

# 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

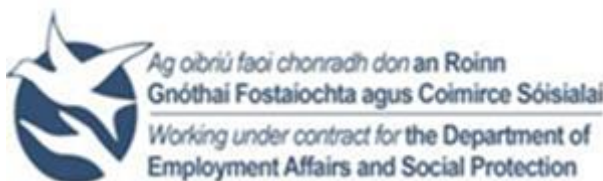
**Our offices are open from Monday to Friday  
9:00 – 17:00 (Except lunchtime)**

## 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

Vacancies with details      page1-11  
Online Vacancies              page 12  
Community Employment      page 14



### Finance Office

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- Employer:** Saint John of God Community Services CLG, Kerry Services
- Location:** Co. Kerry
- Requirements:**
- A relevant third level qualification
  - Previous experience of managing a Finance Department is desirable
  - Excellent leadership skills
  - Strong capacity to communicate financial data and implement any actions required
  - Proficient in use of SMIS system facilities to provide management reports
  - Must have a full clean driver's licence for a manual vehicle
- Hours:** Full Time. Specified Purpose Contract
- How to Apply:** Please send CV with cover letter to: Human Resources, Saint John of God, Kerry Services, Monavalley Industrial Estate, Tralee, Co. Kerry or email to: [sjogkerry.recruitment@sjog.ie](mailto:sjogkerry.recruitment@sjog.ie)
- Informal enquires to: Liam Heal, **064 6644133 ext. 240y**
- Closing Date:** Interviews scheduled for 16<sup>th</sup> of July 2018

### Accounts Office Administrator

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- Employer:** Irish Health Foods Ltd.
- Location:** Ballyvourney, Co Cork.
- Requirements:** Proficient in Excel and Microsoft Office Programs. Good attention to detail and organisational skills. Typing skills essential.
- How to Apply:** Please send your CV with References to: [jobs@iihealthfood.com](mailto:jobs@iihealthfood.com)

### Accounts Assistant

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- Employer:** Randles Hotels Killarney
- Location:** Killarney
- Requirements:** Accounting/payroll qualification required. Competency in Microsoft applications including Word, Excel, Outlook, Sage & Thesaurus. Organizational, verbal & written communication skills a must. A minimum of 2 years' experience.
- Hours:** Part time
- How to Apply:** Please send your applications to **Caroline Doherty**, Dromhall Hotel, Muckcross road, Killarney. Or email to: [caroline@randleshotels.com](mailto:caroline@randleshotels.com)

## Administration & Office (continued)

### Personal Insolvency Manager

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**Employer:** Prima Finance DEBT Solutions

**Location:** Killarney

**Job Summary:**

- Liaising and advising clients on a range of financial services and products
- Oversee Personal Insolvency cases for clients from beginning to end. This involves initial meeting, review of financials, and engagement with creditors and prepare and submit proposal to the creditors.
- Monitor your client pipeline so that appropriate follow up and communication happens in a professional and timely manner.
  - Flexibility to take on additional tasks within the company

**Requirements:**

- Strong communication and interpersonal skills,
- Previous experience in a Financial role,
- Ability to work to deadlines and targets
- Proficient computer skills & ability to multi-task,
- Third level/QFA/Financial qualification offers a distinct advantage

**Hours:** Full Time

**How to Apply:** Please send your CV to: [coshea@primafinance.ie](mailto:coshea@primafinance.ie)

### Bookkeeper

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**Employer:** Quills

**Location:** Killarney

**Requirements:** Minimum 3 Years' experience. Must have great knowledge of Sage, Payroll, Excel. Very good interpersonal skills are essential.

