

South Kerry Local Employment Services

FREE FOR YOUR BENEFIT

**WE PROVIDE
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



PRE-SCHOOL SESSION LEADER

Employer:	St. Oliver's Pre-School Ballycasheen CLG
Requirements include:	<ul style="list-style-type: none"> • A professional qualification in childcare is essential • A major award in childcare/early education at a minimum of level 7 on the National Framework of Qualifications of Ireland (NFQ) • At least 3 years of experience working in a position of responsibility with children in the 3-6 age range.
For further information and to apply:	<i>Forward CV with relevant references and certificates, by post to The Chairperson, St Oliver's Pre-school Ballycasheen, Killarney Co Kerry. No later than 5pm on 2nd of October 2020</i>

KITCHEN PORTER, WAITING STAFF AND HOUSEKEEPING ASSISTANT

Employer:	<ul style="list-style-type: none"> • Butler Arms Hotel - Waterville, County Kerry
Job Details	<ul style="list-style-type: none"> • The Butler Arms Hotel is looking for a Kitchen Porter, experienced Waiting Staff and a Housekeeping Assistant with Immediate Start • Taking orders for food and drink • Cleaning and resetting tables with dishes, glasses, and flatware as needed •
For further information and to apply:	https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=1&advn=2528636224020507&vjk=09994c1dcbb4ba1b

CHECKOUT SALES ASSISTANT

Employer:	Daly's SuperValu
Job Details:	<ul style="list-style-type: none"> • The successful applicant must be available to work flexible hours 3-5 per week including weekends and Bank Holidays. • Previous experience preferred but not essential. • All candidates must have fluent English and be available for an immediate start.
For further information and how to apply:	<p><i>Please forward your CV to: Therese Moriarty HR Manager, Dalys Supervalu, Park Road, Killarney, Co Kerry.</i></p> <p><i>Email: dalyskillarney@killarneyautos.ie</i></p> <p><i>Closing Date: Thursday 24th September 2020</i></p>

AI TECHNICIAN'S

Employer:	Munster Bovine
Details:	<ul style="list-style-type: none"> • DIY AI training desirable but not essential
To apply:	<i>Send up to date CV and cover letter by Friday 25th September to Denise Murphy, HR Generalist, Ballyvorisheen, Mallow, Co. Cork or to careers@munsterbovine.ie</i>

SERVICE/PARTS ADVISOR

Employer:	Lucey Motors, Limerick Road, Charleville
Requirements:	<ul style="list-style-type: none"> • Customer Service focused at all times • Good understanding of parts department • Manage telephone/email. And online enquires • Excellent organisational and computer skills
For further information and to apply:	<i>CV t: info@luceymotors.com</i>

DIAGNOSTIC TECHNICIAN

Employer:	Lucy Motors, Limerick Road, Charleville
Requirements:	<ul style="list-style-type: none"> • Min 5 years experience • Process driven individual • Derive satisfaction from roble solving • Personable and a team player
For further information and to apply:	<i>CV t: info@luceymotors.com</i>

RECEPTIONIST - PART TIME

Employer:	Town centre Dental Practice, Killarney
Duties:	<ul style="list-style-type: none"> • Managing appointments • Customer queries
Requirements:	<ul style="list-style-type: none"> • Good administration skills • Welcoming attitude to patients
For further information and how to apply:	<i>Apply with cover letter and CV to PO Box 3199</i>



IWA Community Employment Schemes

No Experience Required



AS AN EMPLOYEE ON OUR CE SCHEME YOU CAN EXPECT:

- ✓ DSP Rates for 19.5 hrs per week
- ✓ Full on the Job Training Provided
- ✓ Opportunity for free QQI (FETAC) Certified Training
- ✓ Full support for Training and Development
- ✓ Paid Work Experience
- ✓ Training and Coaching for Interview skills/Creating C.V.
- ✓ Preparation for Future Employment
- ✓ Employee Assistance Programme

IWA is an equal opportunity employer

IWA is a quality accredited not for profit organisation delivering a range of services to people with disabilities and older people in every town and village in Ireland. Our goal is to have the right people in the right place at the right time and we understand that our people are our greatest asset.

