

# 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, FINANCING & PURCHASING

### ACCOUNTS ASSISTANT

Employer:	Enercon Windfarm Services Ireland Ltd.
Location:	Tralee, Co. Kerry
Job Summary:	<p>Processing Accounts Payable invoices and dealing with relevant queries.</p> <p>Monthly processing of Credit Card expenses.</p> <p>Preparation of VAT Returns and other tax returns.</p> <p>Analysis and reporting of monthly reports requested by management.</p> <p>Completion of CSO Surveys.</p> <p>Involvement in review of Vendor &amp; Service provider contracts.</p> <p>Assisting in preparation of annual budget.</p> <p>Administration duties and any other ad hoc duties within the Accounts Department.</p>
Requirements:	<p>Experience with SAP is an advantage</p> <p>Strong IT &amp; Microsoft Excel skills are essential</p> <p>Ability to work independently as well as within a team environment</p> <p>Strong organisational skills, attention to detail and adherence to procedures for data entry and integrity.</p> <p>Previous experience in a busy accounts department would be preferable.</p> <p>Accounts technician qualification would be an advantage.</p>
Hours:	Part time, 20-24 hours per week. Permanent position.
Salary/Benefits:	Health Insurance & Pension benefits.
How to Apply:	<p>Please send a Cover Letter and your CV To: ENERCON Windfarm Services Ireland Ltd.,</p> <p>Attn: HR, Kerry Technology Park, Tralee, Co. Kerry. Tel: 066 4010762,</p> <p>Email: <a href="mailto:service.ie@enercon.de">service.ie@enercon.de</a></p>

### FINANCIAL ADVISERS

Employer:	Acorn
Requirements:	<p>The ability to listen and build strong personal relationships</p> <p>Self-confident and receptive to coaching with a high standard of personal integrity</p> <p>Hardworking, goal orientated and the ability to persevere</p> <p>In possession of a suitable natural market and interested in meeting and working with people</p> <p>Successful track record in previous/current field of employment</p>
How to Apply:	<p>Please email: <a href="mailto:pius.horgan@acornlife.ie">pius.horgan@acornlife.ie</a></p> <p>Or call or Tralee Branch on 066-7123388</p>

## ADMINISTRATION & OFFICE

### FINANCIAL ADMINISTRATOR

Employer:	Finance For You
Location:	Killarney
Job Summary:	<p>Responsible for assessing loan applications on a daily basis ensuring that all credit decisions are made in line with the Finance For You internal Credit Policy.</p> <p>Review supporting documentation including bank statements, payslips, accounts and the necessary information to support the loan application.</p> <p>Daily contact and development of client relationships with various intermediaries and third parties.</p> <p>Manage your daily pipeline to ensure that all third party Service Level Agreements are met.</p> <p>Responsible for ensuring compliance is adhered to on all credit applications.</p> <p>Provide support and assistance to other team members and management.</p>
Requirements:	<p>Ability to communicate with dealers in a professional manner.</p> <p>Display strong administrative and numerical capabilities.</p> <p>The ability to pay strong attention to detail as accuracy is vital.</p> <p>Computer literate with good keyboard skills.</p> <p>Excellent interpersonal skills, including a good telephone manner and working as part of a team.</p> <p>Good organisational skills with a proven ability to prioritise tasks.</p> <p>Display personal commitment, effort, motivation and initiative in all business dealings</p> <p>Third level/QFA/Financial Qualification and experience in Credit Underwriting offers a distinct advantage.</p>
How to Apply:	Please send your CV to: <a href="mailto:coshea@financeforyou.ie">coshea@financeforyou.ie</a>

### OFFICE ADMINISTRATOR/JUNIOR EVENT EXECUTIVE

Employer:	Elite Event Management
Details:	7 month contract, immediate start.
How to Apply:	Please email your CV to: <a href="mailto:catriona@eliteevents.ie">catriona@eliteevents.ie</a>
Closing date:	12th of March 2019

### SERVICE/CVRT TEST CENTRE ADMINISTRATOR

Employer:	Kellihers.ie
Requirements:	<p>You will need to be personable character, articulate, proficient in IT &amp; administrative matters and one who thrives in busy team orientated environment. Motor trade or mechanical expertise is not essential as full training will be provided.</p>
How to Apply:	<p>Please send your CV to: Gerard McCarthy, After Sales Manager, Kellihers Garage, Rathass, Tralee or email to: <a href="mailto:gerard@kellihers.ie">gerard@kellihers.ie</a></p>