**How to Apply:** Please email your CV to: [padraig@quillskillarney.com](mailto:padraig@quillskillarney.com).

### Office /Administration /Reception

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**Employer:** O'Shea's Fruit & Veg

**Location:** Killarney

**Job Summary:** Data input. Tele-Sales essential. Vat & Paye experience an advantage. Must have fluent English.

**How to Apply:** Please apply with CV To: Anthony, O'Shea Fruit & Veg, Woodland Industrial Estate, Killarney, Co. Kerry

### Accounts Technician/Qualified Accountant

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**Location:** Tralee

**How to Apply:** Please Apply with your CV to: [traleejob1@gmail.com](mailto:traleejob1@gmail.com)

## Arts, Design & Media

### Media Broadcast/Film Development Officer post

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**Employer:** Kerry EBT Training Centre  
**How to Apply:** Application Forms and full details for above post may be obtained from [www.kerryetb.ie/opportunities](http://www.kerryetb.ie/opportunities) or contact the HR Dept., Kerry ETB, Centrepoint, John Joe Sheehy Rd., Tralee, Co. Kerry.  
Please complete an application form and return it by email only to: [jobs@kerryetb.ie](mailto:jobs@kerryetb.ie)  
**Closing Date:** 12.00 noon, Friday 6th of July

## Community & Social Welfare

### Social Care Workers

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**Employer:** Saint John of God Community Services CLG, Kerry Services  
**Location:** Co. Kerry  
**Requirements:**

- Diploma in Social Care/Diploma in Applied Social Studies/Social Care
- 1- 2 years' experience working with individuals with an Intellectual Disability is desirable
- Excellent communication skills
- Flexibility, Initiative, motivation and enthusiasm
- Commitment to the development and delivery of a person centred programme.
- Experience of supporting people presenting with challenging behaviour.
- Must have a full clean driver's licence for a manual vehicle, D licence would be an advantage.

**Hours:** Full Time & Part Time Permanent/Fixed Term Contacts  
**How to Apply:** Please send CV with cover letter to: Human Resources, Saint John of God, Kerry Services, Monavalley Industrial Estate, Tralee, Co. Kerry or email to: [sjogkerry.recruitment@sjog.ie](mailto:sjogkerry.recruitment@sjog.ie)  
Informal enquiries to Siobhan Breen, Tel: **087 9969186**  
**Closing Date:** 5.00 pm, Friday 6th July 2018

## Community & Social Welfare (continued)

### Instructor Community Integration & Day Services

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<b>Employer:</b>	Saint John of God Community Services CLG, Kerry Services
<b>Location:</b>	Co. Kerry
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• A relevant Third Level Qualification in Social Care, Education, Health and Leisure, Community or other. (FETAC Level 7 or higher)</li><li>• Minimum one years' experience of supporting adults with an intellectual disability.</li><li>• An ability to facilitate, instruct and support service-users in a variety of service and community based programmes.</li><li>• Previous experience in training and community development e.g. QQI with a creative approach to service delivery would be an advantage;</li><li>• Proficient IT skills and report writing;</li><li>• Excellent communication, teamwork, interpersonal and organisational skills.</li><li>• Full Clean Driver's license.</li></ul>
<b>Hours:</b>	Full Time Fixed Term Contract/Specified Purpose Contracts
<b>How to Apply:</b>	Please send CV with cover letter to: Human Resources, Saint John of God, Kerry Services, Monavalley Industrial Estate, Tralee, Co. Kerry or email to: <b><a href="mailto:sjogkerry.recruitment@sjog.ie">sjogkerry.recruitment@sjog.ie</a></b> Informal enquiries to Helena Cronin, <b>066 71243333</b>
<b>Closing Date:</b>	5.00 pm, Friday 6th July 2018

## Education, Training & Childcare

### Pre-School Teacher

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<b>Employer:</b>	Clearway Montessori Pre- School
<b>Location:</b>	Killarney
<b>Requirements:</b>	Minimum Level 5 in child care or Montessori Teaching,
<b>Hours:</b>	Maternity Cover Position
<b>How to Apply:</b>	Please send your CV to: <b><a href="mailto:ciarammc@yahoo.com">ciarammc@yahoo.com</a></b>

## Hotels & Catering

### Chef de Partie

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**Employer:** Celtic Whiskey Bar  
**Location:** Killarney  
**Job Summary:** A passion for good food is necessary and also positive, hard-working attitude.  
**Requirements:** Minimum of 2 years' experience in a professional kitchen.  
**How to Apply:** Please send your CV to: [alan@celticwhiskeybar.com](mailto:alan@celticwhiskeybar.com)

