MARCH 1ST 2024 WEEK 9

KERRY LOCAL AREA EMPLOYMENT SERVICE SOUTH KERRY EDITION



Head Office

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<u>Killarney</u>

37A High St.
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Killorglin

Library Place, Killorglin, Co. Kerry Tel: 066 9761615

Kenmare

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







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

SENIOR CARE WORKER CONTRACTS X2

Employer:

Kerry Cheshire Services, Killarney, County Kerry

Requirements include:

- Hold a level 5 QQI Healthcare Support Major Award or equivalent qualification.
- Supervisory qualification desirable but not essential
- A minimum of 3 years Healthcare experience.
- Demonstrate evidence-based decision-making skills.
- Driving license and willingness to drive for work.
- Desire for personal and professional development.
- Strong interpersonal and communication skills, both verbal and written.
- Eligibility to work in Ireland is essential.
- Good standard of verbal and written English.
- Responsible for fostering a culture of continuous improvement and reflective practice.
- Personal integrity and trustworthiness.
- Willing to embrace change and is committed to fostering a culture.
- Committed to the principles of rights-based, person-centred services.

Job Type: Permanent Contract: 30 Hours

Salary: €16.14 - €19.37 per hour (based on experience)

For full details and to apply:

https://ie.indeed.com/cmp/Cheshire-Ireland?

from=mobviewjob&tk=1hlcuqs7lkcpe801&fromjk=8e420810a0330c

aa&attributionid=mobvjcmp

RETAIL SALES ASSISTANT

Employer:

Balloons le Grá, Manor West Shopping Centre, Tralee, County Kerry

Duties include:

- Retail duties including greeting customers
- Answering the phone
- Maintaining shop floor appearance
- Cash handling
- Directing customers to products.

Salary: €12.70 per hour

Requirements include:

- Be confident when working part of a team or on your own initi-
- Have good time management to ensure that customer orders are ready on time.

For full details and to apply:

https://ie.indeed.com/cmp/Balloons-Le-Gr%C3%A1? from=mobviewjob&tk=1hn867qo0kcpu800&fromjk=3d5897abc96e 9cd8&attributionid=mobvjcmp

NIGHT PORTER	
Employer:	Killarney Towers Hotel, Killarney, County Kerry
Duties include:	 Ensure a safe and secure environment for customers, staff and visitors at all times. Carry out security checks of entire hotel building on a regular basis. Take and prepare orders of light refreshments to guest's rooms as required. Carry out required cleaning duties through the night, to include public areas, toilets, meeting rooms, food and beverage outlets. Do wake-up calls and carry out porterage when required. Deal with telephone and guest enquiries. Assist in the restaurant/bar/lounge when required.
	sob Type. Fair time
Requirements include:	 Experience in a similar position in a hotel environment would be beneficial Fluent English is necessary
For full details and to apply:	https://ie.indeed.com/cmp/Killarney-Towers-Hotel? from=mobviewjob&tk=1hn8bua67ield800&fromjk=bbd9390d5b557 d15&attributionid=mobvjcmp

STOCK CONTROLLER	
Employer:	Mr Price Branded Bargains, Killarney, County Kerry
Duties include:	 Responsible for opening and closure of store. Processing and checking daily deliveries. Ensuring deliveries are processed in a timely and organised manner. Managing the stock room and ensuring stock levels in the store are continuously monitored. Reporting delivery discrepancies & incorrect deliveries to relevant personnel in-store and HQ. Adhering to safety & security policies whilst carrying out all duties. Maintaining cleanliness of the stockroom at all times
	Job Type: Full-time Salary: From €27,000.00 per year
For full details and to apply:	https://ie.indeed.com/cmp/Mr-Price-Branded-Bargains? from=mobviewjob&tk=1hn8d5b6ijknh800&fromjk=ffa3d193188ca6 4c&attributionid=mobvjcmp

ON CALL STUDENT SUPPORT PERSON Sacred Heart Campus, Dingle, County Kerry **Employer: Duties include:** * This role requires the provision of an out of hours emergency student support service for the academic year from September to June. Responsibility for answering all incoming calls received. Maintain a detailed log of all calls received on a daily basis. Escalate and redirect calls as appropriate to the correct team / person in order for issues to be dealt with swiftly and effectively. Management of follow up actions if required. Job Type: Full-time, Permanent Salary: From €367.00 per week Requirements include: The schedule will require a degree of flexibility to ensure we meet the needs of our students. Have experience in a similar role. Excellent communication skills both oral and written. Be proactive and willing to use their own initiative. Be a team player. Ability to forge and maintain good student and faculty relationships.

For full details and to apply: https://ie.indeed.com/cmp/The-HR-Suite? from=mobviewjob&tk=1hn8ahhevjria804&fromjk=746f7b77b467f0 e4&attributionid=mobvjcmp

skills.

Display a high level of organisation and time management

Have and maintain a full clean driving licence.

WAITING STAFF	
Employer:	Murphy Brownes Restaurant, Killarney, County Kerry
Details include:	 Waiter/Waitress need for busy town centre Restaurant Evenings only 5 Nights per week
	Job Type: Full-time Salary: €12.00 per hour
Requirements include:	 Experience essential Attention to detail and be a customer service focused individual
For full details and to apply:	https://ie.indeed.com/cmp/Murphy-Brownes-Restaurant? from=mobviewjob&tk=1hnkthbf5kjic803&fromjk=0ccca06509b73a 66&attributionid=mobvjcmp

MANAGEMENT ACCOUNTANT	
Employer:	FRS Recruitment, Tralee, County Kerry
Duties include:	 Prepare management reports and present findings to Senior Management. Complete weekly cash flows and bank Assist in budgeting, forecasting, and variance analysis. Collaborate with external funders/debt Work within and help develop a growing finance Assist with internal and external audits as needed. Streamline financial processes and ensure compliance with regulations. Work closely with the CEO/CFO. Assist and manage ad hoc
Requirements include:	 Professional Accounting Qualification (ACCA, ACA, CIMA or similar) At least 5 years' proven experience in a similar role Strong excel and accounting packages Highly organised with the ability to manage multiple Strong attention to detail with exceptional numerical, analytical, and problem- solving skills. Self-starter with a mature and responsible attitude and an ability to use own
For full details and to apply:	https://www.irishjobs.ie/job/management-accountant/frs-recruitment-job102090392