## ADMINISTRATION & OFFICE

### SECRETARY

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Employer:	OCKT Limited.
Job's Summary:	Full time Secretary required for busy Accountancy Practice for Maternity Leave. Contract commencing in April 2019.
Requirements:	Strong organisational skills and high proficiency in Word. Excellent communication & interpersonal skills. Experience essential.
How to Apply:	Please forward your CV to: info@ockt.ie or post to: OCKT Limited, Glebe House, Glebe Place, Killarney, Co. Kerry

## HOTEL & CATERING

### HEAD RECEPTIONIST

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Employer:	Sheen Falls Lodge
Location:	Kenmare, Co. Kerry
Requirements:	Experience in Hotel reception & reservations with 1-2 years' senior front office/ supervisory experience within a 4/5 Star property. The role will work with and oversee the Reception team of up to 6 team members, reporting to the Front of House Manager. Experience in Opera is desired.
Hours:	5 days over 7 to include weekends and bank holidays.
How to Apply:	Please apply by email to: careers@sheenfalls lodge.ie

### FOOD & BEVERAGE SUPERVISOR

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Employer:	Sheen Falls Lodge
Location:	Kenmare, Co. Kerry
Requirements:	Hotel supervisor with 4/5 Star F & B experience. Excellent standards, customer service and attention to details. Reporting to the Food & Beverage Management. Fluent English both oral and written.
Hours:	5 days over 7 to include weekends and bank holidays.
How to Apply:	Please apply by email to: careers@sheenfalls lodge.ie

## HOTEL & CATERING

### DEMI CHEF/CHEF DE PARTIE

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Employer:	Sheen Falls Lodge
Location:	Kenmare, Co. Kerry
Requirements:	Qualified Chef with a further 2+ years' experience in similar Hotel background. You will have to demonstrate your passion for food, your food knowledge & cooking skills. Fluent English.
Hours:	5 days over 7 to include weekends and bank holidays.
How to Apply:	Please apply by email to: <a href="mailto:careers@sheenfalls lodge.ie">careers@sheenfalls lodge.ie</a>

### RESERVATIONS ASSISTANT

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Employer:	Castlerosse Park Resort
Location:	Killarney
Requirements:	The successful candidate must be Customer Focused, Have a good communication skills & an outgoing personality. A good knowledge of Microsoft Word is essential.
How to Apply:	Please email your application to: <a href="mailto:markbowe@castlerosse.ie">markbowe@castlerosse.ie</a>

### SENIOR DUTY MANAGER

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Employer:	Castlerosse Park Resort
Location:	Killarney
Requirements:	1-2 years' minimum experience working in a managerial role in hospitality Experience using a PMS system advantage (the hotel uses Opera) Must be able to work on own initiative and work well under pressure Excellent attention to detail and excellent organisation skills Must have a background in the understanding of food and beverage operations
How to Apply:	Please email your application to: <a href="mailto:markbowe@castlerosse.ie">markbowe@castlerosse.ie</a>

## HOTEL & CATERING

### TEMPORARY EVENT STAFF & STEWARDS FOR AD HOC EVENTS

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Employer:	Elite Event Management
How to Apply:	Please email your CV to: <a href="mailto:catriona@eliteevents.ie">catriona@eliteevents.ie</a>
Closing date:	12th of March 2019

### BAR PERSON

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Employer:	Sol y Sombra Tapas Bar & Restaurant
Location:	Killorglin, Co. Kerry
Requirements:	The ideal candidate will be mature, reliable, a team player, flexible and professional with following experiences: At least 2 years' experience in similar environment. Cocktail and Wine experience would be an advantage. Knowledge of stock and stock rotation.
Hours:	Initially part time, turning into full time position when the tourist season begins. Shifts include night shifts & weekends, having your own transport will be important.
How to Apply:	Please email your CV to: <a href="mailto:linda@solysombra.ie">linda@solysombra.ie</a> Tel: 066 9762347, Mob: 087 0660698

### BREAKFAST COOK, RECEPTIONIST, ACCOMMODATION ASSISTANT & 2 WAITRESSES

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Employer:	Fuchsia House Guest House
Salary/Benefits:	10 Euro per hour.
Hours:	The jobs are seasonal, from mid March to end of October.
How to Apply:	Please apply by contacting Padraig on 089 2282066 or 064 6633743

### PASTRY CHEF

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Employer:	Petite Delice
Requirements:	5 years' experience.
Hours:	39 hours per week
Salary/Benefits:	39,000 Euro per annum.
How to Apply:	Please contact <a href="mailto:danyoleary@hotmail.com">danyoleary@hotmail.com</a> , Tel: 087 9638472

