

**KERRY LOCAL AREA EMPLOYMENT SERVICE**  
***SOUTH KERRY EDITION***



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**Other Offices:**

**Killarney**

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Library Place,  
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21 Henry St.  
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SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.



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

## GENERAL LABOURER

<b>Employer:</b>	Fossa Ventures, Gneevgullia, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• An Experienced Labourer is required for a Housing Development in Bishopstown, Co Cork. Must have Groundwork experience.</li> <li>• Job Type: Full-time</li> <li>• Schedule: 8 hour shift and no weekends</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Fossa-Ventures?from=mobviewjob&amp;tk=1gvdpmqm52idb000&amp;fromjk=ee3d2318e04261e8&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Fossa-Ventures?from=mobviewjob&amp;tk=1gvdpmqm52idb000&amp;fromjk=ee3d2318e04261e8&amp;attributionid=mobvjcmp</a>

## TILER/ TRAINEE TILER/ BATHROOM FITTER/ CARPENTER/PLUMBER OR APPRENTICE PLUMBER

<b>Employer:</b>	Start2Finish Bathrooms , County Kerry
<b>Details include:</b>	<p>The following staff are required for Start2Finish Bathrooms:</p> <ul style="list-style-type: none"> <li>• A Tiler or Trainee Tiler.</li> <li>• A Carpenter for bathroom renovations and fitouts.</li> <li>• A Plumber for bathroom work.</li> <li>• Job Type: Full-time</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Start2finish-Bathrooms-(-Harrington-Heating-and-Plumbing)/jobs/I-County-Kerry">https://ie.indeed.com/cmp/Start2finish-Bathrooms-(-Harrington-Heating-and-Plumbing)/jobs/I-County-Kerry</a>

## INDUSTRIAL ELECTRICIAN

<b>Employer:</b>	CSL Ltd., County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• The role involves the independent competent statutory inspection of, and reporting of electrical equipment on Water Treatment Plants &amp; Pump Stations.</li> <li>• Inspections will be in the form of a Visual Inspection or a Periodic Inspections.</li> <li>• Identify the sites to be visited &amp; make arrangements for access.</li> <li>• Complete Risk Assessment at site prior to carrying out the inspection.</li> <li>• Document all the findings and submit back to head office.</li> <li>• Sites are located in counties Cork, Kerry, Clare and Limerick.</li> <li>• This role comes with induction training, a competitive salary package, company vehicle, and phone.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Industrial Electrician: 4 years and QC Certification</li> <li>• Language: English</li> <li>• A full clean driver's licence</li> <li>• Ability to work on their initiative or as part of a team with minimal supervision.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/CSL-Ltd?from=mobviewjob&amp;tk=1gvdr85d4kcq9803&amp;fromjk=83602f282f6f02d9&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/CSL-Ltd?from=mobviewjob&amp;tk=1gvdr85d4kcq9803&amp;fromjk=83602f282f6f02d9&amp;attributionid=mobvjcmp</a>

**NIGHT PORTER**

<b>Employer:</b>	Eviston House Hotel, Killarney, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• Fluent English needed for this role.</li> <li>• Great working atmosphere and great conditions.</li> <li>• Job Type: Full-time</li> <li>• Salary: From €12.00 per hour</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Brook-Lodge-Boutique-4-Star-Hotel?from=mobviewjob&amp;tk=1gvds647gkj9v800&amp;fromjk=35191544d3dd7090&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Brook-Lodge-Boutique-4-Star-Hotel?from=mobviewjob&amp;tk=1gvds647gkj9v800&amp;fromjk=35191544d3dd7090&amp;attributionid=mobvjcmp</a>

**MULTI DROP DELIVERY DRIVER**

<b>Employer:</b>	Dingle Hospitality Ltd., Dingle, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• High rates of pay per run plus subsistence.</li> <li>• Driver assigned own Van.</li> <li>• Job Types: Full-time, Permanent</li> <li>• Salary: €25,000.00-€41,000.00 per year</li> <li>• Schedule: 8 hour shift/10 hour shift</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Full Regular Driving Licence</li> <li>• Experience in driving a van is an advantage</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Mjk-Entertainment-Ltd?from=mobviewjob&amp;tk=1gvdsijkvkcqh800&amp;fromjk=d47405b514cddd67&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Mjk-Entertainment-Ltd?from=mobviewjob&amp;tk=1gvdsijkvkcqh800&amp;fromjk=d47405b514cddd67&amp;attributionid=mobvjcmp</a>

**ASSISTANT BAR MANAGER**

<b>Employer:</b>	Dingle, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• To set up bars and cafe for events ensuring that staff and stock are organised for cost effective and efficient service.</li> <li>• Ensure that licensing objectives are upheld.</li> <li>• Maintain a smart appearance, following uniform regulations.</li> <li>• Establish customer requirements and dispensing beverages/ snacks promptly and efficiently, in a hygienic and attractive way.</li> <li>• Inform customers of additional bar services such as interval drink ordering, promotions, resolving minor queries and customer complaints.</li> <li>• When required, to be in charge of the bar at management request.</li> <li>• Ensure codes of practice are followed.</li> <li>• Assist with delegation of breaks.</li> </ul> <p>Job Type: Full-time Salary: From €30,000.00 per year</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Drinks?from=mobviewjob&amp;tk=1gvdtpu8ikj9v800&amp;fromjk=20c9490660dbe633&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Drinks?from=mobviewjob&amp;tk=1gvdtpu8ikj9v800&amp;fromjk=20c9490660dbe633&amp;attributionid=mobvjcmp</a>

**C CLASS DRIVER**

<b>Employer:</b>	Independent Irish Health Foods Ltd., Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Delivering and collecting to/from our customer's premises</li> <li>• Wearing correct company uniform &amp; PPE (clean &amp; tidy)</li> <li>• Maintaining a professional standard when delivering, driving or collecting products</li> <li>• Carrying out pre-use checks prior to using any equipment/ vehicle/ trailer, complying with appropriate documentation &amp; procedures</li> <li>• Reporting of any vehicle defects/damage or to management</li> <li>• Ensuring that vehicle loads are safe and damage free, secured with the appropriate restraints as per company procedures</li> <li>• Check/ complete /retain and hand over all load documentation/POD's and delivery paperwork</li> <li>• Providing relevant feedback to management</li> <li>• Maintaining vehicle cleanliness using all equipment safely as specified in operating procedures and safe systems of work</li> </ul> <p>Salary: €740.00-€780.00 per week Job Type: Full-time, Part-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Ability to operate a Rigid 18 ton vehicle</li> <li>• Experience Essential</li> <li>• 'C' Class license &amp; Tacho Card</li> <li>• Up to date Driver ( CPC ) Card</li> <li>• Ability to work on own initiative</li> <li>• Excellent driving skills</li> <li>• Good customer service and communication skills</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Independent-Irish-Health-Foods-Ltd-1?from=mobviewjob&amp;tk=1go3r49mf210b000&amp;fromjk=6ba986b0a5bfe557&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Independent-Irish-Health-Foods-Ltd-1?from=mobviewjob&amp;tk=1go3r49mf210b000&amp;fromjk=6ba986b0a5bfe557&amp;attributionid=mobvjcmp</a>

