



TRALEE LOCAL EMPLOYMENT SERVICE

WEEKLY NEWSLETTER

25th November 2021

Assisting jobseekers in finding work by providing a FREE, FRIENDLY and CONFIDENTIAL Service



www.traleeles.ie



Follow us on Facebook

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1/2 North Circular Road,
Tralee, Co. Kerry
Tel: 066 7129675
Fax: 0667129473
Email: info@traleeles.ie

Listowel Outreach Office
NEWKD Office
20 Upper William Street, Listowel, Co. Kerry
Tel: 066 7129675

What we do:

- Career Path Planning
- Assistance with Job Seeking
- CV and Cover Letter review
- Advice regarding Educational & Training Needs
- Access to Computers for Job Seeking Activities
- Advice on Back to Work Financial Incentives



An Roinn Coimirce Sóisialaí
Department of Social Protection

Local Employment Services (LES) are funded by the Irish Government through the Department of Social Protection

Tá Seirbhíse Fostaíochta Áitiúla (LES) maoinithe ag Rialtas na hÉireann tríd an Roinn Coimirce Sóisialaí



www.traleeles.ie

25-Nov-21



Tralee

LOCAL EMPLOYMENT SERVICE

FREE VACANCY ADVERTISING

EMPLOYERS

If you have a vacancy you want to advertise

Message us the details on Facebook

or email: info@traleeles.ie

&

We will promote it for you for FREE

Local Employment Services (LES) are funded by the Irish Government through the Department of Social Protection

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An Roinn Coimíre Sóisialaí
Department of Social Protection



Follow our Facebook page for more up to date job vacancies and information.

<https://www.facebook.com/traleelocalemploymentservice>



Tralee Local Employment Service

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25-Nov-21

How Tralee LES can help?



Client background

Long term unemployed 40 years old male, co-habiting with children. Education Irish Second level with experience in outdoors maintenance work.

When we met client

Client was looking for night time work that complimented his partners working hours because childcare facilities were closed during Pandemic. He had no transport and is living in isolated area. He had low mood primarily because of his lack of self-confidence in having no formal skills and because of the isolation effects of Covid.

Actions / Interventions

Our Guidance Officer advised client of the benefits of a CE scheme as a stepping stone to employment. The priority in this instance was to instil confidence, stability and structure into client as a first step towards employment and to address isolation issues. Our Guidance Officer emphasised the training element associated with CE and the potential to address his lack of confidence around no formal training.

Tralee LES liaised with CE Supervisor in his local area and emailed client CE positions that he felt client would have a skillset to be comfortable performing in.

Client Progression

Client attended via phone to initial activation 1:2:1 Meeting.

Client attended two subsequent phone Activation Review Meetings afterwards consisting of 1 hour durations each. Client acknowledged isolation was a contributing factor to his lack of motivation in mobilising himself into taking steps to progress into employment. Signposted to CE. **Client began CE position at beginning of April in local Community Centre.**

Follow up call - client was very happy in his new position and confirmed it was very beneficial thus far. He no longer feels isolated, has established a routine and is gaining confidence for his next step of attaining gainful employment. He feels he is contributing to the household along with his partner.

If you feel that we could help you please contact us on 066 7129675 or email info@traleeles.ie

Stockroom/ Sales Assistant

O Connor's Spar Circle K Tralee, County Kerry

We are currently recruiting for a Stockroom/ Sales Assistant in our Spar Convenience Store.

Ideally you should have or be able to demonstrate:

Excellent customer service skills.

Team Player with a Can-do positive attitude.

Ability to deal with multiple tasks in a quick moving environment.

Need to be organised.

Must be available for work throughout the week.

Excellent time management is very important for the role.

Responsibilities and Duties

You will be responsible for providing customers with fast, friendly service and quality products in our market leading and award winning service station. You will be passionate about our business, have get-up-and-go and put the customer at the heart of everything you do.

Responsibilities will include but are not limited to:

Manage Stockroom.

Serve all customers courteously and efficiently to an outstanding standard.

To ensure all customer queries and complaints are dealt with promptly and in a professional manner.

To offer advice and product knowledge to customers.

To increase sales by promoting the products/promotions in the store.

Key Tasks include:

To **Organise Stock Room** and Ensure Full Product Availability.

Able to deal with ad-hoc tasks as they arise.

Flexibility and ability to work on own initiative and as part of a team.

Maintaining excellent standards throughout the business.

Flexible to work between the hours of 6.30 am to 10.30pm, normally up to 5 days over 7 days.

Qualifications and Skills

Minimum two years full time Retail Experience in a similar Role.

Ideally you should have or be able to demonstrate:

Excellent customer service skills.

Team Player with a Can-do positive attitude.

Ability to deal with multiple tasks in a quick moving environment.

Great attention to Detail.

Excellent time management very important for role.

Kindly note this is a Full time role for the successful candidate, and NOT a Part time Role for full time students.

Must be over 18 years of Age.

Job Type: Permanent

Benefits: Employee discount

Work remotely: No

Apply on:

https://ie.indeed.com/viewjob?jk=5d527066273f1031&l=County+Kerry&tk=1f18kbj1lt7pb800&from=web&advn=6017018584239632&adid=379661140&ad=-6NYlbfkN0A-Wf7kJYHe0A3ZYrL8yDQbf4sNJVHGXn9i_7iNSqQfBy8cxvphGqttE6cFgYj64Ut3q8kLfMTNA8V9XgCPCju3CTJmaKhKUKw7yQLDmgvhj5tRIU7BTVgawhX6_klcc-w096vOw8Q9bLou-GKs7diCuB0limy1HVrH4eGYyF9GZGtsoZ97k-H02nKDQyPxtEZ_ZJ8kWzqfLd-PHCtu4Ah8mAOfbGP-fcvcrTSeOU0W2QT76m_MJpqq1Pp9XTP-sEXMZV5QEslK3hNacnkLSXe_OQqUC-j_q7og71ks6R96LdKNFO3550zYh4n1JmAU7iRmy90xuDPuicKBBZX1Ow2w0qnmbo48ITblL3Vc10q6wYNIc5HKMjWV&pub=4a1b367933fd867b19b072952f68dceb&vjs=3

Retail Sales Assistant

O Connor's Spar Circle K Tralee, County Kerry

We are currently recruiting for a Retail Sales Assistant in our Spar Convenience Store .

Ideally you should have or be able to demonstrate:

Excellent customer service skills.

Team Player with a Can-do positive attitude.

Ability to deal with multiple tasks in a quick moving environment.

Need to be organised.

Must be available for work throughout the week.

Excellent time management is very important for the role.

Responsibilities and Duties

You will be responsible for providing customers with fast, friendly service and quality products in our market leading and award winning service station.

You will be passionate about our business, have get-up-and-go and put the customer at the heart of everything you do.

Responsibilities will include but are not limited to:

Serve all customers courteously and efficiently to an outstanding standard.

To ensure all customer queries and complaints are dealt with promptly and in a professional manner.

To offer advice and product knowledge to customers.

To increase sales by promoting the products/promotions in the store.

Maintain cleanliness of store and forecourt.

Able to deal with ad-hoc tasks as they arise.

Flexibility and ability to work on own initiative and as part of a team.

Maintaining excellent standards throughout the business.

Flexible to work between the hours of 6.30 am to 10.00pm, normally up to 5 days over 7 days.

Qualifications and Skills

Minimum one year full time Convenience Retail Experience.

Ideally you should have or be able to demonstrate:

Excellent customer service skills.

Team Player with a Can-do positive attitude.

Ability to deal with multiple tasks in a quick moving environment.

Great attention to Detail.

Kindly note this is a Full time role for the successful candidate, and NOT a Part time Role for full time students.

Must be over 18 years of Age.

The successful candidates contract will become permanent.

Job Types: Full-time, Permanent

Benefits: Employee discount

Experience: Sales: 2 years (preferred)

Work remotely: No

Apply on:

https://ie.indeed.com/viewjob?jk=cb665f7f95b1d6ec&l=County+Kerry&tk=1f18kbj1t7pb800&from=web&advn=6017018584239632&adid=379661054&ad=-6NYIbfkN0A-Wf7kJYHe0A3ZYrL8yDQbf4sNJVHGx9i_7iNSgQfBy8cxvphGggtkCCvja92deNVKLTU8UbMuSUQQX-VLSU8_ccrJ2JCx5pLYHeB0bmqik4fQWiFEOT5x101xXLDnpDROiWC0tyFC1am4VA97FnSy99aQePgUcflzZIOV6n7EOD6FHNrI2C1PmqiQZxY8M3roudkiSLukpx7BoY4-Z939qVKshpeeFB9B-efynppclbolZATClhF6AleavAYM_20FFpKoTifUwf2kjlQK3ODGxvs8eelYt1jghtE_fFqUXXL5kn9UzQTDvFkIQEn5II4i0P3OH_sDwpTFezDn_vmcQ9g1ail04UYJaaWRNTog%3D%3D&pub=4a1b367933fd867b19b072952f68dceb&vjs=3

Legal Administrator

About Kerry

A career with Kerry Group offers you an opportunity to shape how people across the globe view food and beverage while providing you opportunities to explore and grow as your interests do. With our commitment to a sustainable future, a career with Kerry is something you can feel good about.

About the role

We're looking for Legal Administrator to join our Kerry team in Tralee, Co. Kerry

This is an exciting opportunity for a Legal Administrator to join our Legal team deploying our global template worldwide. The candidate will support the Senior Lawyer and the Legal team within Kerry to build expertise and differentiated concepts.

This is a full-time permanent role.

Key responsibilities

HighQ (Kerry's enterprise document management software system):

- Assuming the role of global super user of the HighQ system.
- Dealing with the software service provider for software system services, licenses, invoicing, troubleshooting.
- Supporting the configuration, maintenance and development of the system for Kerry Legal.
- Compiling data from the software system for analytics and reporting.
- Arranging training for main users, business users, and regional super users.

