

APRIL 5TH 2024

WEEK 14

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



**Head Office**

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Cahersiveen  
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**Killarney**

37A High St.  
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**Killorglin**

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**Kenmare**

21 Henry St.  
Kenmare,  
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SOUTH KERRY DEVELOPMENT  
PARTNERSHIP CLG.



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

## CONSTRUCTION MANAGER

<b>Employer:</b>	Southwest Engineering, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Coordinate production, client delivery and site installation schedules.</li> <li>• Management of site supervisors including assisting with planning and allocating labour resources.</li> <li>• Ensuring required plant and equipment is allocated to each project.</li> <li>• Preparing weekly works schedule for site crews.</li> <li>• Preparation of and ensuring compliance with safety requirements including RAMS, SPAs safe work practices.</li> <li>• Ensuring compliance with company quality procedures and record keeping.</li> <li>• Obtain material quotations, evaluate against budget and complete material requisitions.</li> <li>• Maintenance of site records including materials, plant and labour allocations.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Trade qualification or relevant degree</li> <li>• Proficient in Outlook, Word and Excel</li> <li>• Strong analytical skills</li> <li>• Strong written and verbal communication skills</li> </ul>
<b>For full details and to apply:</b>	<a href="mailto:careers@southwest.ie">Apply with CV to careers@southwest.ie</a>

## INDUSTRIAL CLEANER

<b>Employer:</b>	CB Facilities Management, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Clean designated facility areas—dusting, sweeping, vacuuming and mopping</li> <li>• Maintaining communal areas</li> <li>• Carry out deep cleaning and detailed cleaning tasks.</li> <li>• Notify management of deficiencies or repairs required.</li> <li>• Stock and maintain supply rooms.</li> </ul> <p>Jobs Type: Full-time  Salary: From €13.50 per hour.  Sat's - €20.25 per hr. Sun's (when required) - €27.00 per hour.</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Our ideal candidates will have strong experience in Construction or Industrial cleaning, with a very strong attention to detail and an ability to complete the tasks set out by the onsite supervisor.</li> <li>• Must have a valid Safe Pass and Manual Handling Certificate.</li> <li>• Construction/Industrial Cleaning: 2 years (preferred)</li> <li>• English language (preferred)</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Cb-Facilities-Management?from=mobviewjob&amp;tk=1hq2pio2djts802&amp;fromjk=bb528187caa65f70&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Cb-Facilities-Management?from=mobviewjob&amp;tk=1hq2pio2djts802&amp;fromjk=bb528187caa65f70&amp;attributionid=mobvjcmp</a>

## CLERICAL OFFICER

<b>Employer:</b>	Morgan McKinley, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Efficiently organise and manage schedules, appointments, and meetings for key personnel.</li> <li>• Skillfully handle and prioritise incoming emails, ensuring timely responses and follow-ups.</li> <li>• Maintain a structured and orderly office environment, including desk and workspace organisation.</li> <li>• Establish and manage an effective filing system to ensure easy retrieval of documents when needed.</li> <li>• Assist in various projects by providing administrative support, coordinating tasks, and ensuring project timelines are met.</li> <li>• Facilitate effective communication within the team and with external stakeholders.</li> <li>• Assist in the coordination of tasks, ensuring seamless workflow and timely completion of assignments.</li> </ul>
<b>Requirements include:</b>	<p>Salary: €15–€20 an hour</p> <ul style="list-style-type: none"> <li>• Proven experience in an administrative role, preferably as a Personal Assistant or in a similar capacity.</li> <li>• Strong organisational skills and attention to detail.</li> <li>• Excellent communication and interpersonal skills.</li> <li>• Proficient in MS Office suite (Word, Excel, PowerPoint, Outlook).</li> <li>• Ability to handle multiple tasks and prioritise effectively.</li> <li>• Demonstrated ability to maintain confidentiality and handle sensitive information.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/viewjob?jk=5119e4c6541a578d&amp;tk=1hn3d1to0ica3800&amp;from=serp&amp;vjs=3">https://ie.indeed.com/viewjob?jk=5119e4c6541a578d&amp;tk=1hn3d1to0ica3800&amp;from=serp&amp;vjs=3</a>

## BAR PERSON/FOOD AND BEVERAGE ATTENDANT

<b>Employer:</b>	Gally's Bar and Restaurant, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Greeting customers</li> <li>• Making suggestions based on customer preferences</li> <li>• Keeping the restaurant and behind the bar neat and presentable at all times</li> <li>• Taking payments</li> <li>• Stocking and cleaning requirements</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Adhering to all relevant health and safety rules/regulations &amp; customer service guidelines</li> <li>• Providing a 5 star drinks and food service</li> <li>• 1 year experience (preferably)</li> <li>• Manual handling &amp; food hygiene certificates desirable</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Gally's-Bar-and-Restaurant-1?from=mobviewjob&amp;tk=1hq2ogbd1kjr800&amp;fromjk=6328e22bc3df615d&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Gally's-Bar-and-Restaurant-1?from=mobviewjob&amp;tk=1hq2ogbd1kjr800&amp;fromjk=6328e22bc3df615d&amp;attributionid=mobvjcmp</a>

## STORE COLLEAGUE

<b>Employer:</b>	Woodie's DIY, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Greeting all customers in store, advising customers on products suitable for their home project</li> <li>• Friendly and helpful when interacting with our customers &amp; other colleagues</li> <li>• Merchandising products in-store, ensuring the sales floor is kept clean, tidy and safe for our colleagues and customers</li> <li>• Unloading of stock/deliveries</li> <li>• Checkouts duties including cash handling, assisting customers to their cars and ensuring the customer has everything they need.</li> <li>• Supporting the Horticulturist in the Garden Centre</li> </ul> <p>Starting Salary: €12.90 per hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Passionate about customer service and working with teams in a retail environment</li> <li>• Previous retail or customer service experience would be an advantage</li> <li>• Fluent English required</li> <li>• Availability to work 20 hours per week</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Woodie's-Diy?from=mobviewjob&amp;tk=1hqf85jh7kj8l803&amp;fromjk=9023dd63c37cf449&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Woodie's-Diy?from=mobviewjob&amp;tk=1hqf85jh7kj8l803&amp;fromjk=9023dd63c37cf449&amp;attributionid=mobvjcmp</a>

## CARE ASSISTANT

<b>Employer:</b>	MyHomecare, Tralee, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• QQI Level 5 Modules: Care Skills and Care of the Older Person.</li> <li>• Excellent interpersonal and communication skills in English language written and verbal.</li> <li>• Valid Visa with the right to work in Ireland (if applicable)</li> <li>• If you have no qualifications but have 120 hours of work experience completed, we provide full training and support through our Care Academy.</li> <li>• Willingness to undergo Garda vetting provided through MyHomecare.</li> <li>• Full Driving License</li> </ul> <p>Job Type: Full-time, Part-time Salary: From €14.00 per hour</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Service-Recruitment?from=mobviewjob&amp;tk=1hqf8knju2h5b006&amp;fromjk=522028e43642c4c4&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Service-Recruitment?from=mobviewjob&amp;tk=1hqf8knju2h5b006&amp;fromjk=522028e43642c4c4&amp;attributionid=mobvjcmp</a>

