

26th October 2018

Free for your benefit.

Week 44

South Kerry Local Employment Services

Head Office



Cahersiveen

West Main St

Cahersiveen

Tel:0669473068

Killarney Office

37A High St

2nd Floor

Killarney

Co. Kerry

Tel:0646636966

Killorglin Office

Library Place

Killorglin

Co. Kerry

Tel:0669762444

Kenmare Office

21 Henry St.

First Floor

Kenmare

Co. Kerry

Tel:06466641930

Call into your local office for a free, friendly & confidential service

✓ **Job Searching**

✓ **Career Guidance**

✓ **Information Service**

✓ **Education & Training**

Our offices are open from Monday to Friday

9:00 – 17:00 (Except lunchtime)

Killarney Jobs Club

✓ **Curriculum Vitae (C.V s)**

✓ **Cover Letters**

✓ **Jobs Club Training**

37A High Street, 2nd Floor, Killarney.

Tel: 064 – 663 7833



OFFICE/ADMIN/PROFESSIONAL

BASIC GRADE/SUPERVISER

Employer: St Joseph's Foundation
Location: Charleville County Cork
Requirements: A relevant qualification at QQI Level 5 Healthcare Course or equivalent
Experience of working with adults in the field of intellectual disability who present with behaviours that challenge
Knowledge/understanding of New Directions Programme for Adult Day Services
Experience of supervising & managing staff
Train the Trainer Qualification is desirable
How to Apply: Informal enquiries to Tomas Dawson; Area Manager 086-8223945
For application forms and further details:
Email: monicaosullivan@stjosephsfoundation.ie
Phone: 063-21671
Closing application forms to be submitted by Friday November 9th 2018

CSP RECEPTION TEAM LEADER

Employer: Ballyspillane CFRC
Location: Ballyspillane Killarney
Requirements: Reception team leader will be required to have the following knowledge skills and experience:
Relevant accredited qualifications in office administration
Secretarial two years of working in the same position (paid or voluntary)
excellent communication and interpersonal skills
Ability to work as a team.
How to Apply: Please forward your cv & cover letter by November 8th 2018 (interviews scheduled to take place November 15th)
Post to:
The Recruitment sub-group Ballyspillane CFRC
Killarney Co. Kerry tel.064-6635589
Email: ballyspillanecfrc@gmail.com

OFFICE ADMINISTRATOR

Requirements: Answer all incoming calls, ascertaining nature of calls
Handling and recording of all customer payments, including cash, cheque, credit notes and EFT payments
Sales & administration support for field sales team
Must have fluent English, written & spoken
Excellent Communication skills, excellent Computer skills
How to Apply: Send CV to Box No.4250 Kerry's Eye Newspaper, Ash Street, Tralee

OFFICE/ADMIN/PROFESSIONAL CONTINUED

ACCOUNTANT/FULL-TIME

Location: Killarney
Requirements: Must be reliable
Have excellent attention to detail
Be proficient in SAGE and Excel and will possess the ability to work .
How to Apply: Send CV to info@ockt.ie by Wednesday 31st

MEDICAL RECEPTIONIST/SECRETARY

Location: Mid Kerry Area
Requirements: Excellent computer skills and good telephone manner essential for busy general practice
Experience preferred but not essential
Part-time/flexi hours and holiday cover as required
How to Apply: Send CV to: Box No. DS687P The Kerryman: 9/10 Denny Street Tralee

HEALTHCARE/CHILDCARE

Relief Childcare Workers

Employer: Ballyspillane CFRC
Location: Ballyspillane Killarney
Requirements: Minimum level 5 childcare qualification
At least one year's experience working or caring for children with a child care setting
Excellent communication skills with children, parents and outside agencies.
Strong ability to work as part of a dynamic team and be flexible
Ability to assist the Childcare Centre Manager and staff to implement the curriculum.
How to Apply: Please forward your cv & cover letter by November 8th 2018 (interviews scheduled to take place November 15th)
Post to:
The Recruitment sub-group Ballyspillane CFRC
Killarney Co. Kerry tel.064-6635589
Email: ballyspillanecfrc@gmail.com

HEALTHCARE/CHILDCARE CONTINUED

RESOURCE WORKER

Location: Further Education and Training; Abbeyfeale Campus
How to Apply: Applications are invited for the above post.
Further details available on www.lcetb.ie
Reference Number 007041

CARE ASSISTANTS - DAY/RESIDENTIAL SERVICES

Employer: St Joseph's Foundation
Location: Charleville County Cork
Requirements: Experience of working with children/adults in the field of intellectual disability some of whom may present with behaviour which challenges
A high degree of flexibility
Relevant qualification; QQI Level 5 Healthcare Course (desirable)
How to Apply: Informal enquiries to Ms. Catherine O Connell, Head of Client Services
087-8541630
For application forms and further details:
Email: monicaosullivan@stjosephsfoundation.ie
Phone: 063-21671
Closing application forms to be submitted by Friday November 9th 2018

DRIVER/MECHANICAL

PLANT MAINTENANCE/CONTRACTORS

Employer: Kerry Agribusiness
Location: Kerry
Requirements: This involves the provision of a Planned preventative maintenance programme both electrical and mechanical on all equipment and machinery in this highly automated production facility. The successful contractor will be:
Suitably qualified and experienced in a process manufacturing environment
Be capable of complying with and operating within strict safety standards
Contractors will be required to produce evidence of adequate insurance cover
How to Apply: Apply in confidence to:
The Mill Manger, Kerry Agribusiness, Farranfore, Co Kerry
Applications no later than November 5th 2018