Speak Up Program (Kerry's whistleblowing software system):

- Assuming the role of global super user of the software system supporting the program.
- Dealing with the software service provider for the software system services, licenses, invoicing, troubleshooting.
- Collecting data from the software system for analytics and reporting.
- Dealing with employee communications on Kerry's internal communications systems, etc.
- Recording keeping in relation to Speak Up on HighQ.

General Legal and Ethical Compliance:

- Dealing with various service providers (eLearning training providers and compliance search engine systems) , law firms or consultants for services, licenses, invoicing, troubleshooting.
- Liaising with functions for compliance testing and monitoring activities.
- Collecting data from functions and Legal globally for auditing.
- Collecting data for analytics and reporting.
- Checking training records and maintaining registries of compliance records.
- Dealing with employee communications on Kerry's internal communications systems.
- Assisting with compliance searches and screening activities.

Qualifications and skills

- Proficiency in working in Word, Excel, PPT, SmartSheets, Wave, Power BI and similar technology.
- Experience in data validation and verification.
- Experience in extracting and issuing reports.
- Proven knowledge and experience in legal administration.
- High organisational skills and diligence in legal management (proactiveness).
- Experience with systems similar to Dow Jones RiskCentre and Factiva and EthicsPoint.
- Experience with document management systems like HighQ.

Apply on; https://jobs.kerry.com/job/Tralee-Legal-Administrator-KY/746672901/?feedId=323901&utm_source=creed&utm_campaign=KerryLux_Creed

Health Care Assistant

Job description

Healthcare Assistant Required in Tralee, Co. Kerry

Due to high demands from a client in the Tralee area, Access Nursing are currently recruiting for a healthcare assistant to begin working immediately, in a Intellectual Disability Residential Facility.

Benefits:

- Competitive rate of pay.
- Flexibility to work your own hours/set your own schedule.
- Paid weekly.
- Gain valuable experience in multiple locations.

Requirements:

- QQI Level 5 certificate or equivalent in a healthcare discipline.
- Experience working in an Intellectual Disability setting advantageous but not essential.
- Knowledge of HIQA Standards.
- Up to date training certificates.
- An ability to show reliability and flexibility.

Apply below or call Kate on [\(01\) 9015278](tel:019015278).

Job Types: Part-time, Temporary

Salary: €13.00-€17.00 per hour

Job Types: Part-time, Temporary

Salary: €13.00-€17.00 per hour

Schedule:

- Day shift
- Night shift

Experience: Healthcare: 1 year (preferred)

Licence/Certification: QQI Level 5 in Healthcare Support (required)

Work remotely: No

Apply on: <https://ie.indeed.com/viewjob?cmp=Access-nursing&t=Health+Care+Assistant&jk=25dc3cbc186ed540&vjs=3>

Kitchen Porter

Nana Beas Cafe & Wood Fired Pizza, Castleisland, County Kerry

We're looking for an enthusiastic Kitchen Porter/assistant to join our Kitchen team at Nana Beas Cafe.

Job Description

- Maintains an uncompromisingly clean kitchen and all support areas.
- Ability to follow all cleaning schedules.
- Perfectly cleaned pots, pans, plates and well-organized work area.
- Maintain and contribute to a positive work environment.

Minimum requirements

- Ability to perform job functions with attention to detail, speed and accuracy.
- Ability to prioritise, organise, delegate work and follow through with assigned tasks
- Ability to be a clear thinker, remain calm and resolve problems using good judgment.
- Ability to handle multiple tasks at one time while maintaining a high level of professionalism.
- Ability to work well with others in a team environment.
- Contribute to the growth and success of the team.

Job Types: Full-time, Permanent

Salary: €11.00-€13.00 per year

Additional pay:

- Bonus pay
- Tips

Benefits:

- Employee discount
- On-site parking

Schedule:

- 8 hour shift
- Day shift

Work remotely: No

Apply on: <https://ie.indeed.com/viewjob?cmp=Nana-Beas-Cafe-%26-Wood-Fired-Pizza&t=Kitchen+Porter&jk=2583d124804c8714&vjs=3>

Café Manager

Nana Beas Cafe & Wood Fired Pizza, Castleisland, County Kerry

We are actively seeking a passionate Cafe manager to join our team in Nana Beas. We are a busy, fun and quirky cafe with a strong reputation and great customer base.

We are recruiting an experienced cafe manager, to excel in the day to day running of the café as well as developing the staff and driving the business.

What is expected.

To lead our standard of Customer service and displays in the cafe.

To develop an efficient cleaning schedule; ensuring the regular and systematic cleaning and maintenance of equipment in the service area and throughout the cafe.

To monitor and deliver the HACCP programme while ensuring that food safety, food presentation, hygiene and quality standards are adhered to.

To ensure staff comply with Company policy and procedures.

Place product orders on a daily basis with agreed suppliers, in a cost effective way.

To be responsible for the control of waste in the cafe.

Full responsibility of all food from the point of entry to exit.

Provide and implement a fast, friendly and efficient level of customer service in order to enhance the overall customer experience in the cafe.

To provide ongoing staff training and motivation and to develop the skills of employees.

To plan, develop and implement an efficient work schedule for the cafe in order to ensure job rotation and flexibility of all staff while maximizing their productivity.

To undertake any practical duties which may arise in an emergency to ensure the smooth running of the cafe.

Cash Handling.

Requirements:

A professional and polite manner is essential.

Experience working in a managerial role in the catering sector is essential.

Experienced and trained on HACCP management systems.

Excellent communication and interpersonal skills with a strong desire to work with food.

Flexible with the ability to work closely with the Management.

Organised and reliable individual with excellent attention to detail and the ability to multi-task.

Musts.

Must have great time keeping, organisational skills and be a passionate leader by example

Must have great work ethic, ambition to progress in the role and ability to solve problems.

If this sounds like you and you think you'd would be a good fit please apply today. We look forward to hearing from you.

Application deadline: 21/12/2021

Expected start date: 11/1/2022

Job Types: Full-time, Permanent

Salary: From €14.00 per hour

Additional pay:

- Bonus pay
- Tips
- Yearly bonus

Benefits:

- Employee discount
- On-site parking

Schedule: 8 hour shift

COVID-19 considerations: Covid-19 precautions in place.

Work remotely: No

Apply on: <https://ie.indeed.com/viewjob?cmp=Nana-Beas-Cafe-%26-Wood-Fired-Pizza&t=Caf%C3%A9+Manager&jk=a470e9586851dbc6&vjs=3>

Cleaning Operative

Cleaning Operative required in Tralee Manor.

15 hours a week

Monday: 3.30pm to 7pm

Tuesday and Wednesday: 2.30pm to 7pm.

Thursday 5.30am to 8am.

Cleaning Experience desirable but not essential

Training will be provided.

Rate: €11.20 per hour

Part-time hours: 15 per week

Job Type: Part-time

Salary: €11.20 per hour

Schedule:

- Day shift
- Monday to Friday

Apply on: <https://ie.indeed.com/viewjob?cmp=Cleaning-Contractors-Ltd.&t=Cleaning+Operative&jk=11f88b95706cec74&vjs=3>

Health Care Assistant

Saint John of God Kerry Services, County Kerry

We are currently recruiting for new positions to meet the increasing needs of people across the county.

Saint John of God Kerry Services provides a range of programmes and services for adults and children with an intellectual disability throughout the Kerry region. A person-centred approach to service delivery is promoted in accordance with the Organisations values and ethos and in keeping with its commitment to the continuing development of community based services. If you are looking for a new exciting challenge and share best practice, the following roles might be of

interest. Applications are invited for the following posts within our Services supporting adults and children with an intellectual disability.

Care Assistants

(Full Time/ Part Time Permanent /6 Month Relief / & Specified purpose Contracts)

The successful candidate requires:

- Certificate in Healthcare Support at FETAC Level 5.
- He/She supports and assists in all activities of daily living in line with the needs and wishes of the individual as outlined in an agreed care plan.
- Acting as an advocate for residents and promoting social interaction with the community.
- Demonstrate excellent communication (both verbal and written), organisational skills, flexibility and commitment.
- Must have a full clean driver's licence for a manual vehicle, D licence would be an advantage.

Informal enquiries to Rose Kelliher, [064-6644133](tel:064-6644133)

Please note that salaries are paid in line with HSE Consolidated Salary Scales.

If you believe you have the necessary enthusiasm, competencies and experience for any of the above roles, please forward a cover letter and Curriculum Vitae (explaining any gaps) to the Human Resources department. Please state the role that you are applying for in the subject line.

Closing Date: Tuesday 07/12/2021 5.00pm

Interviewing Immediately

Applicants may be shortlisted based on the information supplied in the Curriculum Vitae.

A panel may be formed from this campaign from which further vacancies which may arise during the lifetime of the panel will be filled.

Saint John of God Community Services CLG is an equal opportunities employer.

