

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 CURRENTLY CLOSED TO THE
PUBLIC DUE TO CORONAVIRUS BUT WE CAN BE
REACHED BY PHONE OR EMAIL

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





SOUTH KERRY DEVELOPMENT
PARTNERSHIP CLG.

South Kerry Jobs Club



Let us help you improve your job seeking skills and strategies and help you enter or re-enter the workforce.



Our Jobs Club team
Paul Murphy & Mary Murray

Are you a job seeker looking for work?

- Do you need help with Preparing CVs, Cover Letters, Application Forms?
- Would you like to be shown how to use Job Search Sites and how to upload your CV etc?
- Need help with your Computer Skills – at least have enough skills to send an email and access job sites?
- Have you lost confidence in being out of work and find it difficult to motivate yourself now or maybe you have begun to doubt yourself and your skills?



Phone Paul or Mary today on
064 6637833 and start your
Journey to Success.

WE CAN PROVIDE ONLINE SUPPORT TO UPDATE YOUR CV, TALK YOU THROUGH INTERVIEW SKILLS AND PREPARE YOU FOR WORK.

WORKING FROM HOME

WORK FROM HOME CUSTOMER SERVICE - FRENCH & GERMAN SPEAKERS

Employer:	Apple Inc
Location:	National
Information:	<ul style="list-style-type: none"> As a Customer Support Advisor, you'll be supporting many of our popular products, from iPhones to iPads to MacBooks to desktop Macs. As our customers first point of contact, you'll be the friendly voice of Apple, providing world-class customer service, troubleshooting and technical support. This is a full-time, work-from-home position. For work-from-home eligibility criteria, please see 'additional requirements' Main residence based in the Republic of Ireland A quiet workspace, ergonomic chair and desk High-speed internet service (10 megabits download and 3 megabit upload) from a reliable provider
Requirements:	<ul style="list-style-type: none"> Fluent in French and English Experience supporting customers via phone, E-mail, chat, and/or in person Real passion for customer service and ownership of the customer experience, including comprehensive issue resolution Handle your own workload and work independently in a dynamic, constantly changing environment Ability to maintain a positive attitude through periods of change Grows with a team where expertise is shared and feedback is encouraged Effective time management including the ability to multi-task, organize and prioritize Knowledge of one or more of the following is an advantage: iOS, smartphone, tablet, PC or Mac experience
How to Apply:	For further information and to apply go to Company website

TELEMARKETING AGENT - WORK FROM HOME

Employer:	IDG Direct
Duties:	<ul style="list-style-type: none"> Represent and brand IDG services by making calls to prospective clients Gather and record accurate client details Maintain/update/complete databases as new information is gathered
Requirements:	<ul style="list-style-type: none"> Fast, reliable broadband to work from home IT proficiency with the ability to use multiple platforms and systems English fluency (business-level, both verbal and written)
How to Apply:	For further information and to apply go to https://www.jobs.ie/ApplyForJob.aspx?Id=1889519&p=1 application_confirmed

VACANCIES

Forecourt Store Manager

Employer:	Londis
Location:	NCR Tralee Kerry
Duties include:	<ul style="list-style-type: none"> • The recruitment, training and development of all employees for store operations. • Rostering and general management of employees to ensure adequate cover within budgetary provisions. • Accurate payment of wages in accordance with JLC agreements and Payment of Wages legislation. • Plan, organise and set goals for the store to ensure consistent customer service and competitiveness. • Manage the performance of the team utilising effective performance management techniques in line with legislation • Setting budgets for the store • Generating and analysing financial reports, analysing same and reporting any discrepancies to Store Owner • Ensure overheads are controlled and minimised where appropriate
Requirements:	<ul style="list-style-type: none"> • Excellent operational knowledge of retail environment • Excellent interpersonal relations • Excellent understanding of consumer needs • Proven track record in achieving agreed targets • Financial skills with previous experience of budgets and profit and loss accounts • Proven ability in managing retail sales team including the following: <ul style="list-style-type: none"> o Planning and organising o Problem solving o Managing performance
How to Apply:	<p>For further information and to apply copy below link: https://ie.indeed.com/jobs?q&l=Tralee%2C%20County%20Kerry&start=10&vjk=3ba389f1b484ce46</p>

OPERATIONS MANAGER

Employer:	Confidential—Co Kerry
Duties:	<ul style="list-style-type: none"> • A busy construction business located in Kerry require an Operations Manager • The operations manager will be responsible for the company's productivity, efficiency, safety measures, quality control, and operational issues. You will be expected to follow the firm's specific guidelines and report to the board of directors weekly.
Information:	<ul style="list-style-type: none"> • This is an 8 - 5 weekday job there will be an element of weekend and out of hours works due to the nature of the business
How to Apply:	<p>For further information and to apply copy the below link https://ie.indeed.com/jobs?q&l=Tralee%2C%20County%20Kerry&start=10&vjk=422d9f8394616769&advn=8070269996218335</p>

