

FEB 16TH 2024

WEEK 7

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

**Head Office**

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 Cahersiveen  
 Co. Kerry  
 Tel: 066 9472724

**Other Offices:****Killarney**

37A High St.  
 2nd Floor,  
 Killarney,  
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 Tel: 064 6636572

**Killorglin**

Library Place,  
 Killorglin,  
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 Tel: 066 9761615

**Kenmare**

21 Henry St.  
 Kenmare,  
 Co. Kerry  
 Tel: 064 6641930

## BREAKFAST CHEF

<b>Employer:</b>	The Kerryway Bar and Restaurant, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Setting up and cleaning down the kitchen after breakfast.</li> <li>• Cooking and managing breakfast service and assisting with lunch service and other duties assigned by the Head Chef.</li> <li>• Ensure all dishes are being prepared to the correct recipe and to the correct quantity.</li> <li>• Monitor and ensure that the preparation and presentation of food are always of the highest quality.</li> </ul> <p>Job Type: Full-time Salary: €13.00-€15.00 per hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Have at least 2 years experience in a similar role.</li> <li>• Experience in breakfast service and baking.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/The-Mills-Inn-1?from=mobviewjob&amp;tk=1hmecl41c2qtd000&amp;fromjk=eda0cf6732b348b7&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/The-Mills-Inn-1?from=mobviewjob&amp;tk=1hmecl41c2qtd000&amp;fromjk=eda0cf6732b348b7&amp;attributionid=mobvjcmp</a>

## CATERING ASSISTANTS & GRILL COOKS

<b>Employer:</b>	Dalys Supermacs & Papa Johns, Killarney, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• The successful candidates will have a good outgoing personality, who enjoys dealing with the public</li> <li>• Must also have fluent English</li> <li>• Be able to work on a full-time basis</li> </ul> <p>Part time/ evening work also available Salary: €13.20 per hour</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Killarney-Autos-Ltd-1?from=mobviewjob&amp;tk=1hmedarmnkr4801&amp;fromjk=486e191b6039a302&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Killarney-Autos-Ltd-1?from=mobviewjob&amp;tk=1hmedarmnkr4801&amp;fromjk=486e191b6039a302&amp;attributionid=mobvjcmp</a>

## HEALTH CARE ASSISTANT

<b>Employer:</b>	Riverside Nursing Home, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Collaborating with the nursing staff in assisting residents with the activities of their daily living, and collaborating with all members in creating an efficient, safe and friendly environment for care delivery.</li> </ul> <p>Job Type: Full-time, Part-time, Permanent Salary: €11.30-€13.30 per hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• QQI Level 5 in Healthcare / QQI Level 5 in Healthcare Support</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Riverside-Nursing-Home?from=mobviewjob&amp;tk=1hmedhsuv2id3000&amp;fromjk=9e7c22847de45bae&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Riverside-Nursing-Home?from=mobviewjob&amp;tk=1hmedhsuv2id3000&amp;fromjk=9e7c22847de45bae&amp;attributionid=mobvjcmp</a>

## MOBILE GENERAL OPERATIVE

<b>Employer:</b>	Bidvest Noonan, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Building on and expanding your knowledge of the construction and medical sector as well as industrial cleaning and maintenance</li> <li>• Deliver a first-class service to our clients and the community by ensuring that all deep cleaning duties are carried out to the highest standard and in line with Company and Client procedures</li> <li>• Ensure that stock levels are properly maintained and provide information to Line Manager to ensure appropriate purchasing</li> <li>• Complete all required records and documentation and ensure there are clear logs of all completed tasks</li> <li>• Adhere to Health and Safety regulations and legislation</li> <li>• Adhere to Company and Client policies and procedures</li> <li>• Report any areas of concern to Line Manager</li> <li>• Use of reach and wash systems, window cleaning kits and power washers</li> </ul>
	Job Type: Full-time, Permanent
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Safe Pass, Manual Handling &amp; MEWP Certs - preferable but not essential</li> <li>• Excellent interpersonal and communication skills with good written and spoken English</li> <li>• Valid Visa to work on a full-time basis in Ireland</li> <li>• Vehicle Provided</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Bidvest-Noonan?from=mobviewjob&amp;tk=1hmebhciv2m14001&amp;fromjk=35b82da02371b69d&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Bidvest-Noonan?from=mobviewjob&amp;tk=1hmebhciv2m14001&amp;fromjk=35b82da02371b69d&amp;attributionid=mobvjcmp</a>

## BREAKFAST WAITING STAFF

<b>Employer:</b>	Foleys Townhouse & Restaurant, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Greet all guests in a warm manner.</li> <li>• Take food &amp; drink orders from guests.</li> <li>• Serve all our guests in a friendly, efficient and professional manner.</li> <li>• Ensure cleanliness levels are maintained to a very high standard in the restaurant.</li> </ul>
	Job Type: Full-time, Part-time
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Previous hotel experience not essential as full training will be given.</li> <li>• Good understanding of written and spoken English.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/Part-Time-jobs-in-County-Kerry?vjk=5bb233a70ba29d43&amp;advn=3110005171845300">https://ie.indeed.com/Part-Time-jobs-in-County-Kerry?vjk=5bb233a70ba29d43&amp;advn=3110005171845300</a>

## QUALIFIED FINANCIAL ADVISOR

<b>Employer:</b>	Location in the South Kerry area
<b>Duties include:</b>	<p>* A Qualified Financial Advisor is required for the South Kerry Area</p> <ul style="list-style-type: none"> <li>• To provide a high level of customer service to our existing customer base and help grow same.</li> <li>• Work as part of the team to achieve office targets across all business areas.</li> <li>• Compliant cash handling and management.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Hold a recognised qualification such as QFA.</li> <li>• Excellent communication, customer service and time management skills.</li> <li>• Be able to work on own initiative and as part of a team.</li> <li>• Have a Full Clean Drivers Licence.</li> </ul>
<b>For full details and to apply:</b>	<i><a href="mailto:michelledw2010@hotmail.com">Please apply with CV to: michelledw2010@hotmail.com</a></i>

## FRONT OF HOUSE WAITING STAFF

<b>Employer:</b>	Sheehy's Fish and Chip Takeaway, Dingle, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• Serving food &amp; beverages to guests in a local Seafood Restaurant in Dingle</li> <li>• Accommodation provided in Dingle Town.</li> <li>• Training provided, tips and staff meals.</li> <li>• Part-time hours also available for summer positions.</li> <li>• Job Type: Full-time, Permanent</li> <li>• Salary: From €12.50 per hour</li> </ul>
<b>For full details and to apply:</b>	<i><a href="https://ie.indeed.com/cmp/Sheehy-S-Fish-and-Chip-Takeaway?from=mobviewjob&amp;tk=1hmeabdnbk99s800&amp;fromjk=f9da97d69e11035e&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Sheehy-S-Fish-and-Chip-Takeaway?from=mobviewjob&amp;tk=1hmeabdnbk99s800&amp;fromjk=f9da97d69e11035e&amp;attributionid=mobvjcmp</a></i>