Reference ID: HCA NOV 21

Application deadline: 7/12/2021

Job Types: Full-time, Permanent

Salary: From €1,000.00 per year

Licence/Certification:

- QQI Level 5 in Healthcare Support (required)
- Full Clean Driving Licence (required)

Work remotely: No

Apply on: <https://ie.indeed.com/viewjob?cmp=Saint-John-of-God-Kerry-Services&t=Health+Care+Assistant&jk=8540211104ef9555&vjs=3>

Shop Assistant

O Mahonys Bakery, Tralee, County Kerry

Urgently needed

Minimum of 2 years' experience required

Must have good customer service skills

Job Type: Full-time

Schedule: Day shift

Work remotely: No

Apply on:

https://ie.indeed.com/viewjob?jk=ab71d7c359c23d1b&l=County+Kerry&tk=1f18lofhpr8f2800&from=web&advn=8786554324279632&adid=379545696&ad=-6NYlbfkN0DwaW9pl6SHgn4Z-aFXy6w3JtvAaG_Mmm5fDC2qDhotNaHCSSWHfUiSIRDGIMqe-aEsURRhoYJi-ily_NSE-L-EypcB_fd_xx3UkX4SMr3DsYiNBdCsyKQc9nMavNm5UnrQwX-aaHt0DQwBq8ASqeBVf5Lcad9kbgkR0qDqifJDTqxK2jOYuPRLL1njLiWlqOfWxB11QrTUMxLy6dAUCurUiOMnFWn0wK9QA41LIBqng1L4rRmq1ZvacwWO1vQ2K_0dAQOY0WO1C1068sJVvU1vrVMNoMnn67krngwEX9bkTZO3Q1y5e3ZJoh96l6FFBwoq5IRmi5tM3PXueSvdoB-Ycpzvrw82plkyT64fGWwww%3D%3D&pub=4a1b367933fd867b19b072952f68dceb&vjs=3

Maintenance Fitter

Requisition ID 33381

Position Type FT Permanent

Recruiter

Posting Type DNI

Posting Type [[CareerBuilder]]

Kerry is a global leader in taste & nutrition. Our manufacturing facilities produce and supply the world with over 15,000 different food, beverage, and pharmaceutical products throughout the world. With a commitment toward sustainability and reputation for innovation, a career with Kerry offers you the chance to change the way the world sees food and nutrition. A career with Kerry is something you can feel good about

About Kerry

A career with Kerry Taste & Nutrition offers you an opportunity to shape how people across the globe view food and beverage while providing you opportunities to explore and grow as your interests do. With our commitment to a sustainable future, a career with Kerry is something you can feel good about.

About the role

Listowel, Co.Kerry, is one of Kerry's largest facilities and is the Group's first site, having been commissioned in 1972. The site currently processes 500 million litres of milk annually.

Listowel has a comprehensive product offering consisting of Dairy Proteins, Primary Dairy Ingredients, Dry Dairy Ingredients, Dairy Flavours, and Cheese Solutions products manufactured on-site. These product categories can then be applied to a wide spectrum of applications such as Dairy, Bakery, Nutritional Beverages, Savoury snacks, cereals and bars, confectionary, prepared meals as well as ice-cream and frozen desserts.

The site consists of 4 factories:

- Primary Dairy & Whey
- Dry Dairy Ingredients & Flavours
- Wet Dairy
- Retail Spreads

Key responsibilities

- Provide effective technical support to Production in all aspects of machine and equipment maintenance, installation and modification; perform detailed maintenance, PMs and troubleshooting.
- Support maintenance planning and preventative maintenance through completion of planned and emergency work orders, calibrations, PMs etc. Document maintenance work, including upgrades, made to existing equipment, including preventative maintenance performed and parts used, to ensure appropriate documentation and records of repair history.
- Support continuous improvement by active participation in repairs, upgrades, preventative maintenance and system failure investigations and investigation reports, execution/development of change control, as appropriate.
- Adherence to Safety Health & Environmental policies and procedures and carry out all tasks in a safe and controlled manner.
- Pro-active team working with peers, production, quality and support groups to improve equipment reliability and performance.
- Respond to breakdowns, systematically fault find, and identify root cause and then implement solution to prevent recurrence.

Qualifications and skills

- Mechanical Craft Qualification with plant maintenance experience
- Relevant H&S qualifications e.g. IOSH, Confined Spaces etc
- Experience of fault-finding diagnostics and procedure

Working in a fast and ambitious environment, you'll be given bags of responsibility. You'll work with people who really care about their work and each other; who pull together to get things done no matter what the challenge. You'll achieve and experience more.

Apply on: https://jobs.kerry.com/job/Listowel-Maintenance-Fitter-KY/746098501/?feedId=323901&utm_source=creed&utm_campaign=KerryLux_Creed

Cheesemonger - Tralee, Kerry (Christmas Contract)

Calling all cheese lovers! There is a fixed-term (Christmas) position now available at Sheridans Cheesemongers, Tralee, Co. Kerry.

Join us for a little taste of what we do - promoting, selling and championing the best of artisan cheese producers from Ireland and abroad.

Previous experience working with food is an advantage but is not essential as full training will be provided.

This is a full-time (40 hours per week) position until 31/12/2021

Apply on:

<https://ie.indeed.com/viewjob?jk=6b1e60dea431b2d9&tk=1f18lofhpr8f2800&from=serp&vjs=3>

Childcare Room Assistant

We Currently recruiting Relief Staff and a Room Assistant to join our exciting team at Tír na nOg Community Childcare Centre in Ballybunion, Co. Kerry.

- Room Assistant Contract hours: 25 hrs PW
- Relief Staff will be placed on a panel for casual hours.

This is an exciting role and an excellent opportunity to gain some real experience in our friendly environment. The successful candidate will have the following skills:

Room Assistant Requirements:

- Relevant childcare/Montessori qualifications e.g. Degree, diploma, FETAC preferable. (Essential- FETAC Level 6 and a minimum FETAC level 5)

Relief Panel Requirements:

- Relevant childcare/Montessori qualifications e.g. Degree, diploma, FETAC preferable. (Desirable FETAC Level 6 or FETAC level 5)

Essential:

- Room Assistants are responsible for the safety and well-being of the children in their care
- Knowledge & Clear upstanding of Aistear & Siolta
- At least 9-12 months of work experience in a childcare setting.
- Professionalism & Good communication Skills
- Knowledge of Polices, Procedures and Childcare Regulations.
- Enthusiasm for your role and our business.
- Excellent team player.
- Warm, caring and enjoy making a difference in children's lives.
- Strong work ethic and ability to multi-task.

Salary will depend on experience.

Closing Date is the 22th of November 2021 at 12pm. (Late applications will not be excepted)

Applicants can apply with CV & Cover Letter

Please Note: Interviews will be held within seven working days of closing date & positions will commence immediately subject to Garda Vetting.

Skills:

Childcare FETAC 6 FETAC 5

Apply on: <https://www.jobs.ie/ApplyForJob.aspx?Id=2004212>

Warehouse Assistant

As a result of our expansion plans and our continued ongoing success we are looking to appoint a part time Warehouse Assistant

In this role you will assist the Warehouse Supervisor in ensuring that the whole goods in/out procedure run in accordance with company procedures, policies and guidelines.

What are we looking for?

To be successful in this role, you will be expected to:

- Be able to check deliveries quickly and accurately
- Ensure all delivery notes are stamped, dated and signed
- Complete all relevant paperwork neatly and in a timely manner
- Ensure shortages and overs reports are completed on the day of delivery
- Ensure accuracy of goods location
- Follow Company procedures at all times and work in a manner that is safe and will not put either customers or other employees at risk by your actions.
- Satisfy store requirements in a fast and responsive way
- Ensure all stock is handled with care at all times
- Have a valid reach and or counterbalance licence

Why The Range?

Working for The Range is no ordinary job. We are a Sunday Times Top Track 100 company and one of the UK's fastest growing retailers.

Much of this success is thanks to our talented and passionate teams. From retail opportunities nationwide to innovative roles in our Head Office and fulfilment positions at our state of the art distribution centres, you're sure to find the role to match your skills and your ambition.

People are at the heart of our retail concept, and we want to invest in our staff and make the future extraordinary. Apply today for a challenging and rewarding position in a dynamic, fast paced environment and take the next step in your career.

Apply on: <https://www.therange.co.uk/careers/?id=13656>

Retail Assistant

Be part of the festive magic at The Range this season. We are currently recruiting part time Retail Assistants to help us at our busiest time of year.

In this role you will be the face of The Range delivering great service and promoting The Range as a unique one-stop shopping experience.

What we are looking for?

To be successful in this role you will love working in a fast-paced retail environment and must be willing to give the very best customer service experience to our customers.

The emphasis will be on service. This is not just a standing filling shelves type of job. If you have the personality that our customers will appreciate, and if you enjoy an environment where you can really engage with the customer, then this could be the role for you.

Your day will be varied, from delivering service with a smile at the till to engaging with customers to help them find their ideal products.

You will need to have to have a flexible approach as there will be times when you will be supporting other areas of the Store to meet the business needs.

Previous retail experience is **NOT** essential. We have the all the necessary support and training to get you up to speed and delivering excellent service.

Why The Range?

Working for The Range is no ordinary job. We are a Sunday Times Top Track 100 company and one of the UK's fastest growing retailers.

Much of this success is thanks to our talented and passionate teams. From retail opportunities nationwide to innovative roles in our Head Office and fulfilment positions at our state of the art distribution centres, you're sure to find the role to match your skills and your ambition.

People are at the heart of our retail concept, and we want to invest in our staff and make the future extraordinary. Apply today for a challenging and rewarding position in a dynamic, fast paced environment and take the next step in your career.

Your dream job could be just an application away.

Apply on: <https://www.therange.co.uk/careers/?id=13650>

Operations Assistant

As a result of our expansion plans and our continued ongoing success we are looking to appoint a full time Operations Assistant.

In this role you will assist in providing an effective retail support operation.

What are we looking for?

In order to succeed in this role, you'll be expected to:

- Ensure adherence to current Company policies and procedures
- Ensure complete accuracy of Company documentation
- Ensure the accurate reconciliation and banking of all store revenues
- Trading Standards compliance checks
- Store e-mail system usage
- Production of Point of Sale/ price indicators
- Booking on of incoming/outgoing stock
- Processing of damaged (demics) stock
- Issuing and inputting stock inventory counts
- Issuing and inputting inter-store transfers
- Ensuring store compliance with Company deadlines
- Processing customer orders
- New starter induction
- New starter reference checks
- Payroll procedures
- Adherence to cash office procedures

You must have the relevant experience within a retail environment. In return, we offer a great salary, along with additional benefits and the opportunity to progress within an ever-growing business.