TAX MANAGER	
Employer:	Accountancy Solutions , Killarney, County Kerry
Duties include:	 Managing tax consultancy and advisory assignments Overseeing compliance across all tax headings Providing internal "update briefings" to professional staff across the firm Advising "High Net Worth" clients regarding business and investment matters Dealing with tax queries from audit and accounting staff and Senior Management/Partners Development of "tax products" for clients Review of client files to identify taxation issues and opportunities Meeting fee targets Assisting with developing firms image by the publishing of technical articles on tax issues for internal and external publications
Requirements include:	 The candidate should have a number of year's experience managing a large client allocation.
For full details and to apply:	https://www.irishjobs.ie/job/tax-manager/accountancy-solutions- job102082986

VAN DELIVERY DRIVER	
Employer:	FRS Recruitment, Tralee, County Kerry
Duties include:	 Delivery of a range of products to customer locations mostly in Kerry with occasional deliveries to West Cork and West Limerick.
	Job Type: Full-time, Part-time
Requirements include:	 Full Clean Category B driving licence. Ability to commit to early starts from 6 am. Flexible in working variable hours. Strong customer service and interpersonal skills Multi-drop delivery experience Availability to work on Saturdays (will have a day off during the week)
For full details and to apply:	https://www.irishjobs.ie/job/delivery-van-driver/frs-recruitment- job102077754

RETAIL SALES ASSISTANT	
Employer:	Walsh Brothers Shoes, Tralee, County Kerry
Details include:	 Some experience would be an advantage but not essential. This is a Full-time position; Saturday work is required with the occasional Sunday. Job Type: Permanent Salary: €12.70-€13.50 per hour Expected hours: 24 – 30 per week
For full details and to apply:	https://ie.indeed.com/cmp/Walsh-Brothers-Shoes-Tralee? from=mobviewjob&tk=1hnl7ds99mnbb800&fromjk=28712bc2b6e9 1089&attributionid=mobvjcmp

STORE ASSISTANT	
Employer:	Aldi, Kenmare, County Kerry
Duties include:	 Checking off deliveries Dealing with customer queries Ensuring that the shelves are always fully stocked
	Job Type: Permanent Salary: €14.80 per hour
For full details and to apply:	https://ie.indeed.com/cmp/Aldi? from=mobviewjob&tk=1hn85ugvck98m800&fromjk=ec33d5c4ca3 fb269&attributionid=mobvjcmp

SUPPORT, WILD ATLANTIC WAY - LEVEL 7	
Employer:	Failte Ireland, Killarney, County Kerry
Details include:	 Provide administrative support to the local Wild Atlantic Way team Carry out all other duties as required and participate as a full member of the Wild Atlantic Way team by supporting different work projects, as required, from time to time This role requires travel, with attendance at a number of national and regional locations / sites on an annual basis.
Requirements include:	 The successful candidates will have a minimum of one to two years' experience in an administrative role. A high level of proficiency in Microsoft Word and PowerPoint. Essential Qualifications/Mandatory Training A professional qualification (minimum Level 6 under the QQI Framework) in a related discipline is essential Desirable Criteria Previous experience in the Tourism Industry while not essential would be an advantage Experience working with CRM and internal software packages desirable
For full details and to apply:	https://www.irishjobs.ie/job/support-wild-atlantic-way-level-7-002542-permanent-part-time/failte-ireland-job102081760

Employer:	Morgan McKinley, Tralee, County Kerry
Duties include:	 Manage a portfolio of clients, requesting records, discussing deadline dates, client queries to include scheduling and management of workflows Preparation and submission of VAT returns Supporting colleagues with VAT specific queries Responsibility for assisting junior staff and reporting to the Managers
Requirements include:	 Accounting technician/IPASS VAT Qualification - preferable but not essential Experience within a practice environment and technically strong on VAT Experience in working in a fast-paced environment and the ability to meet tight deadlines A working knowledge of Accounting Software, Xero would be an advantage Strong communication skills and a good team player
For full details and to apply:	https://www.irishjobs.ie/job/accounts-assistant/morgan- mckinley-job102073843

FOOD ASSISTANT	
Employer:	Quinlans Fish, Killorglin, County Kerry
Duties include:	 * We are looking for someone to work in our Seafood Bar based in The Square, Killorglin. Who will assist in duties such as: Short hand cook Serving customers in a friendly and efficient manner providing an exceptional standard of customer care Communicating with the customers in an effective and welcoming manner. Taking orders over the phone.
	Job Type: Part-time Salary: €13.00-€15.00 per hour
Requirements include:	 Adhere to good practice with regard to hygiene, health and safety, HACCP and COSHH Regulation at all times meeting all legislative requirements. Must be available to work Wednesday-Sunday.
For full details and to apply:	Email your CV and a cover letter to pr@quinlansfish.com to apply.

RESTAURANT SUPERVISOR	
Employer:	Inn Between Bar & Restaurant, Beaufort, County Kerry
Duties include:	 The role involves assisting food and beverage colleagues with daily activities in the restaurant, i.e. customer order taking, Using electronic point of sale system Issuing bills to customers Handling of payments and maintenance of the customer tips Register. Training and supervising staff.
	Job Type: Part-time, Permanent
Requirements include:	 A courteous, calm and focused manner is imperative in providing a consistently high standard of service. Effective communication with kitchen and bar staff to ensure a strong knowledge of all dishes and beverages served. Must be able to act as a self-starter and clearly understand work priorities. Hospitality management: 1 year (preferred) Restaurant: 3 years (required)
For full details and to apply:	https://ie.indeed.com/cmp/Galvin's-Bar-Beaufort? from=mobviewjob&tk=1hn87p30pjl3a800&fromjk=1b87f77cd18f90 34&attributionid=mobvjcmp