## AQUATICS ASSISTANT

<b>Employer:</b>	Maxi Zoo Ireland, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Feeding, caring and housing of the livestock according to the respective requirements and needs of the different species/ breeds.</li> <li>• Cleaning of the tanks and aquatic systems which will be carried out in line with all applicable guidelines, regulations and hygiene management.</li> <li>• Responsible for the acceptance of livestock upon delivery including health checks, proper accommodation and documentation in accordance with the legal and company guidelines and regulations.</li> <li>• The successful candidate will be working between the aquatics area, sales floor (including merchandising &amp; pricing) and cash desk.</li> </ul> <p>Job type: Part-time, Permanent Salary: €14.00 per hr</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Previous fish keeping experience</li> <li>• Knowledge of aquatic system</li> <li>• Flexibility to work across the week and need to be available to work mornings, evenings, weekends and national public holidays (Christmas period included).</li> <li>• Strong communication skills and open behaviour towards customers</li> <li>• Friendly and personable demeanour</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.rezoo.com/job/63103/">https://www.rezoo.com/job/63103/</a>

## TOUR GROUP RESERVATIONS AGENT

<b>Employer:</b>	Rose Hotel, Tralee, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• We are currently looking for a Tour Group Reservations Agent for maternity cover (at least 6 months) to work as part our Front of House team and who has a passion for the hotel industry and delivering a high standard of service.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Must have a minimum of 2 years experience in a similar role</li> <li>• To be able to work in a fast paced, busy office environment</li> <li>• Possess excellent telephone and email communication skills</li> <li>• Have excellent written and spoken English</li> <li>• Enjoy working as part of a team</li> <li>• Be passionate about customer care</li> <li>• Must be able to work flexible working hours if required</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.monster.ie/jobs/l-kerry?page=5">https://www.monster.ie/jobs/l-kerry?page=5</a>

## FOOD & BEVERAGE SUPERVISOR

<b>Employer:</b>	Muckross Park Hotel, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Ensures that guests receives quality service by providing work direction for the team</li> <li>• Supervises employees, verifying that their workstations are stocked neat and orderly</li> <li>• Ensures that the dining room is ready for guests by checking overall condition of restaurant regularly</li> <li>• Ensures that restaurant premises is in neat and orderly condition at all times</li> <li>• Provides guests with quality service by monitoring staff assignments and responsiveness</li> <li>• Performs all service duties of the bar</li> <li>• Greets and seats guests and makes sure that they receive prompt, courteous and efficient service</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• At least 2 years' experience in a similar role</li> <li>• Experience working in high volume operations is a distinct advantage</li> <li>• Must have excellent knowledge of HACCP</li> <li>• Understanding of F&amp;B department procedures</li> <li>• Must be flexible within the role</li> <li>• Good communication skills (verbal, listening, writing)</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.monster.ie/jobs/l-kerry?page=3">https://www.monster.ie/jobs/l-kerry?page=3</a>

## HGV / RIGID DRIVER

<b>Employer:</b>	FRS Recruitment, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• We are seeking a HGV / Rigid Driver for a Tralee based business. The company has a modern fleet of vehicles and are seeking experienced Drivers</li> <li>• This is mostly a Monday to Friday role</li> <li>• The HGV Driver starts at 6 am and the Rigid Driver from 7 am</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Minimum 1 years experience as a HGV / Rigid Driver.</li> <li>• Must be over 21 years old and hold a current endorsement free licence and digital tachograph card.</li> <li>• CPC Certificated</li> <li>• Motivated team player with a strong sense of commitment to the team</li> <li>• Ability to understand and carry out instructions via written or verbal communication.</li> <li>• Good personal presentation required as you will be dealing with our customers.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.monster.ie/jobs/l-kerry?page=4">https://www.monster.ie/jobs/l-kerry?page=4</a>

## CLEANING OPERATIVE

<b>Employer:</b>	Bidvest Noonan, Dingle, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Duties to include vacuuming, dusting and cleaning, wiping surface areas and making sure all areas are neat and tidy</li> <li>• Performing general sweeping, scrubbing and mopping</li> <li>• Disposing of rubbish from bins and containers</li> <li>• Polishing if necessary</li> <li>• Scrubbing sinks, basins and toilets in bathrooms</li> <li>• Cleaning windows, glass surfaces as required</li> </ul> <p>Job Type: Part-time, Fixed term</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Comfortable working alone and as part of a team</li> <li>• Ability to prioritise and manage an ever-changing workload</li> <li>• Cleaning experience would be preferred however full training will be provided</li> <li>• Hold a Valid Visa to work in Ireland</li> <li>• A good understanding of English, both written and spoken</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Bidvest-Noonan?from=mobviewjob&amp;tk=1hqf8srb4lgap800&amp;fromjk=5f7cf729f5c2e469&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Bidvest-Noonan?from=mobviewjob&amp;tk=1hqf8srb4lgap800&amp;fromjk=5f7cf729f5c2e469&amp;attributionid=mobvjcmp</a>

## BAR TENDER

<b>Employer:</b>	Sheen Falls Lodge, Kenmare, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Beverages Service to the Sheen Lounge, Restaurant Lounge, Library, Drawing Room Bar &amp; Brasserie as scheduled.</li> <li>• Preparation of beverages for the Falls Restaurant.</li> <li>• Maintaining cleanliness and hygiene in compliance with HACCP and hotel standards.</li> <li>• Friendly &amp; efficient operation of service.</li> <li>• Opening and closing procedure follow through and balance off of micros.</li> </ul> <p>This is a full-time 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>• Knowledge and experience in beverage and cocktail making</li> <li>• Bar and food service experience with an eye for detail</li> <li>• Ability to show a positive attitude towards guests and colleagues at all times.</li> <li>• Be self-motivated, being able to work alone with good personal organization.</li> <li>• Excellent interpersonal skills.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.monster.ie/jobs/l-kerry?page=3">https://www.monster.ie/jobs/l-kerry?page=3</a>