Motor Technician— Permanent | Full Time

Employer:	Randles Bros
Location:	Co Kerry
Duties include:	<ul style="list-style-type: none"> • Identifying mechanical and electrical faults using the latest diagnostic equipment. • Road testing vehicles to identify faults and advise of any necessary repairs • Communicating with parts department to acquire parts required, and keeping the Workshop Manager and Service advisor aware of progress. • Working to manufacturers standards and following the process set out by the manufacturer and the Company to thoroughly complete job. • Maintaining a clean and neat workspace and adhere to all company policies, procedures and safety standards. • Completing necessary Brand courses as required and keeping abreast of technical bulletins. • Have the ability to complete Job card write-ups, for both retail and warranty, with thorough understanding of brand warranty including backup documentation required.
Requirements:	<ul style="list-style-type: none"> • Experience with diagnostic and Electrical repairs a distinct advantage with a minimum of 1 years' experience • Be efficient, have good organisational skills and producing high quality work consistently. • Strong IT skills would be an advantage • Capacity to be a team player to ensure the smooth running between departments • Exhibit excellent communication skills
How to Apply:	For further information and to apply copy below link: https://www.jobs.ie/ApplyForJob.aspx?id=1890724

HEALTHCARE CLEANER—DINGLE, PART-TIME, TEMPORARY, CONTRACT

Employer:	Bidvest Noonan
Duties:	<ul style="list-style-type: none"> • Dust control/vacuum and mop floors • Buff/Polish floors (using appropriate solution) as per specification • Empty and reline waste bins • Dispose of rubbish • Wash walls/ledges/desks/doors/glass/fixtures/fittings and chairs as per specification • Wash/Sweep/Damp dust all stairs and hand rails as per specification • Clean and maintain Toilets/Washrooms • Ensure all areas of your schedule are completed as required
Requirements:	<ul style="list-style-type: none"> • Safe Pass and Manual Handling preferred
How to Apply:	https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=last&advn=9567122015770542&vjk=51b0eb2093242122

PIZZA MAKER

Employer:	Four Star Pizza
Location:	Tralee, County Kerry
Requirements:	<ul style="list-style-type: none"> • Previous experience in a similar position • High Standards • Ability to work well in a team • Kitchen experience • Food Preparation experience • Co-Operative • Knowledge of all standard procedures of food prep/goods in/ storage & hygiene essential • Knowledge of HACCP • Fluent English • Available to work weekends • Good communication skills • Dedicated to the highest level of customer service
Duties:	<ul style="list-style-type: none"> • Food preparation • Customer service • Food safety • Not afraid of hard work • We are offering Full Time and Part-Time positions • Must be flexible and available to work weekends and weekday • Candidates must be available to work 5 days per week • Days and hours of work will vary depending on the needs of the business.
How to Apply:	<p>For further information and to apply copy below link: https://ie.indeed.com/jobs-in-County-Kerry?advn=6477042005293574&vjk=1c74965244be827a</p>

PIZZA COUNTER ASSISTANT

Employer:	SPAR Tralee (Oak Park), Oak Park, Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> • To take pizza orders both in-store and on the telephone in a friendly and efficient manner providing an exceptional standard of customer care • To communicate with the customers in an effective and welcoming manner • To deal with customer complaints in a professional and pleasant way and refer to the Manager where appropriate • Ensure products are served to customers in line with Food Hygiene Requirements
Requirements:	<ul style="list-style-type: none"> • Excellent interpersonal and communication skills • Numerical abilities • The ability to work as part of a team • The ability to use initiative
How to Apply:	<p>To apply and for further details copy the below link - https://ie.indeed.com/jobs-in-County-Kerry?vjk=0e84158b507a74f0</p>

DELI ASSISTANT

Employer:	O Connor's Spar Circle K
Location:	Tralee, Co Kerry
Requirements:	<ul style="list-style-type: none"> • Excellent customer service skills. • Team Player with a Can-do positive attitude. • Ability to deal with multiple tasks in a quick moving environment. • Minimum 2 Year Deli Sales experience required. • Excellent time management is very important for the role.
Duties:	<ul style="list-style-type: none"> • Serve all customers courteously and efficiently to an outstanding standard. • To ensure all customer queries and complaints are dealt with promptly and in a professional manner. • To offer advice and product knowledge to customers. • To increase sales by promoting the products/promotions in the store. • Preparation, display and service of top quality hot and cold foods across our deli and bakery department. • Able to deal with ad-hoc tasks as they arise.
How to Apply:	<p>For further information and to apply copy below link: https://ie.indeed.com/jobs-in-County-Kerry?vjk=1804682cad8608e8</p>