## HOTEL & CATERING

### CAFÉ SUPERVISOR

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Employer:	Red Fox Inn
Location:	Ballintleave, Glenbeigh, Co. Kerry
Job Summary:	The role will include serving beverages in busy café/pub. Working with team ensuring tasks and customer service is of high standard.
Hours:	Mornings & early afternoons. 30 hours per week.
Salary/Benefits:	Competitive wage for right candidate.
How to Apply:	Please send your CV to: <a href="mailto:info@kerrybogvillage.ie">info@kerrybogvillage.ie</a> or contact Tim Mulvihill on 066 976 9184

### BAR STAFF & WAITING STAFF

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Employer:	Babs Bar & Restaurant
Location:	Ballydesmond, Co. Cork
Requirements :	Waiting Staff with Knowledge of serving food
How to Apply:	Please send CV or contact : Mary or Pat on : 064-7751920

### DELI/SALES ASSISTANT

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Employer:	Petit Delice, Cahersiveen, Co. Kerry
Requirements:	Experience in this area would be preferable
Hours:	Full time position.
How to Apply:	To apply please call to Danny in Petit Delice, Cahersiveen with a copy of your CV.

### ACCOMMODATION ASSISTANT, BAR & WAITING STAFF, CHEF DE PARTIE

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Employer:	The Europe Hotel & Resort and The Dunloe Hotel & Gardens
Location:	Killarney
How to Apply:	Please register your CV and cover letter online: <a href="http://careers.killarneyhotels.ie">careers.killarneyhotels.ie</a> or contact us via email: <a href="mailto:jobs@killarneyhotels.ie">jobs@killarneyhotels.ie</a>

## HOTEL & CATERING

### EXPERIENCED ACCOMMODATION ASSISTANTS

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Employer: Old Weir Lodge

Location: Muckcross Road, Killarney

Requirements: Fluent English

Hours: Favourable hours.

How to Apply: Please apply with CV to: [info@oldweirlodge.com](mailto:info@oldweirlodge.com) or ring 064 6635593.

### BREAKFAST COOK

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Employer: Old Weir Lodge

Location: Muckcross Road, Killarney

Requirements: Minimum three years' experience in similar role

Hours: Full time

How to Apply: Please apply with CV to: [info@oldweirlodge.com](mailto:info@oldweirlodge.com) or ring 064 6635593.

### WAITRESS & SOUS CHEF

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Employer: Bricin Restaurant & Craft Shop

Location: High Street, Killarney

Hours: No working on Sundays/Mondays

How to Apply: Please call on 064 6634902 or email: [info@bricin.ie](mailto:info@bricin.ie)

### CHEFS, KITCHEN PORTER & BARISTAS/WAITER

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Employer: Curious Cat Cafe

Location: Market Lane, Killarney

How to Apply: Please apply with CV to Richard or Sylvia, Curious Cat Café,  
No. 1 Market Place, Killarney



## HOTEL & CATERING

### FOOD & BEVERAGE SUPERVISOR

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Employer:	The Killarney Park Hotel
Location:	Town Centre, Killarney
Requirements:	2 years' minimum experience in similar property. High standards and excellent customer care skills. Ability to work on own initiative. Fluent English and excellent communication skills.
How to Apply:	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town centre, Killarney, Co. Kerry

### BAR PERSONNEL

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Employer:	The Killarney Park Hotel
Location:	Town Centre, Killarney
Requirements:	Previous experience essential. Excellent customer care skills. Fluent English & good communication skills.
Hours:	Full & part time
How to Apply:	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town centre, Killarney, Co. Kerry

### ACCOMMODATION ASSISTANT

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Employer:	The Killarney Park Hotel
Location:	Town Centre, Killarney
Requirements:	Previous experience preferable. Excellent customer care skills & fluent English. Attention to detail and high standards.
Hours:	Full & Part time
How to Apply:	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town centre, Killarney, Co. Kerry

## HOTEL & CATERING

### FOOD & BEVERAGE PERSONNEL

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Employer:	The Killarney Park Hotel
Location:	Town Centre, Killarney
Requirements:	Previous experience in Food & Beverage essential. Excellent customer care skills. Fluent English and excellent communication skills.
Hours:	Full & part time
How to Apply:	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town centre, Killarney, Co. Kerry

### DEMI CHEF DE PARTIE

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Employer:	The Killarney Park Hotel
Location:	Town Centre, Killarney
Requirements:	2 years' previous hotel experience in similar role. Fluent English and excellent communication skills. Good time keeper and ability to work under pressure. Team player and driven by high standards. Creativity and passion for food. Desire to work in 5 star property.
How to Apply:	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town centre, Killarney, Co. Kerry