**EARLY YEARS EDUCATOR**

<b>Employer:</b>	Camp Community Childcare CLG, Camp, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• A professional qualification in childcare is essential</li> <li>• Good Communication skills</li> <li>• Must be honest, reliable and flexible</li> </ul> <p>Job Types: Full-time, Part-time Part-time hours: 25 - 37.5 per week Salary: From €14.00 per hour</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Camp-Community-Childcare-Clg?from=mobviewjob&amp;tk=1gvea8hrpkj9v800&amp;fromjk=dbc852069639cf42&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Camp-Community-Childcare-Clg?from=mobviewjob&amp;tk=1gvea8hrpkj9v800&amp;fromjk=dbc852069639cf42&amp;attributionid=mobvjcmp</a>

## SALES CONSULTANT

<b>Employer:</b>	Weavers Of Ireland, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Greeting and attending to our customers as well as providing help and advice when necessary.</li> <li>Processing sales, payments and any ad-hoc paperwork needed.</li> <li>Providing customers with in-depth information and advice on our wide range of products.</li> <li>Project the authenticity, customs &amp; traditions of our brand to deliver a high quality shopping experience.</li> <li>Demonstrating a courteous and pleasant demeanour at all times to all store visitors.</li> </ul> <p>Salary: From €11.30 an hour Job Type: Full-time, Part-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Natural out-going personality, strong time-management skills, a positive attitude and ability to adapt to our ever-changing market.</li> <li>Work within a team in-store and also interact within other departments of the company.</li> <li>Fluent written and spoken English is necessary.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Aran-Sweater-Market-Limited?from=mobviewjob&amp;tk=1gtt336edj6f3802&amp;fromjk=e5352abab8181b08&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Aran-Sweater-Market-Limited?from=mobviewjob&amp;tk=1gtt336edj6f3802&amp;fromjk=e5352abab8181b08&amp;attributionid=mobvjcmp</a>

## CREDIT UNDERWRITING OFFICER

<b>Employer:</b>	Finance For You, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Dealing with nationwide credit-loan applications.</li> <li>Ability to assess personal data, bank statements, pay slips etc</li> <li>Make efficient &amp; reliable credit decisions</li> <li>Assist management with the development of new products and the underwriting of these products</li> </ul> <p>Job Type: Full-time Salary: €28,000.00-€30,000.00 per year An extensive in-house training program will be provided</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Strong communication &amp; interpersonal skills</li> <li>Proficient computer skills and ability to multi-task</li> <li>Third level/QFA/Financial/Accountancy qualification or experience</li> <li>The ability to pay strong attention to detail, as accuracy is vital</li> <li>Good organizational skills with a proven ability to prioritize tasks</li> <li>Display personal commitment, effort, motivation, and initiative in all business dealings</li> <li>Previous experience in a financial role offers a distinct advantage</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Finance-For-You?from=mobviewjob&amp;tk=1gveasjvo2idf000&amp;fromjk=83a944a864b4c89d&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Finance-For-You?from=mobviewjob&amp;tk=1gveasjvo2idf000&amp;fromjk=83a944a864b4c89d&amp;attributionid=mobvjcmp</a>

## RETAIL ASSISTANT

<b>Employer:</b>	The Moorings, Portmagee, County Kerry
<b>Duties include:</b>	<p>A Retail Assistant is required for it's gift shop Cois Cuain. This position is for Mid March to End of October with weekday and weekend work.</p> <ul style="list-style-type: none"> <li>• Customer Service.</li> <li>• Checking deliveries.</li> <li>• Stock taking and shop displays.</li> <li>• Handling enquiries.</li> <li>• Fudge making (training provided).</li> <li>• Balancing off tills and general shop duties.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Must be reliable, trustworthy, friendly and efficient.</li> <li>• Adaptable, self -motivated, and able to cope in a fast-paced environment. Experience is an advantage.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/The-Moorings?from=mobviewjob&amp;tk=1gveb8ltgjri6800&amp;fromjk=041eefb09c2b4575&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/The-Moorings?from=mobviewjob&amp;tk=1gveb8ltgjri6800&amp;fromjk=041eefb09c2b4575&amp;attributionid=mobvjcmp</a>

## HOUSEKEEPING ASSISTANT

<b>Employer:</b>	Tatler Jack, Killarney, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• Help to prepare and serve breakfast, training will be provided</li> <li>• This position is 3-5 mornings each week. Starting at 8 a.m. or 9 a.m. and normally finishing between 1 p.m. &amp; 3 p.m.</li> <li>• Part-time hours: 15-35 per week</li> <li>• Salary: €12.00 per hour</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Tatler-Jack-1?from=mobviewjob&amp;tk=1gvebihutj6d4800&amp;fromjk=1482525196a0b23b&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Tatler-Jack-1?from=mobviewjob&amp;tk=1gvebihutj6d4800&amp;fromjk=1482525196a0b23b&amp;attributionid=mobvjcmp</a>

## GENERAL OPERATIVE

<b>Employer:</b>	Scully Trailers Ltd., Killorglin, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Shot blasting priming painting and final assembly to bale trailers and bale handlers</li> </ul> <p>Job Type: Part-time: 30 per week Salary: €11.30-€14.00 per hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• English Language required</li> <li>• Safepass Card desirable</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Scully-Trailers-Limited?from=mobviewjob&amp;tk=1gvgh9vij2idf002&amp;fromjk=9168393df6956669&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Scully-Trailers-Limited?from=mobviewjob&amp;tk=1gvgh9vij2idf002&amp;fromjk=9168393df6956669&amp;attributionid=mobvjcmp</a>

## POLING OPERATIVE

<b>Employer:</b>	Secto Services, Ireland
<b>Duties include:</b>	<p>Working on all aspects of overhead telecoms network rolling out fibre networks. This is a permanent position. Training will be provided in this role to ensure capability and progression.</p> <ul style="list-style-type: none"> <li>• Building Overhead Network</li> <li>• Erecting/Recover Poles</li> <li>• Erecting/Recover Aerial Cable</li> <li>• Fit Stays</li> <li>• Any other overhead construction duties</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Class "C" Licence essential and to include CPC</li> <li>• Experience working on the Telecoms Network an advantage</li> <li>• Experience working on operating Pole Erection Units an advantage</li> <li>• Experience working in proximity to Overhead and Underground Services an advantage</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Secto-Services?from=mobviewjob&amp;tk=1gvge1v6sjri6800&amp;fromjk=e016cca6e0b04ce9&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Secto-Services?from=mobviewjob&amp;tk=1gvge1v6sjri6800&amp;fromjk=e016cca6e0b04ce9&amp;attributionid=mobvjcmp</a>