SALES AND MARKETING MANAGER

Employer:	Well-established luxury hotel in Kerry. (Red Chair Recruitment)
Duties include:	<ul style="list-style-type: none"> • Manage and lead sales campaigns • Assist Managing Director in preparation of the marketing, advertising and sales plans / programs • Optimise room rate strategy • Suggest new ideas or advertising to generate leads to convert to revenue for the hotel • Ability to sell, portray and showcase the property to potential clients and customers • Develop awareness and reputation of the hotel and the brand in the local community • 4+ years' experience in similar position • Social Media proficient essential for this role
Additional Information:	<ul style="list-style-type: none"> • If you have the necessary experience and are interested in this position, please feel free to forward an updated CV to us or please call directly on 0646622007 for further information.
How to Apply:	<p>To apply and for further details copy the below link - https://ie.indeed.com/jobs?q&l=County%20Kerry&start=10&vjk=10e83ed2a6240336</p>

MECHANICAL ENGINEER (3+ YEARS EXPERIENCE)

Employer:	BioAtlantis Ltd.
Location:	Tralee, Co Kerry
Requirements:	<ul style="list-style-type: none"> • Degree in Mechanical Engineering or related engineering discipline • Applicants should be highly organised, focused comfortable working under pressure and work as part of a team.
Duties:	<ul style="list-style-type: none"> • Creating and modifying 3D piping and ducting model and isometric and projected view drawings. • Creating and modifying machine assembly model and drawings. • Creating and modifying P&ID drawings. • Collect quotes for parts to be machined, create a purchase order, liaise with manufacturer and installation crew. • Knowledge of AutoCAD LT and Solidworks 2013 is an advantage.
How to Apply:	<p>For further information and to apply copy below link: Please submit a CV and brief cover letter by 30th May 2020 https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=last&vjk=fbfc37c677f53725</p>

STAFF NURSE

Employer:	Ashborough Lodge Residential Nursing Home - Milltown, County Kerry
Duties include:	<ul style="list-style-type: none"> • Promote through high standards of professional practice, a caring environment which is conducive to the physical, emotional, social and spiritual individual needs of the residents. • Deliver a high standard of care ensuring all practices reflect the privacy, dignity and respect of our residents and instilling the basic values that contribute to an excellent quality of life. • Provide leadership and clinical supervision to all staff thus improving standards and maintaining a high morale amongst the team. • Promote, encourage and practice the ethos of person-centred care.
Requirements include:	<ul style="list-style-type: none"> • Third Level Degree in Nursing. • Registered with An Bord Altranais and hold an active PIN. • Current and valid Infection Control, Manual and Resident Moving & Handling, Medication Management, CPR, Dementia • Safeguarding of Vulnerable Adults Certificates (training can be provided if required) • Job Types: Full-time, Permanent
How to Apply:	<p>To apply and for further details copy the below link - https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=last&vjk=36859c39f5db22b2</p>

ELECTRICAL ENGINEER

Employer:	GxP Systems Ltd. - County Kerry
Duties:	<ul style="list-style-type: none">• Evaluate development and system costs and identify commercial advantages / risks.• Manage system requirements and ensure end solution fulfils technical and commercial requirements.• Create and maintain technical documents including function descriptions, implementation descriptions, drawings, piece lists, commissioning procedures, etc.• Liaise with customer service department to support project tenders, technical issues and training.• Liaise with spare parts team to advice on component selection and preparation.• Provide integration documentation for modifications on existing cranes (automation and control systems).
Requirements:	<ul style="list-style-type: none">• Min Level 7 degree in any of the following disciplines: Automation / Electrical / Electronic / Mechatronic Engineering.• Strong communication and reporting skills (verbal and in writing)• Confident at challenging the status quo and open to adapting new technologies or techniques.• Programming knowledge and experience of Safety and Non-safety PLC systems using Codesys.• SCADA systems development knowledge.• Risk analysis and safety compliance related to the PLC control and understanding of Performance Levels (PLr / SIL).• Familiarity with Zuken E3 or similar drawing package• Electrical Engineering: 2 years (Preferred)• Advanced/Higher Certificate (Preferred)
How to Apply:	For further information and to apply copy below link: https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=last&vjk=0d8db35071a6be2f

ASSISTANT AREA MANAGER

Employer: Rehab Group

Location: Tralee, Co Kerry

Requirements:

- Relevant professional qualification in Business\ Administration \ Education\Social Sciences.
- A recognised QQI/HETAC qualification in Supervisory Management would be an advantage.
- Experience of working with people with a disability/additional support needs in a training environment.
- Experience of managing projects and developing programmes and processes.
- Excellent organisational and time management skills with the ability to prioritise tasks.
- Proven ability in successfully leading and managing change initiatives both internally and externally.
- Ability to establish and maintain strong working relationships with internal colleagues and external agencies.
- Solution focused with the ability to think strategically about the work to be implemented.