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Apply on: <https://www.therange.co.uk/careers/?id=13654>

Bookkeeper/Payroll Administrator

Our Tralee Office has an opportunity for a Bookkeeper/Payroll Administrator to join their team

Job description

Duties and responsibilities:

- Processing payroll, and related tax returns
- Data entry: Sales, Purchases, Expenses, Bank transactions, Journals
- Accounts Payable
- Accounts Receivable
- Reconciliation of bank accounts and other control accounts
- VAT Reconciliations
- Assist external Accountant with year-end reporting requirements

Skills

- A minimum of 2 years' experience in a similar role.
- Excellent communication skills
- Proficient in Microsoft Excel
- Ability to prioritise and to work to deadlines
- Organised and efficient with excellent attention to detail
- Competitive Rate Of Pay based on experience

Job Types: Full-time, Permanent

Schedule: Day shift

Apply on: <https://ie.indeed.com/viewjob?cmp=Tralee-Company&t=Bookkeeper+Payroll+Administrator&jk=dd00660782226cfb&vjs=3>

Seasonal Sales Assistant

Paraffin Store Tralee are currently looking for talented and enthusiastic Christmas Sales Assistant with flexi or part availability to join our innovative and fast-paced business for the Christmas Period.

Our store offers an extensive range of premium men's clothing such as hoodies, tees, shirts, jeans, chinos, jackets and accessories, and in one of our busiest seasons we need bright sales people to join our friendly team!

This role involves weekday and weekend shifts, so candidates must be available for these to be considered for the role.

This is an ideal role for someone with exemplary organisational skills along with strong attention to detail and a keen eye for fashion looking to progress their fashion knowledge and sales skills further.

What we Need from a candidate

Availability to work flexi-hours

Motivated, with a keen eye for Fashion

What the role involves

Dynamic selling skills

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 Types: Full-time, Temporary

Benefits: On-site parking

Schedule: Day shift

Work remotely: No

Apply on: <https://ie.indeed.com/viewjob?cmp=Paraffin-Store&t=Seasonal+Sales+Assistant&jk=f87006cf85723f63&vjs=3>

Experienced Sales Assistant

Castle Off Licence, Tralee, County Kerry

- **Experienced**, energetic shop/sales assistant required for a fast paced, busy off-licence.
- Applicant must be over 18 years old (due to alcohol licencing laws).
- You **MUST** have **at least 2 years retail/shop** experience. Although company training will be given, it is important that the person is experienced in working in a shop environment.
- Applicant must be fully flexible to work a variety of week-days, weekends, evenings and bank holidays. Must be available to work during busy periods such as Easter, summer-time and throughout Christmas/New Years. Opening hours are 10.30am - 10pm Mon-Sat and 12.30pm - 10pm Sunday.

Duties include, but not limited to:

- Ensuring that all areas of the store are presented to the highest standard. General shop duties, Re-stocking of products, stock/date rotation, merchandising.
- Have the ability to multi-task and have good organisational skills.
- Take phone orders and messages from customers, so must be confident on phone etc. Be able to offer help & advice to customers and deal with all queries professionally and in line with store policy.
- Must be confident to ask for ID for proof of age, as this is a requirement by law. An understanding of alcohol & tobacco licensing laws is an advantage.
- An interest or product knowledge in wines, whiskey & craft beers an advantage. Must be willing to learn about the products we stock.
- Assist with picking stock for online internet orders and pack appropriately for courier delivery.

Required Skills:

- Have good communication skills, a pleasant manner and excellent customer service.
- Have the ability to create sales, show initiative and be willing to learn.
- Must be able to work on their own and be able to use initiative as well as work as part of a team, and be able take direction well. Have the ability find things to do during quieter periods.
- Must be able to work well under pressure during busy periods.
- Have very good attention to detail.
- Have an understanding and experience of using EPOS computerised till systems and card payment terminals.
- Experience in dealing with cash accurately.
- Must be able to do Heavy lifting.

Due to the large number of applicants we receive, we regret we will not be able to reply to each application. We will be in touch with applicants should we wish to set up an interview.

Job Types: Full-time, Part-time, Permanent

Salary: €11.00 per hour

Schedule:

- Monday to Friday
- Weekend availability

Experience: Retail: 2 years (preferred)

Work remotely: No

Apply on: <https://ie.indeed.com/viewjob?cmp=Castle-Off-Licence&t=Experienced+Sales+Assistant&jk=bdc9e2b593ff2a54&vjs=3>

Childcare Relief Worker

Wise Owl Childcare, Tralee, County Kerry

We are looking for relief staff in busy Childcare centre. Responsibilities include school collections, supervise homework, assisting the room leader.

Working every Monday (4 hours) plus any additional day if there is a need to cover staff.

Childcare qualifications and some experience are advantage.

Job Type: Contract

Salary: From €12.00 per hour

Benefits: Company events

COVID-19 considerations: Wearing mask during collections, parents don't enter the centre, children and staff pods.

Apply on: <https://ie.indeed.com/viewjob?cmp=Wise-Owl-Childcare&t=Childcare+Relief+Worker&jk=66393877d59f1c55&vjs=3>

Relief Night Porter

The Imperial Hotel Tralee, County Kerry

Relief Night Porter needed for 2 nights per week regularly and then to cover for holidays and occasional times when cover needed. Guest service experience needed, fluent English needed, Bartender experience needed. Regular Night Porter duties, security, cleaning etc.

27 bedroom Hotel.

Part-time hours: 18-20 per week

Job Type: Part-time

Salary: From €11.00 per hour

Apply on: <https://ie.indeed.com/viewjob?cmp=The-Imperial-Hotel-Tralee&t=Relief+Night+Porter&jk=720974f2e41621ae&vjs=3>

Butcher

James Whelan Butchers is an award winning family run, artisan butchers with our headquarters based in Tipperary. We are passionate about finding great people to work with, and making sure they get the support they need to thrive.

If you love nose to tail butchery and want to learn and grow in a team who relish the challenge of developing each other we want to talk to you. We recognize that great teams produce great results and we want you to flourish in an environment where excellence is admired.

Our apprentices will value the time and effort you spend to share your skills and develop the next generation of crafts people. We want you to enjoy discussions with our customers where your natural personality and affinity for conversation will shine.

We will be able to offer you advancement if that is your goal in a culture where your skills will not go unnoticed!

Job Types: Full-time, Permanent

Salary: €30,000.00-€40,000.00 per year

Benefits: Employee discount

Apply on: https://ie.indeed.com/viewjob?jk=1186b57c11e88e5d&l=County+Kerry&tk=1fkhe9g3ntv15800&from=web&advn=8647811388634338&adid=379034986&ad=6NYIbfkN0A0NlnyV0Wq4WiRg3WYg9vxWfM3fYchJuxmEpk8UlsBdQmIn57DfQ5nxkvXLfYUEjz7WUC8sn6Q7n0rdoafPLTxVmrW77rqWgHXwlnZ4wQyNv3lqMYrcHy7ehCACCSceML_eZQrQK8e1JZyo9-o6cHylCcUeCYjxkQkgGRzwZCPOI5Kk8iSZgMeyP057_84ar2_3cbMKI_W2d7exVLIcR681J-W9zlGn54rAU9fYThT2JS52fVsGKfyfNqNqmaJRJas4mpAFRrYwz70V3GiYwaVOumQIX1vJHeag1pkxJrnibRcfJqiVqT4m9vBfHLq6YrDJ7Kb1Q4w5_foYv6ln_jJvmf_zTDSH0RwYx1aC0wkzI4MsRLd_1tyLhWE44%3D&pub=4a1b367933fd867b19b072952f68dceb&vjs=3

Administrative Assistant

Whelehan Solicitor, Tralee, County Kerry

Answering Phones

Filing/Scanning/Data Entry

Office Experience Beneficial.

Applicant must be proficient in Microsoft Word/Excel and Outlook

Part-time hours: 20 per week

Job Types: Part-time, Contract

Schedule: Monday to Friday

Education: Leaving Certificate (preferred)

Experience: Administrative: 1 year (preferred)

Apply on: <https://ie.indeed.com/viewjob?cmp=Whelehan-Solicitor&t=Administrative+Assistant&jk=1b84981a5cb97814&vjs=3>

Field Service Technician

ENERCON Windfarm Services Ireland Ltd, Tralee, County Kerry

Your Tasks

- Service, maintenance and repair of ENERCON wind turbines across the country (from a central base location)
- Responsible for a variety of state of the art electrical, electronic and mechanical equipment
- Fault finding and reporting on mechanical and electrical equipment
- Responsible for completing all computerized documentation/reporting
- Weekend emergency call out service and late shift work involved
- Ensuring appropriate stock levels are managed and maintained in the team vehicle
- Adhering to site rules, policy and procedures to ensure a safe working environment
- Adhering to Wind Turbine Safety rule and guidelines, completing all of the required documentation and reporting
- Any other duties as required and instructed by your line manger

Your Profile

- Qualified as an electrical technician (trade qualified electrician, electrical engineer)
- Previous experience working on wind turbines is an advantage
- Full clean driving license and Safe Pass Card are essential
- Flexibility and high mobility required - willingness to travel to meet the companies' requirements
- Have a positive, pro-active approach to working in a team environment along with excellent organizational and interpersonal skills
- Physically fit and comfortable with heights
- IT Skills essential

Expected start date: 04/01/2022

Job Types: Full-time, Permanent

Schedule:

- 8 hour shift
- Overtime
- Weekend availability

Experience: Electrical experience: 1 year (required)

Licence/Certification: Driving licence (required)

Apply on: https://ie.indeed.com/viewjob?ik=69bc943623a3dd40&l=County+Kerry&tk=1fkhe9g3ntv15800&from=web&advn=137923963658295&adid=379048025&ad=6NYbfkN0Dqyb5_or5RyoJ1QnEiggTUcSo2NIUxBr9Ga-EIHTsVqXKtdhHJmewtw97ISOvY36HexZMca6kqwg6o99JQhm4vSjAkospZ40HGW7z8mFbqaGlc0Hv79SUVTVWcxMy9nCAy4YdSXdiP8wPiYUdf_6ba8p_6WVn55Q2k3xNizkbBQfvZAtkBC_kRzu1R0oc03c3ivWtO7CREhi_hRso9Ulh0GXoblaDcd4Fz6fHBWqPIDU8grG9Uge8sBIOR5ika8s-q_Zx1ghYeu6G-ObUzIKZ4vJfadU2swXh_E3zfrgrL8SrvbU6B-euYW77yY6lnf0jjaMNqek-cwvh8uqlhVFUBQqwkTSlpXz1nZ4nfoQe5nCe6Gxucc&pub=4a1b367933fd867b19b072952f68dceb&vjs=3

Deli and Shop Assistant

Eileen's Bakery, Deli & Coffeeshop Castleisland, County Kerry

Approx 30 hours per week, can be divided over 4 or 5 days. Job includes, serving tables, cleaning, serving takeaway sandwiches, hot food and bakery goods. Using and balancing till. while some experience is required, full training can be provided.