### RELIEF NIGHT PORTER

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Employer:	The Killarney Park Hotel
Location:	Town Centre, Killarney
Requirements:	Previous experience, excellent customer care skills & high standards. Ability to work on own initiative Fluent English and excellent communication skills.
How to Apply:	Applications in writing to: The Personnel Manager, The Killarney Park Hotel, Town centre, Killarney, Co. Kerry

## HOTEL & CATERING

### SPA THERAPIST, LINEN PORTER, FOOD & BEVERAGE PERSONNEL, CHEFS

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Employer:	Aghadoe Heights Hotel & Spa
Location:	Killarney
Details:	Recruitment Open Day Wednesday the 13th of March 2019, 2pm—4pm & 6pm—8pm. Aghadoe Heights Hotel & Spa Please bring your CV with you on the day.
Contact:	Brid Brennan, HR Manager Email: <a href="mailto:bbrennan@aghadoeheights.com">bbrennan@aghadoeheights.com</a> Tel: 064 6631766 Web: <a href="http://www.aghadoeheights.com">www.aghadoeheights.com</a>

### EXPERIENCED HOUSEKEEPER/SUPERVISOR, BREAKFAST CHEF, CHEFS ALL GRADES, BAR & RESTAURANT PERSONNEL

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Employer:	Foley's Restaurant & Townhouse
Location:	Killarney
How to Apply:	Please apply with CV to Foley's Restaurant. Tel: 064 6631217

**COMMUNITY, SOCIAL WELFARE****INSTRUCTIONAL TRAINER / JOBS COACH**

Employer:	Down Syndrome Ireland
Location:	Deenagh Lodge Tea Rooms, Killarney
Requirements:	Previous experience and necessary qualification are essential for this position. Immediate start needed.
Job Summary:	Full job spec available from the email listed above.
Hours:	From April to the end of September 2019
How to Apply:	Please apply with cover letter and CV to: <a href="mailto:adminsecretary@downsyndromekerry.ie">adminsecretary@downsyndromekerry.ie</a> or In writing with CV to Down Syndrome Kerry, Balloonagh Estate, Tralee, Co. Kerry
Closing Date:	Friday, 15th of March 2019

**EDUCATION & CHILDCARE****CHILDMINDER**

Location:	Beaufort Area
Requirements:	Previous experience as a Childminder essential Rate of pay depends on qualifications and experience
Hours:	9 am - 5 pm, 3 - 5 days per week
How to Apply:	Please call Orla 087 270 0099

**PARTTIME PRE-SCHOOL TEACHER**

Employer:	Clearway Montessori Pre-School
Requirements:	Minimum level 5 in childcare or Montessori teaching. Level 7 in Early Years and Education distinct advantage.
How to Apply:	Please apply to: <a href="mailto:ciarammc@yahoo.com">ciarammc@yahoo.com</a>

**MEDICAL PROFESSIONALS & HEALTHCARE****PART-TIME SUPPORT PHARMACIST & FULL-TIME OTC SALES ASSISTANT**

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Employer: O' Keffe's Pharmacy

Location: Dingle

How to Apply: Apply to Manager:  
O' Keffe's Pharmacy Dingle,  
Phone : 066-9151310  
Email : okpltd@gmail.com

**PHARMACY TECHNICIAN**

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Employer: Sheahan's Pharmacy

Location: 34 Main Street, Killarney

Job Summary: Position is permanent with no late night or Sunday work.

Requirements: Enthusiastic, caring and professional person required.

How to Apply: Please send your application by post to: Sheahan's Pharmacy, 34 Main Street, Killarney, V93 XW63 or by email to: killarney@sheahanspharmacy.ie

**STAFF NURSE GENERAL**

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Employer: Kerry Specialist Palliative Care Services, University Hospital Kerry

Location: Tralee, Co. Kerry

Job Summary: The Staff Nurse will be assigned to the 15 bed In-Patient Unit and will plan, implement and evaluate individualised patient care in specialist palliative care unit.

Hours: This is temporary contract (Maternity Cover).