### Commis Chef

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**Employer:** Timothy & O'Connor Chartered Accountants  
**Location:** Kerry  
**Job Summary:** You must work well in a team and also in your own initiative, have recent HACCP experience, and be able to cook variety of meat and fish dishes. Cost control, proper administration of stock control is carried for all food.  
**Hours:** Full Time  
**How to Apply:** Please send your CV to: [bptimothy@tocaccountants.ie](mailto:bptimothy@tocaccountants.ie)

### Short Order Cook/Chef

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**Employer:** Bunkers Bar & Restaurant  
**Location:** Killorglin  
**Hours:** Full time position  
**How to Apply:** Please send your CV to: [bunkers1@eircom.net](mailto:bunkers1@eircom.net). Or in writing to: Bunkers Bar, Iveragh Rd., Killorglin

### Night Porter

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**Employer:** The Heights Hotel Killarney  
**Location:** Killarney  
**Hours:** Part time. 2-3 nights per week.  
**How to Apply:** Please send your CV & cover letter to: [noreen@killarneyheights.ie](mailto:noreen@killarneyheights.ie)

### Bar Person

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**Employer:** Murphy's Bar  
**Location:** Killarney  
**Hours:** Full time  
**How to Apply:** Please send your CV to: [jobs@murphysofkillarney.com](mailto:jobs@murphysofkillarney.com)

### Waiting Staff

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**Employer:** Lord Kenmare  
**Location:** Killarney  
**Requirements:** Minimum 3 years' experience  
**Hours:** Full and part time position available.  
**How to Apply:** Please apply by email to: [jobs@murphysofkillarney.com](mailto:jobs@murphysofkillarney.com). Or in writing to HR Manager, 18 Collage Street, Killarney.

## Hotels & Catering (continued)

### Restaurant Supervisor

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**Employer:** Killarney Riverside Hotel  
**Location:** Killarney  
**Requirements:** Minimum 2 years' experience in similar role  
**How to Apply:** Please send your CV to: Deputy General Manager, Riverside Hotel Killarney, Co. Kerry. Or email to: gearoid@riversidehotelkillarney.com

### Rosspoint Bar & Restaurant

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**Location:** Rossbeigh, Glenbeigh,

**Vacancies:**

Vacancy:
Cook - part time
Experienced Bar & Waiting Staff - full & part time
Kitchen Staff – full & part time

**How to Apply:** Please send your CV to: [info@rosspoint.ie](mailto:info@rosspoint.ie) or contact Darran or Con O'Sullivan at: **066 9794661**. You can also private message on FB.

### Killarney Court Hotel

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**Location:** Killarney

**Vacancies:**

Vacancy:
Chef de Partie
Receptionist
Accommodation Staff

**How to Apply:** Please send your CV to: [reception@killarneycourthotel.com](mailto:reception@killarneycourthotel.com).  
Or phone 064 6637070

### Breakfast Chef Monday to Friday

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**Employer:** Skellig Star Hotel  
**Location:** Cahersiveen  
**Job Summary:**

- Ensure breakfast, the buffet, and/or any other meal periods are prepared and presented to a high quality
- Keep all working areas clean and tidy and ensure no cross contamination
- Report maintenance, hygiene and hazard issues
- Comply with all health and safety and food safety legislation

**Hours:** Part time. 7.30 am- 11 am  
**How to Apply:** Please send your CV to: [Manager@skelligstar.ie](mailto:Manager@skelligstar.ie)

## Hotels & Catering (continued)

- 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)

## POOL LIFEGUARD/SWIM TEACHER

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- Employer:** Skellig Star Hotel  
**Location:** Cahersiveen  
**Job Summary:**
- The swim instructor is responsible for instructing all swim lesson participants
  - This position is also responsible for the safety of the participant in their own class
  - Instruct and evaluate students participating in swim lessons
  - Provide opportunities for children where they can learn to swim
  - Supervise swimming pool area
  - Meet highest standard of safety
  - Attend mandatory meetings and training sessions as scheduled
  - Present professional appearance and attitude at all times
  - Maintain a high standard of customer service
  - Act immediately and appropriately to secure safety of patrons in the event of an emergency.
- Requirements:**
- R.L.S.S. Pool Lifeguard or I.W.S. Pool Lifeguard qualifications
  - Level 1 or Level 2 Swim Ireland or IWS Swim Teacher qualifications
  - Previous teaching experience would be an advantage, but not necessary.
- Hours:** Full time & part time positions available  
**How to Apply:** Please send CV to: [Manager@skelligstar.ie](mailto:Manager@skelligstar.ie)