Based in Castleisland

Reference ID: Eileen004

Job Types: Full-time, Permanent

Salary: €11.00-€12.00 per hour

Additional pay:

- Tips
- Yearly bonus

Benefits:

- Employee discount
- Flexible schedule
- Food allowance

Schedule: Day shift

COVID-19 considerations: All customers and staff are required to wear a mask at all times. Hand sanitizer is provided. Social distancing measures are in place.

Work remotely: No

Apply on: <https://ie.indeed.com/viewjob?cmp=Eileen%27s-Bakery,-Deli-%26-Coffeeshop-Castleisland&t=Deli+Shop+Assistant&jk=0f7d19df0e00939e&vjs=3>

Kitchen Porter

Location: Kitchen Porter, (Part Time), Flexi, Tralee, Co. Kerry

Payment:

Terms: Part Time

Last Updated: 11th November 2021

Due to continued company expansion Corrib Oil are seeking to recruit energetic, enthusiastic individuals with exceptional customer service skills to join our team at our service station in Tralee, Co. Kerry.

Do you:

- Believe in delivering excellent customer service?
- Want to be successful?
- Have the drive and enthusiasm to succeed?

If you are an energetic, motivated individual with a passion for providing first class customer service we want to hear from you! Previous experience is desirable, but training will be provided.

Key Responsibilities:

- Basic food preparation to support deli operations
- Cleaning of appliances, work surfaces, floors, and walls.
- Maintaining a supply of clean ware / cooking ware & kitchen utensils at all times
- Organising the Deli packaging
- Removing and recycling waste from the deli
- Ensuring correct stock rotation when unloading stock into storage (i.e.: Dry goods, raw products, vegetables...etc)
- Carry out cleaning duties as outlined in the cleaning schedule and complete daily/weekly checklists for cleaning tasks performed
- To work in an organised, hygienic manner at all times ensuring the HACCP regulations are adhered to
- Must be able to work flexible hours Monday to Sunday incl. weekends and evenings.

Benefits for the role include: Competitive Pay Rates, Paid Lunch Break, Sociable Working Hours, Staff Discount, Company Pension Contribution, and other benefits

Kitchen Porter, (Part Time), Flexi, Tralee, Co. Kerry

Job Type: Part-time

Apply on: <https://ie.indeed.com/viewjob?cmp=Corrib-Oil&t=Kitchen+Porter&jk=83a3b652bdc78719&vjs=3>

TIG/MIG Welders - Weekend Shift

Job Type: Weekend Shift

Location: Dairymaster Global Headquarters, Causeway, Tralee, Co. Kerry, Ireland.

Requirements:

- Have good practical skills and be highly detail orientated.
- Relevant work experience will be a distinct advantage.
- Background or interest in agriculture and/or in the dairy industry desirable.
- Be flexible and willing to work varied roles in different departments, if required.
- Be confident and work from own initiative as well as being a team player.
- Be well organised and able to work well under pressure.
- Have the ability to work and liaise with all staff and supervisors.
- Have very good communication skills (written & oral).
- Work to high workmanship standards and maintain all quality checks.
- Be flexible to work overtime & shift if required.
- Be flexible and willing to work at Dairymaster or customer sites throughout the country.
- Travel outside the country may also be required / available.

An attractive salary is on offer for the right candidate.

We aim to fill these positions immediately, interested applicants should email their C.V along with a cover letter describing why they are suited to this position to recruit@dairymaster.com Applicants should make sure to put position name in the subject line of the email.

Closing date for applications: Tuesday 30th November at 5pm

Job Type: Full-time

Apply on: <https://www.dairymaster.com/careers/tig-mig-welders-weekend-shift/>

Hotel Receptionist

The Grand Hotel, Tralee, County Kerry

Reporting to the Front Office Supervisor and Manager, the Receptionist is the first person that a guest meets on arrival to the Hotel, therefore it is of utmost importance that all staff present a friendly and professional image to our guests at all times.

Key Duties and Responsibilities

- Sales of Rooms over the Phone
- Greet and welcome our guests to the Hotel.
- Register the guests and take payment.
- Answer any queries the guest may have on in house facilities and tourist information.
- Take responsibility for the security of the keys.
- Update all guest information in the computer.
- Take and confirm reservations to our guests.

- General administration

Requirements:

- Must have experience using a Front Office System
- Have previous Sales experience
- Excellent customer care skills.
- Be able to work on your own initiative.
- Excellent communication skills.
- Be able to cope well under pressure.

Job Types: Full-time, Permanent

Schedule:

- 8 hour shift
- Weekend

Work remotely: No

Apply on:

https://ie.indeed.com/viewjob?jk=5ae563469589bee4&l=County+Kerry&tk=1fkhf5qbstthl805&from=web&advn=1151277320563768&adid=358560862&ad=-6NYlbfkN0ARHN_RcGeO25IARU7CflkITApInjC5Bibiz5bkObHmJ-2rDC3KXnQ--VfdWoJzSBeFeoOuwIB8NWndZzoISA4gOv2MS818iQh2cYt-c7P0goq6tob28PqMUvrkC91TYWvH5Bo9FygQV6vCTfoA2tgyS9D04yG7Guns5hXV-Cvw4ZMW1j66HPMXjL_Aog1SWKa0UUbzUYOt3Sulp3LJvH8oZz_xxKAitJhLGuvkUy1nro_ZWUug5wwFvjFrGEPpY06ztdtrbZ_WJKxv5NPokemSMqlon5OunoCHuXT8jJ9azXO2QZPInjnBgVRL0vuLJD6ae5RC2Wv0Tqu4JlcuppytPzIFjE4FH9NvG0y3HXXMEjhqaXwrOx&pub=4a1b367933fd867b19b072952f68dceb&vis=3

Store Assistant (Tralee II)

At Aldi, time just flies by.

You'll be involved in everything from checking off deliveries to dealing with customer queries and ensuring that the shelves are always fully stocked. And, of course, you'll provide excellent customer service at all times by attending to customer needs in a prompt and friendly way. It's a really fast-paced environment, and everyone understands exactly what needs to happen to make their store a success – and gets on with doing it. There's a real family feel, and everyone pitches in as part of a close-knit team.

Apply on: https://aldi.vacancy-filler.ie/Candidate/AdvertDetails/U7knyGwqQVsZRCACB9HRYJM02IhcR-m_yM2HulZD5A0

Store Assistant (Fixed Term) (Tralee II)

At Aldi, time just flies by.

You'll be involved in everything from checking off deliveries to dealing with customer queries and ensuring that the shelves are always fully stocked. And, of course, you'll provide excellent customer service at all times by attending to customer needs in a prompt and friendly way. It's a really fast-paced environment, and everyone understands exactly what needs to happen to make their store a success – and gets on with doing it. There's a real family feel, and everyone pitches in as part of a close-knit team.

Apply on: https://aldi.vacancy-filler.ie/Candidate/AdvertDetails/yB0eXB8tO-01_t2AEqbVhNWGPixhHLR_BPQ_dwqWqVE

Store Assistant (Castleisland)

At Aldi, time just flies by.

You'll be involved in everything from checking off deliveries to dealing with customer queries and ensuring that the shelves are always fully stocked. And, of course, you'll provide excellent customer service at all times by attending to customer needs in a prompt and friendly way. It's a really fast-paced environment, and everyone understands exactly what needs to happen to make their store a success – and gets on with doing it. There's a real family feel, and everyone pitches in as part of a close-knit team.

Apply on: https://aldi.vacancy-filler.ie/Candidate/AdvertDetails/sU19yCrbBa0Uii4S-VSPiXP83HDuoP2IEiPyB_Kltc

2nd/3rd Year Apprentice Electrician

Mark Rael Electrical LTD, Tralee, County Kerry

We are currently recruiting for a 2nd/3rd Year Apprentice Electrician. Immediate start available.

Domestic Experience preferred.

Job Types: Full-time, Permanent

Schedule: 8 hour shift

Apply on: <https://ie.indeed.com/viewjob?cmp=Mark-Rael-Electrical-LTD&t=Year+Apprentice+Electrician&jk=0d84bcb8d6c2ebd3&vjs=3>

Kerry ETB Cover Instructor Pool

Advert Job Description Application Form <https://www.kerryetb.ie/cover-instructor-pool/>

Kerry ETB Substitute Teacher Pool

Advert Application Form, No closing date applies. <https://www.kerryetb.ie/substitute-teacher-pool/>

House Keeper

Companion, general house-keeping, shopping, basic cooking for active senior lady. No personal care, North Kerry area. Live in or out. All replies answered. **Send reply to Box 2514, Kerry's Eye, 22 Ashe Street, Tralee, Co. Kerry**

Cashier

For Jaykay Leisure Arcade, Tralee, 25-30 hours. The applicant must be flexible. **Apply with CV at 12 Russell Street, Tralee. Tel: 066 7102772**

Childcare Worker Wanted

Full-Time Permanent Position

Level 6 Minimum Qualification

Contact Sunflowers Childcare on 066-7128159 for details, or email sunflowerschildcare@yahoo.ie

AIMS Worker Wanted

Part-Time Term-Time Position

Level 6 Minimum Qualification

Contact Sunflowers Childcare on 066-7128159 for details, or email sunflowerschildcare@yahoo.ie

To see further details for positions below please go to <https://www.activelink.ie/vacancies?region=Kerry&category=All>