Employer:	Earls Court House Hotel, Killarney, County Kerry
Duties include:	 Manage the front desk in all its day-to-day operations including but not limited to: check-in-out, reservations, processing payments and guest queries Always provide exceptional friendly service to our guests Work closely with housekeeping & breakfast staff to ensure a pleasant experience for our guests Answer all telephone inquiries promptly to maximise room occupancy & room rate Ensure that complaints are dealt with promptly and effectively Job Types: Full-time, Part-time
	Salary: €14.00-€16.00 per hour
Requirements include:	 2-3 years Reception Management experience in the Hospitality Industry
	 Previous knowledge with a computerised hotel reservation system
	Be passionate about customer service
For full details and to apply:	https://ie.indeed.com/cmp/Earls-Court-House-Hotel-2? from=mobviewjob&tk=1hnl727fakcoo800&fromjk=663e06103de7c d82&attributionid=mobvjcmp

SCHOOL MEAL WORKER	
Employer:	The Lunch Bag, Gaelscoil Naomh Aogain, County Kerry
Duties include:	 Load pre-packaged school meals into ovens. Heat meals to specific temperature according to HACCP guidelines. Unload ovens and distribute lunches to classrooms. Ensure adequate stock levels. Follow and maintain work and cleaning schedule. Maintain temperature and cleaning records. Job Type: 4 hours work per day. Salary: €13.20 per hour.
Requirements include:	 The ideal person must be able to read English and follow in- structions, heating each lunch with great care. You must be able to work quickly and with precision.
For full details and to apply:	https://ie.indeed.com/cmp/The-Lunch-Bag? from=mobviewjob&tk=1hn8il18vj9j6800&fromjk=9ff6bc81c788139 d&attributionid=mobvjcmp

Employer:	FRS Recruitment, Tralee, County Kerry
Duties include:	 Respond to customer queries on using the software via internal chat software, phone and email Onboarding of new schools this involves getting them set up with their software Record all interactions with schools in a CRM system Investigate customer issues on the software Assist in other school support tasks as required
Requirements include:	 Comfortable with Microsoft Excel fundamentals Attention to detail is essential Patience and desire to understand and listen to their customer's needs Curiosity to pinpoint root-cause of issues and pro activeness to find solution Ability to work well with others and over time share your knowledge Scheduling video meetings between trainers and schools
For full details and to apply:	https://www.irishjobs.ie/job/customer-account-manager/frs-recruitment-job102042901

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Employer:	Hamilton French, Tarbert, County Kerry
Duties include:	 Directing the movement of vehicles and equipment on the worksite. Ensuring the safe loading and unloading of materials. Communicating effectively with equipment, operators and other team members. Implementing and enforcing safety protocols and procedures. Using hand signals and communication devices to coordinate movements. Conducting pre-operational checks on equipment. Job Type: Full-time Salary: €20.86 per hour
Requirements include:	 Proven experience as a Banksman or in a similar role. Knowledge of construction site safety regulations. Excellent communication and interpersonal skills. Ability to work well in a team environment.
For full details and to apply:	https://ie.indeed.com/cmp/Hamilton-French? from=mobviewjob&tk=1hnnh0gnrkjak805&fromjk=5f16b5bc71c64 220&attributionid=mobvjcmp

ASSISTANT LECTURER VETERINARY NURSING Munster Technological University, Tralee, County Kerry **Employer: Duties include:** Teaching such assigned classes as deemed appropriate by management of the university, day or evening, up to 630 hours per annum including supervision of post-graduate students where appropriate Carrying out assessment, monitoring and evaluation of examinations work and providing an academic and consultative support to students in their learning activities Providing academic input on existing and new courses and course development Engaging in research, consultancy and development work as appropriate Participating in committees appropriate to courses and meetings convened by management Maintaining appropriate records and making available information as required by management Engaging in promotion including student recruitment as appropriate; Participating in development, implementation and maintenance of academic quality assurance arrangements Participating in appropriate activities necessary to the development of their department / school and the University Directing and supervising the work of Tutor/Demonstrator and taking academic responsibility for the academic standards of this work. **Requirements include:** Teaching such assigned classes, carrying out assessment, maintaining appropriate records For full details and to apply: https://www.irishjobs.ie/job-beta/assistant-lecturer/munstertechnological-university-job102096441

PLANT FITTER	
Employer:	FRS Recruitment , Tralee, County Kerry
Duties include:	 You will be involved in the maintenance and repair of a range of machinery in the plant including conveyors, elevators, bal- ers, hoppers, forklifts, teleporters, trucks and mounted crane.
Requirements include:	 A sound mechanical knowledge and at least two years relevant experience. Fitter Plant Fitter Mechanical skills
For full details and to apply:	https://www.irishjobs.ie/job/plant-fitter/frs-recruitment- job102101306

RECEPTIONISTS Employer: Crimmins Hotel & Leisure, Killarney, County Kerry **Duties include:** Ensuring all guests receive a genuine friendly, courteous welcome on arrival and during their stay. Anticipating guests' needs whenever possible and to enhance quality service and guest satisfaction. Carrying out all departmental tasks, duties, and checklists Adhering to cash policies and procedures Maintaining good relations and communications with management and Accommodation Department. Maximising all sales opportunities and occupancy. Ensuring all guests are treated with the highest of respect and are dealt with in a professional friendly manner. Developing and maintaining professional communication & service standards towards colleagues and visitors. Always upholding the integrity of the hotel, to demonstrate reliability and conscientiousness. Job Types: Full-time, Part-time. Starting in March Requirements include: Be friendly engaging and a positive person with excellent communication skills. Have previous experience in a customer facing role. A team player and enjoy the dynamics of working within a busy team. Have the ability to multitask & prioritise in a fast-paced environment. Flexible to work shifts & weekends/ bank holidays. Have a positive can-do attitude and show initiative to problem solving. High literacy in computer skills. For full details and to apply: https://ie.indeed.com/cmp/Crimmins-Hotel-&-Leisure? from=mobviewjob&tk=1hnktng14j6fr800&fromjk=85159c01af6672 da&attributionid=mobvjcmp

