

KERRY LOCAL AREA EMPLOYMENT SERVICE
SOUTH KERRY EDITION



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**

STORE MANAGER

Employer:	Acme Blinds Kerry, Dingle, County Kerry
Details include:	<ul style="list-style-type: none"> • A Store Manager is required for a Blind and Curtain store located in Dingle, Co Kerry. • Experience an advantage but not essential as full training will be provided • Job Type: Permanent, Full-time
For full details and to apply:	https://ie.indeed.com/cmp/Acme-Blinds-Kerry?from=mobviewjob&tk=1hak29925jri1802&fromjk=ef60ab52e343306e&attributionid=mobvjcmp

REFLEXOLOGY TUTOR

Employer:	Chevron College & Oiluna Training, County Kerry
Duties include:	<ul style="list-style-type: none"> • Development of learning materials and classroom procedures prior to commencement of course • Delivering a ITEC - Reflexology (ITEC - iUBT334) module to a group of assigned learners • Providing assistance to learners on a one-to-one basis • Communicating with Course Manager regarding the progress of the course • Evaluation and assessment of learner progress, assignments etc. • Playing an active role in the development of organisation policies and procedures <p>Job Type: Part-time Salary: From €200.00 per day</p>
Requirements include:	<ul style="list-style-type: none"> • Minimum 2 years training experience and 2 years post qualification experience • Train the Trainer qualification (2 years +) • Proactive approach to supporting and developing others • Strong interpersonal skills – ability to build key relationships
For full details and to apply:	https://ie.indeed.com/cmp/Chevron-College-&-Oiluna-Training?from=mobviewjob&tk=1hak2ls59jl31800&fromjk=bc1eeaf194ef1389&attributionid=mobvjcmp

FRONT OF HOUSE WAITING STAFF

Employer:	The Fish Box, Dingle, County Kerry
Details include:	<ul style="list-style-type: none"> • Waiting Staff required in Dingle for 4/5 days per week. • Part Time & Summer Positions also Available • Experience desirable but not Essential • Flexible working hours • Job Type: Full-time, Part-time, Part time hrs 25-33 per week • Salary: From €12.50 per hour
For full details and to apply:	https://ie.indeed.com/cmp/The-Fish-Box-Dingle?from=mobviewjob&tk=1hak6cd06mnr801&fromjk=b33d037386a247ee&attributionid=mobvjcmp

PHARMACY SALES ASSISTANT

Employer:	O'Sullivan's Haven Pharmacy, Killorglin, County Kerry
Details include:	<ul style="list-style-type: none"> • OTC staff are required for a busy pharmacy in Killorglin. • Previous pharmacy experience an advantage but not essential. • Job Type: Full-time
For full details and to apply:	https://ie.indeed.com/cmp/Haven-Pharmacy-O-Sullivans?from=mobviewjob&tk=1hajq13nr32dv000&fromjk=041fc2f0653efd6a&attributionid=mobvjcmp

CHILDMINDER

Employer:	Private Childminding, Killarney, County Kerry
Duties include:	<p>We're looking for someone to care for 3 children in the Ballymacelligot area, 3 days per week.</p> <ul style="list-style-type: none"> • To provide attentive care and supervision in their own home. • Engage in age-appropriate activities to promote their development and well-being. <p>Job Type: Part-time, 29 hrs per week Salary: €12.00-€15.00 per hour (DOE)</p>
Requirements include:	<ul style="list-style-type: none"> • Must be Garda vetted for a safe and secure environment. • Possess a valid First Aid certification to handle any unexpected situations. • Level 5 or above qualification in Childcare. • Provide strong references that highlight your Childcare capabilities. • Previous experience in Childcare is essential to ensure a seamless transition.
For full details and to apply:	https://ie.indeed.com/cmp/The-Skin-Lab-3?from=mobviewjob&tk=1hajr27qt32dh000&fromjk=be1bb626b55264c5&attributionid=mobvjcmp

EARLY YEARS AIMS ASSISTANT

Employer:	Puffins Ltd., County Kerry
Requirements include:	<ul style="list-style-type: none"> • We are looking to hire an Aims Assistant to work in one of our Pre-School Rooms • Minimum level 5 in Childcare Studies required • First aid an advantage but not essential • Garda Vetting will be done before starting <p>Job Type: Part-time, 15 hrs per week Salary: €13.30 per hour</p>
For full details and to apply:	https://ie.indeed.com/cmp/Puffins-Ltd?from=mobviewjob&tk=1hajvthlrjl31800&fromjk=198f181c767b9f2a&attributionid=mobvjcmp

PHARMACY SALES ASSISTANT

Employer:	O' Neill's Allcare Pharmacy, Cahersiveen, County Kerry
Duties include:	<ul style="list-style-type: none"> • Candidate will be required to Assist Customers with Retail Sale and Medicine Sales and Advice. All training will be provided. <p>Job Type: Contract, Full-time Contract length: 12 months</p>
Requirements include:	<ul style="list-style-type: none"> • A positive attitude, a friendly personality and be able to work within a team.
For full details and to apply:	https://ie.indeed.com/cmp/O'-Neill's-Allcare-Pharmacy?from=mobviewjob&tk=1hajv96udjrij800&fromjk=5471286ff949f9b3&tributionid=mobvjcmp

HEALTH & SAFETY CO-ORDINATOR

Employer:	Saint John of God Community Services Kerry Services, County Kerry
Duties include:	<ul style="list-style-type: none"> • The Health & Safety Co-Ordinator is responsible for developing and managing an effective Health, Safety and Regulation Management programme for Saint John of God Kerry Services and ensuring compliance with all Safety, Health and Welfare at Work and its associated legislation and regulations including health and safety training, assist in claims management, advise management on key health and safety issues and develop strategies and systems to underpin effective health and safety management programmes. <p>Hybrid working available but mainly on-site Specified Purpose Contract for a minimum of a 12 Month Contract period Salary : €47,335–€56,722 a year</p>
Requirements include:	<ul style="list-style-type: none"> • 3rd Level Qualification in Occupational Health & Safety Level 7 or above • A minimum of 2 years recent & relevant experience in a health and safety role • Demonstrable working knowledge of current health and safety, environmental safety, fire safety and associated legislations and regulations. • Membership of the Institute of Occupational Safety and Health or similar body. • Experience of formulating, implementing and revising Health and Safety policies, procedures and statements. • Excellent flexibility, analytical, communication, interpersonal, administrative, co-ordination and computer literacy skills. • A full clean driving licence.
For full details and to apply:	https://ie.indeed.com/jobs?q=health+and+safety&l=county+kerry&vjk=86b29ac091c4591b