## RETAIL SALES PERSON

<b>Employer:</b>	Confidential, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Operating POS systems.</li> <li>• Ensure customers have an extraordinary experience while selecting fine jewellery.</li> <li>• Assist customers with their needs.</li> <li>• Maintain high level of decorum when assisting customers</li> <li>• Receive, process, and organise deliveries.</li> <li>• Process cash and card payments.</li> <li>• Ensure your workspace remains clean.</li> <li>• Ensure the shelves are stocked.</li> <li>• Opening / Closing of store.</li> <li>• Job Type: Part-time</li> <li>• Salary: €12.70-€15.00 per hour</li> </ul>
<b>For full details and to apply:</b>	<i><a href="https://ie.indeed.com/Part-Time-jobs-in-County-Kerry?vjk=b407582e5a6c906e&amp;advn=3487467569097623">https://ie.indeed.com/Part-Time-jobs-in-County-Kerry?vjk=b407582e5a6c906e&amp;advn=3487467569097623</a></i>

## BAR PERSON, BREAKFAST & ACCOMMODATION ASSISTANTS

<b>Employer:</b>	Climbers Inn Bar/Guesthouse, Glencar, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>The Climbers Inn Bar/Guesthouse are looking for an Experienced Bar Person and Breakfast &amp; Accommodation Assistants to join us in our family run business.</li> <li>Good pay conditions and accommodation available if required for the right candidate.</li> <li>Previous experience is essential.</li> <li>If you are friendly, outgoing and enjoy working with a team we would like to hear from you.</li> </ul>
<b>For full details and to apply:</b>	<i>Please email your CV &amp; cover letter to <a href="mailto:climbersinnlencar@gmail.com">climbersinnlencar@gmail.com</a></i>

## RECEPTIONIST

<b>Employer:</b>	Wave Crest Caravan & Camping Park, Caherdaniel, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Meet and greet holiday guests as the first point of contact for the park.</li> <li>Take bookings face to face, over the telephone and process online bookings.</li> <li>Carry out administration duties.</li> <li>Provide an information service on all facilities and local services and attractions.</li> <li>Book in guests on arrival in a courteous manner and relay any relevant information regarding the Park's facilities to them.</li> <li>Efficiently operate the Park telephone system and direct calls accordingly.</li> <li>Provide an efficient support service to resolve guest problems, contacting management or maintenance team.</li> <li>Ensure the office and reception are clean at all times.</li> <li>Extend existing stays update security fobs and help with local options to spend their time.</li> <li>Contact upcoming guests via telephone or email for arrival times and to chase for the booking payment.</li> <li>As our reception also hosts a tourism shop selling maps, books fishing gear etc you will also be selling at the counter, and maintaining and updating stock as required.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Excellent English is a requirement, German, French or another European language is desirable.</li> <li>Flexible attitude to work.</li> <li>Excellent organisation and communication skills.</li> <li>A professional and outgoing personality.</li> <li>The ability to work on own initiative.</li> <li>Good knowledge and understanding of MS office software</li> </ul>
<b>For full details and to apply:</b>	<i><a href="https://www.jobs.ie/job/receptionist/wave-crest-caravan-camping-park-job102000570">https://www.jobs.ie/job/receptionist/wave-crest-caravan-camping-park-job102000570</a></i>

## CATERING & SHORT ORDER COOK

<b>Employer:</b>	Denjoes Family Restaurant, Killarney, County Kerry
<b>Duties include:</b>	<p>* Counter Assistant:</p> <ul style="list-style-type: none"> <li>• Take customer orders both over the phone &amp; in person</li> <li>• Relay all customer orders to the kitchen staff</li> <li>• General cleaning duties</li> <li>• Assist other staff and management with additional tasks as required</li> </ul> <p>* Short Order Cook:</p> <ul style="list-style-type: none"> <li>• Cleaning the food preparation and cooking equipment, floors and other kitchen tools or areas</li> <li>• Washing, peeling, chopping &amp; cooking food as required</li> <li>• Keeping HACCP records up to date</li> <li>• Check, record and store daily deliveries</li> <li>• Assist other staff and management with additional tasks as required</li> </ul> <p>Job Type: Full-time, Part-time, Permanent</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Denjoe's-Family-Restaurant?from=mobviewjob&amp;tk=1hmeeu2npkjbq800&amp;fromjk=ded0318f32fa4548&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Denjoe's-Family-Restaurant?from=mobviewjob&amp;tk=1hmeeu2npkjbq800&amp;fromjk=ded0318f32fa4548&amp;attributionid=mobvjcmp</a>

## HOTEL RECEPTIONIST

<b>Employer:</b>	Brandon Hotel, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Undertake front of house duties, including meeting and greeting guests.</li> <li>• Check in and out guests in a friendly and timely manner.</li> <li>• Ensure a superb customer service experience.</li> <li>• Resolve any complaints or issues quickly and in a professional manner.</li> </ul> <p>Job Type: Part-time. Salary: €12.70 per hour. Expected hours: 8 – 39 per week, Monday - Sunday.</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• To work in a fast paced, busy office environment.</li> <li>• Possess excellent telephone and email communication skills.</li> <li>• Have good knowledge of the local area.</li> <li>• Must be available to work shifts including weekends and public holidays.</li> <li>• Experience would be a distinct advantage although training will be provided.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Brandon-Hotel?from=mobviewjob&amp;tk=1hmef8142ojek803&amp;fromjk=7310e5da43b63e41&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Brandon-Hotel?from=mobviewjob&amp;tk=1hmef8142ojek803&amp;fromjk=7310e5da43b63e41&amp;attributionid=mobvjcmp</a>

## MARKETING OFFICER

<b>Employer:</b>	Kerry County Council, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Work on a day-to-day basis with business units in the Economic &amp; Community Development Directorate, as well as with the web team in our Digital Unit and with the Corporate Communications Unit</li> <li>• Also in respect of marketing and communication campaigns promoting the County of Kerry and other areas of Council activities.</li> </ul> <p>Salary: €53,345 - €65,172 per year</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Excellent oral and written communication skills and with the ability to think strategically.</li> <li>• Fostering working relationships with a range of statutory, public and private sector partners and across multiple Council Business Units is a key requirement of the job.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/marketing-officer-kerry-county-council">https://www.jobalert.ie/job/marketing-officer-kerry-county-council</a>

## LINEN PORTER

<b>Employer:</b>	Muckross Park Hotel & Spa, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Stock store rooms for accommodation assistants with linen, towels, toiletries, toilet rolls, etc.</li> <li>• Collect all full linen bags, and keep hallways clear</li> <li>• Put in extra beds/cots required into arrival rooms, and remove them on departure</li> <li>• Hoover and deep clean the stairs &amp; hallways</li> <li>• All other duties as required by the Accommodation Manager / Supervisor</li> <li>• Participate in Departmental training</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Have thorough knowledge and understanding of all standards of performance and delivery within the accommodation department</li> <li>• Experience working as an Accommodation Assistant and Accommodation Porter</li> <li>• Fluent English, ability to converse with our guests is essential</li> <li>• Excellent attention to detail</li> <li>• Excellent Customer Service skills</li> <li>• Ability to work in a busy environment</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/linen-porter-muckross-park-hotel-spa">https://www.jobalert.ie/job/linen-porter-muckross-park-hotel-spa</a>