## ASSISTANT MANAGER

<b>Employer:</b>	Fx2 Recruitment, Killarney, County Kerry
<b>Duties include:</b>	<p>A High Street Fashion Brand is looking to recruit an Experienced Assistant Manager for their new store opening soon in Killarney</p> <ul style="list-style-type: none"> <li>• Assisting the Store Manager with the daily operations</li> <li>• Responsible for looking after the team</li> <li>• Staff Training &amp; monitoring performance</li> <li>• Processing deliveries / placement of stock</li> <li>• Managing the performance of the store, accountable for achieving targets, KPI's &amp; wage budgets etc.</li> <li>• Ensuring the store is kept to company standards including customer service, reporting to head office/ area manager on a daily basis.</li> <li>• Visual Merchandising &amp; Displays</li> </ul> <p>Job Type: Permanent Salary: €27,000.00-€29,000.00 per year</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Fx2-Recruitment-1?from=mobviewjob&amp;tk=1gvgeoe2pkj8u800&amp;fromjk=4a695a1cfc6515bf&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Fx2-Recruitment-1?from=mobviewjob&amp;tk=1gvgeoe2pkj8u800&amp;fromjk=4a695a1cfc6515bf&amp;attributionid=mobvjcmp</a>



## GROCERY DEPARTMENT MANAGER

**Employer:** Dunnes Stores, County Kerry

**Duties include:**

- The primary job function of the Grocery Department Manager is to take accountability for their department, ensuring the delivery of exceptional customer care and operational standards to maximise sales and profitability whilst maintaining costs.
- Inspiring performance of team through coaching to deliver outstanding results and customer service

Job Type: Full-time

**Requirements include:**

- Good communication, coaching and leadership skills
- Customer focussed
- Organisational and time management skills
- Commercial mind-set and appropriate product knowledge
- Problem solving & decision making
- Merchandising skills
- People management skills
- IT skills

**For full details and to apply:**

<https://ie.indeed.com/cmp/Dunnes-Stores?from=mobviewjob&tk=1gvgf5va72idb003&fromjk=bc3c1ece94652632&attributionid=mobvjcmp>

## RIGID TRUCK DRIVER

**Employer:** Olympic Transport, Killarney, County Kerry

**Duties include:** Experienced, Full-time Rigid Driver required for Multidrop Pallet deliveries in the Kerry area.

- Timely delivery and collection service
- Documentation is accurately completed
- Vehicle is loaded and operated with due care
- Maintain Health & Safety & HACCP requirements relating to the transport system.

Job Type: Full-time

**Requirements include:**

- At least 1 year of Rigid Driving experience
- Up-to-date Driving licence
- CPC licence
- Manual Handling Certificate
- Forklift Driving experience desirable

**For full details and to apply:**

<https://ie.indeed.com/cmp/Olympic-Transport-3?from=mobviewjob&tk=1gvgf4qsjrjn800&fromjk=98fbff817fefa668&attributionid=mobvjcmp>



## DIGGER DRIVER/SMALL TRUCK DRIVER

<b>Employer:</b>	Lauragh Construction Ltd., County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>A Digger Driver/Small Truck Driver is required to work in the Kerry, Cork areas for a Construction Company specialising in Home/ Commercial Renovations/extensions and new builds.</li> </ul> <p>Job Type: Full-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Must have up-to-date relevant licences.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Lauragh-Construction-Ltd?from=mobviewjob&amp;tk=1gucqekd3jl31800&amp;fromjk=1f397b99a81d0704&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Lauragh-Construction-Ltd?from=mobviewjob&amp;tk=1gucqekd3jl31800&amp;fromjk=1f397b99a81d0704&amp;attributionid=mobvjcmp</a>

## FRONT DESK RECEPTIONIST

<b>Employer:</b>	The Heights Hotel, Killarney, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Have at least 2 years experience in a similar role</li> <li>Hotsoft proficient or proficient in another PMS</li> <li>Experience with a Channel Manager preferably Availpro/D-edge</li> <li>Be proficient in Microsoft Office and Outlook</li> <li>Experience handling cash and reconciling end of shift reports</li> <li>Ability to multi-task and facilitate all guests requests</li> <li>Extensive knowledge of the locality and be able to both give directions to and recommend the local area.</li> <li>Be very focused on up-selling and maximising revenue on a daily basis.</li> </ul> <p>Job Types: Full-time, Part-time, Permanent Salary: €11.30-€12.50 per hour</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/The-Heights-Hotel-Killarney-1?from=mobviewjob&amp;tk=1gvgirn09jrjii800&amp;fromjk=cdb74870ca3f17d4&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/The-Heights-Hotel-Killarney-1?from=mobviewjob&amp;tk=1gvgirn09jrjii800&amp;fromjk=cdb74870ca3f17d4&amp;attributionid=mobvjcmp</a>

## MAINTENANCE ASSISTANT

<b>Employer:</b>	Sheen Falls Lodge, Kenmare, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Assembly, installing and repairing pipe systems, plumbing and equipment.</li> <li>Painting and repairing roofs, gutters, windows, doors, floors, woodwork, plaster, drywall, and other parts of building structures as directed and required.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Must possess a qualification / extensive experience in the skills of plumbing and general knowledge of all maintenance functions</li> <li>Must have a valid, Clean Driver's License.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Sheen-Falls-Lodge?from=mobviewjob&amp;tk=1gvj1lmqhicar800&amp;fromjk=6686bb012e42e610&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Sheen-Falls-Lodge?from=mobviewjob&amp;tk=1gvj1lmqhicar800&amp;fromjk=6686bb012e42e610&amp;attributionid=mobvjcmp</a>

## CUSTOMER ASSISTANT

<b>Employer:</b>	Lidl, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Maintaining store cleanliness and hygiene standards</li> <li>• Ensuring the correct quantity and quality of goods are made available to our customers</li> <li>• Following freshness and rotation principles</li> <li>• Preparing, baking and displaying bakery products</li> <li>• Ensuring all waste is managed correctly</li> <li>• Assisting in the stock count process</li> <li>• Interacting with the customer in a pleasant, friendly and helpful manner</li> </ul> <p>€13.85 per hour rising to €16.00 per hour over 4 years</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• A can-do attitude and excellent customer service skills</li> <li>• Responsible, reliable and enjoy working in a fast-paced environment</li> <li>• A good team player</li> <li>• Preferably, previous experience in a customer facing role</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Lidl?from=mobviewjob&amp;tk=1gu9sdlupk99m800&amp;fromjk=075c7a0c04e18c17&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Lidl?from=mobviewjob&amp;tk=1gu9sdlupk99m800&amp;fromjk=075c7a0c04e18c17&amp;attributionid=mobvjcmp</a>

## STORES PERSON

<b>Employer:</b>	Colin Burke Electrical, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Loading and unloading consignments of goods</li> <li>• Checking, inspection, quarantining and documentation of incoming supplies including receipt of goods into computer system</li> <li>• Storage of goods in the designated storage areas</li> <li>• Maintaining electronic records of all deliveries</li> <li>• Checking of delivery notes and other stores documentation for accuracy and completeness</li> <li>• Operation of stock assessment and control</li> <li>• Initiation of re-ordering certain stock items on reaching minimum stock level</li> <li>• Release of goods (internal and external) from stores</li> </ul> <p>Contract Type: 1 year Fixed Term Contract</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Basic experience e.g. Microsoft Word, Excel etc</li> <li>• Minimum of 2 years' experience of stores operations, preferably in the construction industry</li> <li>• Strong organisational and coordination abilities</li> <li>• CSCS (Telescopic Handler) Certification</li> <li>• Forklift License, Safe Pass &amp; Manual Handling Certs</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Colin-Burke-Electrical?from=mobviewjob&amp;tk=1gvglmslckj9v800&amp;fromjk=bba7bd78013f9659&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Colin-Burke-Electrical?from=mobviewjob&amp;tk=1gvglmslckj9v800&amp;fromjk=bba7bd78013f9659&amp;attributionid=mobvjcmp</a>