SHUTTERING CARPENTER **Employer:** PJ Personnel Ltd, Tarbert, County Kerry Requirements include: PJ Personnel are currently recruiting for an experienced

Shuttering Carpenter for a job in Tarbert Co. Kerry

Safe Pass, Manual Handling & Own Tools

Carpentry: 3 years (preferred)

Job Type: Full-time

Salary: From €21.49 per hour

For full details and to apply: Please call Kevin 087-6865550

CONCRETE FINISHER	
Employer:	Hamilton French, Tarbert, County Kerry
Duties include:	 Perform various concrete finishing tasks such as smoothing, levelling, and finishing surfaces using hand tools and power tools. Set and align forms for concrete pours according to project specifications. Pour, spread, and finish concrete using appropriate tools and techniques. Repair and patch existing concrete surfaces as needed. Monitor and ensure the curing process of concrete is carried out correctly. Collaborate with team members to ensure projects are completed efficiently and to the highest quality standards. Adhere to safety guidelines and regulations at all times. Job Type: Full-time Salary: €20.00 per hour
Requirements include:	 Proven experience as a Concrete Finisher or similar role. Knowledge of concrete mixing, finishing, and curing processes. Ability to read and interpret construction plans and specifications. Strong attention to detail and a commitment to delivering high quality work. Physical stamina and the ability to work in various weather conditions. Excellent teamwork and communication skills.
For full details and to apply:	https://ie.indeed.com/cmp/Hamilton-French? from=mobviewjob&tk=1hnnh8vhdkjgo801&fromjk=c915937887c3d 04e&attributionid=mobvjcmp

ELECTRICIAN SEMI STATE ENTREPRISE	
Employer:	Hays Recruitment, County Kerry
Duties include:	 You will be working on the upgrade of public lighting which includes replacing bulbs, transformers etc. No direct public lighting experience required as full training will be provided. Full driving licence Safe Pass, Manual Handling Trade Cert Job Type: Temporary
	Salary: €25.02 per hour
For full details and to apply:	https://ie.indeed.com/cmp/Hays-Trades-and-Labour-2? from=mobviewjob&tk=1hnnic3kdjttq80f&fromjk=27868874051be9 c3&attributionid=mobvjcmp

CARE WORKER	
Employer:	Lakeview Accommodation Service, Killarney, County Kerry
Duties include:	 Promote and actively involve in teamwork, creating a nurturing and supportive environment for the service user. Facilitate and implement a person centered service appropriate to the needs, wishes and requirements of service users. Provide personal assistance in all aspects of personal care and manual handling, ensuring comfort and hygiene of service users and adhering to safe practice at all times. Actively participate in appropriate, educational, recreational and occupational programmes, enabling service users to integrate with their local community and access local resources. Job Type: Permanent, 30 hours
Requirements include:	 QQI Level 5 in Health Care Experience of working with individuals with physical and sensory disability. Understanding of HIQA standards and guidance within respite or residential service setting and ensuring best practice. Experience working within HIQA registered service to required standard. Full Clean Driving Licence
For full details and to apply:	https://ie.indeed.com/cmp/Rehab-Group-1? from=mobviewjob&tk=1hnnhhl7fkjbl800&fromjk=ee8607f904d937 95&attributionid=mobvjcmp

MACHINE OPERATOR	
Employer:	Morgan McKinley, Tralee, County Kerry
Duties include:	 The ideal candidate will be responsible for setting up, operating, and maintaining various types of machinery to ensure efficient production processes.
	Job Type: Full-time Salary: €15.87-€16.93 per hour
Requirements include:	 High school diploma or equivalent. Proven experience as a Machine Operator or similar role in a manufacturing environment. Ability to read and interpret technical manuals and blueprints. Strong attention to detail and precision. Mechanical aptitude and troubleshooting skills. Physical stamina and the ability to lift/move heavy materials. Willingness to work in a fast-paced and dynamic environment. Knowledge of safety procedures and guidelines.
For full details and to apply:	https://ie.indeed.com/cmp/Jimmy-White-Plastering-Ltd? from=mobviewjob&tk=1hnnhpjsukjgl800&fromjk=57134d9c6ef7cd d7&attributionid=mobvjcmp

OPERATIONS MANAGER RelateCare, Tralee, County Kerry **Employer: Duties include:** Responsible for the provision of the highest quality of service delivery in all assigned engagements with customers and clients. Manage the contact centre teams to effectively drive productivity to positively impact revenue. Establish clear lines of communication with the Team Leaders. Responsible for driving internal and external process improvements to impact revenue. Liaise closely with Work Force Management Team to analyse and optimise work schedules to assist in maximising profitability and achieving agreed service levels. Troubleshoot problem areas and mitigate risks. Main point of contact with client and responsible for maintaining and developing relationship Any other duties that be assigned to you by your Line Manager. Job Types: Full-time, Permanent. Hybrid remote Requirements include: Previous experience working in a fast paced environment. Must be able to work onsite in Tralee Strong written and verbal communication skills Strong time-management skills and the ability to organize and coordinate multiple projects at once. Proficiency in Microsoft Office and collaborative tools Flexible team player willing to do what it takes to get the job done. For full details and to apply: https://ie.indeed.com/cmp/Relatecare? from=mobviewjob&tk=1hnng0rp5j9i4807&fromjk=14800d46af767

CONCRETE FINISHER / FORMWORKS	
Employer:	PJ Personnel Ltd, Tarbert, County Kerry
Details include:	 PJ Personnel are recruiting for experienced Concrete Finishers/ Formworkers for Tarbert, Co. Kerry Job Type: Full-time Salary: From €19.35 per hour
Requirements include:	 Safe Pass Manual Handling 3+ years Concrete Finishing experience 3+ years Formworks
For full details and to apply:	Please contact Kevin 087-6865550 with the relevant documents or apply through the link with a CV.