<u>Title</u>	<u>Region</u>	<u>Listed</u> ▼	<u>Expiry Date</u>	<u>Category</u>
<u>Acquired Brain Injury Ireland: Team Leader - Cork / Kerry Community Service (Permanent, Part-Time)</u>	Cork / Kerry	19/11/2021	03/12/2021	Vacancies, Health
<u>Acquired Brain Injury Ireland: Rehabilitation Assistants - Cork / Kerry Community Services (Multiple Contracts)</u>	Cork / Kerry	19/11/2021	03/12/2021	Vacancies, Health
<u>Resilience: Support Worker - Co Kerry</u>	Co Kerry	17/11/2021	08/12/2021	Vacancies, Community
<u>Kerry Diocesan Youth Service: Youth Justice Mentor Project Volunteer Support Worker</u>	Co Kerry	16/11/2021	02/12/2021	Vacancies, Children & Youth, Community
<u>Acquired Brain Injury Ireland: Senior Occupational Therapist (Community & Residential) - Cork / Kerry</u>	Cork / Kerry	15/11/2021	29/11/2021	Vacancies, Health
<u>Kerry Parents and Friends Association: Social Care Workers, Instructor & Support Workers</u>	Co Kerry	15/11/2021	01/12/2021	Vacancies, Community, Health
<u>Foróige - West Iveragh Youth Service: Project Worker / Senior Youth Officer</u>	Co Kerry	11/11/2021	25/11/2021	Vacancies, Children & Youth
<u>Foróige - West Iveragh Youth Service: Project Worker</u>	Co Kerry	11/11/2021	25/11/2021	Vacancies, Children & Youth



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CENSUS

3 APRIL 2022

 An
Phríomh-Oifig
Staidrimh Central
Statistics
Office

www.traleeles.ie

25-Nov-21



We are currently recruiting for

KDYS Youth Justice Mentor Project Volunteer Support Worker

KDYS is a voluntary youth work organisation providing a range of quality services responding to the needs of children, young people, their families and communities in the Diocese of Kerry.

The post holder will make a difference in the lives of young people and their families by providing exceptional support to remarkable people who volunteer their time and expertise because they care about the wellbeing of young people and their communities.

Job Summary

The post holder will be a highly motivated individual with excellent people skills. Key requirements of the role are to:

- Recruit, train, co-ordinate and support adult volunteers and parent mentors across Kerry who provide one to one mentoring support for vulnerable young people aged 12 to 24 years, promoting improved outcomes for the young people they mentor.
- Expand programme through the establishment and development of a volunteer parent mentoring service, supporting parent mentors to work with parents in their homes and communities to develop their parenting skills and provide support.
- Participation in the KDYS KEY Service through delivery of a strong mentoring service in collaboration with youth justice workers and participation in relevant KEY Service structures.
- Support future developments in the area of youth justice mentoring within the organisation.

Requirements

- A relevant degree in youth work, social care, community work, or other relevant discipline. *Candidates with exceptional, relevant work experience may also be considered in lieu of degree qualifications*
- Minimum 3 years relevant experience in the sector.

Further details, minimum post requirements, Job Description and Application Form available to download from www.kdys.ie, or by request to: humanresources@kdys.ie

A panel may be formed from which future vacancies may be filled.

Please submit completed Application Form **on or before:**

12 noon, Thursday 2nd December 2021

KDYS is an Equal Opportunities Employer -- KDYS is a Gold Standard Health Promoting Youth Organisation -- KDYS complies with the Governance Code for Community, Voluntary and Charity Organisations in Ireland



BORD ODDACHAIS
AGUS OILSINA CHAIRBIAI
KERRY EDUCATION
AND TRAINING BOARD

Kerry Education and Training Board Job Opportunities

Principal Post x 2

- CGL 21.22.59 Principal Coláiste Gleann LI - Roll No. 7055DH - (Principal Allowance XI)
- CIS 21.22.60 Principal Castleisland Community College - Roll No. 70520V - (Principal Allowance X)

These senior management posts will afford the appointee an opportunity to lead teams to deliver and enhance quality education services in the Kerry area and to act as part of the senior management team in Kerry Education and Training Board.

To qualify for appointment candidates must have:

- Recognised Post-Primary Teaching Qualifications.
- A qualification in Post Primary Teacher Education or equivalent.
- A minimum of five years' whole-time satisfactory teaching service or its equivalent.
- Satisfactory experience of leadership, management and administration at a sufficiently high level.

Conditions of Service, Terms of Appointment, Qualifications, Salary Scales and Allowances are in accordance with the regulations of the Department of Education.

Kerry ETB Pools

SUB 21.22.62 Substitute Teachers Pool - North and South Kerry Panels

SUB 21.22.63 Special Needs Assistant Pool - Various Kerry ETB Schools

Application form, Job Description and Personal Specification for the above posts can be downloaded from our website www.kerryetb.ie/opportunities or scan this QR code. Completed application form to be returned by email only to jobs@kerryetb.ie. No CVs, only an official application form will be accepted. Applications by email only must be received no later than 12 noon Thursday 2nd December 2021.



Kerry Education & Training Board services Gaeltacht areas.

Cuirfead falte roimh chomhfhreagras i nGaeilge.

Garda Vetting of successful candidates will take place prior to the offer of employment.

Canvassing will automatically disqualify.

Short-listing will take place on the basis of the information provided in the application form.

Depending on the qualifications and experience of applicants, short-listing thresholds may be higher than the minimum standards set out.

Kerry Education & Training Board is an equal opportunities employer.

"Creating a Learning Society in Kerry"



BORD ODDACHAIS
AGUS OILSINA CHAIRBIAI
KERRY EDUCATION
AND TRAINING BOARD

Kerry Education and Training Board Job Opportunities

Community Education Facilitator

CEF 21.22.61 Fixed Term Community Education Facilitator post - to 31st August 2023.

Initial assignment: Management of Tech Amergin, Further Education & Training Centre, Waterville, Co. Kerry

Post Summary

The Community Education Facilitator post has initial responsibility for the management of Tech Amergin Further Education and Training Centre, Waterville. Further details provided in the Job Description.

Application form, Job Description and Personal Specification for the above posts can be downloaded from our website www.kerryetb.ie/opportunities or scan this QR code.

Completed application form to be returned by email only to jobs@kerryetb.ie. No CVs, only an official application form will be accepted.

Applications by email only must be received no later than 12 noon Thursday 2nd December 2021.



Kerry Education & Training Board services Gaeltacht areas.

Cuirfead falte roimh chomhfhreagras i nGaeilge.

Garda Vetting of successful candidates will take place prior to the offer of employment.

Canvassing will automatically disqualify.

Short-listing will take place on the basis of the information provided in the application form.

Depending on the qualifications and experience of applicants, short-listing thresholds may be higher than the minimum standards set out.

Kerry Education & Training Board is an equal opportunities employer.

"Creating a Learning Society in Kerry"



Kerry Education & Training Board wishes to recruit committed, enthusiastic and talented educators to its team of teachers and educational leaders. We provide a quality comprehensive education & training service in eight second level schools, two Further Education colleges, Kerry ETB Training Centre, five adult education and training centres and through a wide range of community-based adult and further education and training programmes.



Teaching Post

Applications are invited for the following Fixed Term/Specific Purpose teaching post (s), under the aegis of Kerry Education & Training Board which may arise in the school year 2021/2022 (all appointments are to Kerry ETB – centre of first assignment is indicated here for the assistance of applicants). All vacancies are subject to the Directors of Redeployment agreeing to the posts being filled, following completion of the 2021 Scheme. A panel may be formed from these competitions from which appointments may be made in 2021/2022.

**Kerry Education and Training Board,
Centrepoint,
John Joe Sheehy Rd.,
Tralee,
Co. Kerry.
T: 066-7121488
F: 066-7121531**

Causeway Comprehensive School	Hours
CWS, 21.22.58 English (Experience of Learning Support is an advantage) (To Cover Leave)	16

A Teacher Education qualification is a requirement.

Candidates proposed for appointment with Kerry Education & Training Board must be registered in accordance with Section 31 of the Teaching Council Act, 2001.

Applicants are requested to submit Confirmation of Teaching Council Registration outlining subjects qualified to teach and proof of current registration with their application form.

Please complete application form which can be downloaded from our website www.kerryetb.ie/opportunities and **return by email only to jobs@kerryetb.ie**. No C.V.s, only official application form will be accepted.

Applications by **email only** must be received not later than **12 noon Tuesday 30th November 2021**.

Please complete application form, including reference form, for the post(s) you are applying for.

*Colm Mc Evoy
Chief Executive Officer*

Kerry Education & Training Board services Gaeltacht areas.

Gairfear fáilte roimh chomhfhreagras i nGaeltacht.

Garda Vetting of successful candidates will take place prior to offer of employment.

Canvassing will automatically disqualify.

Short-listing will take place on the basis of the information provided in the application form. Depending on the qualifications and experience of applicants, short-listing thresholds may be higher than the minimum standards set out.

Kerry Education & Training Board is an equal opportunities employer.

"Creating a Learning Society in Kerry"



CAMP, CO. KERRY
V92 AXY6, T: 087 227 0521

**Fitness Instructors
Required**

Are you passionate about fitness and willing to go the extra mile to inspire our members to reach their goals?

Are you as sick of the same ol' same ol' classes as they are? Looking to try new ideas and classes? Have original ideas of your own that you would like to try out? Then you're the person for us!

We're looking for innovative, flexible, knowledgeable Fitness Instructors with plenty of va va voom to ensure our members receive an outstanding fitness experience every time they visit! We want somebody that will go above and beyond our members' expectations.

You must be a brilliant ambassador for our brand and a good listener able to understand someone's goals and how to make sure they genuinely enjoy the time they spend with us achieving them! If you have the right work ethic and enthusiasm, we think you'll positively thrive with us.

UP TO THE CHALLENGE?