How to Apply: Please submit your CV and cover letter to: Laura.Collins@hse.ie  
Informal inquiries to Mari O'Connell, Director of Nursing, Tel: 066 7103419,  
Email: mari.oconnell@hse.ie

Closing Date: 21st of March 2019

## PRODUCTION, ENGINEERING & SCIENCE

### QUALIFIED ELECTRICIAN

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Employer:	David Doyle Electrical Ltd.
Requirements:	Current Safe Pass and Manual Handling Certificates are essential
How to Apply:	Please email your CV to: <a href="mailto:info@doyleelectrical.ie">info@doyleelectrical.ie</a> along with relevant documentation and two references .
Closing Date:	Close of business on Friday, 15th of March 2019

### JUNIOR ELECTRICAL ESTIMATOR

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Employer:	David Doyle Electrical Ltd.
How to Apply:	Please email your CV to: <a href="mailto:info@doyleelectrical.ie">info@doyleelectrical.ie</a> along with relevant documentation and two references .
Closing Date:	Close of business on Friday, 15th of March 2019

### ELECTRICAL FOREMAN

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Employer:	David Doyle Electrical Ltd.
Requirements:	A minimum of 5 years electrical experience in running medium scale projects . Experience of managing teams of Electricians Apprentices and Sub-Contractors. Ensure safety & quality are met.
How to Apply:	Please email your CV to: <a href="mailto:info@doyleelectrical.ie">info@doyleelectrical.ie</a> along with relevant documentation and two references .
Closing Date:	Close of business on Friday, 15th of March 2019

### ELECTRICIANS

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Employer:	Eleco Electrical Services
Requirements:	Minimum 5 years' experience. Experience in Security would be an advantage. Experience with Industrial and specialised connections and fits out. Excellent leadership skills, ability to work on own initiative and as part of a team. Demonstrate efficient work methods, analytical and problem solving skills. Promote and continually develop Health & Safety initiatives.
Salary / Benefits:	Company vehicle and remuneration Package offered.
How to Apply:	Please send your CV to: <a href="mailto:caragh@electroservices.com">caragh@electroservices.com</a>
Closing Date:	22nd of March 2019

## SALES, MARKETING & ADVERTISING

**Employer:** Sales Sense

**Position:** Sales Executives for Bord Gais Energy & Vodafone

**Job's Summary:** The main objective of this role is to operate as a Sales Executive for the residential market (B2C) on behalf of Bord Gais Energy or Vodafone in a defined geographical area selling electricity & gas or Vodafone services to homes. You will be reporting into your Regional Sales Manager and will be required to deliver results in line with individual, team and overall business objectives.

**Requirements:**

- A self-driven approach, performing against targets, striving to over-exceed and challenge personal and team goals.
- Thrives in a fast-paced environment, where resilience and strong communication skills are required.
- Empathetic in approach with the ability to understand customer needs.
- Develops excellent business relationships with internal and external stakeholders.
- Pro-active and strategic in approach, recognises and considers the bigger picture.
- Complete and thorough understanding of the business environment in which you are operating.
- Proven track record in exceeding sales targets month on month in a fast paced sales environment
- Experience in a B2B/B2C Energy sales environment is highly regarded
- Demonstrable experience of ensuring customer satisfaction through quality and compliant customer interactions.
- Strong organisational skills to maximise opportunities from appointments and to ensure quality journey planning.

**Duties:**

- Seeking out and targeting new customers and new sales opportunities through quality cold calling into homes in your territory.
- Meet with home owners to review their telecommunication needs and offer a full quotation on their accounts.
- Maintaining the highest standards when completing paperwork and Customer Application Forms in line with all company compliance standards
- Develop detailed journey plans to utilise your time effectively and efficiently
- Maximise every interaction through the use of referrals
- Collect and review competitor and industry information to ensure a full understanding of the telecoms market
- Work within a team environment and grow your skills through effective communication with your RSM and colleagues
- Represent the Sales Sense and Vodafone brand at all times
- Liaise with various stakeholders internally and externally to the organisation
- Develop and maintain effective communication with all internal departments
- Work with your RSM and Team Lead to hit targets to meet the company's revenue and margin goals
- Ensure company procedures and processes are adhered to at all times

**How to Apply:** Please apply by e-mail to: [kohanlon@salessense.ie](mailto:kohanlon@salessense.ie)

## SALES, MARKETING & ADVERTISING

### TRAINEE SALESPERSON

Employer:	Liam Lynch Skoda
Location:	Farranfore, Co. Kerry
Requirements:	Commitment to sales, target driven, ability to thrive in fast-paced working environment. Training will be given in our Dealership and also at the Skoda training centre in Dublin.
How to Apply:	Apply by email to: <a href="mailto:finance@liamlynchmotors.it">finance@liamlynchmotors.it</a> or by post to: HR Department, Liam Lynch Skoda, Farranfore, Killarney, Co. Kerry Tel: 066 9793066

### SALES ASSISTANT

Employer:	Macken of Ireland,
Location:	Fossa, Killarney, Co. Kerry
Requirements:	Must be customer focused and have positive attitude.
How to Apply:	Please send your CV and cover letter to: <a href="mailto:contact@mackenofireland.com">contact@mackenofireland.com</a>