CO-ORDINATOR OF ADMIN SUPPORT SERVICES

Employer:	Saint John of God Community Services Kerry Services, County Kerry
Duties include:	<ul style="list-style-type: none"> The Co-ordinator of Administrative Support Services will provide direction, support and supervision to the Administrative Team in line with the Human Resources Policies. <p>Specified Purpose Contract for minimum 1 year Grade: Clerical Grade V</p>
Requirements include:	<ul style="list-style-type: none"> Hold a comparable and relevant third level qualification At least 3 years working in an administration position At least 1 years supervisory experience. Target driven, able to work on one's own initiative and as part of a team Excellent analytical, problem solving and organisational skills Proven ability to manage areas of responsibility in a pro-active and professional manner Excellent communication and interpersonal skills, with strong written/verbal reporting skills. Excellent IT skills to support events and presentations as may be organised by the Region from time to time for the Operations Manager Be able to multi-task and demonstrate excellent attention to detail. Ensure data integrity, security discretion and confidentiality are maintained for the Operations Manager.
For full details and to apply:	https://ie.indeed.com/hse,-south-kerry-jobs-in-county-kerry?vjk=8500ca17e1811906

SALES ADVISOR

Employer:	Carraig Donn, Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> Support the store team with daily tasks including Customer Service Till Operations Stock Replenishment and Merchandising
Requirements include:	<ul style="list-style-type: none"> Will possess excellent customer service skills. Have great communication and interpersonal skills. Be self-motivated, friendly and helpful with a positive can-do attitude. Must be fully flexible as will be required to work weekdays including weekends. While training will be provided, please note previous retail experience is desirable (Experience with regard to Fashion, Jewellery or Giftware will be an advantage).
For full details and to apply:	https://ie.indeed.com/cmp/Carraig-Donn?from=mobviewjob&tk=1hak74hoj294a001&fromjk=e93fa956fe93b5bd&attributionid=mobvjcmp

SALES ASSISTANT

Employer:	Centra, Dingle, County Kerry
Duties include:	<ul style="list-style-type: none"> Deal with all customer queries efficiently, professionally and consistent with store policy Merchandise shelves, ensuring that all areas of the store are presented to the highest standard
	Job Type: Permanent
Requirements include:	<ul style="list-style-type: none"> Previous customer service experience is an advantage Excellent communication skills Ability to engage and prioritise customer needs Strong attention to detail, organised and flexible Ability to use own initiative and work as part of a team
For full details and to apply:	https://ie.indeed.com/cmp/Centra-Ireland?from=mobviewjob&tk=1haorlkgtkcp4800&fromjk=1e8258ee408acd3f&attributionid=mobvjcmp

CLEANING OPERATIVE

Employer:	CCS Cleaning Services, Killarney, County Kerry
Details include:	<ul style="list-style-type: none"> A Cleaning Operative is required for Penney's in Killarney. You will generally be in one location and will be cleaning in either an office or retail environment. Your supervisor will detail what you need to do each day and you will be fully trained. Job Type: Part-time, 12 - 18 hours per week Shifts: Monday to Saturday Salary: €11.90 per hour
Requirements include:	<ul style="list-style-type: none"> Cleaning experience desirable Great people skills Strong attention to detail Work as part of a team but also to use your own initiative
For full details and to apply:	https://ie.indeed.com/cmp/Ccs-Cleaning-Services?from=mobviewjob&tk=1han0rdd1mnag802&fromjk=7b053a090b739afa&attributionid=mobvjcmp

WAITING STAFF

Employer:	Kirby's Brogue Inn, Tralee, County Kerry
Requirements include:	<ul style="list-style-type: none"> Minimum of 1 years experience and you must be available for flexible hours including weekend work Good customer care skills and good presentation skills Job Type: Full-time, Part-time, Part-time hours: 25 -30 per week
For full details and to apply:	https://ie.indeed.com/cmp/Knockbrack-Catering-Ltd.?from=mobviewjob&tk=1hap7pilrjrh1800&fromjk=f849ce3438541426&attributionid=mobvjcmp

ADMINISTRATOR GRADE III

Employer:	Enable Ireland, County Kerry
Duties include:	<ul style="list-style-type: none"> • Provide all necessary administration supports to teams and clinics to include: Typing of meeting agendas, team minutes and IFSP's • Updating goldmine and service user hard and soft copy records in this regard and any other administration supports as required • Provide typing services to support general clinic administration to include: Letters, reports, submissions, mailings, memos, agendas, minutes (to include attendance at meetings as required), and any other correspondence as delegated <p>Job Type: Full-time - 1 year contract Contract Hours: 35 hours per week Salary: €24,470–€39,557 per year</p>
For full details and to apply:	https://ie.indeed.com/cmp/Enable-Ireland?from=mobviewjob&tk=1haosa5nscp2801&fromjk=f72bd90573070849&attributionid=mobvjcmp

BASIC GRADE/ SENIOR SPEECH & LANGUAGE THERAPIST

Employer:	Kerry SLT Clinic, Tralee, County Kerry
Details include:	<ul style="list-style-type: none"> • Two positions available in a well established Kerry SLT Clinic with a variable clinical caseload • Flexible working arrangements available • Job Type: Full-time, Part-time
Requirements include:	<ul style="list-style-type: none"> • Must be CORU registered, or expected to register before the end of October 2023. • Full supervision and extensive CPD opportunities provided. • An interest in Disability and Autism.
For full details and to apply:	https://ie.indeed.com/cmp/Kerry-Slt-Clinic?from=mobviewjob&tk=1hap29549kj8o800&fromjk=237b04dc4b8acdd4&attributionid=mobvjcmp

SALES ASSISTANT

Employer:	Ryle Menswear, Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> • Maintaining outstanding store condition and visual merchandising standards • Assist with the sales process by maintaining a fully stocked store • Manage point-of-sale processes <p>Job Type: Part-time, Full-time</p>
Requirements include:	<ul style="list-style-type: none"> • Experience preferable but not essential • Basic understanding of sales principles and customer service practices • Good communication skills
For full details and to apply:	https://ie.indeed.com/cmp/Ryle-Menswear?from=mobviewjob&tk=1hap8bfcnlqaf801&fromjk=fea54813aa4e2b6c&attributionid=mobvjcmp

RESERVATIONS AGENT

Employer:	Hogs Head Golf Club, Waterville, County Kerry
Duties include:	<ul style="list-style-type: none"> Responsible for liaising with Hogs Head Golf Club members to arrange their golf reservations, accommodation reservations, coordinating the logistics of helicopter/ground transportation and communicating the members preferred billing details Answering overflow calls for the Clubhouse Reception when required Coordinate personalised itineraries ensuring each groups preferred choices are accommodated Schedule tee times, transfers, accommodation reservations in external golf courses as well as luxury accommodation providers Schedule Hog helicopter and Hog bus transfers to and from Kerry, Shannon, Cork and Dublin airports, accommodation, and golf courses throughout Ireland Processing Payments & Deposits Processing deposit payments for Hogs Head accommodation and finalising payments with external golfclubs and accommodation reservations
Requirements include:	<ul style="list-style-type: none"> At least two years' experience working in a concierge/administration role Use of property management software
For full details and to apply:	<i>Your letter/email should be addressed to Ms Michelle O'Shea, HR Manager at careers@hogsheadgolfclub.com No Phone calls please. Closing date no later than September 30th, 2023.</i>