**We're waiting to hear from you! Sandy Feet Fitness, Camp, Co. Kerry
086 158 5337 or sandyfeetfitness@gmail.com**

Experienced

**RECEPTIONIST/
TYPIST**

**Required at David Twomey & Co.
*Solicitors, Castleisland.***

**Apply by email to
info@davidtwomeysolrs.ie**

www.traleeles.ie

25-Nov-21

KILCARA HOUSE
Nursing Home

requires **FULL TIME**

HEALTHCARE ASSISTANTS

APPLICANTS REQUIRE:

- Good command of English Language
- Must be flexible to work 7 days
- Training will be provided

also required **FULL TIME**

CLEANER

Please reply with CV to kilcara@gmail.com

FULL TIME TRAINEE

DENTAL NURSE / RECEPTIONIST

REQUIRED FOR VIBRANT, DYNAMIC DENTAL PRACTICE IN TRALEE

- Full training will be provided for suitable candidate
- As we are a fully computerised practice, excellent IT skills essential
- Experience in customer service desirable
 - Monday to Friday 9am-6pm
 - Excellent Terms & conditions

PLEASE APPLY WITH **COVER LETTER AND CV** TO nqpracticemanager@gmail.com

CLOSING DATE **FRIDAY 25TH NOV 2021**

REQUIRED

HEALTHCARE ASSISTANT

ARAS MUIRE NURSING HOME, LISTOWEL, CO. KERRY

FULL-TIME MINIMUM OF 39 HOURS PER WEEK

Annual remuneration €27,000 per year.

- 3 years work experience is required
- Qualification QQI 5 or equivalent

Please apply with CV to info@arasmhuirenursinghome.com



Machine Operator

(Full Time)

MetPro Ltd. is a leading global developer and manufacturer of a diverse range of active and protective packaging systems for the preservation and corrosion protection of high value metal products during shipping and storage. Our product range supports companies, big and small, locally and globally

**Due to new factory expansion,
we currently have vacancies for Machine Operators.**

The Benefits:

- Competitive starting rate, monthly performance bonus, 15% shift allowance (if applicable)
- 26 days paid annual leave days per year

The Role:

- Operate specialty machinery to manufacture paper coated products within the company range.
- Maintain and monitor machinery to make sure it functions properly.
- Produce product batches to customer and quality specifications.
- Conduct quality checks periodically.
- Work as part of a team in a heavy manufacturing environment.

Requirements to be considered for the role:

- Willingness to learn new skills
- Good attention to detail.
- Good attitude and work ethic

Experience with Forklift would be an advantage but not essential.

Closing date: 30th November 2021

**Please forward CV together with a typed letter of application to:
General Manager, MetPro Limited, Clash Industrial Estate, Tralee, Co. Kerry,
or email jobs@metprogroup.com**

Recruitment Event

We're recruiting!
Bring along your CV to our walk-in interview event.

When:

11am - 4pm
Saturday, 27th November

Where:

Dunnes Stores
North Circular Road, Tralee

DUNNES
STORES

Community Employment Schemes

Sean Meitheal Ltd, Lartigue Monorail, John B Keane Rd. Listowel, Co. Kerry.

Telephone: 087-2130205 E-Mail info@seanmeitheal.ie

THESE ARE COMMUNITY EMPLOYMENT POSITIONS & SUBJECT TO DEASP GUIDELINES AND APPROVAL, HOURS: 19.5 PER WEEK for each position.

Application by CV only to the email info@seanmeitheal.ie

No. 1 General Operative

Currently required for North Kerry Nursing Home.

Duties: Assisting in the upkeep and general maintenance of the building including grass cutting, painting, refuse control etc.

No. 2 Boxing Coach

This position involves the coaching of youths and adults in a boxing club // gym type environment, Gardaí Vetting is essential.

No. 3 Shop Assistant

General shop assistant duties to include checkout duties, meeting customers, general cleaning and stocking. Also this position involves light café duties.

No. 4 Healthcare Assistant

Duties include: Helping service users go to the bathroom, serving meals and helping to feed service users, assisting patients when they want to move around and all general healthcare duties.

Application by CV only to the email info@seanmeitheal.ie

Please note: FOR ELIGIBILITY: YOU NEED TO BE IN RECEIPT OF A SOCIAL WELFARE PAYMENT FOR A MINIMUM OF ONE YEAR

THE POSITIONS ARE COMMUNITY EMPLOYMENT APPOINTMENTS & SUBJECT TO DEASP GUIDELINES HOURS: 19.5 PER Week

Ballylongford, Asdee, Tarbert CE scheme currently have the following vacancies,

Tidy Towns Operative - Tarbert Village - Ref: #CES-2189494.

Tidy Towns Operative - Ballylongford Village Ref: #CES-2190124 GAA Groundskeeper /

Caretaker Asdee Ref: #CES-2190126 Parish hall

Caretaker Asdee -Ref: #CES-2190129

If you feel you would be interested in this position or to find out more info, please contact Jackie Kissane on 0863266991

Fitzgerald Stadium Community Employment Scheme



Social Media Assistant

- Responsible for all social media channels including Facebook, Instagram and Twitter
- Updating Website
- Video editing and Photography
- Part time 19.5 hours per week
- Flexible hours
- Free training

Eligibility

- Over 21
- Unemployed for over 12 months
- Receiving relevant Welfare payment

Send your CV if interested to: tomahony@fitzgeraldstadium.ie

CES-2201332 – Ware House Worker- Vincent Distribution Centre – NEWKD

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career.

Duties to include:

- Moving Boxes and bulky items
- Sorting Donations
- Keeping general area tidy and hazard free
- Loading and unloading Van
- Delivering and collecting items
- Other duties as required.

Please send CV's to Pam Dillane, CE Supervisor, NEWKD, Aras an Phobail, Deans Lane, Tralee, Co. Kerry. Email: pameladillane@newkd.ie Please check your eligibility for Community Employment with the DEASP before applying for this vacancy.
Closing date for applications 16/12/2021



Listowel Area CE Project CLG

Family Resource Centre, John B Keane Rd., Listowel, Co. Kerry.
Telephone: 068-23810/087-9346242 E-Mail: info@listowelareace.ie

UPCOMING: Community Employment VACANCIES in Listowel

No 1–Caretaker & General Maintenance - 2 Positions:

Location: St John's Theatre & Art Centre Listowel & 1 Position with Kerry Parents & Friends Association Listowel

Start date: immediately once Garda Clearance is verified.

Duties include care & maintenance of theatre, building and working towards enhancing the appearance of the surrounding areas. Funding available for training opportunities in many areas.

No 2 – Care Assistant – 3 positions

Location: Kerry Parents & Friends Association, Listowel

Start date: Subject to Garda Clearance being confirmed

Duties: To assist the instructors and nursing staff in caring for the service users. Working as part of a team with social care, hygiene & personal care, experience given in various units within the Day Care centre.

Healthcare Support QQI Level 5 training & qualification offered to successful candidate.

D1 license would be an advantage but not essential as it may be funded to obtain same while on the scheme.

No 3 General Operative & Groundskeeper – 1 position

Location: Moyvane Development

Start Date: immediate- Dependent on lockdown restrictions being lifted

Duties to include litter control, grass cutting, strimming, maintenance, painting, general maintenance; all working towards enhancing the appearance of the surrounding areas.

No 4 Health & Safety Assistant – 1 position

Location: Family Resource Centre, Listowel

Start Date: Dependent on lockdown restrictions being lifted

Garda Vetting required

Duties: To assist the Health & Safety Officers to comply with Covid and general H&S regulations. The position includes refilling sanitiser containers throughout the building, some cleaning and general maintenance, setting up meeting rooms and sanitizing same between use. Training will be provided and any training required by applicant will be considered to further their career choice.

No 5–Caretaker & General Maintenance - 2 Positions

Location: 1 x Knockanure Community Centre & 1 x Finuge Development

Start date: immediately, subject to Garda clearance.

Duties to include maintenance of centre and grounds, litter control, grass cutting, strimming, maintenance, painting, general maintenance; all working towards enhancing the appearance of the surrounding areas.

No 6 – Environmental Worker – 1 Position

Location – Listowel Tidy Towns

Start Date: immediate

Duties to include litter control, grass cutting, strimming, maintenance, painting, general maintenance; all working towards enhancing the appearance of the surrounding areas.

Please note:

FOR ELIGIBILITY: YOU NEED TO BE IN RECEIPT OF A SOCIAL WELFARE PAYMENT FOR A MINIMUM OF ONE YEAR

THE POSITIONS are COMMUNITY EMPLOYMENT & SUBJECT TO DEASP GUIDELINES

HOURS: 19.5 PER WEEK for each position

PAY RATE: SUBJECT TO PAYMENT EACH INDIVIDUAL IS RECEIVING AT PRESENT & SET BY DEASP

Required*** CV & PPS No. to: info@listowelareace.ie**

Training will be provided for all positions and funded by DEASP, Sponsors and support given in the roles.



KDYS CE SCHEME

The post is a developmental opportunities and no experience is necessary. Accredited training will be provided to support your career. However, previous experience in similar roles is welcomed. Good computer skills are desirable.

1 x CARETAKER

LOCATION: TRALEE, KDYS YOUTH CENTRE.

Ref: CES 2192475

To work as part of the facilities team at KDYS Youth Centre Tralee providing a professional, friendly & efficient service to all service users at the Centre.

Duties to include:

- Monitoring entry and exit of premises;
- Cleaning and light maintenance duties;
- To assist in compliance with Health & Safety/Covid 19 regulations
- Room set up for activities;
- Answering telephone while on duty and taking messages.
- Flexibility is required as the role involves evening and weekend work.

1 x CARETAKER/CLEANER

LOCATION: LISTOWEL, KDYS YOUTH CENTRE.

Ref: CES 2193090

Duties to include:

- Cleaning and light maintenance duties;
- To assist in compliance with Health & Safety/Covid 19 regulations
- Room set up for activities;
- Monitoring entry and exit of premises;
- Answering telephone while on duty and taking messages.

2 x ADMINISTRATION ASSISTANT

LOCATION: KILLARNEY, KDYS YOUTH CENTRE.

Ref: CES 2193053

Location: TRALEE, KDYS Youth Centre.