## EVENING PUBLIC AREA ASSISTANT

<b>Employer:</b>	The Rose Hotel, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Service the allocated number of departure and stayover bedrooms as instructed on a daily basis</li> <li>• Report any maintenance issues in bedrooms and public areas immediately</li> <li>• Ensure that the turndown service is done on a daily basis for the required rooms</li> <li>• Clean all allocated public areas of the hotel, toilets, employee locker rooms etc</li> <li>• Keep all pantries clean and tidy and free from all hazards</li> <li>• Ensure that linen is stored correctly and safely</li> <li>• Follow instructions as per the Manager/Supervisor</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Previous experience either as an Accommodation Assistant or in Public Area Cleaning is essential</li> <li>• Should be able to work from 2.30pm daily and be available weekends and public holidays</li> <li>• Have excellent communication skills - fluent in English</li> <li>• Must be a team player and assist colleagues</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.monster.ie/jobs/l-kerry?page=2">https://www.monster.ie/jobs/l-kerry?page=2</a>

## MEDICAL ADMINISTRATOR

<b>Employer:</b>	Alliance Medical, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Confirming &amp; scheduling radiology appointments</li> <li>• Updating systems, acting as a first point of contact to patients, providing excellent customer service at all times</li> </ul> <p>Job Type: Full-time, Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Previous Administration experience</li> <li>• Excellent Communication Skills and Time Management</li> <li>• Attention to Detail</li> <li>• Ability to work on own initiative</li> <li>• Positive, helpful and cheerful attitude</li> <li>• An enthusiastic and caring nature</li> <li>• Literacy in MS Office XP is a prerequisite</li> <li>• Ability to work in a challenging environment with changing priorities</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Alliance-Medical?from=mobviewjob&amp;tk=1hqfmu5oqmn8j800&amp;fromjk=07c19fabd51b5f8a&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Alliance-Medical?from=mobviewjob&amp;tk=1hqfmu5oqmn8j800&amp;fromjk=07c19fabd51b5f8a&amp;attributionid=mobvjcmp</a>



## SUPPORT WORKER X2

<b>Employer:</b>	Kerry Parents and Friends, Valentia Residential Service, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Planning and setting goals with the person to assist them in meeting their personal, social, recreational, academic, independent living, community integration, training and supported employment needs.</li> <li>• Enable the people we support realise their goals and achieve their identified priorities. You will also provide support and act as an advocate for participation and inclusion in the community on behalf of the people we support.</li> <li>• Valentia residential service has 5 male residents. The successful candidates, while working as part of a team and complying with HIQA standards, will be required to support with personal care, cooking, cleaning duties, administering medication and record keeping.</li> </ul> <p>Job Type: Permanent, Part-Time (19.5 hours per week)</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• QQI Level 5 in Healthcare Support. Equivalent qualifications to Healthcare support will be considered, with a minimum of 1 years relevant experience working with Adults with an Intellectual Disability.</li> <li>• Applications will also be considered from candidates who have successfully completed at least 1 year of their Nursing or Social Care degree.</li> <li>• Experience of working in a care delivery capacity, preferably within a disability service.</li> <li>• A full drivers licence is desirable.</li> <li>• Where applicable, applicants must hold a valid Irish work permit.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.rezoo.com/job/51812/">https://www.rezoo.com/job/51812/</a>

## GENERAL OPERATIVE

<b>Employer:</b>	Scully Trailers Ltd., Killorglin, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Shot blasting, priming, painting and final assembly of bale trailers and bale handlers.</li> <li>• Operating band saw</li> <li>• Radial arm drilling</li> <li>• Lathe work</li> <li>• Press brake and Guillotine work</li> <li>• General labouring throughout the workshop</li> </ul> <p>Job Type: Part-time Salary: From €12.70 per hour. Expected hours: 30 – 40 per week</p>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Scully-Trailers-Limited?from=mobviewjob&amp;tk=1hqflq139lgb1800&amp;fromjk=c17d07824c562f33&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Scully-Trailers-Limited?from=mobviewjob&amp;tk=1hqflq139lgb1800&amp;fromjk=c17d07824c562f33&amp;attributionid=mobvjcmp</a>

## CAFÉ 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 café manager is to take accountability for the café, ensuring the delivery of exceptional customer care and operational standards to maximise sales and profitability whilst maintaining costs.</li> </ul>
<b>Requirements include:</b>	<p>Job Type: Full-time, Permanent</p> <ul style="list-style-type: none"> <li>An advanced level of English is required and a professional and polite manner is essential</li> <li>Experience working in a managerial or supervisory role in the catering sector.</li> <li>Experienced and trained on HACCP management systems.</li> <li>Excellent communication and interpersonal skills with a strong desire to work with food.</li> <li>Flexible with the ability to work closely with the Store Management team and restaurant staff.</li> <li>Organised and reliable individual with excellent attention to detail and the ability to multi-task.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.irishjobs.ie/job/cafe-manager/dunnes-stores-job102327871">https://www.irishjobs.ie/job/cafe-manager/dunnes-stores-job102327871</a>

## FRONT DESK RECEPTIONIST

<b>Employer:</b>	Killarney Plaza Hotel, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Manage all reception duties, working as part of the wider Front Office Team.</li> <li>Ensure the guests are completely satisfied through the prompt handling of guest queries in a friendly and efficient manner.</li> <li>Anticipate guest's needs and ensure that service is provided to the level they require and beyond their expectations.</li> <li>Answer the switchboard and hotel telephone as per the company standard of service.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Previous experience in a similar role is an advantage.</li> <li>A team player with the ability to multi-task in a fast-paced environment.</li> <li>Detail orientated, with the desire to progress within the luxury hospitality market.</li> <li>Must possess excellent communication and interpersonal skills.</li> <li>A knowledge of the Hotsoft operating system would be an advantage but is not essential.</li> <li>Fluent English language skills are essential.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.monster.ie/jobs/l-kerry?page=2">https://www.monster.ie/jobs/l-kerry?page=2</a>

## KITCHEN MANUFACTURING DETAILER / TECHNICIAN

<b>Employer:</b>	Leane's Kitchen & Manufacturing Ltd., Killarney, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>• This role is a production office &amp; floor-based position ensuring products are manufactured to the customers' expectations utilising modern CNC machinery and our experienced cabinet makers.</li> <li>• The suitable candidate will be responsible for the transfer of all information from drawings to machine files to the factory floor and creating lists or detailed drawings for bespoke items.</li> <li>• The training and use of CNC machinery will be provided to ensure projects are completed as per the customers' requirements.</li> <li>• Catalogue bespoke products and associated cutting lists and CNC files, liaise with onsite installers to ensure completion of customers projects.</li> </ul> <p>Job Type: Full-time Salary: From €29,000.00 per year (DOE)</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• The suitable candidate will have an excellent understanding of the kitchen trade, be able to create a bill of materials from a sales drawing, liaising with purchasing to ensure all items are in stock at production date and creating machine files to transfer to manufacturing software such as Magi-cut.</li> <li>• A minimum 2 years experience of AutoCAD will be required for finer details on production drawings and transferring of DXF files to CNC machinery.</li> <li>• Be proficient in MS Office, Excel, Word and Outlook 365</li> <li>• Have an excellent attention to detail</li> <li>• Excellent communication skills both written &amp; verbal</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Leane's-Kitchen-&amp;Manufacturing-Ltd?from=mobviewjob&amp;tk=1hqf27sl3jtv3802&amp;fromjk=21485f35667f061a&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Leane's-Kitchen-&amp;Manufacturing-Ltd?from=mobviewjob&amp;tk=1hqf27sl3jtv3802&amp;fromjk=21485f35667f061a&amp;attributionid=mobvjcmp</a>