CLEANER/CARETAKER

Employer:	ISS Facility Services, County Kerry
Details include:	<ul style="list-style-type: none"> General day to day cleaning of a court room, office, toilet etc Encourage good relations with all clients on site and promptly deal with any issues Part-take in basic induction training for new staff and any required on-going training Cooperate with safe working practices and work in accordance with the company's HSEQ Policies Understand how ISO fits into daily business operations. Use of Personal Protective Clothing and Equipment <p>Job Type: Permanent Salary: €11.90 per hour, 8 hours per Month Shift Pattern: 4th Friday of every month, no set hours</p>
Requirements include:	Cleaning: 1 year (required)
For full details and to apply:	<i>https://ie.indeed.com/cmp/Iss-Facility-Services?from=mobviewjob&tk=1hak5uohfkrp800&fromjk=80795c4e3e721f1e&attributionid=mobvjcmp</i>

EVENTS ASSISTANT

Employer:	The Gleneagle Hotel, Killarney, County Kerry
Duties include:	<ul style="list-style-type: none"> • Assist with guest requests and provide excellent guest care at all times • Assist with Conferences and Functions taking place at the Hotel on a daily basis • Prepping our event spaces and bars for functions • Complete manual handling duties within the hotel such as furniture removal/deliveries of boxes etc. • Prepare general areas to expected standards • Ensure consistency and speed of service • Observe safe working practices in carrying out the required duties and ensure that instructions specified are adhered to
Requirements include:	<p>Job Type: Full-time, Part-time</p> <ul style="list-style-type: none"> • At least 1-year experience in a similar role at 4* or 5* level ideal • Have a friendly and outgoing manner • High Attention to Detail • Be well-presented and maintain a professional image at all times • Have excellent communication and interpersonal skills • Willingness to work in various functions across departments • Fluent English (written and verbal) • Have excellent organisational skills
For full details and to apply:	https://ie.indeed.com/cmp/The-Great-Southern-Hotel-2?from=mobviewjob&tk=1hajtioi1ojdg801&fromjk=e7c322362109d700&attributionid=mobvjcmp

CRÈCHE ASSISTANT

Employer:	Dingle Skellig Hotel, Dingle, County Kerry
Requirements include:	<ul style="list-style-type: none"> • Level 5 in Childcare required as a minimum qualification • Knowledge of relevant regulations & legislation • Ability to work within a team • Good communication skills with children, parents, carers & other staff
	<p>Job Type: Part-time, 12-16 hrs per week Salary: €13.00-€14.50 per hour</p>
For full details and to apply:	https://ie.indeed.com/cmp/Dingle-Skellig-Hotel?from=mobviewjob&tk=1hak1jrdvlg9d801&fromjk=e8dbea65ef306134&attributionid=mobvjcmp

CLEANER

Employer:	BoyleSports, New Street, Killarney, County Kerry
Details include:	<ul style="list-style-type: none"> • Experience not essential. • Must be available to work 4-7 days per week
For full details and to apply:	https://ie.indeed.com/cmp/Boylesports?from=mobviewjob&tk=1hamhai6nj131800&fromjk=a687650e6c9ed5ad&attributionid=mobvjcmp

FOOD AND BEVERAGE STAFF

Employer:	The Anvil Bar & Restaurant, Castlemaine, County Kerry
Details include:	<ul style="list-style-type: none"> Experienced Food and Beverage Staff wanted. Job Type: Full-time, Part-time - Part-time hours: 30-40 per week Salary: €11.50-€14.00 per hour
Requirements include:	<ul style="list-style-type: none"> Junior Certificate (preferred) Bartending: 1 year (required)
For full details and to apply:	https://ie.indeed.com/cmp/O-Connor-S-Travel?from=mobviewjob&tk=1hak8s6arojdg802&fromjk=4ed6fe97b8211748&attributionid=mobvjcmp

SUPPORT WORKER

Employer:	Direct Medics Healthcare Recruitment, Tralee, County Kerry
Details include:	<ul style="list-style-type: none"> Support Workers are required for Adult Disability Services. Both Permanent and Temporary Positions available. Full-time position salary is €35,000 a year
Requirements include:	<p>Job Type: Full-time</p> <ul style="list-style-type: none"> Honours Degree (L8 QQI) or equivalent in Social Care or Social Care Practice. At least 6 months experience in a related role. Right to work in Ireland.
For full details and to apply:	https://ie.indeed.com/cmp/Direct-Medics-Healthcare-Recruitment?from=mobviewjob&tk=1hak9bnn7ojdg800&fromjk=e4d9076b1e0c904f&attributionid=mobvjcmp

STUD FARM OPERATOR / MAINTENANCE PERSON

Employer:	Lawlor's Cross/Kilcummin Area, County Kerry
Duties include:	<ul style="list-style-type: none"> General farm maintenance & duties such as feeding horses, cleaning stables, transporting horses Maintenance of property such as painting, handy work etc.
Requirements include:	<p>Salary DOE/Negotiable. Job Type: Full-time Salary: From €31,200.00 per year</p> <ul style="list-style-type: none"> Full Clean Driving License is required. Farm experience & an interest/knowledge of horses is desired but not essential. Full training will be provided for the suitable candidate.
For full details and to apply:	https://ie.indeed.com/cmp/Sheahans-Pharmacy-Killarney?from=mobviewjob&tk=1hamg7o87kj8o801&fromjk=8413e6a5d88515c9&attributionid=mobvjcmp

SECRETARY

Employer:	Autopoint Motor Group, Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> • Responsible for a variety of tasks, including Managing Correspondence • Scheduling Appointments and Maintaining Office Records. • Ad-hoc Admin duties/Secretary/Reception admin cover.
Requirements include:	<ul style="list-style-type: none"> • Proven experience as a secretary, administrative assistant, or similar role. • Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook & CRM system). • Excellent organizational and time management skills. • Strong written and verbal communication abilities. • Attention to detail and accuracy in work. • Ability to multitask and prioritize tasks effectively. • Knowledge of office equipment and procedures.
For full details and to apply:	https://ie.indeed.com/cmp/Autopoint-Motor-Group-1?from=mobviewjob&tk=1hak9nnd9lg9c805&fromjk=34de57ec3daa8aff&attributionid=mobvjcmp

CALL CENTRE TEAM LEADER

Employer:	RelateCare, Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> • Effectively lead your team, maintaining agreed service levels and managing performance through coaching • Manage and monitor team performance against KPI's • Carry out call evaluations to ensure consistency of quality in the standards provided by the team • Drive a strong customer focus with commitment from the team to deliver the highest standards in customer care and professionalism • Act as a referral point for the team for complex and escalated queries • Provide detailed reports of the service performance • Identify and inform the Operations Managers of call trends and other related issues that affect and drive the department's daily operations <p>Job Type: Full-time, Permanent Hours: Between 1pm and 8:30pm, Monday to Friday.</p>
Requirements include:	<ul style="list-style-type: none"> • Relevant qualification an advantage • 12 months previous Contact Centre Managerial experience required • Proven communication skills, both written and verbal • Excellent interpersonal skills • Ability to perform under pressure, work independently and under limited supervision • Reliable, self-motivated and well organized
For full details and to apply:	https://ie.indeed.com/cmp/Relatecare?from=mobviewjob&tk=1hamghnt9kj8o800&fromjk=25b3980740612e99&attributionid=mobvjcmp