## SECURITY, GENERAL OPERATIVE & GENERAL SERVICES

### RURAL GENERAL OPERATIVE (BAND 2)

Employer:	Department of Culture, Heritage and the Gaeltacht
Location:	Killarney National Park
How to Apply:	Further details and application forms are available on: <a href="https://www.chg.gov.ie/heritage/national-parks-wildlife/recruitment/">https://www.chg.gov.ie/heritage/national-parks-wildlife/recruitment/</a> Or might be requested from <a href="mailto:hr@chg.gov.ie">hr@chg.gov.ie</a>
Closing Date:	3pm, on Tuesday 14th of March 2019.

### GENERAL OPERATIVE & APPRENTICE ELECRICIAN

Location :	Killarney & Tralee area
How to apply :	Apply to Box No. DS 797p, c/o The Kerryman, 9/10 Denny Street, Tralee, Co. Kerry

### FULLY QUALIFIED PLUMBER

Employer:	Ahern & Scanlon Ltd. Plumbing & Heating Contractors.
How to Apply:	Please call Mike on 087 9922113 or Seamus on 087 6111835. Email your CV to: <a href="mailto:1ahernandscanlon@eircom.net">1ahernandscanlon@eircom.net</a>



**SECURITY, GENERAL OPERATIVE & GENERAL SERVICES****DIESEL MECHANIC**

Employer: Seamus Weldon

How to Apply: Please forward your CV to: [info@seamusweldon.com](mailto:info@seamusweldon.com) or by post to: Seamus Weldon,

**DRIVER, STORES AND TRADE COUNTER ASSISTANT**

Employer: Kelliher's Electrical Rexel Group

Location: Killarney

Requirements: Full clean driving licence & excellent people skills.  
Experience in electrical industry an advantage.

Hours: This is full time, permanent position.

How to Apply: Please send your CV & cover letter describing why you are suited to the position  
to: [careers@rexel.ie](mailto:careers@rexel.ie)

Closing Date: 13th of March 2019

**OTHER VACANCIES****TRAINING CENTRE MANAGER**

Employer: Kerry Educational and Training Board

Details: Kerry ETB invites applications for the post of Permanent Training Centre Manager APO Grade

How to Apply: Application forms and full details for the above post may be obtained from [www.kerryetb.ie/opportunities](http://www.kerryetb.ie/opportunities) or contact the HR department, Kerry ETB, Centrepont, John Joe Sheehy Road, Tralee, Co Kerry, tel. 066-7121488.  
Please complete an application form and return by email only to: [jobs@kerryetb.ie](mailto:jobs@kerryetb.ie). No CVs, only official form will be accepted.

Closing Date: 12 noon Thursday 21st March 2019

**OTHER VACANCIES****CATEGORY MANAGER**

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Employer:	KERRY COUNTY COUNCIL
Salary/Benefits:	48,978 - 63,672 Euro
How to Apply:	Application forms and Candidate Information Booklet may be obtained on the Kerry Council website: <a href="http://www.kerrycoco.ie">www.kerrycoco.ie</a> or from: <a href="http://www.localgovernmentjobs.ie">www.localgovernmentjobs.ie</a> Please refer to Candidate Information Booklet for details in relation to the application process for these competitions.
Closing Date:	5pm on Tuesday, 14 h March 2019

**ENVIRONMENTAL TECHNICIAN GRADE**

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Employer:	KERRY COUNTY COUNCIL
Salary/Benefits:	39,408 - 47,156 Euro
How to Apply:	Application forms and Candidate Information Booklet may be obtained on the Kerry Council website: <a href="http://www.kerrycoco.ie">www.kerrycoco.ie</a> or from: <a href="http://www.localgovernmentjobs.ie">www.localgovernmentjobs.ie</a> Please refer to Candidate Information Booklet for details in relation to the application process for these competitions.
Closing Date:	5pm on Tuesday, 14 h March 2019

**HOUSING INVESTIGATION OFFICER**

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Employer:	KERRY COUNTY COUNCIL
Salary/Benefits:	42,041 - 50,490 Euro
How to Apply:	Application forms and Candidate Information Booklet may be obtained on the Kerry Council website: <a href="http://www.kerrycoco.ie">www.kerrycoco.ie</a> or from: <a href="http://www.localgovernmentjobs.ie">www.localgovernmentjobs.ie</a> Please refer to Candidate Information Booklet for details in relation to the application process for these competitions.
Closing Date:	5pm on Tuesday, 14 h March 2019