## CONCIERGE

<b>Employer:</b>	Hogs Head Golf Club, Waterville, Co. Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Manage all enquiries, reservations and planning full itineraries.</li> <li>• Liaise with members to arrange golf reservations, accommodation reservations, coordinating the logistics of helicopter/ground transportation and communicating the members preferred billing details.</li> <li>• Coordinate personalised itineraries ensuring each groups preferred choices are accommodated.</li> <li>• Schedule tee times, transfers, accommodation reservations in external golf courses as well as luxury accommodation providers.</li> <li>• Schedule Hog helicopter and Hog bus transfers to and from airports, accommodation and golf courses throughout Ireland.</li> <li>• Provide a meet and greet to Hogs Head members on arrival to the clubhouse and throughout Member Guest Tournament events.</li> <li>• Arrange Spouses Programmes and reserved local tours of the Kerry region, boat trips and spa appointments.</li> <li>• Process deposit payments for accommodation and finalising payments with external golf clubs and accommodation reservations</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• At least two years' experience working in concierge/administration</li> <li>• Use of property management software</li> </ul>
<b>For full details and to apply:</b>	<i><a href="mailto:careers@hogsheadgolfclub.com">Apply to Michelle O'Shea at : careers@hogsheadgolfclub.com</a></i>

## VISITOR EXPERIENCE & BRAND AMBASSADOR

<b>Employer:</b>	Skellig Six18 Distillery & Visitor Experience, Cahersiveen, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Leading the "Welcome Experience" at Skellig Six18 to ensure all visitors feel welcome while on the tour and/or in the distillery shop.</li> <li>• Responsibility for day-day tour bookings online and onsite.</li> <li>• Perform opening and closing duties within the Visitor Experience.</li> <li>• Conduct guided tours of our working gin &amp; whiskey distillery.</li> <li>• Ensure gift shop is fully stocked at all times. Merchandising and keeping the store to a high standard.</li> <li>• Work closely with the Visitor Experience Manager.</li> <li>• Ensure correct daily cash reconciliation procedures are followed.</li> <li>• Assisting with any other duties assigned by the Visitor Experience Manager. Always adhere to Health &amp; Safety rules.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Excellent communication skills and fluent English required</li> <li>• Ability to work as part of a team</li> <li>• Multi-skilled, flexible and enthusiastic with attention to detail</li> <li>• Candidates must be legally entitled to work in the Republic of Ireland, we cannot assist with working visas.</li> </ul>
<b>For full details and to apply:</b>	<i><a href="https://skelligsix18distillery.ie/recruitment-news">https://skelligsix18distillery.ie/recruitment-news</a></i>

## RECEPTIONIST

<b>Employer:</b>	FDC Group, Killarney, County Kerry
<b>Duties include:</b>	<p>We are looking for a Receptionist for our office in Killarney, Co. Kerry.</p> <ul style="list-style-type: none"> <li>• Answering &amp; screening incoming calls / audio transcription</li> <li>• Diary &amp; database management</li> <li>• Client invoicing &amp; collection</li> <li>• Data entry, filing, photocopying and scanning</li> <li>• General day to day office support work</li> </ul> <p>Job Type: Full Time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Be highly organised with good interpersonal skills.</li> <li>• Confident with figures and have excellent computer skills particularly Word and Excel</li> <li>• Pleasant and confident telephone manner. Strong attention to detail</li> <li>• Ability to work on own initiative</li> <li>• Multi-tasking and time management skills</li> <li>• Previous organisational would be beneficial</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Fdc-Group-2?from=mobviewjob&amp;tk=1gviuiudkj9jc800&amp;fromjk=28c8409703a20437&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Fdc-Group-2?from=mobviewjob&amp;tk=1gviuiudkj9jc800&amp;fromjk=28c8409703a20437&amp;attributionid=mobvjcmp</a>

## BARTENDER

<b>Employer:</b>	Husseys Bar, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Delivering a high quality service experience</li> <li>• General bar work - stocking shelves, washing glasses, cleaning tables and changing kegs.</li> <li>• Maintaining a clean working environment to the agreed standard operating procedures.</li> <li>• Adhering to all Health and Safety Standards of Practice</li> </ul> <p>Job Type: Part-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Bar Experience : 1 year minimum</li> <li>• Excellent interpersonal and communication skills</li> <li>• Attention to Detail</li> <li>• The ability to work efficiently and keep calm under pressure</li> <li>• Fluent English</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Husseys-Bar?from=mobviewjob&amp;tk=1gvjdf472istq800&amp;fromjk=1eea522a22d879f0&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Husseys-Bar?from=mobviewjob&amp;tk=1gvjdf472istq800&amp;fromjk=1eea522a22d879f0&amp;attributionid=mobvjcmp</a>

**ENGAGEMENT OFFICER**

**Employer:** Fexco, County Kerry.

**Duties include:** The People Office are seeking an Engagement Officer. The successful candidate will be responsible for:

- In partnership with HR & OSS, the central coordination of all people initiatives across Managed Services including Engagement, Talent Development and Training initiatives that support employee experience.
- Work with People Office Manager to improve Managed Services Employee value proposition.
- Coordinate projects in the areas of Communication & Engagement, Recognition & Celebration, Career & Learning development, People projects & Initiatives.
- Take a lead role in facilitating project workshops.
- Plan, organise and manage engagement campaigns, employee events and people projects
- Utilise appropriate and available communications channels
- Managing relationships with client and project stakeholders throughout the life cycle of the project.
- Plan and coordinate meetings, present information to stakeholders, record and follow through on actions.

Job Type: Hybrid Remote, on a Permanent Full Time Basis.

Information session can be provided to gain more details around the role, please contact Annette Donnelly if you are interested in this.

**Requirements include:**

- A Project Management Qualification/Experience e.g. PMI certification advantageous
- Experience in the management of Internal and External stakeholders.
- A background in Managed Services is an advantage.
- Strong experience with MS Office and in using various systems.