WEEKEND BARTENDER/SERVER

Employer:	Tatler Jack, Killarney, County Kerry
Details include:	<ul style="list-style-type: none"> • Serving our many customers in this busy late bar • Bar: 2 years experience • May suit college student • Job Type: Part-time, Part-time hours: 15-20 per week • Salary: €13.00-€14.00 per hour
For full details and to apply:	https://ie.indeed.com/cmp/Tatler-Jack-1?from=mobviewjob&tk=1hapbj6ljkjh6800&fromjk=2be17808003a0b44&attributionid=mobvjcmp

WAITING STAFF

Employer:	Foleys Townhouse & Restaurant, Killarney, County Kerry
Duties include:	<ul style="list-style-type: none"> • Greet all guests in a warm and friendly manner. • Take food & drink orders from guests. • Serve all our guests in a friendly, efficient and professional manner. • Ensure guest satisfaction at all times. • Ensure cleanliness levels are maintained to a very high standard in the restaurant.
Requirements include:	<p>Job Type: Part-time, Part-time hours: 20 hrs per week</p> <ul style="list-style-type: none"> • Previous hotel experience not essential as full training will be given. • Good understanding of written and spoken English also desirable.
For full details and to apply:	https://ie.indeed.com/cmp/Foleys-Townhouse-&-Restaurant-Killarney?from=mobviewjob&tk=1hapbvraojrgq800&fromjk=5bb233a70ba29d43&attributionid=mobvjcmp

FOOD AND BEVERAGE ASSISTANT

Employer:	International Hotel, Killarney, County Kerry
Duties include:	<ul style="list-style-type: none"> • Ensure all guests are given a warm welcome and the Restaurant area is clean to a very high standard • Have a good knowledge of the menu, both food and wine and how our dishes are cooked • Be familiar with dealing with cash and credit card payments <p>Job Type: Full-time, Part-time Salary: From €12.00 per hour</p>
Requirements include:	<ul style="list-style-type: none"> • Minimum 1-2 years experience in a similar role is essential • Fluent in English language
For full details and to apply:	https://ie.indeed.com/cmp/International-Hotel-5?from=mobviewjob&tk=1hapctt88mna4800&fromjk=e6c4d9b5a23a41de&attributionid=mobvjcmp

WAITRESS/SERVER

Employer:	Pats Café, Castleisland, County Kerry
Requirements include:	<ul style="list-style-type: none"> • Must be capable of working in a fast environment and be able to use own initiative • English language is essential • All training will be provided • Job Type: Full-time, Part-time, Part-time hours: 39 per week • Salary: From €12.50 per hour
For full details and to apply:	https://ie.indeed.com/cmp/Pats-Cafe?from=mobviewjob&tk=1hapcfdblojci800&fromjk=9324866540293cfd&attributionid=mobvjcmp

WAITING STAFF

Employer:	The Country Market Restaurant, Castleisland, County Kerry
Details include:	<ul style="list-style-type: none"> • We are currently hiring experienced Waiting Staff to work as part of a team for a busy daytime restaurant • No night shifts or split shifts • Job Type: Full-time, Part-time, Part-time hours: 20-40 per week • Salary: From €11.30 per hour
For full details and to apply:	https://ie.indeed.com/cmp/The-Country-Market-Restaurant?from=mobviewjob&tk=1hapdnvl8k9ag802&fromjk=f9e718b063fa7284&attributionid=mobvjcmp

CUSTOMER SERVICE

Employer:	KWD Recycling, Killarney, County Kerry
Duties include:	<ul style="list-style-type: none"> • Provide relevant advice to customers primarily by phone but also through email • Effectively managing a database through accurate and efficient data entry • Adhering strictly to data protection and confidentiality laws • Ad hoc duties as required
	Job Type: Full-time, Permanent
Requirements include:	<ul style="list-style-type: none"> • Excellent customer service skills • Strong organisational, administrative and problem-solving ability • Ability to work on own initiative and unsupervised • Comfortable in learning new technologies • Ability to find solutions to issues that arise on a daily basis • Ability to work under pressure and adapt quickly • A comfortable knowledge of technology and computer systems
For full details and to apply:	https://ie.indeed.com/cmp/Kwd-Recycling-3?from=mobviewjob&tk=1haor3k7nj9ig800&fromjk=bdd515380fb9bf1e&attributionid=mobvjcmp

REGISTERED NURSE

Employer:	PE Global Healthcare, Tralee, County Kerry
Details include:	<ul style="list-style-type: none"> • PE Global Healthcare are recruiting for Agency Nurses for both full time and part time positions in Kerry • Shifts are available in both Private and Public Hospitals
Requirements include:	<ul style="list-style-type: none"> • Must have registered and have an active NMBI pin and be residing and working in Ireland
For full details and to apply:	https://ie.indeed.com/cmp/Pe-Global?from=mobviewjob&tk=1hamihn47k9bq800&fromjk=eeb2d683b6b2d663&attributionid=mobvjcmp

PHOTOBAR SALES ASSISTANT

Employer:	McCauley Health and Beauty Pharmacy, Manor West Shopping Centre, Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> • As a Photobar Sales Assistant you will be responsible for taking care of the Photobar counter and shop floor sales and be the main point of contact for our valued customers. <p>Job Type: Part Time, Permanent. 24-40 hours per week</p>
Requirements include:	<ul style="list-style-type: none"> • Excellent selling skills and good product knowledge. • Have excellent attention to detail and be very organised. • Passion for the delivery of excellent customer service. • Have the ability to prioritise work. • Photo or electrical sales experience is desirable. • Interest in photography and digital photography is an advantage.
For full details and to apply:	https://ie.indeed.com/cmp/Mccauley-Health-&-Beauty-Pharmacy?from=mobviewjob&tk=1hamiv12p32ds001&fromjk=bea2718d9ce4fda0&attributionid=mobvjcmp

SENIOR HOTEL RECEPTIONIST

Employer:	Killeen House Hotel, Killarney, County Kerry
Details include:	<ul style="list-style-type: none"> • A Receptionist is sought for Killeen House Hotel. • Knowledge of Hotsoft will be an advantage and Fluent English is a requirement • Job Type: Full-time
For full details and to apply:	https://ie.indeed.com/cmp/Brook-Lodge-Boutique-4-Star-Hotel?from=mobviewjob&tk=1hamqvu60jv4r800&fromjk=fb2d3ec02f50e0c7&attributionid=mobvjcmp

HOT FOOD OPERATORS

Employer:	Moyderwell National School, Tralee, Co Kerry.
Duties include:	<ul style="list-style-type: none"> • Providing hot meals daily to children in the school. • Ensuring that your work area is kept clean and tidy at all times. • Communicating with school staff as required ensuring professionalism and politeness are exercised at all times. • Reporting any issues and queries to the National Catering Manager immediately. • Carrying out any other duties that may be required. <p>Job Type: Part-time, 12.5 hours per week Hours of work : 11.00am - 1.30pm, subject to change, Monday to Friday and are based on the school calendar. Salary: €11.30 per hour</p>
Requirements include:	<ul style="list-style-type: none"> • Excellent organisational and time management skills. • Excellent Interpersonal and communication skills. • Maintaining highest standards of personal hygiene. • Team player with the ability to work to tight deadlines. • Fluent in spoken and written English. • Manual Handling & food handling experience preferable, but training will be provided.
For full details and to apply:	https://ie.indeed.com/cmp/Carambola?from=mobviewjob&tk=1hamjksbmlgap804&fromjk=5cdf2e08d350a49&attributionid=mobvjcmp