## **Employ***Ability Service Kerry*

*EmployAbility Service Kerry* has a vacancy for a Fixed Term Full Time Job Coach and will be creating a panel for future positions

*EmployAbility Service Kerry* is a Supported Employment Service which works with job applicants and employers to increase the participation of those with a disability in employment. The Job Coach will guide and support the job applicant prior to and during job placement so that the client may achieve independence in the work place. Successful applicants will be required to complete a Garda vetting application form

Vacancy: Job Coach

### **Requirements:**

A relevant Third Level qualification

Experience of working with people with a disability and/or people with mental health difficulties

An awareness of and familiarity with the issues relating to employment for those facing significant barriers to employment

Ability to be innovative and resourceful is required

Fluency in verbal and written English is an essential requirement for this post

Excellent IT skills to include Microsoft Office, Excel and other computer applications is essential

Full clean driving licence and the use of a car essential for this position.

Excellent Sales, PR, Marketing and negotiation skills desirable but not essential

**Application Form and Job Description available by emailing  
[miriam@employabilitykerry.ie](mailto:miriam@employabilitykerry.ie) or 066 7118758**

**CV's will not be accepted for these posts**

**Closing date for receipt of applications is 1pm Friday March 22<sup>nd</sup> 2019.**

*EmployAbility Service Kerry is an equal opportunities employer*

## Small Engines Course



This course ensure learners become competence in the safe use, maintenance and storage of trimmers, trimmers and mowers

## Abrasive Wheel Course



This course provides participants with the skills and knowledge needed to operate Abrasive Wheel equipment and change wheels as necessary.

The Local Employment Service in Killorglin is planning to run a number of courses in Small Engines and Abrasive Wheel.

If you are interested in attending these courses - please ring Emmett Spring or Kathy Sheahan to check your eligibility for this free course and to book your place. Please ring **066 97 62444**

Adult Literacy



and Basic Education

Kerry Education and Training Board

1<sup>st</sup> Floor, 37 High Street, Killarney, Co. Kerry

Tel: (064) 66 35990

E-mail: [killarneyabo@staff.kerryetb.ie](mailto:killarneyabo@staff.kerryetb.ie) Website: [www.kerryetb.ie](http://www.kerryetb.ie)



BORD OIDEACHAIS  
AGUS OILIÚNA CHIARRAÍ

KERRY EDUCATION  
AND TRAINING BOARD

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## ARE YOU READY FOR THE ELECTIONS ON THE 24<sup>TH</sup> MAY, 2019

### FREE ACTIVE CITIZENSHIP VOTER EDUCATION PROGRAMME

Where: Killarney Adult Literacy Centre, 37 High Street, Killarney

When: 25<sup>th</sup> March, 2019 to 20<sup>th</sup> May, 2019

Time: 12.30 to 14.30

Programme: Why should I vote?  
What are the important issues for me?  
I'd like to vote but don't know how?  
Will my vote count?  
What questions should I ask the candidates?

If interested, please contact Mary by 20<sup>th</sup> March, 2019.

## 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 VACANCIES

Job Title	Location	No. Of Positions	Closing Date	Job Ref. No.
<b>Administrator Go Kerry</b>	Killorglin	1	—	2102928
<b>Coordinator Go Kerry</b>	Castleisland Chamber	1	—	2102752
<b>Cleaner</b>	Ballymacelligott	1	12/03/2019	2102357
<b>Grounds person</b>	Fitzgerald Stadium	1	—	2099505
<b>Ground Person</b>	Killarney Area Sport & Leisure Ltd. Spa GAA	1	—	2100130
<b>Kitchen Assistant</b>	Kilcummin Rural Development	1	—	2097333
<b>Grounds Person</b>	Kilgarvan Community Development Ltd	1	—	2101747
<b>Caretaker/Environmental</b>	Muintir na Tire Hall, Milltown	1	—	2101100
<b>Caretaker Maintenance</b>	Kilcummin Rural Development	1	—	2099947
<b>Tidy Towns Worker</b>	Sneem, Co. Kerry	1	—	2103180
<b>Office Administrator</b>	Sneem, Co. Kerry	1	—	2103194
<b>Driver/General Assistant</b>	Cahersiveen, Co. Kerry	1	—	2102575





## Saint John of God Community Services CLG *Kerry Services*

HOSPITALITY • RESPECT • JUSTICE • COMPASSION • EXCELLENCE



# RECRUITMENT OPEN DAY

SATURDAY 9TH MARCH 2019 | FROM 11AM TO 2PM  
in Saint John of God, Monavalley Industrial Estate, Tralee

## ARE YOU:

Newly qualified in your profession?

Wanting to return to practice?

Fancy a change in career?