IN RETURN THE IWA EXPECTS FROM YOU:

- ✓ Your commitment to training
- ✓ Willingness to learn
- ✓ Flexibility
- ✓ Caring 'can-do' attitude
- ✓ Team worker

CONTACT:

Gretta Murphy

CE Supervisor

Irish Wheelchair Association

Gretta.donohermurphy@iwa.ie

087 6684665

PAYROLL/ACCOUNTS ADMINISTRATOR

Employer: The Moorings - Portmagee, County Kerry

- Duties include:**
- Responsibility and accountability for the financial performance of the business with key focus on maintaining and controlling all aspects of the finance function to include financial reporting and planning, budgetary control and control of financial systems and procedures.
 - Manage the weekly and monthly reporting and forecasting process.
 - Assist with preparation of monthly accounts including Profit & Loss, Balance Sheet and Cash Flow.
 - Control all sales revenue and expense streams, including cash, payroll, general expenses, working capital and credit management.
 - Compliance with all with purchasing, financial policies & procedures, insurance, IT, legal policies and regulatory guidelines.
 - Effectively manage communication of financial performance to management.
 - Responsible for VAT and all statutory returns and ensure full compliance with statutory filing deadlines.
 - Ensure full tax compliance. Ensure the smooth running of the shift regarding the Check in and check out of all guests
 - Make the necessary preparations to deal with arrival of customers with advance bookings and the check in procedures are completed correctly.
 - Manage Hotel Booking sites eg. Booking.com.
 - Manage guest inquiries – phone, email or walk in.

- Requirements include:**
- Minimum 2 years book-keeping experience in the hospitality sector.
 - Accounts Technician Qualification and or Payroll Qualification.
 - Proficient user of MS Office, Publisher, Excel.
 - Confident in a variety of computer software applications, particularly Microsoft Office, Big Red Book Accounting Package and Sage Payroll or similar payroll and accounting systems.
 - Excellent communication skills.
 - Exceptional attention to detail, negotiation and communication skills.
 - Ability to work on one's own initiative.

For further information and to apply:

<https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=1&start=10&vjk=19d3d3885265d929>

Kenmare Community Employment Scheme				
Job Title	Location	No. of Positions	Closing Date	Job Ref. No
Shop Assistant	Kenmare	1	26/09/2020	CES-2149023
General Maintenance	Kenmare	3	26/09/2020	CES-2149024
Bookkeeper/Office Administrator	Kenmare	1	26/09/2020	CES-2149025
Office Administrator	Kenmare	1	15/09/2020	CES-2153250



Back to Work Enterprise Allowance (BTWEA)

The BTWEA offers effective support to people who are long term unemployed and other welfare recipients who are interested in Self Employment.

Current and past BTWEA Clients of SKDP have indicated on a regular basis to their Enterprise officers that they welcome the opportunity to support their families and themselves through self-employment.

What is the BTWEA?

The BTWEA scheme encourages people getting certain social welfare payments to become self-employed. If you take part in this scheme, you can keep a percentage of your social welfare payment for up to two years.

What are the Benefits of the BTWEA?

The amount of time you can participate on the Back To Work Enterprise Allowance (BTWEA) is 2 years. You will receive 100% of your payment for the first year, and 75% for the second year. The BTWEA is not taxable

What grants/supports are available?

Capital Grants are available once on the Scheme. This is subject to an application process. Conditions apply.

Capital Grants: 65% of the cost to a max of €600.

Grants are also open to application under the Enterprise Support Grant Scheme from DEASP to the value of €2500

Mentoring is available to all BTWEA participants in the form of Bookkeeping

Who do I contact in relation to Self-Employment and BTWEA?