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RETAIL CUSTOMER SERVICE	
Employer:	Ladbrokes, Killarney, County Kerry
Duties include:	 Strive to deliver consistently outstanding customer service and ensure a great customer experience, resolving complaints and issues when needed and taking bets on a wide range of sports and events. Take and follow reasonable instructions from the line manager in relation to duties and work activities. Willingly share knowledge and experience and support other team members.
	Job Type: Permanent Salary: €12.70–€12.90 per hour Your typical weekly rota will be split over 5 days made up of a blend of opening & closing shifts, including weekends and will vary week to week. You must be 18 + years to work in one of our betting shops.
Requirements include:	 A passion for delivering great customer service Self-motivated and proactive Work alone or as part of team Deal with challenging situations in a calm & professional manner
For full details and to apply:	https://ie.indeed.com/cmp/Entain? from=mobviewjob&tk=1hnl9jthcmnbr805&fromjk=1ef5b913ed1f2f 56&attributionid=mobvjcmp

MECHANIC	
Employer:	Foley's Auto Centre, Milltown, County Kerry
Duties include:	 A Mechanic is wanted for a busy garage in Mid Kerry. Duties to include: General Mechanical work on Cars and Vans Servicing & Tyres Timing Belts, Clutches and Turbos NCT & DOE work Job Type: Full-time, Permanent. Monday to Friday. Overtime & weekend availability Salary: Based on experience. Paid holidays included
Requirements include:	 Must have good knowledge in servicing, timing belts and diagnostics for all makes of cars Good time keeping and attendance Be able to work on own initiative
For full details and to apply:	Contact Sharon / Joe 066 976 7900 foleyautocentre@gmail.com

MEDICAL SECRETARY JC Plastic Surgery Ltd., Tralee, County Kerry **Employer: Duties include:** Responsible for planning and coordinating all office functions to include managing diaries, calendars, theatre lists, drafting correspondence and maintenance of personal records for all patients. Greeting and check-in of patients and scheduling of appointments and procedures. Communicating effectively with patients in a highly confidential and discrete manner. Daily interactions with fellow employees and liaising with other departments, practices and hospitals. Management of all incoming and outgoing correspondence. Managing a very busy phone and email system and responding to patient queries in a timely and efficient manner. Ensuring filing systems are in place & GDPR compliant. Continuous resolution of issues through development of workflow and administration process improvements. Preparation and issuing of sensitive medical reports liaising confidentially with solicitors. Job Type: Full-time, Permanent with a 6-month probation period. Salary: From €14.00 per hour Requirements include: Have a proven track record for accuracy and meticulous attention to detail. Demonstrate initiative, common sense and a positive work ethic with utmost integrity in all areas of work. Excellent organisational skills and the ability to multi-task. Maintain confidentiality and discretion when dealing with sensitive information. For full details and to apply: https://ie.indeed.com/cmp/JC-Plastic-Surgery-Ltd? from=mobviewjob&tk=1hn8712rqi99c801&fromjk=48468ef8a6e41

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Employer:

The Fertha Bar, Cahersiveen, County Kerry

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Details include:

- An experienced Chef is required for a busy Restaurant/Bar in Cahersiveen.
- Prior experience of working in a similar kitchen environment is desirable, must be HACCP certified.
- Familiar with ordering stock, putting menus together & the daily running of a kitchen.
- Wages dependent upon experience.
- Hours worked over 5 days

For full details and to apply:

Email CV & references to: ferthabar@gmail.com

RECEPTIONIST/ADMINISTRATOR

Employer:

PH Mechanical Ltd, Tralee, County Kerry

Duties include:

- * A Receptionist/Administrator is required for a busy, plumbing, heating and electrical contractor based in Tralee, Co. Kerry
- Manage the reception duties for the business and handle a high volume of calls and emails.
- Manage the customer tracker database and record / log all incoming calls
- Act as first point of contact for customer queries.
- Manage the company fleet requirements to include taxing, testing and maintenance of company vehicles
- Liaise with customers via phone and email.
- Liaise with colleagues, management and external clients as required.
- Build and maintain strong professional relationships.
- Ensure all documentation is completed, managed and maintained accurately and efficiently.
- Other related ad-hoc administrative tasks where necessary.
- Provide admin support to the office team.

Job Type: Full-time

Salary: From €25,000.00 per year

Requirements include:

- Comfortable in a busy environment dealing with a range of different tasks.
- Excellent communication skills with a strong customer focus.
- Highly organised with excellent attention-to-detail.
- Ability to multi-task and prioritise effectively.
- Flexible and adaptable to support business needs with a positive attitude.
- Strong administration skills and high proficiency in MS Office suite.

For full details and to apply:

https://ie.indeed.com/cmp/Keltic-Heating?

from=mobviewjob&tk=1hnl2kbm4icba801&fromjk=2759e0366504

90f2&attributionid=mobvjcmp

FLOOR STAFF

Employer:

Khao Asian Street Food, Killarney, County Kerry

Details include:

Floor Staff are sought for Khao Asian Street Food, Killarney

Job Type: Full-time

For full details and to apply:

https://ie.indeed.com/cmp/Khao-Asian-Street-Food? from=mobviewjob&tk=1hnl9sgs7jv62800&fromjk=98f6ca21422381

ee&attributionid=mobvjcmp

HOTEL RECEPTIONIST	
Employer:	Butler Arms Hotel, Waterville, County Kerry
Duties include:	 Greet guests in a polite and friendly manner To anticipate guest's needs and ensure that service is provided beyond guest expectations To have a thorough knowledge and understanding of all standards of performance and delivery within the nights department Cleaning of public areas and ensure that corridors, stairways and fire exits are cleaned and well maintained Assisting guests with luggage as required Comply with hotel security, fire regulations and all health and safety legislation Assist guests with any requests to make their stay more enjoyable e.g. information, making bookings, and directions Ensure all access to the hotel is secure as required by hotel policy and procedure
	Job Type: Full-time, Fixed term Contract length: 7 months
Requirements include:	 Previous experience as a front office receptionist Fluent English essential Excellent customer service and interpersonal skills Experience using Opera Eligibility to work full time in Ireland
For full details and to apply:	https://ie.indeed.com/jobs? q=&l=county+kerry&start=70&advn=1438600507508231&vjk=96cb f201d7d6883b