**SALES ASSISTANT**

<b>Employer:</b>	Brian James Menswear, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Assisting customers, product display and visual merchandising, handling deliveries and new-season arrivals</li> <li>Understanding our brands and products</li> </ul> <p>Job Type: Full-time Salary: €13.00-€15.00 per hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Experience in delivering excellent customer service</li> <li>Availability and flexibility to include weekends and key trading dates</li> <li>The ability to work within a team to meet and exceed business goals</li> <li>A strong work ethic</li> <li>Prior retail experience would be an advantage</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Brian-James?from=mobviewjob&amp;tk=1hmea1o7b2qt2001&amp;fromjk=d3c9f042372a8e54&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Brian-James?from=mobviewjob&amp;tk=1hmea1o7b2qt2001&amp;fromjk=d3c9f042372a8e54&amp;attributionid=mobvjcmp</a>

**BAR STAFF**

<b>Employer:</b>	O Connors Bar, Killarney, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>High energy with the ability to work in a fast paced environment.</li> <li>Strong bartending &amp; service experience.</li> <li>Cocktail experience an advantage.</li> <li>Flexible with working hours and ability to work weekends.</li> </ul> <p>Job Type: Full-time, Part-time Salary: €13.00-€15.00 per hour</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/O-Connors-Bar-1?from=mobviewjob&amp;tk=1hmeene4lj9j4800&amp;fromjk=ceac18bde23aad4&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/O-Connors-Bar-1?from=mobviewjob&amp;tk=1hmeene4lj9j4800&amp;fromjk=ceac18bde23aad4&amp;attributionid=mobvjcmp</a>

**ACCOMMODATION ASSISTANT**

<b>Employer:</b>	Muckross Park Hotel & Spa, Killarney, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Experience working as an Accommodation Assistant</li> <li>Fluent English and ability to converse with our guests is essential</li> <li>Excellent customer service skills and good attention to detail</li> <li>Ability to work in a busy environment</li> </ul> <p>Job Type: Full-time, Part-time</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Muckross-Park-Hotel-&amp;Spa?from=mobviewjob&amp;tk=1hmeftimgkjho800&amp;fromjk=47b3df6865e43f07&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Muckross-Park-Hotel-&amp;Spa?from=mobviewjob&amp;tk=1hmeftimgkjho800&amp;fromjk=47b3df6865e43f07&amp;attributionid=mobvjcmp</a>



## GARDEN CENTRE ASSISTANT

<b>Employer:</b>	M.D. O'Shea and Sons, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Promoting all products and services in our garden centre.</li> <li>Consistently deliver great customer service along with having an extensive knowledge and understanding of the establishment and maintenance of plants, trees and flowers.</li> </ul>
<b>Requirements include:</b>	<p>Job Type: Full-time Salary: From €14.00 per hour</p> <ul style="list-style-type: none"> <li>A qualification and two years job related experience would be a distinct advantage.</li> <li>Excellent computer skills required for the role.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/M.d.-O'shea-and-Sons?from=mobviewjob&amp;tk=1hmei0ksm2qtf003&amp;fromjk=a20481461afd7455&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/M.d.-O'shea-and-Sons?from=mobviewjob&amp;tk=1hmei0ksm2qtf003&amp;fromjk=a20481461afd7455&amp;attributionid=mobvjcmp</a>

## FRONT OFFICE MANAGER

<b>Employer:</b>	Sneem Hotel, Sneem, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Attend communication meetings as appropriate including daily briefings, operation meetings and management meetings</li> <li>Manage the correct allocation of room types and stock</li> <li>Proactively plan the reception department on a daily, weekly and annual basis, ensuring adequate resources to deliver service levels based on hotel occupancy and trends</li> <li>Using training and management influence to continually develop all team members</li> <li>Positively promote the Hotel's reputation and as a destination of choice for repeat business</li> <li>Ensure that reasonable care is taken for the health and safety of colleagues and customers and any third-party service providers on site</li> </ul> <p>Job Type: Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Have a minimum of 2 years experience at a similar property</li> <li>Provide superb guest service and have excellent people skills</li> <li>Excellent attention to detail in delivering customer care standards</li> <li>Have good knowledge of both written and spoken English</li> <li>Multi-task and be willing to help in all areas of the hotel</li> <li>Excellent communication skills</li> <li>Work as part of a team and on own initiative</li> <li>Be available and flexible for early starts and late finishes, weekends and bank holidays</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobs.ie/job/front-office-manager/sneem-hotel-job102023176">https://www.jobs.ie/job/front-office-manager/sneem-hotel-job102023176</a>

## FIELD SALES REPRESENTATIVE

<b>Employer:</b>	NK Communications, Energia, Dingle, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Direct selling to the residential market</li> <li>• Achieving and exceeding daily targets</li> <li>• Working towards team sales targets</li> <li>• Professionally promoting our client</li> <li>• Providing high levels of customer service</li> </ul> <p>Job Type: Permanent Salary: €24,000 - €32,000 per annum</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Strong communication and interpersonal skills</li> <li>• Motivated and upbeat</li> <li>• Have a good attitude</li> <li>• Willing to learn and develop personally and professionally</li> <li>• A strong work ethic</li> <li>• Hold a full driver's licence</li> <li>• Fluent English is necessary.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobs.ie/job/field-sales-representative/nk-communications-job101987282">https://www.jobs.ie/job/field-sales-representative/nk-communications-job101987282</a>

## TNR IMPLEMENTATION MANAGER

<b>Employer:</b>	Aherns BMW, Castleisland County Kerry.
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Change management as we transition to TNR</li> <li>• Detailed analysis of TNR within the business</li> <li>• Define the project plan in line with BMW Ireland</li> <li>• Establish a successful strategy within the TNR model</li> <li>• Achieve an efficient sales and sales management set up in the TNR and leverage cost optimisation opportunities by enhancing operational processes</li> <li>• Communication planning across the business</li> <li>• Measure performance in TNR</li> <li>• Ensure business IT is fit and ready to go live</li> <li>• User testing and care planning both pre and post implementation</li> </ul> <p>Job Type: Fixed Term Contract.</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• 3rd level qualification (Sales or Project Management preferred)</li> <li>• Proficient in MS Teams, Excel, Word, PowerPoint</li> <li>• Comfortable with travel to in-person workshops in Ireland and the UK</li> <li>• Previous Motor Industry experience desirable</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/tnr-implementation-manager-aherns-of-kerry">https://www.jobalert.ie/job/tnr-implementation-manager-aherns-of-kerry</a>

## ADMINISTRATOR/DOC CONTROLLER

<b>Employer:</b>	DPS, County Kerry
<b>Duties include:</b>	<p>* A new role is now available for an Administrator/Doc Controller contract for a site based role. The successful candidate will work as the Administrator/Doc Controller to cover the typical administration activities, filing etc.</p> <ul style="list-style-type: none"> <li>• Assist with other ad hoc duties when required</li> <li>• Reviewing files – adding documents, removing unnecessary documents, cataloguing.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• 2 years administrative/personal assistant experience</li> <li>• Experience in the Pharmaceutical/Manufacturing preferred but not essential</li> <li>• Strong organisation, planning and prioritisation skills</li> <li>• Experience in the field of administration, IT literate.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.irishjobs.ie/job/administrator/dps-job101948859">https://www.irishjobs.ie/job/administrator/dps-job101948859</a>