## Hotels & Catering (continued)

### RECEPTIONIST

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<b>Employer:</b>	Skellig Star Hotel
<b>Location:</b>	Cahersiveen
<b>Job Summary:</b>	<ul style="list-style-type: none"><li>• To carry out all Reception duties, working as part of the Front Office Team</li><li>• Ensure complete guest satisfaction through the prompt handling of guest queries in a friendly and efficient manner</li><li>• Ensuring all guests receive a genuine, warm, friendly and courteous welcome on arrival and during their stay</li><li>• To anticipate guests needs whenever possible and to enhance quality service and guest satisfaction</li><li>• Greet and welcome our guests to the Hotel.</li><li>• Register the guests and take payment.</li><li>• Answer any queries the guest may have on in house facilities and tourist information.</li><li>• Update all guest information in the computer.</li><li>• Take and confirm reservations to our guests.</li><li>• Other duties as required</li></ul>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>• Excellent customer care skills.</li><li>• Be able to work on your own initiative.</li><li>• Excellent communication skills.</li><li>• Be able to cope well under pressure.</li></ul>
<b>Hours:</b>	Part time position available.
<b>How to Apply:</b>	Please send CV to: <a href="mailto:Manager@skelligstar.ie">Manager@skelligstar.ie</a>

### Waiter/Waitress

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<b>Employer:</b>	Skellig Star Hotel
<b>Location:</b>	Cahersiveen
<b>Job Summary:</b>	<ul style="list-style-type: none"><li>• Serving food &amp; drinks in a polite and friendly manor.</li><li>• Clearing tables, serving food, keeping bar and restaurant area clean, dealing with cash, customer service.</li><li>• Ensure the waiting area is maintained to the highest hygienic standards and kept in good, organised working condition.</li><li>• Ensure stock is rotated in correct date order.</li><li>• Monitor and attend to customers' needs and requests as much as possible.</li><li>• Will also include general bar-work.</li><li>• Assist with stock takes.</li><li>• Ensure the working area is left ready for following shift.</li><li>• Carry out allocated/appropriate duties as and when required by management.</li></ul>
<b>Hours:</b>	Part time and full-time positions available
<b>How to Apply:</b>	Please send CV to: <a href="mailto:Manager@skelligstar.ie">Manager@skelligstar.ie</a>

## Hotels & Catering (continued)

### Head Chef

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**Employer:** Timothy & O'Connor Chartered Accountants  
**Location:** Killarney  
**Requirements:** Successful progressive background in catering .Ability to display a real passion for food and customer service. Demonstrate analytical approach to problem solving, excellent organisational skills & ability to plan aha.  
**Hours:** Full time.  
**How to Apply:** Please send your CV to: [bptimothy@tocaccountants.ie](mailto:bptimothy@tocaccountants.ie)  
Tel: **066 7129579**, Fax: **066 7129585**

### Circle K (Topaz)

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**Location:** Killarney

**Vacancies:**

Vacancy:
Night Shift Attendant. Flexible contracts from 15 hours guaranteed weekly.
Part Time Assistant Flexible contracts from 15 hours guaranteed weekly.

**How to Apply:** Please apply at [circle.ie/careers](http://circle.ie/careers)

### Staff

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**Employer:** Take away restaurant  
**Location:** North Kerry, 20 mins from Tralee  
**Hours:** Part time  
**How to Apply:** Please contact: **087 0556791**

### Scotts Hotel

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**Location:** Killarney

**Vacancies:**

Vacancy:
Chef the Partie. Full time hours all year round.
Commis Chef Full time hours all year round

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

### Confectioner/Baker

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**Employer:** The Garden Restaurant, Muckross Craft Centre  
**Location:** Muckross, Killarney  
**Hours:** Full time position.  
**How to Apply:** Please send your CV to: Colin Baker, Catering Manager.  
Or email to: [restaurant@muckross-house.ie](mailto:restaurant@muckross-house.ie)