Cahersiveen & Killarney Area – Anne O Riordan 066 94 72 724 aoriordan@skdp.net

Killorglin & Kenmare Area – Joanne Griffin 087 615 2660 jgriffin@skdp.net



PHARMACY ASSISTANT/TECHNICIAN**Location:** Listowel

Requirements:

- Good knowledge of Pharmacy product
- Previous pharmacy experience or other retail experience would be a distinct advantage
- Advise customers on OTC medicines

For further details and to apply: [Please apply with CV to pharmacyadreply@gmail.com](mailto:pharmacyadreply@gmail.com)

COMMUNITY SUPPORT WORKER - PART TIME**Employer:** Studio 3 Kerry , Tralee

The successful candidate will have :

- Experience of helping people with different abilities engage in the community
- Confidence in your ability to manage challenging situations
- Understanding of the challenges faced by individuals with autism spectrum conditions
- Skills and experience that may inspire and motivate a person with an autism spectrum diagnosis
- A positive attitude that promotes stress reduction
- A creative and resourceful work ethic
- A sense of fun
- Flexibility and availability to work various shifts patterns
- Knowledge of the HSE New Directions program
- Ability to work in a fast-paced environment
- A full clean driving licence and use of own car is a vital for this role
- Minimum level 5 Fetac qualification in social care or equivalent

For further information and to apply: [Please submit your CV and cover letter to info@kerry.studio3.org](mailto:info@kerry.studio3.org)

WAITING STAFF**Location:** The Golden Nugget Bar - Killarney, County Kerry

Duties:

- Greeting and seating customers
- Taking orders for food and drink
- Serving food
- Serving alcohol

For further details and to apply: <https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=3&vjk=75d41d525a9c25f7>



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

South Kerry Development Partnership CLG

Wishes to recruit

Rural Social Scheme (RSS) SUPERVISOR – Full time (Cahersiveen area)

Two Year Fixed Term Contract

The role will involve:

- Supervising participants on the Rural Social Scheme.
- Maintaining appropriate records and reporting to management.
- Setting work schedules and delivering on targets.
- Promoting the scheme and encouraging farmers/fishermen to participate on the scheme.
- Identifying new work areas for the scheme in conjunction with the local community.
- Work in co-operation with RSS and TÚS supervisors and all SKDP staff.
- Other duties required for the orderly operation of the RSS.

Requirements:

- A good standard of education.
- Previous supervisory experience desirable.
- Knowledge of general maintenance and outdoor work.
- Excellent report writing skills.
- Computer literacy.
- Understanding of issues around agriculture and off farm employment.
- Own transport and full current driving licence.

Full particulars of the position are available from Marie Garvey, South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry. Telephone: 066 9472724, Email: info@skdp.net

Please forward a full CV & Cover Letter to:

Noel Spillane
Chief Executive Officer
South Kerry Development Partnership CLG
West Main Street, Cahersiveen, Co. Kerry

info@skdp.net

not later than 5pm on Friday 2nd October 2020

South Kerry Development Partnership CLG is an Equal Opportunities Employer and acknowledges the assistance of the Department of Employment Affairs & Social Protection in supporting this post.





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

IT Skills - Essential Computer Literacy Skills That Everyone Needs

30 Hours - 6 Courses

- Microsoft excel skills
- Microsoft Outlook Skills
- Microsoft word skills
- Microsoft teams
- Microsoft PowerPoint skills
- Cyber Security

These will be Microsoft approved courses and will have assessments and certification

Personal Skills - Essential Skills That All Employers Look For

14 Hours - 6 Courses

- Critical thinking and problem solving
- Digital Literacy skills that grow your career
- Effective communication
- Effective time management
- Emotional intelligence at work
- Team working skills

These courses will have expert trainers and will have assessments and certification

Career Skills - Skills and Practical Techniques to Getting That Job

6 Hours -3 Courses

- How to Succeed at writing application
- How to sell yourself and interview techniques
- Job hunting techniques to get hired faster

Practical steps and techniques to getting hired Includes Templates that can be amended

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 is the local authority for the South Kerry region and is a member of the South Kerry Partnership through the Department of Education and Skills.



South Kerry Development Partnership
100-102, The Square
Tralee, Co. Kerry



SOUTH KERRY DEVELOPMENT
PARTNERSHIP C.I.G.