**For full details and to apply:** <https://ie.indeed.com/cmp/Fexco?from=mobviewjob&tk=1gviv3ee8kcqf801&fromjk=ef4380b8f7c2fff2&attributionid=mobvjcmp>

**ADVANCED/BASIC SCAFFOLDER**

**Employer:** Moynihan Scaffolding, County Kerry

**Requirements include:**

- Scaffolder wanted to join busy scaffolding company to work in Kerry/ Cork.
- Must be able to work in a team environment.
- Full Clean Licence required
- Safe Pass and CSCS basic/advanced Scaffold Card desirable

Job Type: Full-time

**For full details and to apply:** <https://ie.indeed.com/cmp/Moynihan-Scaffolding-1?from=mobviewjob&tk=1gvj39funjv7k800&fromjk=0a1dbf0668d283e7&attributionid=mobvjcmp>

## FOOD AND RETAIL MANAGER

<b>Employer:</b>	Avoca, Molls Gap, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Ensure the front line and all members of your team are fully trained, motivated and efficient in their duties</li> <li>• Responsible for stock control including ordering, replenishment, storage, cycle counts and seasonality changes</li> <li>• Ensure accurate and timely employee records are inputted on our TMS</li> <li>• Provide cover for the General Manager when required</li> <li>• Full compliance with health &amp; safety and Food Safety requirements</li> <li>• Ad hoc duties as per business requirements</li> </ul> <p>Job Type: Full-time, Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• 5-10 years' experience in a high-end customer facing food and retail business</li> <li>• Highly organised with an ability to multi-task, prioritise and work to tight deadlines</li> <li>• Proven track record of seeking responsibility</li> <li>• Excellent customer service skills</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Avoca?from=mobviewjob&amp;tk=1gvj05br9kcqf800&amp;fromjk=0cdd8cd4e4b2256d&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Avoca?from=mobviewjob&amp;tk=1gvj05br9kcqf800&amp;fromjk=0cdd8cd4e4b2256d&amp;attributionid=mobvjcmp</a>

## ACCOUNTS ADMINISTRATOR

<b>Employer:</b>	Independent Irish Health Foods Ltd., Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Posting incoming supplier invoices</li> <li>• Processing creditor invoices and payments</li> <li>• Opening new supplier accounts</li> <li>• Checking the products, pricing and quantities on the invoices</li> <li>• Ensuring PO's and cost receipts match to incoming invoices</li> <li>• Liaising with suppliers regarding checking invoice queries &amp; requesting credit notes</li> <li>• Filing correspondence, invoice filing, matching dockets to incoming invoices</li> <li>• Assisting with Credit Control month end billing processes</li> <li>• Processing and allocation of all customer payments</li> <li>• Daily credit card reconciliations and bank lodgement preparation</li> <li>• Preparation of cheque and cash lodgements</li> <li>• Credit Control and administration tasks as required</li> </ul> <p>Salary starting at 28K, going to 30K after 3 months Job Types: Full-time, Permanent</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Independent-Irish-Health-Foods-Ltd-1?from=mobviewjob&amp;tk=1guuf3hj82h5c000&amp;fromjk=b8682b7c5a6ae7e3&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Independent-Irish-Health-Foods-Ltd-1?from=mobviewjob&amp;tk=1guuf3hj82h5c000&amp;fromjk=b8682b7c5a6ae7e3&amp;attributionid=mobvjcmp</a>

## PROGRAMMES ASSOCIATE

<b>Employer:</b>	RDI Hub, Fexco, Killorglin, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Develop and maintain relationships with key stakeholders, including investors and entrepreneurs, corporate clients, industry partners and other stakeholders.</li> <li>• Ensure all deliverables are met on time and within budget.</li> <li>• Monitor and evaluate programme impact and use the data to continuously improve programme performance and development.</li> <li>• Facilitate collaboration and networking opportunities for programme participants.</li> <li>• Maintain a high level of knowledge on emerging trends and best practices in the entrepreneurial and innovation ecosystem.</li> </ul> <p>Contract Type: 2 Years Fixed Term</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• 3 years' experience in a similar role is desirable but not essential. You may have run your own start-up or worked in an innovation hub or for an innovation-driven enterprise, start-up or scaleup previously.</li> <li>• Ability to work well in a team environment.</li> <li>• Excellent communication skills, both written and verbal.</li> <li>• Knowledge of the enterprise innovation, technology, and start-up ecosystem.</li> <li>• Ability to work independently and manage multiple projects simultaneously.</li> <li>• Comfortable working with tools such as Asana, Airtable, Slack, Microsoft Teams, Google Suite, Canva, Mailchimp, Zoom and Loom.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Fexco?from=mobviewjob&amp;tk=1gvj12hmoi9br800&amp;fromjk=6e013b41629ce182&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Fexco?from=mobviewjob&amp;tk=1gvj12hmoi9br800&amp;fromjk=6e013b41629ce182&amp;attributionid=mobvjcmp</a>

## FISH FILLETER

<b>Employer:</b>	Protential Resources, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• We are seeking Skilled and Experienced Production Operatives/Fish Filleters. As a key member, you will play an important role in ensuring that high standards of quality &amp; productivity are maintained.</li> <li>• This is a full-time, permanent position with a salary range of €27,000.00-€32,000.00 per year, depending on experience.</li> <li>• Accommodation can be provided.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Meat/Fish: 3 years</li> <li>• Strong attention to detail and the ability to work efficiently under pressure</li> <li>• Good employment record with references</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Protential-Resources?from=mobviewjob&amp;tk=1gvj7f4e7kj9l801&amp;fromjk=25e8ea485eb4d5b9&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Protential-Resources?from=mobviewjob&amp;tk=1gvj7f4e7kj9l801&amp;fromjk=25e8ea485eb4d5b9&amp;attributionid=mobvjcmp</a>



**OFFICE ADMINISTRATOR**

<b>Employer:</b>	Quinlan's Fish, Cahersiveen, County Kerry County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Answering calls</li> <li>• Support the Senior Administration staff</li> <li>• Enter data onto the company system</li> <li>• Updating content on the company website</li> <li>• Working with UPS and DPD to arrange shipments of goods domestically and internationally</li> <li>• Other ad hoc duties as required</li> </ul> <p>Job Type: Full-time Salary: €24,960.00-€29,120.00 per year</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Quinlans-Fish-1?from=mobviewjob&amp;tk=1gvj2g537kj9g800&amp;fromjk=cd818f2a0ce2760e&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Quinlans-Fish-1?from=mobviewjob&amp;tk=1gvj2g537kj9g800&amp;fromjk=cd818f2a0ce2760e&amp;attributionid=mobvjcmp</a>

**PRINT FINISHER**

<b>Employer:</b>	KC Print Ltd, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Folding</li> <li>• Cutting</li> <li>• Stitching</li> <li>• Book binding</li> <li>• Die-cutting</li> <li>• General Print Finishing duties</li> </ul> <p>Job Type: Full-time, Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Print Finishing: 2 years</li> <li>• Ability to work both as part of a team and on own initiative.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Kc-Print-Ltd-1?from=mobviewjob&amp;tk=1gvj315s12idf001&amp;fromjk=39dc84fef60fff9d&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Kc-Print-Ltd-1?from=mobviewjob&amp;tk=1gvj315s12idf001&amp;fromjk=39dc84fef60fff9d&amp;attributionid=mobvjcmp</a>

**TRUCK DRIVER/LABOURER**

<b>Employer:</b>	Moynihan Scaffolding, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Scaffolding Truck Driver/Labourer required for busy company in Kerry and Cork.</li> <li>• Must be able to work well in team environment.</li> <li>• Safe Pass, Manual Handling and Full Clean C License required.</li> </ul> <p>Job Type: Full-time - 8 hour shift</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Moynihan-Scaffolding-1?from=mobviewjob&amp;tk=1gvitk404kcps801&amp;fromjk=1a0d7b959e60e93f&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Moynihan-Scaffolding-1?from=mobviewjob&amp;tk=1gvitk404kcps801&amp;fromjk=1a0d7b959e60e93f&amp;attributionid=mobvjcmp</a>