## Medical Professionals & Healthcare

### Staff Nurses

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- Employer:** Saint John of God Community Services CLG, Kerry Services
- Location:** Co. Kerry
- Requirements:**
- RNMH/RNID qualifications or other suitable nursing qualifications and to be a Staff Nurse on the current register as maintained by An Bord Altranais.
  - 1 – 2 years' relevant experience of supporting people with an intellectual disability is an advantage.
  - Relevant experience of working with people who have behaviours that challenge is an advantage.
  - Demonstrate excellent communication (both verbal and written), organizational skills, flexibility and commitment.
  - Must have a full clean driver's licence for a manual vehicle, D licence would be an advantage.
- Hours:** Full & part time permanent Contracts.
- How to Apply:** Please send CV with cover letter to: Human Resources, Saint John of God, Kerry Services, Monavalley Industrial Estate, Tralee, Co. Kerry or email to: **[sjogkerry.recruitment@sjog.ie](mailto:sjogkerry.recruitment@sjog.ie)**  
Informal enquires to Catherine Hunt or Shirley Knight, Tel: **064 6644133** ext. 257/213
- Closing Date:** 5.00 pm, Friday 6<sup>th</sup> July 2018

### Pharmacy Technician

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- Location:** Killarney
- Requirements:** Experience essential.
- Hours:** Full Time permanent role. No late nights or Sundays.
- How to Apply:** Please apply to: **[pharmacyrole@gmail.com](mailto:pharmacyrole@gmail.com)**

## Retail

### Shop & Deli Assistant

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- Employer:** Jack's Bakery
- Location:** Cahersiveen
- Requirements:** Person who enjoys being busy and interacting with the public.
- Hours:** 8 hours, 3/5 days per week
- How to Apply:** Please call: **066 9791132**

## Retail (continued)

### Sales Assistant

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**Location:** Co. Kerry  
**Job Summary:** The Sales Advisor has a responsibilities for ensuring that the Sale Office achieves there weekly/monthly sales targets while not compromising on cash margins. Inbound telesales and actively selling in our showroom.  
**Hours:** Full time.  
**How to Apply:** Please send your CV to: [bptimothy@tocaccountants.ie](mailto:bptimothy@tocaccountants.ie).  
Tel: **066 7129579**, Fax: **066 7129585**

## Security, General Operatives & General Services

### General Operative/ Van Driver

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**Employer:** Glenbeigh Shellfish Ltd.  
**Location:** Glenbeigh  
**Job Summary:** This job entails work related to preparation of shellfish I.e. mussels & oysters for purification and outward distribution. Van deliveries are an essential part of this opportunity. Immediate start.  
**Hours:** Full time  
**How to Apply:** Please contact: **066 9798373** or **087 2222436**.  
Email: [info@glenbeighshellfish.ie](mailto:info@glenbeighshellfish.ie)

## Transport, Warehousing & Motors

### Truck Driver, C License

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**Employer:** Timothy & O'Connor Chartered Accountants  
**Location:** Co. Kerry  
**Job Summary:** Runs will consist of delivering furniture and carpets to clients in Count Kerry as well as Warehouse Organization.  
**Requirements:** 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.  
**Hours:** Full Time, 40+ hours depending on Level of Business  
**How to Apply:** Please send your CV to: [bptimothy@tocaccountants.ie](mailto:bptimothy@tocaccountants.ie).  
Tel: **066 7129579**, Fax: **066 7129585**