PART-TIME SALES ASSISTANT

Employer:	Home Store & More, Tralee, Co Kerry
Duties:	<ul style="list-style-type: none"> • Customer Service • Operation of tills • Stock Control • Merchandising of stock • Follow and observe store policies • Maintain and adhere to safety procedures • Offer assistance and services where needed
Requirements:	<ul style="list-style-type: none"> • Demonstrate an ability to deal with colleagues and customers in a friendly and helpful manner • Focus on customer care • Have good communication skills • Be reliable
For further information and to apply:	https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=3&advn=8040691028514026&vjk=7a69b2bf9dc8b4fa

PAYROLL/ACCOUNTS ADMINISTRATOR—FULL-TIME, PERMANENT

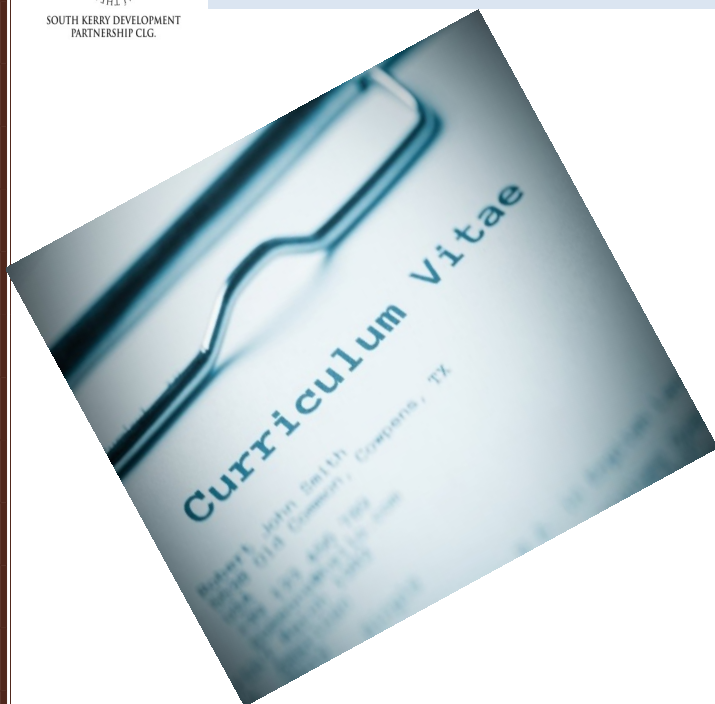
Employer:	Southwest Engineering - Milltown, County Kerry
Requirements:	<ul style="list-style-type: none"> • Minimum 2 years book-keeping experience. • Accounts Technician Qualification and or Payroll Qualification desirable but not essential. • Proficient user of MS Office, Excel. • Confident in a variety of computer software applications, particularly Microsoft Office, Accounting Package and Payroll. • Ability to work on one's own initiative. • Excellent communication skills.
For further information and to apply:	https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=3&advn=9055812131182501&vjk=8abe18671da90aae

GRILL COOK

Employer:	MJ's Diner - Tralee, County Kerry
Details:	<ul style="list-style-type: none"> • A good knowledge of HACCP and ability to work in a fast pace environment are essential for this position. • You must speak fluent English, be eligible to work within the EU and have excellent Customer Care skills. • Experience in a similar role is essential.
For further information and to apply:	https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=3&vjk=641ab895ca18c190



SOUTH KERRY JOBS CLUB



ONLINE MOCK INTERVIEWS

Your CV (Curriculum Vitae) and cover letter are usually the first impression that a company or organisation gets of you, so you have to make it the best it can be. That means knowing how to make your achievements shine.

LETS GET STARTED ON ROAD TO SUCCESS



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.**



An Roinn Forbartha
Tuaithé agus Palsúil
Department of Rural and
Community Development

South Kerry Development Partnership CLG.

Wishes to recruit

MacGillycuddy Reeks Mountain Access Forum - Development Officer

South Kerry Development Partnership CLG invites applications for the above position.