## SALES REP

<b>Employer:</b>	Sigmar, County Kerry
<b>Duties include:</b>	<p>An International Textile, Hygiene and Facilities Services Company are looking for a Customer Service Representative for their Cork &amp; Kerry area.</p> <ul style="list-style-type: none"> <li>• Building and maintaining a relationship with customers including regular face to face meetings</li> <li>• Visit customer base regularly to ensure good customer relations, resolve service issues, review contracts, retain business etc.</li> <li>• Resolving customer queries</li> <li>• Liaising with various departments including Production, Distribution and Customer Service</li> <li>• Managing stock on site and carrying out regular stock takes</li> <li>• Drive business opportunities on existing customers and implement price increases</li> <li>• Work with GM and Account Reps with providing up to date data from customer</li> </ul> <p>Job Type: Full-time Salary: From €33,000.00 per year</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Excellent interpersonal and communication skills</li> <li>• Previous experience being on the road in a role</li> <li>• Background in dealing with Hospitality clients</li> <li>• Ability to handle pressure and high volume of work at peak periods</li> <li>• Advanced computer skills in Microsoft Office suite</li> <li>• Previous experience in a similar role, customer service / background in merchandising i.e., managing customers' expectations, site visits etc.</li> <li>• Full B Licence</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Sigmar-fa3c9028?from=mobviewjob&amp;tk=1gvj6n2phkj9l800&amp;fromjk=e81aa8558b7d6eab&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Sigmar-fa3c9028?from=mobviewjob&amp;tk=1gvj6n2phkj9l800&amp;fromjk=e81aa8558b7d6eab&amp;attributionid=mobvjcmp</a>

## FRONT OF HOUSE RECEPTIONIST

<b>Employer:</b>	Killarney Dental Clinic, Killarney, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• Killarney Dental Clinic are hiring a Front of House Receptionist on a part-time basis. We are a family run, progressive practice with a great team environment.</li> <li>• 3 days per week, 8 a.m. to 5 p.m.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• We are a fully digital clinic so computer competence is a necessity.</li> <li>• Excellent communication skills, must be caring, kind and good with people.</li> <li>• Well organised and able to multitask and work well as a team.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Killarney-Dental-Clinic?from=mobviewjob&amp;tk=1gup64kf9jts800&amp;fromjk=a8b3c674db692af0&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Killarney-Dental-Clinic?from=mobviewjob&amp;tk=1gup64kf9jts800&amp;fromjk=a8b3c674db692af0&amp;attributionid=mobvjcmp</a>

## HOSPITALITY STAFF

<b>Employer:</b>	An Excellent Choice, Killarney, County Kerry
<b>Duties include:</b>	<p>An Excellent Choice is one of Ireland's leading organisers of Exclusive Events. We are currently seeking Hospitality Staff of all grades for the Killarney &amp; Listowel Races. We are recruiting for the following positions : Fast Food Assistants, Waiters, Bar Staff, Kitchen and Deli Assistants &amp; Event Staff</p> <p>Job Type: Temporary Salary: From €13.00 per hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Hospitality: 1 year preferred</li> <li>• Reasonable English preferred</li> <li>• Experience in handling cash, serving alcohol and food</li> <li>• Strong customer service skills</li> <li>• Ability to work in a timely manner, learn quickly and display enthusiasm</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/An-Excellent-Choice?from=mobviewjob&amp;tk=1gvj9jlqtkj8o800&amp;fromjk=7eb0f55d0d5c66bf&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/An-Excellent-Choice?from=mobviewjob&amp;tk=1gvj9jlqtkj8o800&amp;fromjk=7eb0f55d0d5c66bf&amp;attributionid=mobvjcmp</a>

## QUALITY ENVIRONMENTAL ENGINEER

<b>Employer:</b>	MC Group, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Liaise with Auditing Bodies such as NSAI; BBA; CARES; etc</li> <li>• Review and process customer approvals of Concrete &amp; Asphalt mix designs and set up Concrete &amp; Asphalt mixes to enable them to be batched.</li> <li>• Provide telephone and email support to Sales, Technical and Operations Staff as well as customer base.</li> <li>• Complete routine reports as required by the Management Team.</li> <li>• Ensure that all activities under your control comply with the company quality management systems.</li> <li>• Ensure that our Health and Safety &amp; Environmental Management System is adhered to.</li> </ul> <p>Competitive Package Available. Job Types: Full-time, Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• A recognised third level qualification in Civil Engineering, Concrete Technology &amp; Quality Management is desirable.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Mc-Group?from=mobviewjob&amp;tk=1gvjcg1epkj9g801&amp;fromjk=9d46675eee31a929&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Mc-Group?from=mobviewjob&amp;tk=1gvjcg1epkj9g801&amp;fromjk=9d46675eee31a929&amp;attributionid=mobvjcmp</a>

## SOCIAL CARE WORKER (ACTIVITY PEDAGOGUE)

<b>Employer:</b>	Compass Child and Family Services CLG, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Offer day to day activities and support the young people in their social, emotional and cognitive development.</li> <li>• Promote educational activities and facilitate access to services and school.</li> <li>• Organisation and on-going maintenance of all documentation.</li> <li>• Writing of reports to be presented at Child in Care Reviews.</li> <li>• Record and document work and daily events in the life of young people (in line with organisational policies).</li> <li>• Participate in statutory care planning, case conferences, and family access.</li> <li>• Implementing and maintaining an ICMP for young people living in the house.</li> <li>• Facilitate times off, including overnights, at weekends and annual leave periods for the House.</li> <li>• Pedagogues by moving temporarily into a residential house.</li> <li>• Report to the Residential Services Manager or designated person.</li> </ul> <p>Job Types: Full-time, Permanent Salary: €30,000.00-€37,000.00 per year</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• You hold a professional qualification within the fields of social pedagogy, social care, social work, psychology or other appropriate training within an associated social care/social work/social pedagogy field.</li> <li>• Excellent verbal and written English language skills are essential.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Compass-Child-and-Family-Services-Clg?from=mobviewjob&amp;tk=1gvja4p6c2d66000&amp;fromjk=ef6f39bab75361af&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Compass-Child-and-Family-Services-Clg?from=mobviewjob&amp;tk=1gvja4p6c2d66000&amp;fromjk=ef6f39bab75361af&amp;attributionid=mobvjcmp</a>

## SECURITY STAFF

<b>Employer:</b>	Tatler Jack, Killarney, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• PSA License required</li> <li>• Security: 1 year</li> <li>• Language: English</li> <li>• Job Type: Part-time</li> </ul> <p>Part-time hours: 20 per week</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Tatler-Jack-1?from=mobviewjob&amp;tk=1gvjcolplj9jc800&amp;fromjk=154c4fcf85c2d563&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Tatler-Jack-1?from=mobviewjob&amp;tk=1gvjcolplj9jc800&amp;fromjk=154c4fcf85c2d563&amp;attributionid=mobvjcmp</a>