Requirements:

- Assist in the overall management, on a continuous basis, of the training & development of all service users in accordance with agreed programmes, including HSE and CETB-funded programmes as well as the wellbeing Network (a partnership project with the HSE and funded by Genio); the Home Focus programme, an innovative, recovery-focused initiative, the only one of its kind in Ireland
- Assist in managing the progress of each service users through the process including: recruitment, assessment, induction, and the IAP\IPP process; ensuring that all relevant records and reports are kept confidential and current. Ensuring that any problems encountered by service users within the fields of health, education and welfare etc. are attended to in accordance with National Learning Network policy
- Assist in the implementation and management of all training programmes and achievement of training objectives. Advising on the revision and updating of programmes in accordance with Quality Standards and Certification requirements
- Liaise regularly with external agencies including relevant Health Service Executive (CHO4) Local and Regional ETB Offices, Department of Social Protection, Intreo, Employers and all other relevant bodies in order to achieve set targets, maximise service user numbers and achieve outcomes
- Excellent working knowledge of IT systems.
- Driving Licence required

How to Apply: For further information and to apply copy below link:

<https://ie.indeed.com/jobs-in-County-Kerry?vjk=b2475939124a4cd4>

STAFF NURSE

Employer:	Nursing Home in Tralee. (Osborne Recruitment)
Duties include:	<ul style="list-style-type: none"> • Caring for patients • Communicating with doctors and patients families • Administering medicines • Checking vitals • Taking patient samples, pulses, temperatures and blood pressures. • Ensure a high standard of care for the elderly is maintained at all times • Lead the Health Care Assistant in providing high quality direct and indirect care • Ensure all documentation relating to residents is accurately maintained in accordance with regulatory requirements
Requirements:	<ul style="list-style-type: none"> • Need active PIN numbers and Garda Vetting • 3-5 years experience working as a nurse • Experience with caring for the elderly is desirable • Strong clinical & communication skills are required • Must practice person centered approach in patient care • Excellent English both verbal and written
How to Apply:	<p>For further information and to apply:</p> <p>Contact John Condon or call Osborne Recruitment on 087 2660184</p> <p>https://ie.indeed.com/jobs?q=plumber&l=County%20Kerry&vjk=368e996dfe71b424</p>

STAINLESS STEEL WELDER/FITTER

Employer:	BioAtlantis Ltd. - Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> • Welding of both stainless and mild steel using TIG and MIG welders. • Coded welders will have distinct advantage. • Installation of industrial processing equipment. • Installation of industrial pipelines for food / pharmaceutical production. • Experience of start-up and commissioning of production equipment. • Ability to follow relevant drawings (PFDs, P&IDs, Schematics). • An ability to weld aluminium is an advantage.
Requirements:	<ul style="list-style-type: none"> • Time served fitters or welders with a minimum of three years industrial experience. Must have current valid safe pass. • Please submit CV and brief cover letter by 20th May 2020.
How to Apply:	<p>For further information and to apply:</p> <p>https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=last&vjk=3a17e83e5c6051a4</p>



Fit2Work Skills Program

We are here to help you get upskilled and rehired

The Program is designed to Upskill Trainees for any sector and Trainees Learn on Any Device. You can pick and choose the courses you wish to complete

Courses include

<p>IT Skills - Essential Computer Literacy Skills That Everyone Needs</p> <p>30 Hours - 6 Courses</p> <ul style="list-style-type: none"> • Microsoft excel skills • Microsoft Outlook Skills • Microsoft word skills • Microsoft teams • Microsoft PowerPoint skills • Cyber Security <p><i>These will be Microsoft approved courses and will have assessments and certification</i></p>	<p>Personal Skills - Essential Skills That All Employers Look For</p> <p>14 Hours - 6 Courses</p> <ul style="list-style-type: none"> • Critical thinking and problem solving • Digital Literacy skills that grow your career • Effective communication • Effective time management • Emotional intelligence at work • Team working skills <p><i>These courses will have expert trainers and will have assessments and certification</i></p>
<p>Career Skills - Skills and Practical Techniques to Getting That Job</p> <p>6 Hours -3 Courses</p> <ul style="list-style-type: none"> • How to Succeed at writing application • How to sell yourself and interview techniques • Job hunting techniques to get hired faster <p><i>Practical steps and techniques to getting hired Includes Templates that can be amended</i></p>	

Eligible Trainees: People who are not in employment can participate in Employment Activation Programme.

For more information please visit

www.kerryskillnet.ie Find us on Facebook @southkerryskillnet1 T: 066 9762477

E:info@kerryskillnet.ie



SOUTH KERRY DEVELOPMENT PARTNERSHIP CLG.

Jobs Sheet Publishing Info



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**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****

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