The MacGillycuddy Reeks Mountain Access Forum Development Officer will support the Reeks Mountain Access Forum with the implementation of their five year strategic plan 2019 – 2023. The Development Officer will support the Forum with their prioritised aims including, strengthening the organisational structure and securing requisite resources to support the operational management of the Forum, commissioning key works to sustain the Reeks upland recreational infrastructure, with appropriate consents and permits, while using the skills of participating farmers, facilitating and encouraging local communities and enterprises to deliver meaningful socio-economic benefits from recreational tourism in the Reeks catchment.

Applicants must:

- Possess a recognised qualification in Community/Rural Development or Outdoor Recreation or equivalent professional qualification in an allied field of expertise.
- Possess a knowledge, understanding and interest in countryside recreation and trails development & high nature value farming practices.
- Possess excellent communication, interpersonal & presentation skills
- Possess an excellent understanding of the needs of farmers and landowners, a good knowledge and understanding of issues facing rural communities and the challenges of upland farming.
- Possess knowledge and interest in the natural and heritage environment
- Have experience of working in community organisations in a professional or voluntary capacity
- Possess excellent administrative & organisational skills
- Have an ability to work effectively with a number of stakeholder organisations & on own initiative

The position is part time (22.5 hours per week) and will be based at the Partnership's office at the Old Barracks, Beaufort Village, Co. Kerry. The contract period will run for 24 months from November 2020 to October 2022.

Full particulars of the position are available from South Kerry Development Partnership CLG, West Main Street, Cahersiveen, Co. Kerry.

Contact Marie Garvey
Telephone 066 9472724, Fax 066 9472725, info@skdp.net

Please forward a full CV and letter of application to:

**Noel Spillane, Chief Executive Officer,
South Kerry Development Partnership CLG,
West Main Street, Cahersiveen, Co. Kerry
info@skdp.net**

not later than 5:00 p.m. on Friday 2nd October 2020

South Kerry Development Partnership CLG is an Equal Opportunities Employer and acknowledges the assistance of the Department of Rural & Community Development in supporting this post.

DRIVER - FULL TIME

Location: Fenit Fruit & Veg

Essential attributes:

- Reliability
- Attention to detail
- Team player

For further information and how to apply: [Applications to accounts@fenitveg.ie](mailto:Applications.to.accounts@fenitveg.ie)

WINDOW & DOOR INSTALLERS

Employer: Weather Master Kerry LTD, Tralee

Details:

- Plastering or carpentry experience would be an advantage but not essential

To apply: [Call 066 7120126](tel:0667120126) or [Email: weathermasterkerry@gmail.com](mailto:weathermasterkerry@gmail.com)

HEALTH CARE ASSISTANTS

Employer: St. Joseph's Home Killorglin

To apply: [Application to be made to helenr@stjosephsnursinghome.com](mailto:helenr@stjosephsnursinghome.com)

STAFF NURSE

Employer: St. Joseph's Home Killorglin

To apply: [Application to be made to helenr@stjosephsnursinghome.com](mailto:helenr@stjosephsnursinghome.com)

KITCHEN ASSISTANT

Employer: St. Joseph's Home Killorglin

To apply: [Application to be made to helenr@stjosephsnursinghome.com](mailto:helenr@stjosephsnursinghome.com)

GENERAL OPERATIVE—DURATION 5 WEEKS

Employer: Crewit Ltd - Tralee, County Kerry

Details:

- The ideal candidate will have Manual Handling, Retail Experience. Packing Experience is a bonus.

For further details and to apply: <https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=3&advn=8173362713567722&vjk=a9e5ec69fe39c132>

ST BRIGID'S COMMUNITY EMPLOYMENT VACANCIES

Location	Jobs No	Position	Closing Date	Vacancies
Ballybunion	2159413	Cleaner / Caretaker	28/10/2020	1
Waterville Childcare	2159406	Cleaner	28/10/2020	1
Camp	2159416	Kitchen Assistant	28/10/2020	1
Ardfert	2159412	Childcare Assistant	28/10/2020	1
Ballybunion	2159415	Childcare Assistant	28/10/2020	1
Ballyheigue	2159414	Childcare Assistant	28/10/2020	1
Listry	2159411	Childcare Assistant	28/10/2020	1
Scamps & Scholars, Killorglin	2159405	Childcare Assistant	28/10/2020	1
Listowel FRC	2159410	Childcare Assistant	28/10/2020	2
Rath Oraigh, Tralee	2159409	Childcare Assistant	28/10/2020	2
Scartaglen	2159408	Childcare Assistant	28/10/2020	1
Valentia	2159407	Childcare Assistant	28/10/2020	1