## 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:
Groundsman / Greenkeeper	Killarney	Castlerosse Hotel & Holiday	<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>
Senior Qualified Accountant	Kerry	Kevin O'Reilly and Co	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Kitchen Porter/Chef's Assistant	Killarney	Killarney Oaks Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Laundry Assistant	Dingle	Dingle Hospitality	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Accommodation Assistant	Killarney	Killarney Oaks Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Delivery Driver - Multidrop Artic	Tralee	Ard Ri Marble Ltd	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Sales and Marketing Senior Executive	Tralee,	Sales and Marketing Senior Executive	<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>
Duty Manager	Killarney	Killarney Plaza Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Community Care Worker	An Tóchar, County Kerry	Domestic Care	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Architectural Technologist/Technician	Killarney	CoreX Consultancy	<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>
Van Sales Driver	Munster Area	National Organic Products Ltd (Bunalun Organic)	<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>
Customer Service Representative	Killorglin,	(Bord Gáis Energy) Fexco	<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>
Reception & Customer Service / Sales	Tralee	Ard Ri Marble Ltd	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Sales / Store Assistant	Killorglin	Woods Electrical	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Patrol and Response Drivers	Killarney	Safeguard Security	<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>
Full Time Food & Beverage Staff	Killarney	Killarney Oaks Hotel	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Need A Trustworthy Child Carer For 2 Children	Killarney	Care.com	<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>
Experienced Labourers	Tralee	O'Neill & Brennan	<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>
Deli /general Assistant	Killorglin	Jacks Bakery Deli	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Kitchen Porter	Portmagee, County Kerry	The Moorings	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Accommodation Supervisor	Portmagee, County Kerry	The Moorings	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Experienced Bar Person	Portmagee, County Kerry	The Moorings	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Human Resources Manager	Tralee	Ballygarry House Hotel & Spa	<a href="http://ie.indeed.com">http://ie.indeed.com</a>
Chartered Physiotherapist MSK	Tralee	Tralee Physiotherapy Clinic	<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>
Waiter/Waitress	Cahersiveen	Skellig Star Hotel	<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>
Kitchen Porter / Cleaner	Kenmare,	Davitts	<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>

South Kerry Development Partnership  
Are Currently Recruiting for the  
**TÚS-Community Work Placement**  
Initiative Participants

- ✓ Are you Unemployed 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.

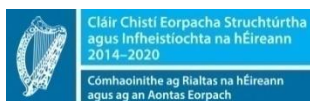
**Come in and talk to us in:**

South Kerry Development Partnership,  
Library Place, **Killorglin**;  
Tel: **087 414 6379** Paudie O'Shea  
Tus Supervisor

South Kerry Development Partnership,  
21 Henry Street, (First floor), **Kenmare**;  
Tel: **064 664 1930** John McCrohan  
Tus Supervisor

South Kerry Development Partnership,  
West Main Street, **Cahersiveen**;  
Tel: **066 947 2724** Joseph McCrohan Tus  
Manager

South Kerry Development Partnership,  
37A High Street, 2<sup>nd</sup> Floor, **Killarney**  
Tel: **064 663 6572**  
Lisa Murphy & Gerard Moynihan Tus  
Supervisors



**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**

## 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.
Childcare Assistant	Ardfert	1	20/07/2018	CES 2077958
Office Administrator	Ballydwyer, Ballymacelligott	1	08/07/2018	CES 2078415
Childcare Assistant	Ballyheigue	1	27/07/2018	CES 2077960
Childcare Assistant	Castledrum/Keel	1	27/07/2018	CES 2077962
Childcare Assistant	Cordal	1	20/07/2018	CES 2077951
Childcare Assistant	Cumann Iosaef	2	27/07/2018	CES 2077963
Office Administrator	Firies, Marian Hall	1	01/07/2018	CES 2077022
Childcare Assistant	Kilgarvan	1	20/07/2018	CES 2077956
Care Assistant	Kilgarvan	1	13/07/2018	CES 2071951
Grounds Person	Kilgarvan	1	13/07/2018	CES 2072015
General Porter	Knocknagoshel	1	01/07/2018	CES 2077024
Childcare Assistant	Listowel	4	27/07/2018	CES 2077965
Childcare Assistant	Listry	2	20/07/2018	CES 2077959
Childcare Assistant	Milltown	3	20/07/2018	CES 2077950
Childcare Assistant	Rath Oraigh	1	20/07/2018	CES 2077954
Childcare Assistant	Shanakill	3	27/07/2018	CES 2077973
Receptionist	Tralee, Recovery Haven	1	01/07/2018	CES 2077020
Childcare Assistant	Waterville	2	27/07/2018	CES 2077967
Childcare Assistant	Waterville	2	27/05/2018	CES 2066832

**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)

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