Or simply looking to gain experience while you study within the healthcare profession?

Then, why not come and talk to our friendly team and find out what we have to offer you?

- Work for a prestigious and well established healthcare service.
- Earn a regular weekly wage with excellent rates of pay
- Employee Assistance Programme
- Generous Annual Leave entitlements
- All legislative leave including, Parental (Force Majeure), Carers Leave, Jury Duty, Maternity Leave, Adoptive Leave & Paternity Leave
- Free mandatory training as well as other specific role related courses
- Opportunities for Career progression
- Membership of the Public Services Single Pension Scheme

If you are a registered **Nurse**, **Care Assistant**, **Instructor** or **Social Care Worker**, or studying within these fields, then why not join our expanding team and help us deliver an exceptional Health and Social Care Service to adults and children with an intellectual disability, that we support throughout the Kerry region.

To find out more about our Recruitment Open Day, please contact Human Resources on 064 664 4133 or email [sjogkerry.recruitment@sjog.ie](mailto:sjogkerry.recruitment@sjog.ie)

[www.sjogkerryservices.ie](http://www.sjogkerryservices.ie)

## 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

<b>Cahersiveen:</b>	<b>Killarney:</b>	<b>Killorglin:</b>	<b>Kenmare:</b>
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





## TÚS/RSS VACANCIES

### CARETAKER

Location:	Killarney
Requirements:	Caretaker required for Assisted Living residential accommodation Times will be agreed with the local community group 19.5 hours a week as per TUS contract
How to Apply:	Contact Joseph McCrohan; TUS/RSS Manager on 066-9472724 or 087-2849165

### TOUR GUIDE

Location:	Valentia Lighthouse
Requirements:	No experience required—training will be provided Times will be agreed with the local community group 19.5 hours a week as per TUS contract
How to Apply:	Contact Joseph McCrohan; TUS/RSS Manager on 066-9472724 or 087-2849165

### OUTDOOR CONSTRUCTION WORKER

Location:	Cahersiveen
Requirements:	Times will be agreed with the local community group 19.5 hours a week as per TUS contract
How to Apply:	Contact Joseph McCrohan; TUS/RSS Manager on 066-9472724 or 087-2849165

### OFFICE ADMINISTRATOR

Location:	Cahersiveen
Requirements:	Times will be agreed with the local community group
How to Apply:	Contact Joseph McCrohan; TUS/RSS Manager on 066-9472724 or 087-2849165



## SERVICES FROM THE SOUTH KERRY JOBS CLUB

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



## COURSES

**Driver Theory Tuition:**

Let us help you prepare for the Driver Theory Test  
We will have all the up-to-date books and CD's to assist you.

Tutor: Eileen O' Flaherty  
Day: Wednesday  
Time: 6.30pm – 8.30pm  
Venue: The Lodge Killorglin

**Digital Media:**

This course provides the learner with the ability to use digital media devices for their personal and social lives.

Day: Thursday  
Time: 4.30pm – 6.30pm  
Venue: The Lodge Killorglin

**Computers & Food & Nutrition:**

Days: Tuesdays 10am – 1pm & Wednesdays 10am – 12.30pm  
Venue: The Lodge in Killorglin

Beginner English Language Class – Wednesdays (Times TBC)

Beginner computers – Wednesday 1pm – 3pm

One to One Tuition in Reading, Writing, Spelling & Maths available.  
This is a free and confidential service.

If you require any further information on the above or to register your interest, please contact Deirdre Fitzgerald ALO Kerry ETB The Lodge Killorglin on 086-0460506

### Are you interested in becoming a Volunteer Literacy Tutor?

If you would like to find out more about becoming a literacy tutor or interested in completing an application form for our Volunteer Tutor training which is to commence in Tralee on February 23rd; please contact Deirdre Fitzgerald The Lodge Killorglin on 086-0460505 or 066-9790765 for further information.

Kerry Education & Training Board through our Literacy & Adult Basic Education service provides one to one tuition to men and women who have difficulty with reading, writing, spelling and maths. This service is FREE and confidential and is available in our centres around the county. It operates with the assistance of volunteers from all walks of life in Kerry.

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# Jobs Sheet Publishing Info



SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.

South Kerry Development

Partnership CLG.,

37A High St.,

Killarney,

Co. Kerry

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*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](http://www.southkerry.ie)

[jobsheet@southkerryiles.ie](mailto:jobsheet@southkerryiles.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 1p.m. on Thursdays are not guaranteed to be published\*\***

Email: [jobsheet@southkerryiles.ie](mailto:jobsheet@southkerryiles.ie)



SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.



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