CE Vacancies				
Job Title	Location	No. of positions	Closing date	Job Ref
Maintenance operative	Portmagee	2	24/08/2020	#CES-2158313
Landscape Gardener	Portmagee	2	24/08/2020	#CES-2158309
GAA Sportsgrounds Caretaker	Portmagee	1	24/08/2020	#CES-2158308
Cook/ Kitchen Operative	Portmagee	1	24/08/2020	#CES-2158307



SOUTH KERRY DEVELOPMENT PARTNERSHIP CLG.

CALL FOR FARMERS IN KILLARNEY AND EAST KERRY TO JOIN RURAL SOCIAL SCHEME

South Kerry Development Partnership Clg is actively seeking farmers to join the Rural Social Scheme Team. We currently have 15 places to fill on the South Kerry Development Partnership, Rural Social Schemes.

During these difficult times many farmers may have lost employment due to Covid 19 or farm income may have reduced and the Rural Social Scheme could be a way of gaining some lost income. To qualify for the scheme farmers must be in receipt of Farm Assist / Job Seekers Allowance, be actively farming in excess of one hectare. Participants are engaged for 19.5 hours per week to provide certain services of benefit to rural communities. Benefits to farmers on the Rural Social Schemes include:

- **Reduced isolation through work alongside other farmers on local projects**
- **Guaranteed and increased weekly income.**
- **Make weekly PRSI contributions towards old age pension.**
- **Opportunity to use many different skills due to the variety of work available indoor and outdoor.**
- **Both male and female farmers participate on the Rural Social Scheme**

The Rural Social Scheme currently provides work opportunities for around 3,350 participants and 139 supervisory staff nationally. The local supervisor will complete all the required paperwork to join the schemes.

For further information please contact

RSS Manager Joseph McCrohan 0872849165
or Killarney RSS Supervisor Breda O'Shea on 0879715446.



STONE FLOWER BEDS
Muckcross Road



CLEARING OVERGROWTH
at Killeggy Burial Ground



COMPLETION OF STEPS
at Killarney Athletic



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

NIGHT PORTER

Employer:	Ballyseede Castle - Tralee, County Kerry
Requirements:	<ul style="list-style-type: none"> • Previous hotel/porter experience an advantage but not essential. • Excellent customer care and communication skills • Must be a team player and ability to work on your own initiative. • Please note that this position involves both shift and weekend work.
Duties:	<ul style="list-style-type: none"> • Conference room setup • Bar/Room service • Security of hotel • Understanding and assisting guest needs; • Cleaning duties.
For further information and to apply:	https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=3&advn=5463617942445777&vjk=16e7f413cec7cc0f

CLEANING OPERATIVE

Employer:	Derrycourt Cleaning Specialists, Killarney, Co Kerry
Requirements:	<ul style="list-style-type: none"> • Must be fully flexible and available to work full time hours • Previous experience preferable but not essential as training is provided • Good level of English is essential • Applicants must be legally eligible to work in Ireland • Willingness to undergo Garda Vetting • Full uniform and identification must be worn while working at sites • Adherence to all health and safety policies and procedures
Duties:	<ul style="list-style-type: none"> • Daily Cleaning duties in accordance with cleaning checklist and work scheduled devised per client site • Empty Bins • Vacuum & wash floors • Dusting of window ledges, rails, skirting and glass panels • Toilet area cleaning • Use of Cleaning Machinery to include Buffer and/or Scrubber Dryer, Vacuum
To apply:	https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=3&advn=3422236767869507&vjk=90016f8d65fcad84



EmployAbility Service Kerry in partnership with HSE Cork Kerry Community Healthcare are recruiting an Employment Specialist for an IPS (Individual Placement and Support) programme.