## 1ST YEAR APPRENTICE

<b>Employer:</b>	Dingle Heating & Plumbing, Dingle, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• 1st Year Apprentice is required for Dingle. Please only apply if living in the local area. Up to 50 km away.</li> <li>• Job Type: Full-time</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Dingle-Heating-&amp;-Plumbing?from=mobviewjob&amp;tk=1hmm6mvhkkcoi800&amp;fromjk=b39df9100a3c3987&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Dingle-Heating-&amp;-Plumbing?from=mobviewjob&amp;tk=1hmm6mvhkkcoi800&amp;fromjk=b39df9100a3c3987&amp;attributionid=mobvjcmp</a>

## SALES ADVISOR

<b>Employer:</b>	PhoneWatch Ireland, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Processing sales, building a customer pipeline, arranging call backs with potential customers while being the face of the company.</li> </ul> <p>Job Type: Full-time Salary: €26,000–€35,000 a year</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Must be 18 years + to apply for this role with a clean record</li> <li>• Should have a can-do attitude while working in a fast-paced environment and work well under pressure</li> <li>• Work as part of a team and have a passion for sales and customer satisfaction</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Phonewatch?from=mobviewjob&amp;tk=1hmm9j8kqkjjb801&amp;fromjk=bdb2993e04fef a32&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Phonewatch?from=mobviewjob&amp;tk=1hmm9j8kqkjjb801&amp;fromjk=bdb2993e04fef a32&amp;attributionid=mobvjcmp</a>

## RESERVATIONS AGENT

<b>Employer:</b>	Hogs Head Golf Club, Waterville, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Assist in the administration of scheduling duties for the Concierge and Transport Teams.</li> <li>• Assist with various tasks associated with the Reservation process for all Members and Guests.</li> <li>• Work closely and report directly to the Director of Concierge Services and General Manager.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• At least two years' experience working in a reservations/administration role.</li> <li>• Use of property management software.</li> <li>• Excellent communication skills, verbal and written.</li> <li>• Organisational and critical thinking skills</li> <li>• Have a positive attitude and excellent interpersonal skills</li> <li>• Work effectively and present information to other department heads, staff and vendors.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobs.ie/job/reservations-agent/hogs-head-golf-club-job102011286">https://www.jobs.ie/job/reservations-agent/hogs-head-golf-club-job102011286</a>

## GENERAL OPERATIVE

<b>Employer:</b>	Kerry County Council, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• General Operatives assigned to all locations work to ensure the maintenance, upkeep and improvement of Kerry County Council's facilities including the improvement maintenance and upkeep of the county road network, the maintenance of public infrastructure including parks and open spaces, and the provision of emergency responses to severe weather events.</li> </ul> <p>Job Type: Full-time, Permanent Salary: €620.76 - €700.19</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• A good standard of general education</li> <li>• Experience of civil engineering works including construction techniques</li> <li>• Valid safe pass card</li> <li>• Full current Driving Licence in respect of Category "B" Vehicles or equivalent in the E.U. Model Driving Licence</li> <li>• Knowledge of Health, Safety &amp; Welfare at Work legislation</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/general-operatives-kerry-county-council">https://www.jobalert.ie/job/general-operatives-kerry-county-council</a>

## HUMAN RESOURCES GENERALIST

<b>Employer:</b>	Killarney Towers Hotel & Leisure Centre, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Assist the team with end-to-end recruitment process.</li> <li>• Guide and support all staff members with employee relations and grievances concerns.</li> <li>• Support workplace investigations and provide advice on disciplinary procedures.</li> <li>• Follow all environmental, health &amp; safety rules and procedures and participate in safety and environmental activities.</li> <li>• Preparation of HR Reports, analytics &amp; KPIs, maintain work-force measures &amp; metrics to ensure visibility &amp; accountability.</li> <li>• Ensure all employee records are up to date, accurate and in line with GDPR and HR Data Retention Policy</li> <li>• Provide advice and support to all managers in relation to company policies and procedures.</li> <li>• Assist the Group HR Manager with ad-hoc HR projects.</li> </ul> <p>Job Type: Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• CIPD qualification</li> <li>• Minimum of 2 years' experience working in a HR role which includes recruitment experience in a hospitality sector would be beneficial.</li> <li>• Excellent computer skills and IT literacy – MS Word, Excel, PowerPoint, etc.</li> <li>• Ability to display complete professionalism and discretion at all times.</li> <li>• Strong working knowledge of HR policies, practices, and employment law</li> <li>• Excellent verbal and written communication skills</li> <li>• Good understanding of employee engagement, motivation, and leadership</li> <li>• Ability to multi-task and work on own initiative</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobs.ie/job/human-resources-generalist/killarney-towers-hotel-leisure-centre-job101943723">https://www.jobs.ie/job/human-resources-generalist/killarney-towers-hotel-leisure-centre-job101943723</a>

## SALES ASSISTANTS

<b>Employer:</b>	Dunnes Stores, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• Suitable candidates should have some experience of working in a customer facing environment, be motivated, have excellent customer care skills, be confident communicators and have a passion for helping people.</li> <li>• Product Knowledge, Cash Handling, Visual Merchandising, Hygiene, Health and Safety and Knowledge of HACCP</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/sales-assistant-dunnes-stores-492">https://www.jobalert.ie/job/sales-assistant-dunnes-stores-492</a>

## SALES ASSISTANT

<b>Employer:</b>	Mountain Warehouse, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Replenishing the store</li> <li>• Housekeeping</li> <li>• Visual standards</li> <li>• Learning, developing and sharing your product knowledge</li> </ul> <p>Job Type: Part-time, 8 hours Salary: €12.70 an hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• A passion for selling and communicating with people</li> <li>• Enthusiasm, and a hands-on attitude</li> <li>• An eye for detail</li> <li>• Excellent timekeeping</li> <li>• Great people skills</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/sales-assistant-mountain-warehouse-2">https://www.jobalert.ie/job/sales-assistant-mountain-warehouse-2</a>

## ADMINISTRATIVE OFFICER

<b>Employer:</b>	Kerry County Council, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• The Administrative Officer is a management position within the local authority, and is assigned responsibility for the day to day administration and management of one or more sections or departments handling specific areas of the Councils activities, including the management of employees.</li> <li>• He/she contributes to and implements strategic and policy decisions of the Council, through ensuring the implementation of operational plans.</li> </ul> <p>Job Type: Full-time Salary: €55,847 - €72,602 per year</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Knowledge and understanding of the structure and functions of local government</li> <li>• Knowledge of current local government issues, priorities and concerns and the strategic direction of local government</li> <li>• Understanding of the role of an Administrative Officer</li> <li>• Relevant administrative experience at a sufficiently high level</li> <li>• Experience of managing and supervising staff, including managing performance</li> <li>• Experience of compiling, preparing and presenting reports, presentations, correspondence, etc.</li> <li>• Effective budget, financial and resource management skills</li> <li>• Knowledge and experience of operating ICT systems</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/administrative-officer-kerry-county-council">https://www.jobalert.ie/job/administrative-officer-kerry-county-council</a>

## RIGID DRIVER

<b>Employer:</b>	Corrib Oil, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Deliver Oil Products to Service Stations, Homes, and Businesses in a safe and timely manner.</li> <li>• Retain and attract new business and pass on new leads to our Sales/Operations Manager wherever possible.</li> </ul> <p>Job Type: Full-time Salary: €700.00-€900.00 per week</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Ability to communicate effectively with customers</li> <li>• Available to work weekends and at other locations if required</li> <li>• HazChem qualification is desirable but training is provided</li> <li>• C and C1 driving licenses</li> <li>• Valid CPC Certificate</li> <li>• Valid Drivers Card (Digital Tachograph)</li> <li>• Valid ADR Certificate desirable</li> </ul>
<b>For full details and to apply:</b>	<i><a href="#">For further information call Dan 0860417228</a></i>