OFFICE ADMINISTRATOR

Employer:	Start2Finish Bathrooms, Kenmare, County Kerry
Duties include:	<ul style="list-style-type: none"> • Oversee and support all daily administrative duties in the office and ensure the office is operating efficiently. • Liase with external parties when necessary such as customers, contractors and suppliers. • Provide other administrative support when necessary. <p>Job Type: Full-time, Part-time, Part-time hours: 20 - 40 per week Location: Hybrid remote</p>
Requirements include:	<ul style="list-style-type: none"> • Microsoft Office: 2 years experience (preferred) • Administration: 1 year experience (preferred) • Knowledge of Xero software and tradify would be an advantage • Excellent attention to detail and ability to meet deadlines. • Must be able to multi -task and work as part of a team.
For full details and to apply:	https://ie.indeed.com/cmp/Start2finish-Bathrooms-(-Harrington-Heating-and-Plumbing)?from=mobviewjob&tk=1hamklbb2icb2800&fromjk=6ee463d3342af1c0&attributionid=mobvjcmp

HOTEL RECEPTIONIST

Employer: McSweeney Arms Hotel, Killarney, County Kerry

Duties include:

- Welcome and greet guests
- Answer and direct incoming calls
- Inform guests of hotel rates and services
- Register and check guests in
- Maintain clear and accurate records of guest room bookings
- Provide accurate information about local attractions and services
- Liaise with necessary staff including housekeeping and maintenance to address any problems or complaints made by guests

Jobs Type: Full -Time, Part -Time

Requirements include:

- Strong working knowledge of relevant computer software including MS Office and booking and payment systems
- Customer service orientation
- Attention to detail and accuracy
- Ability to multi-task and prioritize
- Professional appearance and attitude

For full details and to apply:

<https://ie.indeed.com/cmp/Mcsweeney-Arms-Hotel-2?from=mobviewjob&tk=1hamqiadfk9ag800&fromjk=1359b2796d4a9e8e&attributionid=mobvjcmp>

MEDICAL SECRETARY

Employer: Morgan McKinley, County Kerry

Duties include:

- Database management and a high volume of data entry
- Answering phones, taking messages, transferring calls
- Greeting customers
- Drafting letters, managing a busy email inbox
- Managing and drafting excel spreadsheets
- Manual and electronic filing
- Other ad-hoc duties as required

Salary: €14.86 per hour

Contract: Temporary (3 months)

Requirements include:

- 2 years + experience working in a Reception or Clerical/Admin. role
- Excellent MS Office skills
- Someone with excellent verbal and written etiquette
- Front-facing customer skills
- Previous experience with minute taking desirable
- An efficient, organised & detailed orientated person

For full details and to apply:

<https://ie.indeed.com/cmp/Morgan-Mckinley?from=mobviewjob&tk=1hapgc0acojdj800&fromjk=ea24f7996bd8db7b&attributionid=mobvjcmp>

PHARMACY HEALTHCARE ADVISOR

Employer:	Allcare Pharmacy, Killarney, County Kerry
Duties include:	<ul style="list-style-type: none"> • Driving retail sales through link selling and advising customers of promotions in store • Ensuring stock levels are maintained at optimal levels • Accurately and securely performing cash management duties • Ensuring the company merchandising standards are maintained and the pharmacy is always presented to the highest level • Any other projects and duties where they arise <p>Job Type: Full-time, Permanent</p>
Requirements include:	<ul style="list-style-type: none"> • Previous OTC sales and customer service experience • Excellent interpersonal and communication skills • Strong product knowledge
For full details and to apply:	https://ie.indeed.com/cmp/Allcare-Pharmacy-1?from=mobviewjob&tk=1hap7f6hnlgap800&fromjk=a11b4119a4462234&attributionid=mobvjcmp

ACCOMMODATION ASSISTANT

Employer:	The Heights Hotel, Killarney, County Kerry
Requirements include:	<ul style="list-style-type: none"> • Previous experience in a similar role is preferred • Must be fluent in both written and spoken English • Willing to work evenings and weekends <p>Salary: From €12.00 per hour</p>
For full details and to apply:	https://ie.indeed.com/cmp/The-Heights-Hotel-Killarney-1?from=mobviewjob&tk=1haphu915i98g800&fromjk=e5c43aaad02bba99&attributionid=mobvjcmp

ACCOMMODATION ASSISTANT/ CLEANER

Employer:	Killarney Grand, Killarney, County Kerry
Duties include:	<ul style="list-style-type: none"> • The primary responsibility of this role is to ensure standards are met regarding all basic cleaning aspects in and around the Grand • Notify Management of occurring deficiencies or needs for repairs • Deal with lost property as per the company policy • Perform other duties that may be assigned to you from time to time <p>Job Types: Full-time, Permanent Salary: From €13.00 per hour</p>
Requirements include:	<ul style="list-style-type: none"> • Previous experience in a similar role desired, but not essential • Fluent English is essential • Fully flexible and available to work day shifts and weekends
For full details and to apply:	https://ie.indeed.com/cmp/Killarney-Grand?from=mobviewjob&tk=1hapi9flni98g800&fromjk=4ddb05230a15b646&attributionid=mobvjcmp

SPA RECEPTIONIST

Employer: Killarney Hotels Ltd., Killarney, County Kerry

- Duties include:**
- Organise scheduling of appointments.
 - Obtain and accurately record all relevant guest information including contact details, credit card details and requests/preferences.
 - Respond to all guest enquiries promptly and efficiently.
 - Provide information on spa facilities during tours including benefits, utilisation instructions and health and safety.
 - Maintain the cleanliness, presentation and organisation of the reception area at all times.
 - Ensure that adequate supplies of all public information material are available and are in immaculate condition.
 - Record and track turn away business and repeat guests through the Spa Software system.
 - Prepare the reception area for the start of the next shift, ensuring all messages are communicated and carry out a detailed hand over.
 - Responsible for balancing all transactions taken during your shift.

Job Type: Full-time, Part-time

For full details and to apply:

<https://ie.indeed.com/cmp/Killarney-Hotels-Ltd?from=mobviewjob&tk=1harde5fdlgap802&fromjk=d528df2ebdc8aef9&attributionid=mobvjcmp>

DELI ASSISTANTS

Employer: MACE Rathass, Tralee, County Kerry

- Requirements include:**
- Previous experience in retail would be beneficial
 - Knowledge in food safety, hygiene and HACCP would be beneficial
 - Customer driven with great communication and interpersonal skills
 - Hard-working and flexible, with the ability to work both as part of a team and on own initiative
 - Professional & polite manner is essential
 - Committed to continually improving department standards with an attention to detail
 - Committed to delivering great customer experiences in a busy environment
 - Enjoys working in a fast paced team environment and with a willingness to embrace new challenges

Job Type: Part-time

Salary: €12.50 per hour

Successful candidate will be flexible Monday to Friday, 7am to 3pm or 10am to 6pm. 2 or 3 days per week.