The purpose of this job is to provide a recovery-focused supported employment service to people linked with mental health services using an Individual Placement and Support (IPS) model which emphasises individuals' interests, experience, skills and strengths.

The Employment Specialist will work directly with businesses and employers to secure employment opportunities and provide ongoing support to both employers and individuals to retain employment. The Employment Specialist will be co-located with the Mental Health Team in Kerry

Requirements:

- Relevant Third Level Qualification or equivalent standard of education or significant prior employment services or other relevant experience.
- Full clean driving licence and means of transport
- Experience of working with and supporting people into employment.
- Minimum of one-year experience of securing employment opportunities for people distanced from the labour market or negotiating sales opportunities with business's and private sector employers
- Excellent sales, marketing and negotiation skills and ability to relate to employers
- Competent I.T. skills, Experience & knowledge of Excel Use
- Strong administration skills including report writing is very necessary for the role
- Strong interpersonal skills and the ability to effectively communicate and network with diverse individuals and organisations.

Application Form and Job Description available by emailing miriam@employabilitykerry.com

CV'S will not be accepted for these posts

A panel may be formed for similar posts that may become vacant in the future

Closing date Friday September 25th at 1pm:

TBC

EmployAbility Services are an equal opportunities employer



An tAire Gréide / Grádaire
as an Aire Stáit
Department of Employment Affairs
and Social Protection



Fidhneamhacht na Seirbhíse Sláinte
Health Service Executive

Ballymacelligott CE CLG

Job Title	Location	No. of Positions	Garda Vetting	Closing Date	Job Ref. No
Receptionst	An Riocht, Castleisland	1	Yes	20/09/2020	#CES-2158115
Maintenance	An Riocht, Castleisland	1	No	27/09/2020	#CES-2159145
Caretaker	Brosna	2	Yes	20/09/2020	#CES-2158111

FULL TIME SECRETARY

Employer: Star Seafoods Ltd - Kenmare, County Kerry

Details:

- Full time secretary required for a busy office in Kenmare.
- Must be highly skilled and competent in computers as there is multiple computer software systems used for the company.
- Must have a good work ethic, be able to multi-task and pay attention to detail.
- Looking for someone with a minimum of 2 years work experience in a busy office environment.

For further information and to apply: <https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=1&start=10&vjk=0d6f650fe81ccf34>

2ND/3RD YEAR APPRENTICE PLUMBER

Employer: Culhane Mechanical Services - Listowel, County Kerry

Details:

- Candidate must be highly motivated and willing to learn
- Must be able to demonstrate good work practices including time keeping, tidiness, responsibility and safety awareness.
- Must be able to take direction and to work on their own initiative
- Must have excellent attention to detail and ability to work under pressure
- Up to date safe pass and manual handling is required, a copy will be required before job offer
- Must be willing to travel
- Expected start date: 21/9/2020

For further information and to apply: <https://ie.indeed.com/jobs?q&l=County%20Kerry&fromage=1&start=10&vjk=02fb25f7b5e39a2f>

Jobs Sheet Publishing Info



SOUTH KERRY DEVELOPMENT
PARTNERSHIP CLG.

South Kerry Development

Partnership CLG.,

37A High St.,

Killarney,

Co. Kerry

Tel: 064 6636572

Email: info@skdp.net

*The Jobs Sheet is published weekly by
South Kerry Local Employment Services*

And is available from all SKDP offices

Or

From our Website

Or

Like us on Facebook to receive notification of publication

Or

Contact us on the email below to be added to our mailing list

www.southkerry.ie

jobsheet@southkerryles.ie



**Do you wish to have a job included in the next
issue of the South Kerry LES Jobs Sheet?**

Send us the job details,

To include:

Job Title, Location, Requirements, How to Apply and Closing Date

****Any jobs received after 5p.m. on Thursdays are not guaranteed to be published****

Email: jobsheet@southkerryles.ie



SOUTH KERRY DEVELOPMENT
PARTNERSHIP CLG.



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