## TEXTILE DEPARTMENT MANAGER

<b>Employer:</b>	Dunnes Stores, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• The primary job function of the Department Manager is to take accountability for their department, ensuring the delivery of exceptional customer care, operational standards to maximise sales and profitability, whilst maintaining costs and controlling stocks.</li> </ul> <p>Job Type: Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Good communication, coaching and leadership skills</li> <li>• Customer focused</li> <li>• Organisational and time management skills</li> <li>• Commercial mind-set and appropriate product knowledge</li> <li>• Problem solving &amp; decision making</li> <li>• Visual merchandising skills and people management skills</li> <li>• IT skills</li> <li>• Department or team leader level experience in a fast paced retail environment &amp; customer focused business is preferable but not essential</li> </ul>
<b>For full details and to apply:</b>	<i><a href="https://www.jobalert.ie/job/textile-department-manager-contract-dunnes-stores-16">https://www.jobalert.ie/job/textile-department-manager-contract-dunnes-stores-16</a></i>



**CLEANER**

<b>Employer:</b>	Gaelcholáiste Chiarraí, KETB, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Duties will include the day to day cleaning of a diverse school/ college to include vacuuming, polishing, dusting, mopping and use of commercial cleaning equipment.</li> <li>The Cleaner will report to the Principal/Deputy Principal.</li> </ul> <p>Job Type: Part-time. 12 hours per week, Feb to end of June 2024</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Proven experience of undertaking cleaning duties</li> <li>Experience of using buffing and vacuuming equipment</li> <li>Working knowledge and familiarity with commercial cleaning techniques</li> <li>Good organisational and time management skills</li> <li>Flexible with the ability to deal with unexpected events and changing work activities</li> <li>Willingness to work outside normal hours as required</li> <li>Experience and understanding of Health and Safety</li> <li>Punctual, reliable and trustworthy</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/cleaner-kerry-county-council">https://www.jobalert.ie/job/cleaner-kerry-county-council</a>

**VISUAL DISPLAY MANAGER**

<b>Employer:</b>	Dunnes Stores, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>The Visual Merchandising Manager will ensure that the store is presented to the customer to the highest standards and in compliance with corporate guidelines.</li> <li>Inspiring performance of team through coaching to deliver outstanding results and customer service.</li> </ul> <p>Job Type: Full-time Monday - Friday, across a variety of shifts in line with opening hours.</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Visual Merchandising skills</li> <li>Commercial mind-set and appropriate product knowledge</li> <li>Good communication, coaching and leadership skills</li> <li>Customer focussed</li> <li>Organisational and time management skills</li> <li>Problem solving &amp; decision making</li> <li>People management skills &amp; IT skills</li> <li>Departmental or team leader level experience &amp; customer focused business is preferable but not essential</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/visual-display-manager-contract-dunnes-stores-6">https://www.jobalert.ie/job/visual-display-manager-contract-dunnes-stores-6</a>

## SUPERVISOR

<b>Employer:</b>	Centra, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Be approachable and a role model who leads by example and encourages teamwork and a positive attitude in the workplace Set the standard for other employees in relation to rotation, merchandising and facing off</li> <li>• Assist in the induction, training and development of employees</li> <li>• Deal with all customer queries efficiently, professionally and consistent with store policy</li> <li>• Engage with new initiatives and embrace new ways of working.</li> </ul> <p>Job Type: Full-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• 2 years` experience in a customer service facing role is desirable</li> <li>• Excellent communication skills</li> <li>• Work as part of a team in a fast-paced environment &amp; to multi-task under pressure</li> <li>• The ability to organise work, delegate responsibilities and support team members in the store.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/supervisor-centra-677">https://www.jobalert.ie/job/supervisor-centra-677</a>

## TOUR GUIDES

<b>Employer:</b>	Valentia Island Development Company C.L.G.
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Conduct Guided Tours: Lead visitors through Valentia Lighthouse and Eighth Wonder Experience</li> <li>• Share Local Knowledge: Offer engaging narratives about Valentia Island</li> <li>• Ensure Visitor Safety</li> <li>• Ensure Site cleanliness at all times</li> </ul> <p>Job Type: Full time, Part time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• These positions are supported by the Pobal Community Services Programme through the Department of Rural and Community Development.</li> <li>• We are seeking applicants in receipt of social welfare payments or participants in TÚS, RSS or CE Schemes, however we are also taking applications from individuals outside this category</li> </ul>
<b>For full details and to apply:</b>	<p><a href="mailto:light-house@valentiaisland.ie">Email your CV and Cover Letter via email to: light-house@valentiaisland.ie</a></p> <p><a href="tel:0871727864">Contact Lucian at 087 1727864 or send an enquiry via email above.</a></p>

**FISHMONGER****Employer:**

SuperValu, Castleisland, County Kerry

**Duties include:**

- Actively live SuperValu brand-values i.e. Genuine, Passion for Food, Vibrant, Committed, Innovative and Imaginative
- Drive sales through KPI reports, financial reports, brand initiatives, customer initiatives and employee knowledge
- Merchandise and present the department to the highest standard at all times
- Adhere to stocktaking procedures
- Purchase stock in accordance with procedures and control of stock rotation, so that quality and freshness of goods is of the highest standard
- Enhance product knowledge by gaining information from a range of sources and share ideas, suggestions, builds on existing procedures/processes with employees and management
- Attend and engage in management meetings and bring learnings and builds back to the team
- Adhere to the food safety quality policy and focus on continuous improvement.

Job Type: Full-time

**Requirements include:**

- 2 years` experience as a fishmonger is desirable
- Completion of BIM Filleting & Cookery Programme is desirable
- Stocktaking experience
- Excellent communication skills
- Ability to engage with and prioritise customer needs
- Strong attention to detail, organised and flexible
- Ability to use own initiative and work as part of a team in a fast-paced environment.

**For full details and to apply:**<https://www.jobalert.ie/job/fishmonger-supervalu-12>**LITIGATION SOLICITOR****Employer:**

Thomas J O'Halloran Solicitors, Tralee, County Kerry

**Details include:**

- Thomas J O'Halloran Solicitors, Tralee are seeking to recruit a Litigation Solicitor
- The ideal candidate will have previous experience in personal injuries litigation in both the Circuit Court and High Court.