SALES ASSISTANT	
Employer:	Country Crafts & Shades Of Erin, Killarney, County Kerry
Duties include:	 Greeting and attending to our customers as well as providing help and advice when necessary Providing customers with in-depth information and advice on our wide range of products Keeping the shop well stocked and presented at all times Job Types: Full-time, Part-time Salary: From €13.50 per hour
Requirements include:	 Out-going personality, strong attention to detail, organised and flexible. Confidence to work on your own and as part of a team
For full details and to apply:	https://ie.indeed.com/cmp/Country-Crafts-&-Shades-of-Erin? from=mobviewjob&tk=1hnl47qroicah800&fromjk=e4b258195d479 36c&attributionid=mobvjcmp

SALES REPRESENTATIVE	
Employer:	Integral Communications, Killarney, County Kerry
Duties include:	 Represent our clients in a professional manner and achieve sales goals Give sales presentations to a range of prospective customers and completing sales and closing interactions with customers in a positive manner Be accountable for the delivery of defined KPI's Ensure you are always maximising productivity in your role Report a daily update on your sales performance Consistently perform to a high level to achieve your sales goals
	Job Types: Full-time, Permanent Salary: From €13.00 per hour
Requirements include:	 Ability to self motivate and capable of working on your own initiative and as part of a team Be confident & have a great attitude with a strong work ethic Fluent in English Eligible to work in the EU
For full details and to apply:	https://ie.indeed.com/cmp/Integral-Communications? from=mobviewjob&tk=1hnl2206ikj8i800&fromjk=37a71b85b23087 8c&attributionid=mobvjcmp

WELCOME ADVISOR	
Employer:	Bank of Ireland, Tralee, County Kerry
Duties include:	 Engage with customers to deliver a professional and friendly customer service. Recognise and refer selling opportunities onto relevant teams. Handle the flow of customers through the Branch. Identify and recommend products options to customers. Handle all basic queries. Job Type: Full-time
Requirements include:	 A consistent record in delivering an outstanding customer service, demonstrating excellent communication and interpersonal skills with an ability to work efficiently as part of a team. Self-motivated with a passion to achieve goals and identify sales leads and referrals.
	There are no specific qualifications or minimum educational requirements needed for this role.
For full details and to apply:	https://ie.indeed.com/cmp/Bank-of-Ireland? from=mobviewjob&tk=1hnl3rtv7mnao800&fromjk=ed69308360d3 57da&attributionid=mobvjcmp

MIGRANT HEALTH DRUG & ALCOHOL WORKER

Employer: Torc Community & Family Resource Centre CLG, Killarney, Co. Kerry

Duties include:

- Promote a positive profile of Ballyspillane CFRC and its work.
- Commitment to the purpose of Ballyspillane CFRC and to work within the values, policies and procedures of the organisation and in the context of current legislation and regulations.
- To participate in supervision and appraisals with your supervisor.
- Advise the Manager of all matters requiring their attention.
- Maintain required data for reporting purposes, provide quarterly and annual data and written reports as required and under the supervision of the Manager submit data in database.

Job Type: Fixed term

Contract length: 12 months

Salary: €38,000.00-€42,000.00 per year

Requirements include:

- Show flexibility in relation to hours of attendance to meeting the needs of the work.
- Work as part of a team and have a flexible approach to the work in response to organisational change, development and review of best practice.
- Undertake your work in a manner that is friendly, flexible, respectful and professional.
- Adhere to ALL policies and procedures of Ballyspillane CFRC CLG., including Child Protection, Health & Safety and Confidentiality.

For full details and to apply:

https://ie.indeed.com/jobs?

q=&l=county+kerry&start=10&vjk=7e1507e57cc92528&advn=7324

0542960244

BURGER KING TEAM MEMBER

Employer: Applegreen Stores, Tralee, County Kerry

Duties include:

- Support day to day operations of the business
- Ensure shop floor is clean and tidy
- Ensure all food safety policies are met
- Prepare food
- Follow and enforce Burger King manual training contents
- Stock control and management
- Create the best food experience possible for customers
- Work closely with management to achieve targets

Job Type: Full-time, Part-time

For full details and to apply: https://ie.indeed.com/cmp/Applegreen?

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4e6&attributionid=mobvjcmp

ASSISTANT STORE MANAGER	
Employer:	NEXT, Tralee, County Kerry
Duties include:	 Support the Store Manager in managing and inspiring your team to be at their best, and stepping up to cover the store when needed Create an atmosphere where delivering amazing service, achieving performance targets and accurate stock processes is at the core of everything you do, in an environment which is commercial, operationally efficient and safe Demonstrate a hands-on approach for all operational and commercial activities by working alongside the team Ensure communication is up-to-date and accurate at all times in order to meet business needs
	Salary: From €29,979.00 Contract: Temporary
Requirements include:	Have exceptional commercial understanding, with the know how to create a fantastic shopping experience for our customers
	 A team player who works in a fast paced and challenging environment A great communicator, confidently problem solver, make sound business decisions, challenge processes and generate innovative ideas to take the business forward Experienced in leading and coaching a high performing team and effectively dealing with people issues An effective multi-tasker who can plan, organise and prioritise your workload
For full details and to apply:	https://ie.indeed.com/cmp/Next-ed2b1c5f? from=mobviewjob&tk=1hn8hoscsjv7l800&fromjk=04973cb1e28ba0 23&attributionid=mobvjcmp

CUSTOMER ASSISTANT	
Employer:	Circle K, Tralee, County Kerry
Duties include:	 Serving our customers Merchandising in the store Preparing food and K coffee Cleaning throughout the store Generating sales leads for our fuel card team
	Job Type: Part-time Salary: Up to €15.88 an hour Contract: 15-hour weekly contract (2 days per week).
For full details and to apply:	https://ie.indeed.com/cmp/Circle-K? from=mobviewjob&tk=1hnl28414kjjp800&fromjk=107f831e51763a 4a&attributionid=mobvjcmp

