interview Time & Date: Wednesday 4th December from 10am until 2.30pm
The Brandon Hotel

REGISTERED NURSE

Employer: Ocean view nursing home

Location: Tralee

Hours: Full-time

Requirements: RGN with a genuine passion for care of the older adult

How to Apply: Email CV to oceanviewnh@gmail.com

OTHER VACANCIES

CUSTOMER CARE TEAM LEAD

Employer: Schoolbooks.ie

Location: Tralee, Co. Kerry, Ireland

3-5 years of Customer Service Team Management Experience
Fluency in written and spoken English

How to Apply: email your CV and cover letter to jobs@schoolbooks.ie

Closing Date: 3rd January 2020

OTHER VACANCIES

TEMPORARY VISITOR GUIDE/ NATIONAL PARK & WILDLIFE

- Employer:** Department of Culture, Heritage and the Gaeltacht
- Requirements:** Suitable qualified candidates to form panels for Temporary Visitor Guides from which current/ future vacancies in the following locations
- Ballycroy National Park
 - Connemara National Park
 - Glenveagh National Park
 - Killarney National Park (Muckcross House and Killarney House)
 - Mid-West Region (between Burren National Park, Dromore Wood and Coole Park Nature Reserves)
- These are temporary seasonal posts. Depending on the Location of the vacancy; the contract dates and durations will differ so some interviews may be held sooner than others
- How to Apply:** Further details and application forms are available at www.chg.gov.ie/heritage/national-parks-wildlife or may be requested from hr@chg.gov.ie
- Closing Date:** Thursday 5th December 2019

SPA THERAPIST

- Employer:** Park Hotel
- Location:** Kenmare
- How to Apply:** Send CV to info@parkkenmare.com

TEACHERS, TUTORS, TRAINERS

ASSISTANT LECTURER - IRISH SIGN LANGUAGE

- Employer:** Institute of Technology Tralee
- How to Apply:** All applications must be made online at www.ittralee.ie
- Closing Date:** 6th December

SUPPORT EARLY YEAR TEACHER

- Employer:** Naíonra Faithleann
- Location:** Killarney
- Requirements:**
- Min Fetac Level 5 in childcare
 - A good standard of Irish is desirable (but not necessary)
 - Post subject to Garda Vetting
- Hours:** 15 hours per week
- How to Apply:** Apply via CV to Aoife Murphy naionrafaithleann@eircom.net

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 Positions	Closing Date	Job Ref. No.
Childcare Assistant	Ardfert	1	20/12/2019	2129679
Cleaner	Ballymacelligott	1	–	2105651
Cook	St Brigid's	1	06/12/2019	2129699
Caretaker	Brosna	1	–	2108122
Childcare Assistant	Camp	1	20/12/2019	2129683
Youth Work Assistant	Cahersiveen	–	–	2124677
Childcare Assistant	Castledrum	1	20/12/2019	2129684
Childcare Assistant	Castleisland	1	20/12/2019	2129686
Youth Work Assistant	KDYS, Castleisland	–	–	2124678
Cleaner	Ard Alainn Killorglin Day Care Centre	1	06/01/2020	2121237
Maintenance	Currow	2	–	2108117
Cleaner	An Riocht, Castleisland	1	–	2105650
Bookkeeper	An Riocht, Castleisland	1	–	2108517
Receptionist	An Riocht, Castleisland	1	–	2108518
Childcare Assistant	Cumann Iosaef	1	20/12/2019	2129687
Childcare Assistant	Killorglin FC	1	20/12/2019	2129689
Grounds Person	Kilgarvan Community Development Ltd	1	06/12/2019	2125027
Bus Driver	Killorglin Day Care Centre	1	06/12/2019	2128390
Sports Co-Ordinator Assistant	Killorglin Sports Complex	1	11/12/2019	2128710
Sports Ground Worker	Fitzgerald Stadium	4	–	2123876
PR & Marketing Assistant	Fitzgerald Stadium	–	–	2128285

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Job Title	Location	No. Of Positions	Closing Date	Job Ref. No.
Centre Porter	Listowel	1	06/12/2019	2129703
Childcare Assistant	Listry	1	20/12/2019	2129690
Childcare Assistant	Rathmore	1	20/12/2019	2129691
After School Assistant	Rath Oraigh, Tralee	1	20/2/2019	2129701
Childcare Assistant	Scartaglen	1	20/12/2019	2129694
Childcare Assistant	Shanakill	2	20/12/2019	2129695
Childcare Assistant	St Brigid's, Tralee	1	20/12/2019	2129696
Childcare Assistant	Waterville	1	20/12/2019	2129698
Gym Assistant	Castlemaine	1	–	
Kitchen Assistant	Castlemaine	2	–	
Youth work Assistant	Castleisland	-	–	2124678



Are You Unemployed? Are You Interested in Starting your Own Business?

The BTWEA may be suitable for you!



Back to Work Enterprise Allowance (BTWEA) Information Mornings

Every **Thursday Morning - 9am to 12noon**

South Kerry Development Partnership CLG Office, Library Place, Killorglin

The BTWEA assists unemployed people and others in receipt of certain Social Welfare payments to become Self Employed. People who qualify and are setting up their own business may retain a percentage of their social welfare payment for Up To 2 Years.

Contact Joanne Griffin, Enterprise Officer on 087 6152660 or jgriffin@skdp.net to arrange an appointment

Or Simply CALL IN—Every THURSDAY MORNING - 9am to 12noon - SKDP OFFICE, KILLORGLIN



Rialtas na hÉireann
Government of Ireland
Tionscadal Éireann
Project Ireland
2040



The Social Inclusion and Community Activation Programme (SICAP) 2018-2022 is funded by the Irish Government through the Department of Rural and Community Development and co-funded by the European Social Fund under the Programme for Employability, Inclusion and Learning (PEIL) 2014-2020

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.
- ⇒ Class A social insurance paid.
- ⇒ 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. Tel: 066 9472724	SKDP CLG 37A High St., Killarney. Tel: 064 6636572	SKDP CLG Library Place, Killorglin. Tel: 087 4146379	SKDP CLG 21 Henry St., Kenmare. Tel: 064 6641930



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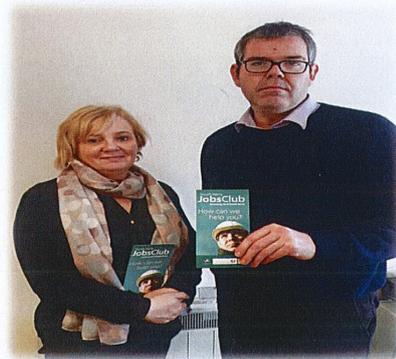
South Kerry Jobs Club



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**



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agus Coimircé Sóisialaí
Department of Employment Affairs
and Social Protection**

Jobs Sheet Publishing Info



SOUTH KERRY DEVELOPMENT
PARTNERSHIP CLG.

South Kerry Development
Partnership CLG.,

37A High St.,

Killarney,

Co. Kerry

Tel: 064 6636572

Email: info@skdp.net

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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

www.southkerry.ie

jobsheet@southkerryles.ie



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 5p.m. on Thursdays are not guaranteed to be published****

Email: jobsheet@southkerryles.ie



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