## HUMAN RESOURCES ADMINISTRATOR

<b>Employer:</b>	Gleneagle Hotel, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Coordinate and deliver induction to new starters including organisation of new starter paperwork, registration in workforce management system, working closely with the Recruitment Manager, Payroll Officer and the departmental managers to fully onboard the new starter.</li> <li>• Support new employees, including provision of letters as required for opening bank accounts, advisory on registration with Revenue</li> <li>• Point of contact when on duty for employee requests for letters of employment, name badges, replacement uniforms etc</li> <li>• Provide administration support to HR team including note taking at meetings, department filing, recording of training completed, recording of certificate of illness, management of uniform stock and other admin duties.</li> <li>• Ensure that the Human Resource database is up to date and relevant, to include details for all current employees as well as entering all relevant details for any new employees within the company.</li> <li>• Liaise with different departments within all properties to ensure training forms are returned in a timely fashion from all Heads of Department to include Assessments and Appraisals and to track dates when next forms are due.</li> </ul>
	Job Type: Part-time, Permanent
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Exceptional organisational skills and attention to detail</li> <li>• The ability to work as part of a collaborative team but to also take ownership for work</li> <li>• Ability to work on own initiative</li> <li>• Knowledge of hotel operations and previous experience or a qualification in a HR role would be advantageous but not essential</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Gleneagle-Group?from=mobviewjob&amp;tk=1gvjd44iokj92802&amp;fromjk=99877e487cdf196&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Gleneagle-Group?from=mobviewjob&amp;tk=1gvjd44iokj92802&amp;fromjk=99877e487cdf196&amp;attributionid=mobvjcmp</a>

## RESTAURANT & BAR SUPERVISOR

<b>Employer:</b>	10 Bridge Street, Killorglin, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Serving customers as needed</li> <li>• Supervising other front of house team members</li> <li>• Support the owner/manager in running the business in a range of tasks like stocktaking, ordering, agreeing staff rosters, set-up for weddings and events</li> </ul>
	Job Types: Full-time, Permanent
	Salary: From €30,000.00 per year
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/10-Bridge-Street?from=mobviewjob&amp;tk=1gvjdrkfkja2800&amp;fromjk=581b99f71009e952&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/10-Bridge-Street?from=mobviewjob&amp;tk=1gvjdrkfkja2800&amp;fromjk=581b99f71009e952&amp;attributionid=mobvjcmp</a>



An Roinn Talmhaíochta,  
Bia agus Mara  
Department of Agriculture,  
Food and the Marine

## **South Kerry Development Partnership CLG**

Wishes to recruit

### **Agri-Environment Officers for the Kerry/West Cork ACRES Cooperation Project \* 6**

The ACRES Agri-Environment Officers will support the rollout and implementation of the Cooperation approach of the Agri-Climate Rural Environment Scheme (ACRES) in the designated West Cork and Kerry areas. Key duties of the officers will include, liaising with Kerry West Cork ACRES Project Team, farmers & farm advisors for the creation of 'Farm Sustainability Plans' (annual work plans) for participant farmers on commonages, carrying out results-based habitat assessments, acting as the main point of contact for landowners/farmers & the Project Team, carrying out mapping of habitats for baseline data if required, supporting the delivery of training to farmers and farm advisors, carrying out verification checks & providing support and advice to farmers and farm advisors as required.

#### **Applicants must possess:**

- ❑ A recognised third level qualification, minimum level 8 (Degree), in the National Framework of Qualifications, in a subject relevant to Agriculture, Ecology, Environmental Management, Environmental Science, Earth/Natural Sciences, Zoology, Botany, Wildlife Biology, Hydrology or Natural Resources Management

#### **And**

- ❑ Have a minimum of 2 years' experience in a role relating to environmental management/agricultural management;
- ❑ Have strong farmland & upland habitat ID skills, including indicator species, demonstrated understanding of their ecology and management;

The positions are full time (37.5 hours per week) and will be based at one of the 4 regional offices throughout the Co-operation area (West Cork, West Kerry, Beaufort & Kenmare) with the possibility of hybrid working arrangements. The contract period will run for 12 months & may be extended for a further 12-month period there-after, subject to continuing funding.

The salary scale for the position will be €43,254 to €49,007 per annum with start point dependent upon qualifications & experience.

Full particulars of the position are available from South Kerry Development Partnership CLG, West Library Place, Killorglin, Co. Kerry.

**Contact Tracy Moriarty**

**Telephone 066 9761615, email [info@skdp.net](mailto:info@skdp.net)**

Please forward a full CV and letter of application to:

**Noel Spillane, Chief Executive Officer, South Kerry Development Partnership CLG,  
Library Place, Killorglin Co. Kerry**

**[info@skdp.net](mailto:info@skdp.net)**

**not later than 5:00 p.m. on Friday 12<sup>th</sup> May 2023**

South Kerry Development Partnership CLG is an Equal Opportunities Employer and acknowledges the assistance of the Dept. OF Agriculture, Food & the Marine in supporting this post.





Rialtas na hÉireann  
Government of Ireland



## **SOUTH KERRY DEVELOPMENT PARTNERSHIP CLG**

*Wishes to recruit a*

### **Community Car Initiative – Driver/s**

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

South Kerry Development Partnership CLG now has a vacancy for a driver under the Community Car Initiative. The post will operate on the basis of either one full time position or two part time positions.

The purpose of the Community Car initiative is to support the accommodation of Ukrainian Refugees in areas more-removed from urban centres, and in places where rural transport links are not fully connected. This initiative aims to put in place a system of a community car which will be made available through South Kerry Development Partnership, within the terms of a Service Level Agreement (SLA) with Kerry County Council. The driver/s will be supported by a Booking/Administrative Officer who will speak Ukrainian and Russian and have a good standard of English and you will work together on a booking system, developing a schedule of appointments (collections & return journeys), recording details of completed journeys etc.

Duties will include transporting passengers for eligible journeys door to door, assisting all passengers safely onto and off the vehicle/s at all times, driving with careful consideration for the safety and comfort of all passengers, ensuring that passengers conform to the seatbelt regulations. To observe the 'Rules of the Road' and any statutory requirements relating to driving vehicles owned or leased by the Local Development Company. To assist passengers with their luggage onto the vehicle and off load luggage at their destination. To maintain the cleanliness of the vehicle on a daily basis both internally and externally.

The successful candidate will have a good standard of education, possess a trustworthy, polite, professional, friendly & patient manner, possess a flexible approach to working hours & very good communication skills, Knowledge of the South Kerry geographical area, an ability to engage with vulnerable people and basic computer skills are desirable, but not essential. Fluency in Ukrainian & Russian with a very good standard of English and a full clean driver's license are essential for this post

The post will be work-based at either the SKDP Offices at West Main Street in Cahersiveen or Library Place, Killorglin, Co. Kerry.

The salary for the position will be €32,182 for 37.5 hours per week (or pro rata for part time hours). The successful candidate will be employed under a 12-month fixed term contract with the possibility of renewal depending on funding.

Full particulars of the position are available from

**Tracy Moriarty**

**South Kerry Development Partnership CLG,**

**Library Place, Killorglin, Co. Kerry**

**Telephone 066 9761615, Fax 066 9762059, e-mail [tmoriarty@skdp.net](mailto:tmoriarty@skdp.net)**

Application, in the form of a Curriculum Vitae and Cover Letter should reach

**Noel Spillane, Chief Executive Officer,**

**South Kerry Development Partnership CLG**

**Library Place,**

**Killorglin**

**Co Kerry**

**Not later than 5:00 p.m. on Friday 5<sup>th</sup> May 2023**

South Kerry Development Partnership CLG is an Equal Opportunities Employer.