For full details and to apply:

<https://ie.indeed.com/cmp/Mace-Ireland?from=mobviewjob&tk=1hare6p05kcqp806&fromjk=943a06711d8a8c8a&attributionid=mobvjcmp>

HEALTH CARE ASSISTANT/SUPPORT CARE WORKER

Employer:	Xpress Nursing, County Kerry
Requirements include:	<ul style="list-style-type: none"> • 1 Yr+ experience in Irish Healthcare • Minimum of QQI Level 5 (or equivalent) in Healthcare • Clear verbal communication skills to explain sensitive information • Compassionate candidate who is willing to improve the lives of others • Tactful and approachable personality <p>Job Type: Part-time. 20-40 hours per week Salary: €15.00-€20.00 per hour</p>
For full details and to apply:	https://ie.indeed.com/cmp/Xpress-Nursing?from=mobviewjob&tk=1harf36nukjgq800&fromjk=b069606136d736b0&attributionid=mobvjcmp

GROUNDSPERSON

Employer:	Dunboy Construction & Property Developers Ltd., Killarney, County Kerry
Duties include:	<p>A Groundwork Operative is required for a Residential Construction Project in Kilcummin, Killarney, Co. Kerry</p> <ul style="list-style-type: none"> • Laying and testing pipework to Irish water standards • Digging trenches and laying concrete • Laying pavement, driveways & kerbs • All other general groundworks duties including site clearing and ground preparation <p>Job Type: Full-time</p>
Requirements include:	<ul style="list-style-type: none"> • Must possess a teleporter ticket • Ideally with 5 years' plus experience
For full details and to apply:	https://ie.indeed.com/cmp/Dunboy-Construction-&-Property-Developers-Ltd.?from=mobviewjob&tk=1harfcjbilg8r800&fromjk=d38c1c9d59728374&attributionid=mobvjcmp

CLEANING OPERATIVE

Employer:	ABC Cleaning, Killarney, County Kerry
Details include:	<ul style="list-style-type: none"> • Experienced Cleaning Personnel are required for Killarney Town Centre on Monday's, Tuesday's, Thursday's & Friday's from 4pm-6pm. Full training is provided • Good English is required • Job Type: Permanent, Part-time -29 hours per week • Salary: €11.90 per hour
For full details and to apply:	https://ie.indeed.com/cmp/ABC-Cleaning?from=mobviewjob&tk=1harhbcbc2fnm000&fromjk=3ab2165e1dd9b51f&attributionid=mobvjcmp

NIGHT PORTER

Employer:	Dromhall Hotel, Killarney, County Kerry
Duties include:	<ul style="list-style-type: none"> • Ensure meeting & event rooms are properly set up, broken down and reset according to the weekly function sheets • Liaise with front office regarding all aspects of client's requirements • Set up and deliver room service requests when required • Deal with external and internal queries • Carry out our customer relations policy • Report and where possible take action on incidents of accidents or damage in the Hotel • Serve all guest requirements for the property during the night period • Coordinate and carry out various cleaning duties and general portering duties, as necessary
	Job Type: Full-time
Requirements include:	<ul style="list-style-type: none"> • Hospitality: 1 year (preferred)
For full details and to apply:	https://ie.indeed.com/cmp/Dromhall-Hotel-1?from=mobviewjob&tk=1hapgo207kcr1800&fromjk=831fcb44d53a37cb&attributionid=mobvjcmp

SHOP/DELI ASSISTANT

Employer:	Hegarty's Spar, Muckcross Road, Killarney, County Kerry
Details include:	<ul style="list-style-type: none"> • We are seeking highly motivated individuals who are friendly, enthusiastic and enjoy working within a retail environment • Delivering customer service to the highest standards • Ability & interest in working with food • HACCP knowledge desirable • Comfortable working on your own and as part of a team • Good communication skills
	Job Types: Full-time, Part-time, Permanent. Part-time hours: 20 per week Salary: From €11.30 per hour
For full details and to apply:	https://ie.indeed.com/cmp/Hegarty's-Spar,-Muckcross-Road,-Killarney?from=mobviewjob&tk=1haroav3bmnal800&fromjk=186590ccc89ec16e&attributionid=mobvjcmp

HOME SUPPORT WORKER

Employer:	Windmill Homecare, Castleisland, County Kerry
Details include:	<ul style="list-style-type: none"> • Home Support Workers are required for morning and evening shifts, weekdays, and weekends in Castleisland and surrounding areas. • No experience required - financially supported QQI Training provided. • Job Type: Permanent
For full details and to apply:	https://ie.indeed.com/cmp/Windmill-Healthcare?from=mobviewjob&tk=1han06ankmnag800&fromjk=5e9a5c2dae4acf2f&attributionid=mobvjcmp

LEAD AND ASSISTANT COACHES

Employer:	Little Kickers, County Kerry
Duties include:	<p>Lead and Assistant Coaches are needed for new venues in Tralee, Listowel & Castleisland</p> <ul style="list-style-type: none"> This role involves co-ordinating and running football based physical activity classes for young children <p>Job Type: Part-time, 3-6 hours per week on Saturday & Sunday mornings Salary: €15.00-€17.00 per hour</p>
Requirements include:	<ul style="list-style-type: none"> Must be confident and out-going, great with young children, reliable and organised Excellent verbal communication skills are vital for the role as you will be engaging with children and parents at the classes. Own transport is essential
For full details and to apply:	<p>https://ie.indeed.com/cmp/Little-Kickers?from=mobviewjob&tk=1harni0hbkjgn800&fromjk=02758bd0da551b09&attributionid=mobvjcmp</p>

WEEKEND CLEANER

Employer:	Kate Kearneys Cottage, Beaufort Bridge, County Kerry
Details include:	<ul style="list-style-type: none"> Cleaning of floors, tables, wall, bathrooms etc Job will be for 4 hours per morning from 8 am or 9 am until 12 or 1 pm Job Type: Part-time. 10-20 hours per week Salary: From €11.30 per hour
For full details and to apply:	<p>https://ie.indeed.com/cmp/Kate-Kearneys-Cottage?from=mobviewjob&tk=1harp6046mn93801&fromjk=76b9e562e0a68634&attributionid=mobvjcmp</p>

TRAINEE HAIRDRESSER /STYLIST

Employer:	Peter Mark, Killarney, County Kerry
Details include:	<ul style="list-style-type: none"> This is a 3 year full time training program and will require you to work 5 days out of 7 days and will include late nights. You will also attend our Training Schools to complete training courses which covers every aspect of hairdressing. Job Type: Full-time
Requirements include:	<ul style="list-style-type: none"> Customer service experience An excellent level of English
For full details and to apply:	<p><i>For full details and to apply:</i> https://ie.indeed.com/cmp/Peter-Mark?from=mobviewjob&tk=1h577cva1k9a4801&fromjk=f6f77598237721f2&attributionid=mobvjcmp</p>

OPTICAL ASSISTANT

Employer: Hakim Group, Killarney, County Kerry

Details include:

- We are looking for an Optical Assistant to join us in delivering outstanding patient care.
- Experience is desirable, although not essential as full training will be provided.
- This role requires you to work Tuesday-Saturday
- Job Type: Permanent, Full-time
- Salary: €12.00-€14.00 per hour

For full details and to apply:

<https://ie.indeed.com/cmp/Hakim-Group-1?from=mobviewjob&tk=1hamhp9jfkjgo800&fromjk=6feb3b652fb750ec&attributionid=mobvjcmp>

REGISTERED NURSE

Employer: Our Lady Of Lourdes Care Facility, Killarney, County Kerry

Duties include: We require Nurses who can work 36-48 hrs/wk. The applicant will work with an excellent team of Nurses and Health Care Assistants, supported by a dedicated team of auxiliary staff & management.