## CLEANING ASSISTANT

<b>Employer:</b>	The Range, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Sanitary cleaning, floor polishing, vacuuming and dusting.</li> </ul> <p>Job Type: Part-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Previous cleaning experience is NOT essential.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/The-Range?from=mobviewjob&amp;tk=1hqf9pl60mn9v800&amp;fromjk=855ed845c573a96c&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/The-Range?from=mobviewjob&amp;tk=1hqf9pl60mn9v800&amp;fromjk=855ed845c573a96c&amp;attributionid=mobvjcmp</a>

**OFFICE ADMINISTRATOR/BOOKKEEPER**

<b>Employer:</b>	FRS Recruitment, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Support bookkeeping procedures</li> <li>• Generate and process invoices, ensuring accuracy and compliance.</li> <li>• Data entry, creating spreadsheets and filing.</li> <li>• Capturing, recording, and updating customer details in the database.</li> <li>• Handle general administration duties as needed, including ordering/scheduling materials for jobs and office organisation.</li> <li>• Prepare Health &amp; Safety documentation.</li> <li>• Assist senior management in specific project-related tasks.</li> </ul> <p>Job Type: Full-time, Permanent Salary: €30,000–€35,000 Per Year</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Relevant Administration/Bookkeeper experience is essential</li> <li>• Proficiency in Microsoft Office/Excel.</li> <li>• Good analytical and communication skills</li> <li>• Strong attention to detail and organisational skills.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.monster.ie/jobs/l-kerry?page=2">https://www.monster.ie/jobs/l-kerry?page=2</a>

**LIFEGUARD**

<b>Employer:</b>	Killarney Plaza Hotel & Spa and Killarney Towers Hotel, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Provide the Plaza Hotel &amp; Spa and the Killarney Towers Hotels customers with a friendly, safe and positive experience while using the leisure centres.</li> <li>• Maintain a high standard of customer service at all times.</li> <li>• Carry out leisure attendant duties on-site including lifeguarding the pool area.</li> <li>• Maintain high standards of supervision while performing lifeguard duties as required by the Pool Supervisor.</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• The successful candidate must have the NPLQ or the RLSS qualification or equivalent.</li> <li>• Be flexible regarding your availability, the ability to work mid-week and weekends is required.</li> <li>• Good communication skills and fluency in the English language is essential.</li> <li>• Work as part of a team and be enthusiastic, hardworking and self-driven.</li> <li>• Uphold high standards of pool cleanliness and hygiene.</li> <li>• Have previous experience working as a Lifeguard or attendant, ideally in the Hospitality industry.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://www.monster.ie/jobs/l-kerry?page=2">https://www.monster.ie/jobs/l-kerry?page=2</a>

**EXTERNAL CLEANING OPERATIVE**

<b>Employer:</b>	O'Sullivan Cleaning and Restoration Service Ltd, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Window cleaning, pressure washing and roof cleaning to service our large volume of domestic, commercial and industrial clients.</li> </ul> <p>Job Type: Full-time, Permanent Salary: From €28,392.00 per year</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Full clean standard drivers licence essential and commercial van driving experience would be beneficial</li> <li>The ideal person will have experience with working at heights.</li> </ul>
<b>For full details and to apply:</b>	<p><a href="https://ie.indeed.com/cmp/O'sullivan-Cleaning-and-Restoration-Service-Ltd?from=mobviewjob&amp;tk=1hqfhksdlg9a802&amp;fromjk=3c4a3f2500f79442&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/O'sullivan-Cleaning-and-Restoration-Service-Ltd?from=mobviewjob&amp;tk=1hqfhksdlg9a802&amp;fromjk=3c4a3f2500f79442&amp;attributionid=mobvjcmp</a></p>

**OFFICE ADMINISTRATOR / ACCOUNTS ADMIN**

<b>Employer:</b>	Energywise Ireland, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>Screen Incoming calls, transfer and take messages where necessary</li> <li>Responsibility for incoming post (letters, packages etc.)</li> <li>Responsibility for courier bookings</li> <li>Support book keeping procedures</li> <li>Data entry</li> <li>Debt collection</li> <li>Track stocks of office supplies and place orders when necessary</li> <li>Assist colleagues whenever necessary</li> <li>Other general administration duties</li> </ul> <p>Job Type: Full-time, Part-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>Good planning &amp; organisation skills</li> <li>Effective &amp; clear communicator</li> <li>Motivated &amp; driven to succeed</li> <li>Attention to detail</li> <li>Ability to identify opportunities to develop business</li> <li>Good interpersonal skills</li> <li>Good IT skills in MS Office, Excel</li> </ul>
<b>For full details and to apply:</b>	<p><a href="https://ie.indeed.com/cmp/Energywise-Ireland-2?from=mobviewjob&amp;tk=1hqfld46r2h5e003&amp;fromjk=6ba0d740c7025ee4&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Energywise-Ireland-2?from=mobviewjob&amp;tk=1hqfld46r2h5e003&amp;fromjk=6ba0d740c7025ee4&amp;attributionid=mobvjcmp</a></p>

## WAREHOUSE GENERAL OPERATIVE

<b>Employer:</b>	Fastway, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Sort Freight by location</li> <li>• Ensure all freight handled is scanned</li> <li>• Lift and shift all materials where required</li> <li>• Assist existing warehouse team where needed</li> <li>• Checking for damaged parcels</li> <li>• Responsible for general warehouse duties</li> <li>• Responsible to maintain accuracy throughout all processes</li> </ul> <p>Hours: Night - 1am to 10am            Job Type: Full-time, Permanent            Salary: €13.75 per hour            The successful candidate will be based in our Tralee Depot</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Will have worked within a logistics/warehouse business previously.</li> <li>• A successful track record working as a strong team member</li> <li>• Fluency in English is essential both written and verbal</li> <li>• Can-do attitude in day-to-day tasks</li> <li>• Good communicator</li> <li>• Strong attention to detail</li> <li>• Be self-motivated</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Fastway-6?from=mobviewjob&amp;tk=1hqf338momna8800&amp;fromjk=7b32d93a44f55432&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Fastway-6?from=mobviewjob&amp;tk=1hqf338momna8800&amp;fromjk=7b32d93a44f55432&amp;attributionid=mobvjcmp</a>