DRIVER/MECHANICAL CONTINUED

SEASONAL DRIVERS/OWNER DRIVERS/NIGHT DRIVERS

Employer: DPD
Location: Kerry
How to Apply: Send CV to depot22@dpd.ie

CONSTRUCTION

SKILLED/SEMI SKILLED CARPENTERS

Employer: The Palladio Door Collection
Location: Limerick
How to Apply: Send CV to personnel@profiledevelopments.com

CNC MACHINE OPERATORS

Employer: The Palladio Door Collection
Location: Limerick
How to Apply: Send CV to personnel@profiledevelopments.com

APPRENTICESHIP

Employer: Scully Steel Fabrication
Requirements: We are manufactures of agricultural trailers & bale handlers
This is an exciting opportunity to learn skills in metal fabrication and be involved in manufacturing trailers
Also, this opportunity gives the successful candidate off the job phases in college
Full training provided
How to Apply: Email CV to: scullysteelfabrication@hotmail.com or call 087-6147420

SPRAY PAINTER/PANEL BEATER

Employer: Kelliher's car company
Location: Tralee
Requirements: The ideal candidate must be skilled in all aspects of vehicle body repair. Must be able to strip, refit and finish vehicles to a high standard.
How to Apply: Forward cv to Gerard@kelliher's.ie contact 066-712000

CONSTRUCTION CONTINUED

APPRENTICE WELDERS/FABRICATORS

Employer: O Connor Metalworks; Abbeyfeale
How to Apply: Please forward CV to:
oconnormetalworks@hotmail.com

Hospitality/Hotel

DELI ASSISTANT

Employer: Daly's Super-Value
Location: Park Road Killarney
Requirements: Full time Deli Assistant
How to Apply: Please forward your CV & cover letter to:
Therese Moriarty ,Hr Manger - Daly's Super-Value, Park Road, Killarney
Email: dalyskillarney@killarneyautos.ie
Phone: 064-6631400

BAKER

Location: Mid-Kerry
Requirements: Required Baker needed, night shift involved.
How to Apply: [Contact : 087-6765613](tel:087-6765613)

MORNING CLEANING POSITIONS

Employer: Easy Clean Ltd./ Cleaning Contractors
Location: Ladies View Area
Requirements: 3 hours per day, 7 days per week divided between 2 positions
Own car essential /Subsidised petrol/diesel expenses paid.
How to Apply: Email: easycleanlimited@eircom.net

EVENING CLEANING POSITIONS

Employer: Easy Clean Ltd./ Cleaning Contractors
Location: Ballyvourney
Requirements: 3 hours per day, Monday to Friday
Own car essential /Subsidised petrol/diesel expenses paid.
How to Apply: Please email easycleanlimited@eircom.net

Hospitality/Hotel Continued

FULL TIME RECEPTIONIST

Employer: The Grand Hotel; Tralee
Requirements: Experience Essential
How to Apply: Email CV to:
eileenegan@grandhoteltralee.com

HOTEL RESERVATION SPECIALIST

Employer: Alpha Flight Guru Tralee
Requirements: Experience working in an office environment
Great attention to detail
Proficient Computer Skills
How to Apply: Please send CV and cover letter:
Noreen@alphaflightguru.com
Deadline for submission is Friday November 9th

RETAIL

PURCHASING/STOCK CONTROL

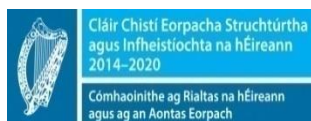
Location: Kerry
How to Apply: Please send CV and cover letter:
bptimothy@tocaccountants.ie
Telephone: 066-7129579

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

- ✓ Are you Unemployed for 12 months or longer and interested in working in Local Community Projects?
- ✓ Tús provides work opportunities for all unemployed people in South Kerry.
- ✓ If you are less than 25 years of age there will be a major financial incentive for participating.
- ✓ Class A social insurance paid.
- ✓ 12 month contract.

Come in and talk to us in:

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



TUS/RSS VACANCIES

CARETAKER/19.5 HRS PER WEEK (KILLARNEY)

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

RETAIL ASSISTANT/19.5 HRS PER WEEK (CAHERSIVEEN)

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

‘There is no charge for this service’



Do you need help with your CV?

Do you need help writing a cover letter?

Have you an interview coming up and need help preparing?

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

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

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	Kilgarvan	2	02/11/2018	2089257
CHILDCARE ASSISTANT	Listowel	4	02/11/2018	2089260
CHILDCARE ASSISTANT	Listry	2	02/11/2018	2089259
CHILDCARE ASSISTANT	Valentia	1	02/11/2018	2089261
CHILDCARE ASSISTANT	Ardfert	2	09/11/2018	2089264
CHILDCARE ASSISTANT	Ballybunion	1	09/11/2018	2089265
CHILDCARE ASSISTANT	Ballyheigue	1	02/11/2018	2089266
CHILDCARE ASSISTANT	Cumann Iosaef	2	09/11/2018	2089267
CHILDCARE ASSISTANT	Waterville	3	09/11/2018	2089268
CHILDCARE ASSISTANT	Killorglin Family C	2	16/11/2018	2085488
CHILDCARE ASSISTANT	Milltown	1	16/11/2018	2089269
CHILDCARE ASSISTANT	Scartaglen	1	16/11/2018	2085485
CHILDCARE ASSISTANT	Shanakill	4	16/11/2018	2085476
CHILDCARE ASSISTANT	St Brigid's	3	16/11/2018	2085483
CHILDCARE ASSISTANT	Glenbeigh	1	16/11/2018	2085489
COOK	Listowel	1	21/11/2018	2081028
CLEANER	KILLORGLIN	1		2090342