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Government of Ireland



## **SOUTH KERRY DEVELOPMENT PARTNERSHIP CLG**

*Wishes to recruit a*

### **Community Car Initiative – Booking/Administrative Officer**

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

South Kerry Development Partnership CLG now has a vacancy for a part time booking/administrative officer under the Community Car Initiative.

The purpose of the Community Car initiative is to support the accommodation of Ukrainian Refugees in areas more-removed from urban centres, and in places where rural transport links are not fully connected. This initiative aims to put in place a system of a community car which will be made available through South Kerry Development Partnership, within the terms of a Service Level Agreement (SLA) with Kerry County Council. The booking/administrative officer will work with the driver/s on a booking system, developing a schedule of appointments (collections & return journeys), recording details of completed journeys etc.

Duties will include taking enquiries for the Community Car Initiative over the phone or via email and confirming bookings for the Community Car with both the driver & clients. Dealing with queries from the Ukrainian community re the Community Car Initiative in a prompt, professional & friendly manner. Assisting in the promotion of the Community Car Initiative for passengers, staff and members of the public. Maintaining all records in relation to the Community Car Initiative. Recording all required key performance indicators for the service and preparing reports for SKDP management on same. Carrying out any other administrative duties from time to time that may be assigned by either your line manager or SKDP CEO as required.

The successful candidate will have a good standard of education, excellent communications skills both verbal & written, excellent IT skills and be proficient in the use of the Microsoft Office suite of programmes. possess a pleasant & helpful telephone manner, possess excellent administration skills with a strong attention to detail. Be able to demonstrate an ability to work on their own initiative as well as part of a team. Fluency in Ukrainian & Russian with a very good standard of English is essential for this post. Knowledge of the South Kerry geographical area is desirable, but not essential.

The post will be work-based at either the SKDP Offices at West Main Street in Cahersiveen or Library Place, Killorglin, Co. Kerry.

The salary for the position will be €16,000 for 22.5 hours per week. The successful candidate will be employed under a 12-month fixed term contract with the possibility of renewal depending on funding.

Full particulars of the position are available from

**Tracy Moriarty**

**South Kerry Development Partnership CLG,**

**Library Place, Killorglin, Co. Kerry**

**Telephone 066 9761615, Fax 066 9762059, e-mail [tmoriarty@skdp.net](mailto:tmoriarty@skdp.net)**

Application, in the form of a Curriculum Vitae and Cover Letter should reach

**Noel Spillane, Chief Executive Officer,**

**South Kerry Development Partnership CLG**

**Library Place,**

**Killorglin**

**Co Kerry**

**Not later than 5:00 p.m. on Friday 5<sup>th</sup> May 2023**

South Kerry Development Partnership CLG is an Equal Opportunities Employer.

## CARE SUPPORT WORKER

<b>Employer:</b>	Kerry Cheshire Services, County Kerry
<b>Details include:</b>	<p>Cheshire Ireland provides quality services to adults with physical, sensory, and neurological disabilities at a medium and high level of need. Successful candidates must be highly motivated, creative, and experienced with a passion for engaging with the people we support daily.</p> <p>Job Type: Permanent 26 Hours per week</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Hold or be in the process of undertaking a minimum of QQI Level 5 in Healthcare Support.</li> <li>• Have experience in supporting people with disabilities.</li> <li>• Driving license and willingness to drive for work.</li> <li>• Desire for personal and professional development.</li> <li>• Strong interpersonal and communication skills, both verbal and written.</li> <li>• Eligibility to work in Ireland is essential.</li> <li>• Good Standard of verbal and written English.</li> <li>• Computer literate (experience with online care management systems an advantage).</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Cheshire-Ireland?from=mobviewjob&amp;tk=1gvjeahvgkj92800&amp;fromjk=a0f6f3d023d55336&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Cheshire-Ireland?from=mobviewjob&amp;tk=1gvjeahvgkj92800&amp;fromjk=a0f6f3d023d55336&amp;attributionid=mobvjcmp</a>

## DENTAL NURSE

<b>Employer:</b>	Killarney Dental Clinic, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Chair Side Assisting, Cross Infection Control, Patient Communication and some Reception work. Experience is preferred but not essential as training will be provided.</li> </ul> <p>Job Types: Full-time, Permanent Salary: €12.00-€17.00 per hour</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Killarney-Dental-Clinic?from=mobviewjob&amp;tk=1gvjf3fskkja2800&amp;fromjk=94220f4c54d4bc4d&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Killarney-Dental-Clinic?from=mobviewjob&amp;tk=1gvjf3fskkja2800&amp;fromjk=94220f4c54d4bc4d&amp;attributionid=mobvjcmp</a>

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
General Operative	Killarney Racecourse	2	18/05/2023	CES-2275726
<i>Contact Siobhán on 087 3849451</i>				

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Grounds Person	Kilgarvan	3	29/05/2023	CES 2207754
Office Administration	Kilgarvan	2	29/05/2023	CES 2265212
Cleaner	Kilgarvan	1	29/05/2023	CES 2241661
<b>Contact Margaret on 087 3583279</b>				

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Social Media Assistant	Fitzgerald Stadium, Killarney	1	31/05/2023	CES 2269383
Sports Ground Maintenance Worker	Fitzgerald Stadium, Killarney	2	30/06/2023	CES 2269383
<b>Contact Heidi on 064 6631700</b>				

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Dayroom Assistant	Portmagee	1	06/06/2023	CES 2270716
Cook / Kitchen Operative	Portmagee	1	06/06/2023	CES 2257435
Landscape Gardener	Portmagee	1	06/06/2023	CES 2257432
Day Room Co - Ordinator	Portmagee	1	06/06/2023	CES 2257428
Maintenance Operative	Portmagee	1	06/06/2023	CES 2268331
Gym Instructor	Portmagee	1	06/06/2023	CES 2257433
<b>Contact Louise on 066 9477200</b>				



# Are you thinking of starting your own business?



Are you unemployed? Are you interested in setting up your own business? SKDP can help! Contact our Enterprise Officers today who can assist you to start up your business and gain further information on the Back to Work Enterprise Allowance Payment.

## Training Courses Available

- Start Your Own Business Courses
- Marketing Your Business
- Filing Your Tax Return
- One to one finance mentoring

**For Further Information and to register your interest**  
**Contact Clare O'Shea on [coshea@skdp.net](mailto:coshea@skdp.net) or Joanne Griffin on [jgriffin@skdp.net](mailto:jgriffin@skdp.net)**



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Cómhainithe ag an  
 Aontas Eorpach

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## Jobs Sheet Publishing Info



SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.

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Killarney,

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*And is available from all SKDP offices*

*Or*

*From our Website*

*Or*

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*Or*

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

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

[jobsheet@skdp.net](mailto:jobsheet@skdp.net)



**Do you wish to have a job included in the next  
issue of the Kerry Local Area Employment  
Service Jobs Sheet?**

Send us the job details,

To include:

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

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



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PARTNERSHIP CLG.



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