RETAIL AND FOOD SALES REPR	RESENTATIVE
Employer:	Secret Recipe Ltd., Killarney, County Kerry
Requirements include:	* Secret Recipe - a multi award winning food producer in Cork are seeking to recruit a part time sales executive for the Killarney / Tralee area.
	 Some experience in direct sales - within the food sector would be an advantage Have clear spoken and written English Knowledge of greater Cork
	Job Type: Part-time. Expected hours: 20 per week Salary: €13.50-€14.50 per hour
For full details and to apply:	https://ie.indeed.com/cmp/Secret-Recipe-Limited-1? from=mobviewjob&tk=1hn89ji7tj9j2800&fromjk=44d4ebf70d7d5b be&attributionid=mobvjcmp

SALES ASSISTANT	
Employer:	Suits Select, Tralee, County Kerry
Duties include:	 Ensure general store standards and stock replenishment is carried out on a daily basis Commit to achieving Daily Store Targets Passion for customer service and delivering a great experience Job Type: Full-time, Part-time Salary: €12.00 per hour
Requirements include:	 Sales experience in a target driven environment Motivated, with a keen eye for fashion Dynamic selling skills
For full details and to apply:	https://ie.indeed.com/cmp/Paraffin-Store? from=mobviewjob&tk=1hn8a8ugtkcqa800&fromjk=62bca8321259 6b18&attributionid=mobvjcmp

SENIOR RECEPTIONIST		
Employer:	Benners Hotel, Tralee, County Kerry	
Duties include:	 Greeting guests, answering phones and taking bookings, all while maintaining a professional composure throughout these interactions with the guests and the customers 	
	Job Types: Full-time, Part-time	
For full details and to apply:	https://ie.indeed.com/cmp/Kerry-Delicatessen-Ltd.? from=mobviewjob&tk=1hnku20rl2eir001&fromjk=5d0208d542f2af df&attributionid=mobvjcmp	

HEALTHCARE ASSISTANTS	
Employer:	Sonas Nursing Homes, Milltown, County Kerry
Duties include:	 Deliver high-quality, person-centered care, prioritising privacy, dignity, and respect. Promote and practice the ethos of person-centered care. Participate in organizing social outings and in-house activities. Maintain resident areas in a neat, presentable, and hygienic state. Assist during internal and external audits/inspections. Flexibility to work day, night, and weekend shifts.
Requirements include:	 Previous experience in caring for older individuals in a residential care home setting is preferred. Uphold good health and safety procedures consistently. Passionate about delivering exceptional care to older individuals, demonstrating commitment, patience, and a positive outlook.
For full details and to apply:	https://ie.indeed.com/cmp/Sonas-Nursing-Homes? from=mobviewjob&tk=1hn8b4tt1jknl802&fromjk=12d0048de472b 6ee&attributionid=mobvjcmp

BEAUTY & MAKE-UP CONSULT	TANT
Employer:	CH Tralee, County Kerry
Duties include:	 Ensure expert makeovers are offered and applied to customers Ensure skincare diagnoses are provided Carry out facials and any other beauty treatments that may be required Ensure adequate stock levels as well as monitoring tester and sample usage as appropriate Maximise all planned promotional events Encourage and maintain a clean, tidy, hygienic and professional work area, reflecting merchandising standards and guidelines at all times.
	Job Type: Full-time, Fixed term
Requirements include:	 Beauty qualification is essential Demonstrate commercial awareness of competitor activity and the ability to use this to business advantage
For full details and to apply:	https://ie.indeed.com/cmp/Ch-Opticians-1? from=mobviewjob&tk=1hn8bgg2tjrif800&fromjk=24be8495eb6d31 d8&attributionid=mobvjcmp

TRIAGE NURSE				
Employer:	FRS Recruitment, County Kerry			
Duties include:	 FRS Recruitment are seeking a dedicated and compassionate Triage Nurse for our client based in Kerry and Cork. As a Triage Nurse, you will play a crucial role in assessing and prioritizing patient needs, providing timely and accurate medical advice, and ensuring efficient patient flow within the healthcare facility. 			
Requirements include:	 Registered Nurse (RN) with a valid and current nursing pin Previous experience in a triage or emergency nursing role is preferred. Strong assessment and critical thinking skills. Excellent communication and interpersonal skills. Familiarity with electronic health record systems. Ability to work in a fast-paced and high-stress environment. Commitment to providing compassionate and patient-centered care. 			
For full details and to apply:	https://www.irishjobs.ie/job/triage-nurse/frs-recruitment- job102104666			

Employer:	Construction Specialist Recruitment, County Kerry
Duties include:	 Coordinate and supervise construction activities on-site Ensure compliance with safety regulations and quality standards Manage and schedule resources, including materials and equipment Collaborate with engineers, architects, and other stakeholders Provide guidance and support to the construction team
Requirements include:	 Proven experience as a civil foreman in bridge and pier construction projects Strong knowledge of construction methods, materials, and safety protocols Excellent leadership and communication skills Ability to read and interpret blueprints and technical drawings Strong problem-solving and decision-making abilities
For full details and to apply:	https://www.irishjobs.ie/job/civil-foreman/construction-specialist-recruitment-job101950487

For full details and to apply:

SHOWROOM SALES CONSULTANT **Employer:** Tubs & Tiles, Tralee, County Kerry **Duties include:** Respond to sales enquiries either by phone or direct with customers Deliver an excellent standard of customer service for every Produce appropriate quotations in line with customer budgets Ensure all quotations are followed up in a timely manner Monitor customer orders and deliveries Resolve order and delivery issues Adhere to all Company policies and procedures Any other duties as reasonably requested by Management Job Type: Full-time, Permanent Requirements include: Previous experience with direct customer engagement Possess retail sales experience and be passionate about selling A team player with excellent communication and interpersonal skills A high level of organisation skills and computer skills Core ERP system or similar

https://ie.indeed.com/cmp/Heat-Merchants?