## RETAIL ASSISTANTS

<b>Employer:</b>	AVOCA, Kenmare, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• A high standard of customer service is required for the role, including assisting customers in person, via phone etc</li> <li>• Till use – scanning items and taking payments, managing queues in a timely manner</li> <li>• Good food/retail product knowledge</li> <li>• Opening and closing duties as outlined by your line manager</li> </ul> <p>Job Type: Full-time, Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Cleanliness/organisation is essential in this role</li> <li>• Experience working in a physically demanding environment</li> <li>• Excellent timekeeping is a key requirement</li> <li>• Effective teamwork and communication skills is essential</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Avoca-5?from=mobviewjob&amp;tk=1hqfi3bp4kjgv801&amp;fromjk=2716c7af954be6eb&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Avoca-5?from=mobviewjob&amp;tk=1hqfi3bp4kjgv801&amp;fromjk=2716c7af954be6eb&amp;attributionid=mobvjcmp</a>

**DELIVERY DRIVER**

<b>Employer:</b>	Dpd Kerry, Farranfore, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Transport packages to and from destinations</li> <li>• Arrive at destinations on schedule</li> <li>• Fulfill administrative needs, like office pickups</li> <li>• Research and plan for traffic, construction and weather delays</li> <li>• Use navigation applications to determine the best route</li> <li>• Interact with clients professionally at all times</li> <li>• Ensure that the vehicle is always fuelled and ready for use</li> <li>• Arrange for vehicle repairs as needed</li> <li>• Keep mileage records and repair records up-to-date</li> </ul> <p>Contract length: 12 months Salary: From €30,000.00 per year Job Type: Full-time, Part-time, Temporary, Contract, Permanent</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• A valid driver's license and at least one year of driving experience to perform the job safely</li> <li>• Excellent navigation skills and proficiency in using navigation applications to find delivery locations</li> <li>• Time management and organizational skills to keep track of deliveries and stay on schedule</li> <li>• Exceptional communication and interpersonal skills to interact with clients</li> <li>• Physical stamina and good upper body strength to lift heavy packages and objects, as well as be able to load and unload them from their vehicle</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Dpd-Kerry?from=mobviewjob&amp;tk=1hqf7csgsmna984t&amp;fromjk=926a94a37edb3924&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Dpd-Kerry?from=mobviewjob&amp;tk=1hqf7csgsmna984t&amp;fromjk=926a94a37edb3924&amp;attributionid=mobvjcmp</a>

**WAREHOUSE OPERATIVE**

<b>Employer:</b>	Doonshean Imagings Ltd / World of Wonder, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Accurate sorting of parcels, unloading and loading duties in a busy warehouse.</li> </ul> <p>Job Type: Part-time Salary: From €12.70 per hour. Expected hours: 15 – 20 per week</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Manual work experience - the position involves physical work</li> <li>• Strong attention to detail</li> <li>• Reliable and hard-working</li> <li>• Team player</li> <li>• Own transport required</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/jobs?q=&amp;l=county+kerry&amp;start=10&amp;vjk=989ff666bd0dba48">https://ie.indeed.com/jobs?q=&amp;l=county+kerry&amp;start=10&amp;vjk=989ff666bd0dba48</a>



## SECURITY OFFICERS

<b>Employer:</b>	G4S Secure Solutions IE, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Greeting, assisting and directing members of the public visiting the premises as well as liaising with the client</li> <li>• Report writing</li> <li>• Ensuring the safety and security of our clients' buildings and assets</li> <li>• The ability to carry out security duties as specified, including patrols, monitoring CCTV, access control etc</li> </ul>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Current Valid PSA (Static Security) license</li> <li>• Safepass desirable</li> <li>• Good knowledge of IT</li> <li>• Proficient in MS packages</li> <li>• Fluent English essential</li> <li>• Must be fully flexible and available to work days, evenings and weekends</li> <li>• 5 years of verifiable work and personal history</li> <li>• Basic computer skills are necessary</li> <li>• Excellent written and attention to detail skills are essential</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/G4s?from=mobviewjob&amp;tk=1hq2p1aftkjhg801&amp;fromjk=a89a78058d80258a&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/G4s?from=mobviewjob&amp;tk=1hq2p1aftkjhg801&amp;fromjk=a89a78058d80258a&amp;attributionid=mobvjcmp</a>

## STOREROOM ASSISTANT

<b>Employer:</b>	Kennellys Pharmacy, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Responsible for receiving, storing, organising and managing inventory within the store room.</li> <li>• Ensure that the store room is clean, well-organised and properly managed for easy storage and retrieval of items.</li> <li>• Perform minor maintenance tasks.</li> <li>• This role may involve lifting, carrying and moving items, so the ability to perform manual tasks is important.</li> </ul> <p>Job Type: Part-time, Permanent Expected hours: 15 – 20 per week</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Dependability and a strong work ethic is essential.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Haven-Pharmacy-Kennellys-1?from=mobviewjob&amp;tk=1hqf7m17p2qte004&amp;fromjk=2e9b8dd6dca5e4fa&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Haven-Pharmacy-Kennellys-1?from=mobviewjob&amp;tk=1hqf7m17p2qte004&amp;fromjk=2e9b8dd6dca5e4fa&amp;attributionid=mobvjcmp</a>

## HEAD HOUSEKEEPER/ ACCOMMODATION MANAGER

<b>Employer:</b>	Eviston House Hotel, Killarney, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Ensure the highest standards of cleanliness in all areas of the hotel</li> <li>• Conduct rigorous checking system and ensure the team is fully trained in all aspects of the housekeeping department</li> <li>• Liaise with the front office to coordinate the allocation of accommodation</li> <li>• Liaise with all other departments if and when required</li> <li>• Manage staff rotas and supervisory cover</li> <li>• Coordinate and arrange laundry and linen supplies</li> <li>• Manage hotel lost property as per company policy</li> <li>• Carry out duty management shifts as required</li> <li>• Planning and Organising</li> </ul> <p>Job Type: Full-time</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Ensure all team members attend training as required</li> <li>• Ensure strict housekeeping SOPs are in place</li> <li>• Control and analyse departmental costs continuously and implement corrective actions as required</li> <li>• Ensure adequate checklists and records are in place</li> <li>• Ensure all working materials/equipment, areas and signage are maintained in good condition.</li> <li>• All faulty/damaged equipment and health and safety concerns are immediately reported.</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Brook-Lodge-Boutique-4-Star-Hotel?from=mobviewjob&amp;tk=1hqf3p3semnab800&amp;fromjk=d3e576d07fb7f657&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Brook-Lodge-Boutique-4-Star-Hotel?from=mobviewjob&amp;tk=1hqf3p3semnab800&amp;fromjk=d3e576d07fb7f657&amp;attributionid=mobvjcmp</a>