Job Type: Full-time, Permanent

**For full details and to apply:**<https://www.jobalert.ie/job/litigation-solicitor-thomas-j-o-halloran-solicitors>

## SPA ASSISTANT/RECEPTIONIST

<b>Employer:</b>	Sheen Falls Lodge, Kenmare, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Welcome guests / members to the Health Spa and ensure that all areas are maintained to a clean and hygienic standard.</li> <li>• Monitor sauna, steam-room, pool jacuzzi and all other areas to ensure that the hygiene and safety standards are met.</li> <li>• Perform reception duties and administrative duties as required.</li> <li>• Be proficient in pool testing and basic maintenance including the adding of chlorine and backwashing.</li> <li>• Be capable and efficient in the responding of emails and phone calls, and be familiar with the scope of our reservations system.</li> <li>• Transport and maintain a steady level of towels and robes in the spa at all times.</li> </ul> <p>Job Type: Permanent, Full Time This is an all-year position and is on a rostered basis, which includes weekends and evening shifts.</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Local knowledge is an advantage</li> <li>• Previous experience in a similar role in a busy 4*/5* star Hotel/office environment.</li> <li>• Must possess excellent guest service skills.</li> <li>• Excellent interpersonal and communication skills.</li> <li>• Fluent English both oral and written and full legal status to work in Ireland.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Sheen-Falls-Lodge?from=mobviewjob&amp;tk=1hmm9s9pckjaj800&amp;fromjk=b74a30ca125f11ea&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Sheen-Falls-Lodge?from=mobviewjob&amp;tk=1hmm9s9pckjaj800&amp;fromjk=b74a30ca125f11ea&amp;attributionid=mobvjcmp</a>

## FOOD RUNNER

<b>Employer:</b>	The Golden Nugget Bar, Killarney, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Hospitality: 1 year (required)</li> <li>• Serve guests in a positive, outgoing, and friendly manner</li> <li>• Must have excellent attention to detail &amp; willingness to learn</li> <li>• Work in a fast paced environment &amp; be able to multi-task</li> <li>• Must be willing to work Sundays</li> </ul> <p>Job Type: Part-time Salary: €11.30-€13.06 per hour</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/The-Golden-Nugget-Bar?from=mobviewjob&amp;tk=1hmm20iv4kjal800&amp;fromjk=0d4b0654d7978417&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/The-Golden-Nugget-Bar?from=mobviewjob&amp;tk=1hmm20iv4kjal800&amp;fromjk=0d4b0654d7978417&amp;attributionid=mobvjcmp</a>

## KIDS CLUB ASSISTANT

<b>Employer:</b>	The Dunloe Hotel & Gardens, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Ensure staff are properly trained on quality and service standards.</li> <li>• Ensure compliance with all regulations concerning health, safety or other.</li> <li>• Establish and achieve quality and guest satisfaction goals.</li> <li>• Respond in a courteous and prompt manner to all guest questions, complaints and/or requests to ensure a high level of guest satisfaction.</li> <li>• Deliver a creative, energized and safe activity program for kids, teens, and families staying at the hotel.</li> <li>• Manage kids activity programs for the hotel.</li> <li>• Conduct proper inventory procedures.</li> <li>• Ensure the security and proper storage of all kids and teens club equipment.</li> <li>• Perform other duties as assigned being flexible within the department, maximizing efficiency and performance in all areas.</li> </ul> <p>Job Type: Part-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Previous experience in a similar role</li> <li>• Must be Garda Vetted</li> <li>• Able to work flexible hours</li> <li>• Focused on providing a high standard of service</li> <li>• Excellent interpersonal skills</li> <li>• Fluency of the English language</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Killarney-Hotels-Ltd?from=mobviewjob&amp;tk=1hmmcug2o2fsg000&amp;fromjk=3406e199e3b0bd64&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Killarney-Hotels-Ltd?from=mobviewjob&amp;tk=1hmmcug2o2fsg000&amp;fromjk=3406e199e3b0bd64&amp;attributionid=mobvjcmp</a>

## PLUMBER

<b>Employer:</b>	PH Mechanical & Electrical T/A Keltic, Tralee, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• A Qualified Plumber is required for work based in Kerry / Cork / Limerick / Clare.</li> <li>• Must be able to work on their own initiative.</li> <li>• Company van and work wear provided.</li> <li>• Job Type: Full-time, Permanent</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Full clean drivers licence essential</li> <li>• Manual Handling Certificate (preferred)</li> <li>• Safe Pass (preferred)</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Keltic-Heating?from=mobviewjob&amp;tk=1hmmd807fkja7800&amp;fromjk=91653907a08936bb&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Keltic-Heating?from=mobviewjob&amp;tk=1hmmd807fkja7800&amp;fromjk=91653907a08936bb&amp;attributionid=mobvjcmp</a>

## COMMERCIAL ADMINISTRATOR

<b>Employer:</b>	TLI Group Ltd, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Ensure that Commercial tasks are dealt with in a timely, well presented and accurate manner in line with company commercial systems and procedures</li> <li>• Work with the Commercial team on procurement including obtaining quotations, processing purchase orders, etc. Sub-contractor on-boarding collation of commercial data including daily record sheets, etc.</li> <li>• Manage correspondence by answering emails</li> <li>• Filing appropriate documents as needed</li> <li>• Assisting commercial team in drafting reports</li> <li>• General administration in relation to the commercial process</li> </ul> <p>Job Type: Full-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Recognised academic training such as HND or Degree Course or reputable industry experience.</li> <li>• Proficient use and knowledge of software such as MS Word, Excel, Outlook</li> <li>• Experience in an administrative role</li> <li>• Strong organisational and time management skills</li> <li>• Detail-oriented with a focus on data management and documentation</li> <li>• Ability to adapt and work well under pressure</li> <li>• Excellent communication, interpersonal, organisational &amp; planning skills</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/commercial-administrator-tli-group-ltd-2">https://www.jobalert.ie/job/commercial-administrator-tli-group-ltd-2</a>

## ACCOMMODATION ASSISTANT

<b>Employer:</b>	Scotts Hotel, Killarney, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Delivering a consistently high standard of guest service while building and maintaining excellent client relationships.</li> <li>• You should have a good personality, good people skills, be guest orientated and have a caring attitude.</li> <li>• An excellent command of the English language is essential.</li> <li>• Previous experience in a hotel is required.</li> </ul> <p>Job Type: Full-time Salary: €12.70 per hour This role is a variable hours position; hours of work would be based on business needs so the candidate must be fully flexible.</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Killarney-Visitor-Centre?from=mobviewjob&amp;tk=1hmf263g02id3002&amp;fromjk=2508b9bbc8253ed9&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Killarney-Visitor-Centre?from=mobviewjob&amp;tk=1hmf263g02id3002&amp;fromjk=2508b9bbc8253ed9&amp;attributionid=mobvjcmp</a>

## SLINGER/SIGNALLER

<b>Employer:</b>	PJ Personnel Ltd., County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• PJ Personnel are currently recruiting for an experienced Slinger/ Signaller for one of our leading clients based on a job in Co. Kerry</li> <li>• Job Type: Full-time</li> <li>• Salary: €20.86 per hour</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Safe Pass</li> <li>• CSCS Slinger/Signaller</li> <li>• Manual Handling</li> <li>• 3+ Years Experience</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Pj-Personnel-Ltd?from=mobviewjob&amp;tk=1hmmc3d30kaj80b&amp;fromjk=b26b78113e38490b&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Pj-Personnel-Ltd?from=mobviewjob&amp;tk=1hmmc3d30kaj80b&amp;fromjk=b26b78113e38490b&amp;attributionid=mobvjcmp</a>