9031&attributionid=mobvjcmp

from=mobviewjob&tk=1hn857qm3kcpi803&fromjk=3cf135a82685

RECEPTIONIST/ADMINISTRATION ASSISTANT Perfect Home Windows, Cahersiveen, County Kerry **Employer: Duties include:** Receive inbound calls for our clients - diverting calls or taking messages and forwarding these messages via email & SMS. Promptly and efficiently taking and relaying messages to our clients. To communicate our services and facilities to all clients as required. **Outbound calls Administration Work** Taking payments over the phone Job Types: Full-time, Permanent Salary: €26,410.00-€32,682.82 per year Requirements include: Multi-tasking is a requirement Must be a team player with a strong work ethic Professional manner in all dealings Attention to detail and a willingness to learn For full details and to apply: https://ie.indeed.com/cmp/Perfect-Home-Windows? from=mobviewjob&tk=1hn85fm8rjknf803&fromjk=29181bfd93720

def&attributionid=mobvjcmp

FINANCE CO-OP Astellas Ireland, Killorglin, County Kerry **Employer: Duties include:** Assisting all members of the Accounts Department with month end reporting. Checking invoices to MIS, and posting to the Accounts Package, Sun Accounts. Provide support to all members of the Accounts Department as required Filing and general accounts administration duties Preparation of Management reporting for AICL Management including regular business partnering meetings with functional managers. Annual budgeting & forecasting cycle Ad-hoc analysis & product costing as required Support the execution of local & global projects as required. Other activities as requested by your supervisor **Requirements include:** Minimum requirement: Graduate (to degree level) in Business or Finance Degree. Able to work effectively using own initiative, have good organizational skills. Strong verbal and written communication skills Excellent organisational, interpersonal, and technical writing skills. Ability to work effectively within teams. Acts to support a culture where everything is done to enhance value to patients. Intentional about meeting/exceeding customer expectations. For full details and to apply: https://www.irishjobs.ie/job/finance-co-op/astellas-irelandjob102107525

CLEANER Employer:	Scoil Dar Earca, Valentia Island, County Kerry			
Details include:	 The Board of Management of Scoil Dar Earca, Valentia Island invites applications for the post of Part-time School Cleaner. The post will be approx. 5 hours per week over 2 days. (2 1/2 hours Wednesday and Friday Evenings) Duties will include general Cleaning and Maintenance of the school building. A full list of duties is available on request. Experience in a similar role will be necessary/advantageous. Please include the contact details for two referees with your application. This appointment is subject to current Vetting requirements. 			
For full details and to apply:	Email: office@valentians.org or by post to The Chairperson, Board of Management, Scoil Dar Earca , Ballyhearney , Chapeltown , Valentia Island , Co. Kerry.			

360 MACHINE DRIVER				
Employer:	Hamilton French, Tarbert, County Kerry			
Duties include:	 Safely and efficiently operate a 360-degree excavator machine to perform tasks such as digging, trenching, grading, and loading materials Carry out excavation work to prepare construction sites for various projects, including roadworks, drainage systems, and building foundations Operate the machine in a precise and controlled manner to ensure accurate digging depths and proper placement of materials Perform routine maintenance and inspections on the machine to ensure its optimal performance and report any mechanical issues to the supervisor Adhere to health and safety regulations at all times, including the proper use of personal protective equipment and safe work practices Collaborate with the construction team, including site supervisors and other trades, to ensure efficient project completion Communicate effectively with team members to coordinate work activities and ensure smooth operations on the construction site Maintain accurate records of work performed, including daily activity logs and equipment maintenance records Job Type: Full-time Salary: €20.86 per hour 			
Requirements include:	 Previous experience as a 360 Machine Driver, preferably in a construction environment Valid machine ticket to operate a 360-degree excavator machine In-depth knowledge of operating procedures and safety guidelines for heavy machinery Excellent hand-eye coordination and spatial awareness Effective communication and teamwork skills 			
For full details and to apply:	https://ie.indeed.com/cmp/Hamilton-French? from=mobviewjob&tk=1hnni3o0rkjgj801&fromjk=c844e0442ea4fb cc&attributionid=mobvjcmp			

DIAMOND DRILLING			
Employer:	Building Staff Solutions, County Kerry		
Requirements include:	 2 Years' experience in a similar role 		
	Safe Pass		
	Manual Handling		
	Excellent timekeeping		
For full details and to apply:	https://ie.indeed.com/cmp/Building-Staff-Solutions?		
	from=mobviewjob&tk=1hjs1c253mnb0800&fromjk=2533f80b49c4c		
	526&attributionid=mobvjcmp		

MAINTENANCE MANAGER Employer: St Joseph's Nursing Home, Killorglin, County Kerry **Duties include:** To undertake general maintenance and repairs throughout the home and to ensure that all Health and Safety standards and procedures are implemented. Job Types: Full-time, Permanent Salary: €13.00-€14.50 per hour Requirements include: Have an up-to-date driver's license Ability to establish priorities To be able to work independently and proceed with tasks without supervision Ability to handle recurring problems Effective written communication skills Self-motivated and resourceful with good interpersonal skills Show interest in upgrading skills For full details and to apply: https://ie.indeed.com/cmp/Nazareth-Care-Ireland?

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

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from=mobviewjob&tk=1hnku9s31kcoo802&fromjk=b721eadf0c91d

Job Title	Location	No. of	Closing	Job Ref. No.
		Positions	Date	
Cleaner	Spa GAA Club	1	06/03/2024	CES 2291342
General Operative	Killarney Looking Good	1	11/03/2024	CES 2324665
Contact Siobhán for more info. on 087 3849451				



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.











TUESDAY 5TH MARCH 2PM - 3.30PM ARE YOU LIVING WELL THROUGH YOUR OLDER YEARS?

This is your opportunity to come and join us at

Killarney Library

to meet organisations that can offer you support, services & activities that align with the life you wish to live.































This months
guest speaker
Pharmacist

Kieran O Donnell

(O Sullivans Pharmacy)

2.45pm

The Road Show takes place in a social setting with refreshments on the day at Killarney Library All are welcome



Jobs Sheet Publishing Info.



PARTNERSHIP CLG.

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

And is available from all SKDP offices

01

From our Website

01

Like us on Facebook to receive notification of publication

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

www.southkerry.ie 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 <math>



PARTNERSHIP CLG.





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