- The Nurse is responsible for leading & providing the best nursing care for our residents.
- Establish & maintain relationships with our residents & their families and promote a human rights approach to care.
- The Nurse must provide leadership & clinical supervision to all staff working on their shift and will be supported by CNM1, CNM2 and will receive orientation to the role.

Job Type: Full-time, Part-time, Permanent, Part-time hours: 36-48 per week
Salary: €19.00-€25.50 per hour

For full details and to apply:

<https://ie.indeed.com/cmp/Our-Lady-of-Lourdes-Care-Facility-2?from=mobviewjob&tk=1hami6h1hkj8o800&fromjk=1db58b94b6880a4a&attributionid=mobvjcmp>

WAITER/WAITRESS

Employer: Golden Chopsticks, Killarney, County Kerry

Details include:

- We need people who are hardworking, self Independent and good with team work
- Job Type: Full-time, Part-time - Part-time hours: 30 per week
- Salary: From €11.30 per hour

For full details and to apply:

<https://ie.indeed.com/cmp/Golden-Chopsticks-5?from=mobviewjob&tk=1h54tbu6ijklj800&fromjk=d7de74785fd021ca&attributionid=mobvjcmp>

GENERAL OPERATIVE & DELIVERY DRIVER ASSISTANT

Employer:	Fitzgibbon Interiors, Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> • Provide professional & courteous customer service. • Delivery of large furniture items directly to customers homes. • Assemble furniture when required. • Ensure necessary paperwork is updated and truck is kept tidy. • Loading the vehicle from the warehouse for preparation of delivery. • Unloading of incoming containers of goods. • Picking & dispatching warehouse goods. • Warehouse duties will be involved when not on the road. <p>This position is a 5 day week From Monday to Saturday Job Type: Full-time Salary: From €25,000.00 per year</p>
Requirements include:	<ul style="list-style-type: none"> • Good communication skills required • Relevant commercial driving experience would be an advantage. • B Licence, and be able to do local deliveries from time to time. • Ability to work on own initiative. • An interest in acquiring a C Licence would be preferable.
For full details and to apply:	https://ie.indeed.com/cmp/Ard--ri-Group?from=mobviewjob&tk=1harcnldeju78800&fromjk=d486ed1ace942496&attributionid=mobvjcmp

EARLY CHILDHOOD EDUCATOR

Employer:	Childsplay Childcare Centre, Tralee, County Kerry
Details include:	<ul style="list-style-type: none"> • We are looking for a Pre- school teacher, After-school teacher and Part-time staff, 3 days a week to start on the 8th of August • Job Types: Full-time, Part-time • Part-time hours: 25/30 per week • Salary: From €13.00 per hour
Requirements include:	<ul style="list-style-type: none"> • FETAC/QQI Level 5/6 with Graduate Level 7/8 experience. • Successful candidates will need to provide 2 references and complete a Garda vetting form
For full details and to apply:	https://ie.indeed.com/cmp/Childsplay-Childcare-Centre?from=mobviewjob&tk=1h507ocipkcqr805&fromjk=eceab1c951794e7d&attributionid=mobvjcmp

FRONT OF HOUSE STAFF

Employer:	Jam Café, Tralee, County Kerry
Requirements include:	<ul style="list-style-type: none"> • Have experience working in a busy restaurant/cafe. • Customer service skills are of critical importance. • Job Type: Full time, Part-time. Part-time hours: 15-25 per week
For full details and to apply:	https://ie.indeed.com/cmp/Rivendell-Investments-Limited?from=mobviewjob&tk=1harc92j5kcp4805&fromjk=1da1d534de19a22d&attributionid=mobvjcmp

CLERICAL OFFICER

Employer:	Morgan McKinley, Killarney, County Kerry
Duties include:	<ul style="list-style-type: none"> • Database management and a high volume of data entry • Answering phones, taking messages, transferring calls • Drafting letters, managing a busy email inbox • Managing and drafting excel spreadsheets • Manual and electronic filing • Other ad-hoc duties as required <p>Job Type: Full-time Salary: €14.85-€14.86 per hour</p>
Requirements include:	<ul style="list-style-type: none"> • 2 years + experience working in a Clerical/Administrative role • Excellent MS Office skills • Someone with excellent verbal and written etiquette • Experience processing invoices is desirable • Previous experience with minute taking desirable • An efficient, organised & detailed orientated person • An ambitious and energetic individual with a can-do attitude and an eagerness to learn
For full details and to apply:	<p><i>For full details and to apply: https://ie.indeed.com/cmp/Morgan-Mckinley?from=mobviewjob&tk=1h553j29pk991800&fromjk=b4ded5575c1427d8&attributionid=mobvjcmp</i></p>

ACCOUNTS/OFFICE ADMINISTRATOR

Employer:	CH, Tralee, County Kerry
Duties include:	<ul style="list-style-type: none"> • Invoice Administration and statement recognition. • Preparing supplier payments. • Management of credit claims. • Liaising with our finance team. • Telephone duties, ordering and general administration <p>Job Types: Full-time, Permanent Salary: €28,000.00-€30,000.00 per year</p>
Requirements include:	<ul style="list-style-type: none"> • A minimum 2 years experience with an accounting package (e.g. Sage, Xero, Quickbooks) • Experience with creditor reconciliations and payment of suppliers • Proficiency in Excel (including advanced excel skills) an advantage • Experience in Sage 50 an advantage desirable • Some Knowledge of Auto entry preferable. • Till Balancing and cash handling skills an advantage • Strong Aptitude for figures, and excellent attention to detail.
For full details and to apply:	<p><i>For full details and to apply: https://ie.indeed.com/cmp/Ch-Opticians-1?from=mobviewjob&tk=1h5his0kskjgg802&fromjk=f89b1d5b4e8d3043&attributionid=mobvjcmp</i></p>

OFFICE ADMINISTRATOR

Employer:	Assess Ireland, Tralee, County Kerry
Details include:	<ul style="list-style-type: none"> Assess Ireland are the front runners when it comes to Motor Assessing and Engineering Inspection Services. This position is an onsite position only during initial 6 months, with option to move to hybrid model. Interviews will be conducted remotely for this position. Job Type: Full-time Salary: €22,500.00-€25,000.00 per year
Requirements include:	<ul style="list-style-type: none"> Minimum 1yr office experience Strong emphasis on dealing with customers over the phone Excellent working knowledge of Microsoft applications
For full details and to apply:	https://ie.indeed.com/cmp/Assess-Ireland-3?from=mobviewjob&tk=1h559t71i2qt0002&fromjk=8fa5cf354201f405&attributionid=mobvjcmp