## RETAIL SALES CONSULTANT

<b>Employer:</b>	Eir, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Understand our customers needs and provide them with a relevant mobile solution</li> <li>• Meet individual/team targets and objectives</li> <li>• Resolve any issues/queries raised by customers in a polite and professional manner</li> <li>• Assist store manager in duties</li> <li>• Administrative duties – stock control, cash management, data entry</li> <li>• Implement current and new policies and procedures</li> <li>• Keep updated on Eirs mobile/broadband packages vs. our competitors</li> </ul> <p>Job Type: Part-time Salary: €13.03 an hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• We are looking for individuals with at least two years experience who are customer focused and enjoy working as part of a team.</li> <li>• A focus on sales and clear concise communication is essential</li> <li>• Flexibility will be available for evenings and weekend trading</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Eir-48816932?from=mobviewjob&amp;tk=1hmm2arpdkjjb800&amp;fromjk=05fd8bd342a6e1c0&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Eir-48816932?from=mobviewjob&amp;tk=1hmm2arpdkjjb800&amp;fromjk=05fd8bd342a6e1c0&amp;attributionid=mobvjcmp</a>



## ACCOUNTS ADMINISTRATOR

<b>Employer:</b>	Killarney Hotels Ltd., Fossa, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Managing Accounts payable and receivables</li> <li>• Reconciling the bank account regularly</li> <li>• Bimonthly VAT Returns</li> <li>• Undertaking monthly Payment runs</li> <li>• Ability to assist colleagues in completing tasks</li> <li>• Various other Accounting duties</li> </ul> <p>Job Type: Full Time, Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• 3-5 Years' experience in a similar role</li> <li>• Strong background in accounts administration</li> <li>• Proficient in the use of accounting software along with Microsoft Word and Excel</li> <li>• Communication, planning and organisational skills</li> <li>• Highly organised with the ability to prioritise tasks</li> <li>• Ability to work in a fast paced service environment</li> <li>• Attention to detail and high standards required</li> <li>• Excellent proficiency of the English language is essential</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Killarney-Hotels-Ltd?from=mobviewjob&amp;tk=1hmmci8rckjj4801&amp;fromjk=7f87fdd33c789c67&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Killarney-Hotels-Ltd?from=mobviewjob&amp;tk=1hmmci8rckjj4801&amp;fromjk=7f87fdd33c789c67&amp;attributionid=mobvjcmp</a>

## COFFEE PRODUCTION

<b>Employer:</b>	Killarney Coffee Roasters, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Roast &amp; blend coffees</li> <li>• Carry out customer orders. Package and seal coffee for retail, online &amp; wholesale orders</li> <li>• Stock and rotate green coffee/roasted coffee</li> <li>• General administrative duties</li> </ul> <p>Job Type: Full-time, Part-time. Part-time hours: 20-40 per week Salary: €11.30-€14.50 per hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Work in a fast paced environment and handle multiple tasks</li> <li>• Highly detail-orientated and organised</li> <li>• Preferably intermediate knowledge and skills in computer programs, especially Microsoft Office applications</li> <li>• Excellent customer service skills</li> <li>• Coffee roasting experience preferred</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Killarney-Coffee-Roasters?from=mobviewjob&amp;tk=1hmmjcg2dkcoi801&amp;fromjk=426fa320344c5487&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Killarney-Coffee-Roasters?from=mobviewjob&amp;tk=1hmmjcg2dkcoi801&amp;fromjk=426fa320344c5487&amp;attributionid=mobvjcmp</a>

**BUTCHER**

<b>Employer:</b>	SuperValu, Kenmare, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Maintain retail cuts at a high standard in accordance with customer needs</li> <li>• Drive sales through ensuring SOPs and store standards are met on a daily basis</li> <li>• Merchandise and present department to the highest standard</li> <li>• Implement planograms correctly</li> <li>• Control stock rotation so that quality and freshness of goods is of the highest standard</li> <li>• Manage waste and shrink in the department</li> <li>• Ensure continuous improvement in the Meat Department by remaining up to date with new products and initiatives</li> </ul> <p>Job Type: Full-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Craft butchery course is desirable</li> <li>• Numerical skills</li> <li>• Excellent communication skills</li> <li>• Previous customer service experience is an advantage</li> <li>• The ability to work as part of a team in a fast-paced environment and ability to multi-task under pressure</li> <li>• A passion for food and the ability to inspire shoppers</li> <li>• HACCP training is beneficial but not essential</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.jobalert.ie/job/butcher-supervalu-568">https://www.jobalert.ie/job/butcher-supervalu-568</a>

**DELIVERY DRIVER**

<b>Employer:</b>	Cliffords Cash & Carry, Tralee, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• A Delivery Driver is required by Cliffords Cash &amp; Carry in Tralee</li> <li>• Experience in delivery is essential</li> <li>• Job Type: Full-time</li> <li>• Salary: From €12.70 per hour</li> <li>• Expected hours: 20 – 40 per week</li> </ul>
<b>For full details and to apply:</b>	<a href="mailto:philip@cliffordstralee.com">Email CV to philip@cliffordstralee.com</a>

**PHARMACY TECHNICIAN**

<b>Employer:</b>	CarePlus Pharmacy, Park Road, Killarney, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• A Pharmacy Technician is required in a busy, well staffed pharmacy equipped with a Consis dispensing robot, this is a late night pharmacy open 9am to 9pm</li> <li>• Pharmacy technician qualification preferable</li> <li>• Job Type: Full-time, Part-time also considered</li> <li>• Salary: €15.50-€20.00 per hour</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Park-Road-Careplus-Pharmacy?from=mobviewjob&amp;tk=1hmmk5n9bkcpt800&amp;fromjk=e8dbce8fb156f319&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Park-Road-Careplus-Pharmacy?from=mobviewjob&amp;tk=1hmmk5n9bkcpt800&amp;fromjk=e8dbce8fb156f319&amp;attributionid=mobvjcmp</a>

## INSTRUCTIONAL TRAINER

**Employer:**

Down Syndrome Ireland, County Kerry

**Details include:**

- We are looking for someone passionate, kind and motivated to join our Team as An Instructional Trainer who can support our members working in Deenagh Lodge Tea Rooms, located in the grounds of the Killarney National Park, and the 321 Charity Shop, Tralee, to develop skills and help them gain the experience and confidence they need to secure employment

Job Type: Full-time

Salary: €30,000–€35,000 a year

**Requirements include:**

- Knowledge and proven experience of supporting with Down syndrome and/or learning difficulties.
- The ability to respond with sensitivity and understanding when supporting people with Down syndrome, their family members and carers.
- Familiarity with traditional and modern training methods, tools and techniques
- Excellent communication (Written and Presentation skills), interpersonal, organisational, logistical and IT skills.
- Proven experience as a team leader or supervisor
- Ability to work on own initiative and as a team member
- Garda Vetting will be required before commencement
- Due to the nature of the role, flexibility will be required throughout the week, including weekends
- Full clean drivers' licence and access to own car is essential
- Relevant 3rd Level qualification and/or related experience

**For full details and to apply:**

<https://ie.indeed.com/cmp/Down-Syndrome-Ireland?from=mobviewjob&tk=1hmmifr96kja1802&fromjk=7fee1ab10bcd4052&attributionid=mobvjcmp>

## RETAIL SHOP, FORECOURT & POST OFFICE CLERK

**Employer:**

Lerrig Stores, Tralee, County Kerry

**Details include:**

- Retail Shop, Forecourt & Post Office Clerk position is available in Tralee
- Experience is essential
- Job Type: Part-time
- Salary: €12.70-€13.50 per hour
- Expected hours: 12 – 18 per week

**Requirements include:**

- Retail Sales: 2 years

**For full details and to apply:**

<https://ie.indeed.com/cmp/Lerrig-Stores?from=mobviewjob&tk=1hmmibpd0vkjj5800&fromjk=40aec4b6812dccc6&attributionid=mobvjcmp>

## SOCIAL CARE WORKER

**Employer:**

Rathmore Residential Service, Rathmore, County Kerry

**Duties include:**

- One to one lone working support.
- Facilitate and implement a person-centered approach for our individuals appropriate to their wishes and goals.
- Promote and protect the rights of the people we support in a manner that respects their dignity, right to make choices, and their privacy.
- Actively seek new interests and opportunities to develop meaningful roles in their Communities.
- Ensure the overall wellbeing in all areas of their lives including health and personal care.