## RESTAURANT SUPERVISOR

<b>Employer:</b>	Sethu Catering Ltd., Killorglin, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Managing the restaurant including ordering supplies, serving, hosting, cleaning and ensuring prompt and friendly customer service.</li> </ul> <p>Job Type: Permanent Salary: €14.00-€14.50 per hour Expected hours: 30 – 32 per week</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Weekend availability</li> <li>• Hospitality Management: 2 years</li> <li>• Restaurant: 2 years experience (preferred)</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Sethu-Catering-Limited-1?from=mobviewjob&amp;tk=1hqf6vkprjrj6801&amp;fromjk=fc1a5a19bf1d67ff&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Sethu-Catering-Limited-1?from=mobviewjob&amp;tk=1hqf6vkprjrj6801&amp;fromjk=fc1a5a19bf1d67ff&amp;attributionid=mobvjcmp</a>

## FLEET GENERAL OPERATIVE

<b>Employer:</b>	TLI Group Ltd., County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• General help within the fleet and stores department. Needs to be flexible helping out where required.</li> <li>• Delivery of vehicle, materials and equipment to site.</li> <li>• Inspect and maintain vehicle supplies and equipment, oil, water, tires, lights and brakes in line with vehicle condition checks in order to ensure that vehicles are in proper working condition.</li> <li>• Obey traffic laws and follow established traffic and transportation procedures.</li> <li>• Report any mechanical problems encountered with the vehicles.</li> <li>• Use and maintain the tools and equipment found on vehicles, such as pull lifts, slings, cranes, etc.</li> <li>• Stay overnight in the locations as and when required based on operational requirements.</li> <li>• Load and unload all vehicles safely.</li> <li>• Promoting TLI safety processes and procedures by promoting the wearing of relevant PPE.</li> <li>• Any other reasonable work related tasks.</li> </ul>
<b>Requirements include:</b>	<p>Job Type: Full-Time</p> <ul style="list-style-type: none"> <li>• Full Clean Driving Licence, Class B, B+E,C &amp; C+E all necessary</li> <li>• Knowledge of Road Licensing laws</li> <li>• Basic numeracy and literacy skills</li> <li>• Good written and verbal communications skills and have excellent interpersonal skills</li> <li>• Ability to work with minimum supervision and to work within a team</li> </ul>
<b>For full details and to apply:</b>	<p><a href="https://ie.indeed.com/cmp/Tli-Group-3?from=mobviewjob&amp;tk=1hqf2l1h6mn9d803&amp;fromjk=5f44671b706a8fba&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Tli-Group-3?from=mobviewjob&amp;tk=1hqf2l1h6mn9d803&amp;fromjk=5f44671b706a8fba&amp;attributionid=mobvjcmp</a></p>

## KITCHEN PORTER/WASH UP STAFF

<b>Employer:</b>	Kirby's Brogue Inn, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Wash-up, kitchen porter and general kitchen duties</li> </ul> <p>Job Type: Full-time, Part-time Salary: From €12.70 per hour</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• The position requires a minimum of 1 years experience and you must be available for flexible hours including weekend work.</li> </ul>
<b>For full details and to apply:</b>	<p><a href="https://ie.indeed.com/cmp/Knockbrack-Catering-Ltd.?from=mobviewjob&amp;tk=1hqf3fvublg8v804&amp;fromjk=20abbecebe3d3a9e6&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Knockbrack-Catering-Ltd.?from=mobviewjob&amp;tk=1hqf3fvublg8v804&amp;fromjk=20abbecebe3d3a9e6&amp;attributionid=mobvjcmp</a></p>

## SELF ERECT CRANE OPERATOR

<b>Employer:</b>	O'Neill & Brennan IE, Tralee, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>We currently have an opportunity for a full-time Self Erect Crane Operator for a short-term project in the Tralee area</li> <li>Job Type: Full-time, Part-time</li> <li>Salary: €20.86 per hour</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/jobs?q=full+time&amp;l=county+kerry&amp;fromage=1&amp;vjk=b1d92fc72b56ad4c&amp;advn=7949861723255515">https://ie.indeed.com/jobs?q=full+time&amp;l=county+kerry&amp;fromage=1&amp;vjk=b1d92fc72b56ad4c&amp;advn=7949861723255515</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>
	Job Type: Full-time Salary: €26,000–€35,000 a year
<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=1hq2i9428jv6a80f&amp;fromjk=0b2fcabdbc6722a4&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Phonewatch?from=mobviewjob&amp;tk=1hq2i9428jv6a80f&amp;fromjk=0b2fcabdbc6722a4&amp;attributionid=mobvjcmp</a>

## GENERAL OPERATIVES

<b>Employer:</b>	Allbrite Engineering, Tralee, County Kerry
<b>Details include:</b>	<ul style="list-style-type: none"> <li>General Operatives are required for a stainless steel manufacturing company in the outer Tralee area.</li> <li>No experience required, but use of a measuring tape is essential</li> <li>Duties to include assisting around our busy workshop.</li> <li>The successful candidate will be trained on cutting edge machinery to become a fabricator, career progression in the area of sheet metalwork is a distinct possibility with a view to an apprenticeship.</li> <li>Job Type: Full-time</li> <li>Salary: From €11.00 per hour</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Allbrite-Engineering?from=mobviewjob&amp;tk=1hpvkrpc9ien6800&amp;fromjk=529ea33151e9da90&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Allbrite-Engineering?from=mobviewjob&amp;tk=1hpvkrpc9ien6800&amp;fromjk=529ea33151e9da90&amp;attributionid=mobvjcmp</a>

**CABINET MAKER / KITCHEN FITTER**

<b>Employer:</b>	McGriffin Scientific Ltd, T/A Labworks, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Selecting the appropriate materials, fittings, and tools for each task.</li> <li>• Cutting materials down to size, as needed.</li> <li>• Planning an effective approach to work to ensure that each project is completed on time.</li> <li>• Creating standard and custom components of cabinets.</li> <li>• Gathering the elements of each cabinet and assembling the final product.</li> <li>• Applying sealant when necessary.</li> <li>• Inspecting each completed item to ensure that it has been constructed accurately and that the necessary finishes have been applied.</li> <li>• Repairing elements of cabinets and that have been sent in for servicing.</li> <li>• Wearing appropriate PPE and taking necessary precautions to remain safe.</li> <li>• Advising on appropriate care for finished products upon request.</li> </ul> <p>Job Type: Full-time Salary: €30,000.00-€40,000.00 per year</p>
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Completed a training program or apprenticeship in this area.</li> <li>• The ability to visualise spaces to create appropriate furniture.</li> <li>• Good arithmetic skills.</li> <li>• Excellent team player with our customer as our priority at all times.</li> <li>• Ability to read technical drawings to produce specific designed products.</li> <li>• Willing to travel</li> </ul>
<b>For full details and to apply:</b>	<a href="https://ie.indeed.com/cmp/Mcgriffin-Scientific-Ltd,-T-A-Labworks?from=mobviewjob&amp;tk=1hq2o5injkcr804&amp;fromjk=1666bdd3dc0a5309&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Mcgriffin-Scientific-Ltd,-T-A-Labworks?from=mobviewjob&amp;tk=1hq2o5injkcr804&amp;fromjk=1666bdd3dc0a5309&amp;attributionid=mobvjcmp</a>