PATIENT CO-ORDINATOR

Employer:	Eden Medical Clinic, Killarney, County Kerry
Details include:	<ul style="list-style-type: none"> We are currently recruiting for a Patient Co-ordinator to work in our Killarney Clinic 3 days a week. This role will require communication across various social channels, email and over the phone and will involve working alternate week-ends and mid week shifts AD-HOC: All duties around the opening and closing of your clinic. Completion of all reasonable tasks that are assigned Travel requirements: One week training at Cork location Job type: Full time following 9 month probationary period. 3+ days per week Salary: €12.00-€15.00 per hour
Requirements include:	<ul style="list-style-type: none"> 3+ years Customer Service experience. Ability to plan and manage time affectively. Proven ability to prioritise and multi-task within a fast paced environment. Excellent written and verbal communication. Strong organisational skills. Confident to communicate in a professional manner Computer literate.
For full details and to apply:	https://ie.indeed.com/cmp/Eden-Medical-Clinic?from=mobviewjob&tk=1h57fc003lg9u802&fromjk=95be09b197399acc&attributionid=mobvjcmp



**Ballyspillane
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Resource Centre**

WE ARE HIRING

OPEN POSITION :
FAMILY SUPPORT WORKER

WE ARE CURRENTLY RECRUITING FOR A FULL TIME FAMILY SUPPORT WORKER TO JOIN OUR DYNAMIC TEAM

- RELEVANT QUALIFICATION AT A MINIMUM LEVEL OF QQI LEVEL 6 IN FAMILY SUPPORT WORK OR RELEVANT EQUIVALENT
- MINIMUM 2 YRS EXPERIENCE IN A RELATED FIELD (VOLUNTARY AND/OR PAID)
- EXPERIENCE AND KNOWLEDGE OF FAMILY & PARENTAL SUPPORT
- WORK ON YOUR OWN INITIATIVE AND DEVELOPING PROJECTS.
- EXPERIENCE OF DELIVERING PARENTING PROGRAMMES
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 🌐 www.ballyspillanecfrc.ie
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APPLY NOW

**CLOSING DATE FOR APPLICATIONS
October 4th 2023**

SEND YOUR CV :
recruitment@ballyspillanecfrc.ie

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Administration	Killarney town	2	31/10/2023	CES 2301098
Healthcare Assistant	Killarney town	1	31/10/2023	CES 2301078
Gardener/ Maintenance	Aghadoe	1	31/10/2023	CES 2301077
Bus Driver	Killarney town	1	31/10/2023	CES 2301101
<i>Contact Yvonne on 064-6671473</i>				

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
General Operative	Killarney Racecourse	3	03/10/2023	CES - 2275726
Services Attendant	Spa GAA Club	1	29/09/2023	CES - 2291342
General Operative	Killarney Looking Good	1	26/10/2023	CES - 2301319
<i>Contact Siobhán on 087 3849451</i>				

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Evening Attendant	Killorglin Sports Complex	1	11/09/2023	CES 2294379
Weekend Attendant	Killorglin Sports Complex	1	11/09/2023	CES 2282009
Sports Co-Ordinator	Killorglin Sports Complex	1	03/10/2023	CES 2297411
<i>Contact Margaret on 066 9761755</i>				

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Grounds Person	Kilgarvan	1	20/09/2023	CES 2207754
Cleaner	Kilgarvan	1	20/09/2023	CES 2241661
Office Administrator	Kilgarvan	1	12/10/2023	CES 2299089
<i>Contact Margaret on 087 3583279</i>				

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Dayroom Assistant	Portmagee	1	22/09/2023	CES 2270716
Cook / Kitchen Operative	Portmagee	1	22/09/2023	CES 2257435
Landscape Gardener	Portmagee	2	22/09/2023	CES 2257432
Office Administrator	Portmagee	2	02/10/2023	CES 2297291
Maintenance Operative	Portmagee	1	22/09/2023	CES 2296038
Gym Instructor	Portmagee	1	22/09/2023	CES 2257433
Laundry Assistant	Portmagee	1	22/09/2023	CES 2288383
<i>Contact Louise on 066-9477200</i>				

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SOUTH KERRY DEVELOPMENT PARTNERSHIP CLG.

CALL FOR FARMERS IN SNEEM / BLACKWATER / TEMPLENOE AREA TO JOIN THE 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 OR Job Seekers Allowance and 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 Scheme 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 indoors and outdoors.
- 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 scheme.

For further information please contact;

RSS Area Supervisor: John McCrohan; 087/6187629. OR

RSS Manager: Joseph McCrohan.087/2849165.



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

**Comhchoiste Ghaeltacht Uíbh Ráthaigh
Ceann Eich, Cathair Saidhbhín, Co Chiarraí
066 9474888
E phoist: eolas@comhchoiste.ie**

Folúntas ar Scéim Seirbhísí Pobail

Vacancy on Community Services Programme

Tá an folúntas seo a leanas le líonadh - The following vacancy exists on CSP

Comhordnóir Pobail/ Community Coordinator Baile ‘n Sceilg 37.5 uair sa tseachtain
Is post sealadach lánaimseartha atá ann ar feadh tréimhse dhá bhliain
This is a full-time position for a period of 2 years

Fáiltimid go háirithe roimh dhaoine atá ag glacadh páirt ins na scéimeanna seo a leanas: -

Liúntas dífhostaíochta, cúnaimh dífhostaíochta nó íocaíochta do theaghlach aontuismitheora, liúntas míchumais, phinsean na n-easlán nó phinsean na ndall, daoine ón Lucht Siúil atá ag fáil liúntais thuasluaite, daoine a bhíodh ag baint mí-úsáid as drugaí ach nach bhfuil anois agus atá ag dul chun cinn, daoine a chaith tréimhse sa phríosún, daoine a fostaíodh ó scéimeanna TUS, Fostaíocht Pobail agus Tionscnaimh Poist, iar oibríthe SST a bhí rannpháirteach ar scéimeanna FP cheana. Roma, Imircigh, Teifigh, Iarrthóirí Tearmainn, Úcránaigh a easáitíodh de bharr an chogaidh.

We particularly welcome applications from people in receipt of the following: -

Jobseeker's Benefit, Jobseeker's assistance or one parent family payment, disability allowance, invalidity pension or blind persons' pension, travellers in receipt of certain benefits, Stabilised and recovering drug misusers, ex prisoners, People employed from TUS, Community Employment and Job Initiatives schemes. Former RSS workers who were previously CE placements, Roma, Migrants, Refugees, Asylum Seekers and Ukrainians displaced by war are also eligible.

Sonraí an phoist agus eolas sa bhreis ar fáil ó Oifig an Chomhchoiste ar (066) 9474888.
Complete Job description and further information available from the Comhchoiste office

Iarratas & CV le bheith istigh roimh 5.00 in Dé Luan 25 Meán Fómhair 2023
Applications and CVs to be submitted by 5pm on Monday 25 September 2023

This project is supported by the Department of Rural and Community Development and Pobal through the Community Services Programme

Is fostóir comhionannais deise an Comhchoiste.



Rialtas na hÉireann
Government of Ireland



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

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**Do you wish to have a job included in the next
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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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