Job Type: Permanent, Part-Time (29 hrs per week)

**Requirements include:**

- Approved qualification in Social Care. The award must be considered eligible for CORU registration.
- Experience of working in a care delivery capacity, preferably within a disability service.
- A passion for promoting and empowering those you support.
- An excellent knowledge of the HIQA regulations and standards.
- A full drivers licence with access to a car insured for business purposes and must be willing to drive Association vehicles
- Where applicable, applicants must hold a valid Irish work permit.

**For full details and to apply:**

<https://www.jobalert.ie/job/social-care-worker-residential-service-parents-and-friends-asso-4>

## RETAIL SALES ASSISTANT

**Employer:**

CH Chemist, Tralee, County Kerry

**Duties include:**

- Customer Service
- Merchandising
- Stock Control

Job Type: Full-time. Seasonal Contract

Salary: From €12.70 per hour

**Requirements include:**

- Customer experience with ability to provide excellent customer service
- The ability to excel not only as a team member, but also as an individual
- Previous retail experience is an advantage but not essential

**For full details and to apply:**

<https://ie.indeed.com/cmp/Ch-Opticians-1?from=mobviewjob&tk=1hkotbgfpiehl801&fromjk=535b87399dbb8043&attributionid=mobvjcmp>

## RESTAURANT HOST

<b>Employer:</b>	Killarney Hotels Ltd., Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>We are currently recruiting for a Restaurant Host to greet customers as they enter a restaurant, takes and confirms reservations, and shows customers to their tables.</li> <li>They may also support other staff members by assisting with serving duties</li> </ul> <p>Job Type: Full Time, Temporary/Seasonal</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Previous experience as a food and beverage host or restaurant host within the 5* luxury market is desirable</li> <li>Attention to detail and a strong desire to exceed all our guests' expectations</li> <li>Excellent personal presentation</li> <li>Highly organised with the ability to prioritise tasks</li> <li>Excellent communications skills both oral and written</li> <li>Excellent administration and organisational skills</li> <li>Experience with Hotel Software and Computer proficient</li> <li>Ability to prioritise tasks and to work as part of a dedicated team</li> <li>Resilience and drive to get things right first time</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Killarney-Hotels-Ltd?from=mobviewjob&amp;tk=1hmmhuuvbkja2807&amp;fromjk=dccb18c4d2037595&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Killarney-Hotels-Ltd?from=mobviewjob&amp;tk=1hmmhuuvbkja2807&amp;fromjk=dccb18c4d2037595&amp;attributionid=mobvjcmp</a>

## STAFF NURSES

<b>Employer:</b>	Saint John of God Community Services , Tralee, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>RGN/RNMH/RNID qualifications or other suitable nursing qualifications and to be a Staff Nurse on the current register as maintained by An Bord Altranais.</li> <li>1 -2 years relevant experience of supporting people with an intellectual disability is an advantage.</li> <li>Demonstrate excellent communication (both verbal and written), organisational skills, flexibility and commitment.</li> <li>Full clean driver's licence for a manual vehicle, D licence would be an advantage.</li> </ul> <p>Job Type: Part-time, Permanent Salary: €33,943-€51,627 per year</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Saint-John-of-God-Community-Services?from=mobviewjob&amp;tk=1hhhput07j9gs801&amp;fromjk=444ea86a217717e2&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Saint-John-of-God-Community-Services?from=mobviewjob&amp;tk=1hhhput07j9gs801&amp;fromjk=444ea86a217717e2&amp;attributionid=mobvjcmp</a>

**DIESEL MECHANIC**

<b>Employer:</b>	Seamus Weldon, Gort na Vogue Ltd., Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Using computer systems for looking up parts and diagnose faults with John Deere Service Advisor</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>A dedicated self-motivated person to work within our busy workshop</li> <li>Excellent communication, literacy and numeracy skills</li> <li>A high level of IT literacy</li> <li>It would be advantageous to have a basic knowledge of machinery, however training will be given</li> </ul>
	Job Type: Contract, Full-time
<b>For full details and to apply:</b>	<a href="https://www.glassdoor.ie/Job/kerry-jobs-SRCH_IL.0,5_IS5055.htm">https://www.glassdoor.ie/Job/kerry-jobs-SRCH_IL.0,5_IS5055.htm</a>

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Grounds Person	Kilgarvan	2	22/03/2024	CES 2207754
Healthcare Assistant	Kilgarvan	1	22/03/2024	CES 2317809
<b>Contact Margaret for more info. on 087 3583279</b>				

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Cleaner	Spa GAA Club	1	06/03/2024	CES 2291342
<b>Contact Siobhán for more info. on 087 3849451</b>				





SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.



**Bord Oideachais  
agus Oiliúna Chiarraí**  
Kerry Education  
and Training Board

# EMPOWER PROGRAMME

South Kerry Development Partnership CLG is currently seeking participants to join the Empower Programme. This programme is aimed at unemployed individuals who wish to build confidence, skills and purpose to find a way to employment/self employment and/or education and training.

This free training programme will be held in person in Killarney, Cahersiveen, Killorglin and Kenmare from 9.30am to 12.30pm and will include the following workshops:

- 01 Finding Your Purpose and setting goals to achieve it
- 02 Designing CVs and Cover letters
- 03 Searching the Job Market
- 04 Advanced Psychometrics and Confidence Building Workshop
- 05 Interview Techniques – with Specific advice from a Human Resources Manager/Recruitment Specialist
- 06 Next Steps, Education Grants, Training supports and Self Employment Supports

**Free  
Training**

For Further Information please contact :

Joanne Griffin (087) 6152660 [jgriffin@skdp.net](mailto:jgriffin@skdp.net) (Killorglin/Killarney Areas)

Clare O'Shea (087) 3567874 email to [coshea@skdp.net](mailto:coshea@skdp.net) (Cahersiveen/Kenmare Areas)



Rialtas na hÉireann  
Government of Ireland



Cómhaoinithe ag an  
Aontas Eorpach

Co-funded by the  
European Union



Social Inclusion &  
Community Activation  
Programme



Coiste Forbartha Pobail  
Áitiúil Chiarraí  
Kerry Local Community  
Development Committee

"The Social Inclusion and Community Activation Programme (SICAP) is co-funded by the Irish Government, through the Department of Rural and Community Development, and the European Social Fund Plus under the Employment, Inclusion, Skills and Training (EIST) Programme 2021–2027."





## 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**

## Jobs Sheet Publishing Info.



SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.

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

*And is available from all SKDP offices*

*Or*

*From our Website*

*Or*

*Like us on Facebook to receive notification of publication*

*Or*

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

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

[ksheahan@skdp.net](mailto:ksheahan@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\*\***



SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.



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