**SENIOR RECEPTIONIST**

<b>Employer:</b>	Benners Hotel, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Greeting guests, answering phones and taking bookings, all while maintaining a professional composure throughout these interactions with the guests and the customers</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/Kerry-Delicatessen-Ltd.?from=mobviewjob&amp;tk=1hnku20rl2eir001&amp;fromjk=5d0208d542f2afdf&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/Kerry-Delicatessen-Ltd.?from=mobviewjob&amp;tk=1hnku20rl2eir001&amp;fromjk=5d0208d542f2afdf&amp;attributionid=mobvjcmp</a>

## CLERK OF WORKS (BUILDING INSPECTOR)

<b>Employer:</b>	O'Neill & Brennan, Tralee, County Kerry
<b>Duties include:</b>	<ul style="list-style-type: none"> <li>• Supervising the construction and repair of dwellings, civic buildings and public realm projects</li> <li>• Inspection of works of building construction, development, and ancillary civil engineering works</li> <li>• Carrying out building surveys and audits</li> <li>• Working as part of a team, often working with Consultants on behalf of the Client</li> <li>• Inspecting and reporting on the condition of structures, specifying repairs, renewals or rebuilding</li> <li>• Carrying out inspection as directed with a view to ascertaining the existence of dangerous structures/buildings/places or those likely to become dangerous including all the required legal processes and supervision of works as necessary.</li> </ul>
<b>Requirements include:</b>	<p>Job Type: Salary: €35,000–€50,000 a year</p> <ul style="list-style-type: none"> <li>• Degree in Engineering or Architecture.</li> <li>• Be a member of the Institute of Clerk of Works in Ireland or possess a full course.</li> <li>• Certificate in building issued by the Technical Instruction Branch of the Department of Education</li> <li>• Good knowledge of civil engineering works or of building construction.</li> <li>• Good communication and writing skills (reports writing, keeping works records, measuring, and recording all variations from contract and reading drawings.</li> <li>• Satisfactory knowledge of the surveying, levelling, and setting out of works.</li> <li>• Good computer skills</li> <li>• Hold a full driving licence (Category B)</li> </ul>
<b>For full details and to apply:</b>	<p><a href="https://ie.indeed.com/cmp/O'neill-&amp;-Brennan?from=mobviewjob&amp;tk=1hqf1iasalgbh802&amp;fromjk=25f89c479f1e8da4&amp;attributionid=mobvjcmp">https://ie.indeed.com/cmp/O'neill-&amp;-Brennan?from=mobviewjob&amp;tk=1hqf1iasalgbh802&amp;fromjk=25f89c479f1e8da4&amp;attributionid=mobvjcmp</a></p>

## CEILING AND PARTITION FIXERS & APPRENTICE CARPENTER

<b>Employer:</b>	KC Construction & Fitouts, County Kerry
<b>Requirements include:</b>	<ul style="list-style-type: none"> <li>• Experienced Ceiling and Partition Fixers are sought for Killarney</li> <li>• We also have a position for an Apprentice Carpenter</li> <li>• Safe pass</li> <li>• Manual handling</li> <li>• Transport and tools are essential.</li> </ul>
<b>For full details and to apply:</b>	<b>Contact 0831255531</b>



Currently we are looking for.....

**Welders**

**Metal Fabricator**

**Site Fitter**

**General Operative**

**Stores Assistant**

**Final-Fix Technician**

**Apprentice Welders/Fabricator**

**Machine Operator**

**Purchasing Officer**

**CV's to [hr@ocarrollengineering.com](mailto:hr@ocarrollengineering.com)**





# Jobs in Childcare



**Childcare  
Committee**  
County Kerry  
Coiste Cúram Leanaí Chiarraí

Vacancies county wide including:

- Early Years Team Leader
- Supervisor
- Deputy Manager
- Childcare Assistant
- AIM Support Worker
- EY Educators / Practitioners
- Afterschool Club Leader
- Afterschool Assistant



For further information and details on how to apply please visit:  
[www.kerrycountychildcare.com/local-jobs-board-for-kerry/](http://www.kerrycountychildcare.com/local-jobs-board-for-kerry/)

To advertise on our Jobs Board contact:  
[Kathryn@kerrycountychildcare.com](mailto:Kathryn@kerrycountychildcare.com)

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Community Centre Caretaker	Cromane Co Centre	1	22/04/2024	CES-2328301
Membership Administrator	Community Text Alert Scheme	1	22/04/2024	CES-2328295
General Operative	Glenbeigh Co Council	1	22/04/2024	CES-2328288
General Operative	Glenbeigh Co Council	1	22/04/2024	CES-2328290
General Operative	Glenbeigh Co Council	1	22/04/2024	CES-2328291

EMAIL FOR FURTHER INFO TO: [jasonmckenna@glenbeighcommunitycouncilceproject.ie](mailto:jasonmckenna@glenbeighcommunitycouncilceproject.ie)

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
Grounds Person	Kilgarvan	2	19/04/2024	CES-2207754
Cleaner	Kilgarvan	1	19/04/2024	CES-2324730

Contact Margaret for more info. on 087 3583279

## St Brigid's Tralee, CE Vacancies

Location	Jobs No	Position	Closing Date	Vacancies
Cordal Community childcare	2308353	Cleaner	01/05/2024	1
St Brigid's, Tralee	2316183	Cleaner/caretaker (mornings)	01/05/2024	1
Waterville	2308354	Cleaner	01/05/2024	1
Tir No nOg, Ballybunion	3212169	Childcare Assistant	01/05/2024	1
Camp	2307396	Childcare Assistant	01/05/2024	1
Cromane	2307386	Childcare Assistant	01/05/2024	1
Cumann Iosaef	2328518	Childcare Assistant	01/05/2024	1
Dromid	2308373	Childcare Assistant	01/05/2024	1
Glenbeigh, Rainbows	2320226	Childcare Assistant	01/05/2024	1
Listry (First Steps)	2324423	Childcare Assistant	01/05/2024	1
Rathmore, Danu Childcare,	2307380	Childcare Assistant	01/05/2024	1
Scamps & Scholars, Killorglin	2307381	Childcare Assistant	01/05/2024	1
Scartaglen	2308355	Childcare Assistant	01/05/2024	1
St Brigid's, Tralee	2307399	Childcare Assistant	01/05/2024	1
Valentia	2308656	Childcare Assistant	01/05/2024	1

**For further details, contact the following CE Supervisors**

**Joan Pembroke 085 8659517 – [joan.pembroke@stbrigidscescheme.ie](mailto:joan.pembroke@stbrigidscescheme.ie)**

**Katie Clarke 085 8856919 – [katie.clarke@stbrigidscescheme.ie](mailto:katie.clarke@stbrigidscescheme.ie)**

Location	Jobs No	Position	Closing Date	Vacancies
Caherciveen Social Services	CES-2328536	Passenger assistant/ General Assistant	01/05/2024	1
Tralee Tidy Towns	CES-2328979	Van Driver/Environmental Worker	06/05/2024	1
Marina Walk, Caherciveen	CES-2328673	Marina Caretaker	02/05/2024	2
St. Brendan's Park/Dynamos/KDL Football Club Ltd	CES-2328638	Sports Ground Worker	02/05/2024	1
Comharchumann Forbartha Group	CES-2282090	General Operative	22/04/2024	1

For full details and to apply: <https://jobsireland.ie/en-US/browse-jobs>

Job Title	Location	No. of Positions	Closing Date
Caretaker of Hall	Castlemaine CE programme CLG.	1	24/04/2024
Gym Administrator/ Caretaker	Castlemaine CE programme CLG.	1	24/04/2024

Apply with CV to Secretary Castlemaine CE Programme Co. Ltd

Job Title	Location	No. of Positions	Closing Date	Job Ref. No.
General Maintenance	Kenmare Tidy Towns	5	04/05/2024	CES-2328937
Grounds Keeper	Kenmare GAA	2	04/05/2024	CES-2328936
Office Administrator	Kenmare Marketing and Events	1	04/05/2024	CES-2328938
Office Administrator	Kenmare Family Resource Centre	1	09/04/2024	CES-2325082
Arts Administrator	Carnegie Arts Centre	1	09/04/2024	CES-2328939

For more info email: [cekenmare@gmail.com](mailto:cekenmare@gmail.com)



## 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**



National Learning Network

Think *Possible*

# NLN Tralee



## Recruiting Now!

- Free courses
- Small class sizes
- Continuous intake
- Work at your own pace
- High quality work experiences
- Recognised QQI qualifications
- Psychological and advocacy support
- Students keep any social welfare payments they may be entitled to

With All The  
Supports You Need.  
No CAO Points  
Needed.

To find out more,  
Email: [tralee@nlm.ie](mailto:tralee@nlm.ie)  
Call: 066 712 2533 / Visit [www.nlm.ie](http://www.nlm.ie)



Bord Oideachais agus Oiliúna Chiarraí  
Kerry Education and Training Board



Fechteannacht na Seirbhíse Sláinte  
Health Service Executive

# “GET STARTED” IN HOSPITALITY



This FREE 5 day training programme, will provide you with the essential skills and confidence needed to pursue employment opportunities within the Hospitality and Tourism Industry and includes the following:

- Barista Skills
- Food and Beverage Service Skills
- Food Safety (Level 1 Food Safety Certification)
- 3 days work experience

**START YOUR JOURNEY  
IN THE HOSPITALITY  
INDUSTRY!**

**DATE: 22nd APRIL and 26th APRIL**

**TIME: 9:30-16:30**

**LOCATION: MTU, TRALEE, CO. KERRY**

**To book your place, please contact Joanne Griffin  
jgriffin@skdp.net or 0876152660**



Rialtas na hÉireann  
Government of Ireland



Arna chomhchistiú 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 Union through the European Social Fund Plus under the Employment, Inclusion, Skills and Training (EIST) Programme 2021-2027.”



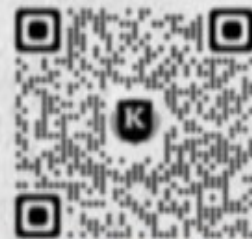
**BUILDING FUTURES**

**APPLY TODAY!**

**FULL AND PART TIME COURSES**  
ALL YEAR ROUND

# UPCOMING PART-TIME COURSES

**SCAN**



Scan here for a full list of Part-Time Courses

**Child Development & Play** *Monavalley Campus*

**Milling** *Monavalley Campus*

**Safepass with Patio Laying and Groundworks** *Monavalley Campus*

**Mountain Skills** *Killarglin Campus*

**Adapted Physical Activity** *Killarney Campus*

**River Safety and Rescue** *Killarglin Campus*

**Digital Marketing** *Listowel Campus*

**Payroll (Levels 5)** *Listowel Campus*

**Person Centred Focus on Disability** *Listowel Campus*

**Digital Photography (Levels 5)** *Listowel Campus*

**Train The Trainer** *Listowel Campus*

**Animal Grooming** *Listowel Campus*

**Care Skills** *Listowel Campus*

Kerry College Admissions Office  
[info@kerrycollege.ie](mailto:info@kerrycollege.ie)

7 Denny St,  
Tralee,  
Co. Kerry  
V92 K44T  
(066) 7149696

25 High St,  
Killarney,  
Co. Kerry  
V93 X529  
(064) 6622593

APPLY TODAY!  
[www.kerrycollege.ie](http://www.kerrycollege.ie)



Would you like to help deliver interactive

**STEAM CAMPS** or  
**ART CAMPS** to  
**PRIMARY**  
**CHILDREN?**



# JOIN OUR TEAM!



**STEAM CAMPS**



**NATIONWIDE SUMMER CAMP LEADERS**  
for **SCIENCE, DESIGN & TECH CAMPS**  
and **ART CAMPS**

Fantastic opportunity to work with Ireland's leading Summer Camp Provider **DESIGNER MINDS** while developing your skills in a vibrant & forward-thinking educational environment!

## IDEAL POSITION FOR

Anyone studying or qualified in **Education, Childcare, STEM or ART** related fields, **Art Teachers, Artists.**

## ROLE INVOLVES

- ✓ Guiding children through Designer Minds fun activities
- ✓ Transportation of Equipment
- ✓ Travelling to various venues
- ✓ PROVIDED: Lesson Plans, Training, Fuel Contribution, Equipment & Support

## REQUIRED

- ✓ Enthusiastic, approachable & fun personality!
- ✓ Experience of working with children
- ✓ Own transport with full license
- ✓ Garda Vetting



*After working as a camp leader for Designer Minds in 2022 and 2023, I found the experience extremely enjoyable. I learned lots and would be pleased to recommend Designer Minds to anyone interested in STEAM or working with children!*  
- Leader, 2023

*I have worked at Designer Minds the past two summers and everyone has been incredible. The activities are fun and interesting to teach, management are incredibly helpful and the work environment is very friendly.*  
- Leader, 2023



**ART CAMPS**



Summer Camps take place in July/August (8 wks in total) 9am-1pm, Mon-Fri, with Afternoon Camps on some weeks (2pm-6pm)



**APPLY NOW!** [designerminds.ie/work-with-us](https://designerminds.ie/work-with-us)

**SCAN FOR MORE INFO**



## 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