Ref: CES 2192475

Duties to include:

- Reception duties.
- Dealing with Room Bookings and monitoring room usage.
- Ensure adequate stocks of office supplies are available at all times.
- To assist in compliance with Health & Safety/Covid 19 regulations and to be vigilant to any Health, Safety and Welfare risks in the workplace and bring any concerns to your line manager or Health & Safety representative.
- Sorting and distributing all incoming and outgoing mail and messages.
- General administration duties including word processing, photocopying, shredding and filing.
- Knowledge of Microsoft Office and Social Media platforms desirable.

2 x YOUTH WORK ASSISTANTS

LOCATION: 1 x TRALEE, KDYS Youth Centre.

Ref: 2187050

1 x KILLARNEY, KDYS Youth Centre.

Ref: 2187054

To assist the full time youth worker in the planning, implementation and evaluation of all programmes in response to the needs of young people in the area including:-

- Work to provide quality youth work through the Youth Café facility at the KDYS Youth Centre may include evening work.
- Develop relationships and programmes of work with young with whom regular contact is kept.
- Participate in any youth work activity including events; community youth work groups and weekly long activity camps.
- Assisting in the compliance of Health & Safety/Covid 19 regulations

Hours: 19.5 per week – includes evening and weekend work.

Start date: TBC. Subject to Garda Vetting and eligibility check by DEASP.

To apply please forward CV and note of your PPS number to Ann Brosnan email: annbrosnan@kdys.ie or telephone 068 23744. Also please contact your local DEASP Employment Services/INTREO Office to check your eligibility and quote relevant reference number above. Generally applicants are required to be in receipt of a DEASP payment for up to 12 months.

The Island Crown Community Group Company Ltd

Resource Centre

Lyreacrompane

Listowel

Co Kerry

☎06848369

E mail:

bridiedillon@islandcrowngroup.com



The Island Crown
Community Group Company Ltd.

**JOB
VACANCY**

Caretaker, Ivy Leaf, Castleisland	Maintaining the centre, facilitating all activities associated with the centre
Caretaker, Lyreacrompane	Maintaining the centre, facilitating all activities associated with the centre, maintaining walkway surrounding the sportsfield and the Riverwalk.
Housekeeper/Kitchen Assistant, Grove, Ardferit	Housekeeping duties, preparing meals for residents
Bus Maintenance / Passenger Assistant	Deep Cleaning the buses, passenger assisting On routes


**AS AN EMPLOYEE ON OUR CE SCHEME
YOU CAN EXPECT:**

- ✓ DSP Rates for 19.5 hrs per week
- ✓ Full on the Job Training Provided
- ✓ Opportunity for free QQI (FETAC) Certified Training
- ✓ Full support for Training and Development
- ✓ Paid Work Experience
- ✓ Training and Coaching for Interview skills/Creating C.V.
- ✓ Preparation for Future Employment
- ✓ Employee Assistance Programme

IWA is an equal opportunity employer

IWA is a quality accredited not for profit organisation delivering a range of services to people with disabilities and older people in every town and village in Ireland. Our goal is to have the right people in the right place at the right time and we understand that our people are our greatest asset.

**IN RETURN THE IWA
EXPECTS FROM YOU:**

- ✓ Your commitment to training
- ✓ Willingness to learn
- ✓ Flexibility
- ✓ Caring 'can-do' attitude
- ✓ Team worker

CONTACT:

Gretta Murphy

CE Supervisor

Irish Wheelchair Association

Gretta.donohermurphy@iwa.ie

087 6684665

Vacancy Title	Ref Number	Location	Creation Date	Last Modified Date	Close date
Caretaker & General Maintenance Worker	#CES-2194263	Listowel, Listowel, County Kerry, Ireland	15/09/2021		27/10/2021
Care Assistant	#CES-2194265	Listowel, Listowel, County Kerry, Ireland	15/09/2021	15/09/2021	27/10/2021
General Operative & Groundskeeper	#CES-2194266	Listowel, Listowel, County Kerry, Ireland	15/09/2021	15/09/2021	27/10/2021
Health & Safety Assistant	#CES-2194269	Listowel, Listowel, County Kerry, Ireland	15/09/2021	15/09/2021	27/10/2021
Caretaker & General Maintenance Worker	#CES-2194271	Listowel, Listowel, County Kerry, Ireland	15/09/2021	15/09/2021	27/10/2021
Environmental Worker	#CES-2194273	Listowel, Listowel, County Kerry, Ireland	15/09/2021	15/09/2021	27/10/2021

ST BRIGID'S COMMUNITY EMPLOYMENT VACANCIES

Location	Jobs No	Position	Closing Date	Vacancies
Ballyheigue	2193371	Cleaner/Maintenance	16/12/2021	1
St Brigid's, Tralee	2188058	Cleaner (Mornings)	16/12/2021	1
St Brigid's, Tralee	2195728	Caretaker (Evenings)	16/12/2021	1
Listowel FRC	2185030	Kitchen Porter	16/12/2021	1

Ballyheigue FRC	2184053	Childcare Assistant	16/12/2021	2
Camp	2184055	Childcare Assistant	16/12/2021	1
Castleisland	2184056	Childcare Assistant	16/12/2021	1
Cordal	2193368	Childcare Assistant	16/12/2021	1
Dromid	2193369	Childcare Assistant	16/12/2021	1
Kilgarvan	2184057	Childcare Assistant	16/12/2021	1
Listry	2184059	Childcare Assistant	16/12/2021	1
Milltown	2184060	Childcare Assistant	16/12/2021	1
Rathmore	2195727	Childcare Assistant	16/12/2021	2
Scartaglen	2184062	Childcare Assistant	16/12/2021	1
Valentia	2184063	Childcare Assistant	16/12/2021	1

Joan Pembroke 085 8659517, Katie Clarke 085 8856919
CE Supervisors for Childcare Scheme, Co Kerry
St Brigid's Community Centre, Hawley Park, Tralee

Ballymacelligott Handball CLUB



POSITION

Maintenance

Examples of Job Training Available

Painting & Decorating - Chainsaw Operations - Welding
 Horticultural Tools & Equipment - Hard Landscape Construction

BALLYMACELLIGOTT COMMUNITY EMPLOYMENT

ph. (066) 7137026 email: office@ballymacce.ie

RCN: 20204822 (Registered Charity No.)

All Training is **FREE** for
 Community Employment
 Scheme Participants

www.traleeles.ie

25-Nov-21

BLENNERVILLE

WINDMILL / MODEL RAILWAY



**WE'RE
HIRING**

POSITION

Receptionist

Examples of Job Training Available

Customer Service - Communications - Data Protection - EC DL
Audio Transcription - Reception & Frontline Office Skills - MS Word
Spreadsheet Methods - Database Methods - Basic Computer Skills

All Training is **FREE** for
Community Employment
Scheme Participants

BALLYMACELLIGOTT COMMUNITY EMPLOYMENT

ph. (066) 7137026 email: office@ballymacce.ie

RCN: 20204822 (Registered Charity)

**WE
ARE
HIRING!**



FIRIES G.A.A. CLUB

FARRANFORE

POSITION

Maintenance

Examples of Job Training Available

Painting & Decorating Chainsaw Operations
Welding Horticultural Tools & Equipment
Hard Landscape Construction

BALLYMACELLIGOTT COMMUNITY EMPLOYMENT

ph. (066) 7137026 email: office@ballymacce.ie

RCN: 20204822 (Registered Charity No.)

All Training is **FREE** for
Community Employment
Scheme Participants

Ballymacelligott Handball CLUB



POSITION

Cleaner

Examples of Job Training Available

Clean Pass - Body Fluid & Sharps - Chemical Competency
Buffing & Spray Cleaning - Scrubber Drying

BALLYMACELLIGOTT COMMUNITY EMPLOYMENT

ph. (066) 7137026 email: office@ballymacce.ie

RCN: 20204822 (Registered Charity No.)

All Training is **FREE** for
Community Employment
Scheme Participants

An Ríocht

Castleisland



POSITION

Bookkeeping/Payroll

Examples of Job Training Available

Payroll Manual & Computerised - Data Protection
Bookkeeping Manual & Computerised

BALLYMACELLIGOTT COMMUNITY EMPLOYMENT
ph. (066) 7137026 email: office@ballymacce.ie
RCN: 20204822 (Registered Charity No.)

All Training is **FREE** for
Community Employment
Scheme Participants

KNOCKNAGOSHEL



POSITION

Maintenance

Examples of
Job Training Available

Painting & Decorating
Chainsaw Operations
Welding

Horticultural Tools & Equipment
Hard Landscape Construction

BALLYMACELLIGOTT COMMUNITY EMPLOYMENT
ph. (066) 7137026 email: office@ballymacce.ie
RCN: 20204822 (Registered Charity No.)

All Training is **FREE** for
Community Employment
Scheme Participants

Currow



POSITION

Maintenance

Examples of
Job Training Available

Painting & Decorating
Plant Care & Maintenance
Horticultural Tools & Equipment

BALLYMACELLIGOTT COMMUNITY EMPLOYMENT
ph. (066) 7137026 email: office@ballymacce.ie
RCN: 20204822 (Registered Charity No.)

All Training is **FREE** for
Community Employment
Scheme Participants

Abbeydorney Development Company CE Vacancies
Please email CV to abbeydevcom.ltd@gmail.com or ask your LES/DSP officers to forward your information to the scheme.

Positions	Location	Jobs Ireland Code	No of Vacancies
Environmental Workers	Abbeydorney	#CES-2196282	3
Laundry Workers – Starting in January 2022	Abbeydorney	#CES-2196284	2
Receptionist/Core Staff Assistant	SFRC – Abbeydorney	#CES-2196287	1
Maintenance Worker	Ardfert	#CES-2196288	1
Historical Research/Kitchen Assistant	Abbeydorney/Tralee	#CES-2196285	1
Active Retired Facilitator	Abbeydorney	#CES-2196286	1

Ballymacelligott CE CLG

Job Title	Location	No. of Postions	Garda Vetting	Closing Date	Job Ref. No
Maintenance	Knocknagoshel Community Centre	1	No	13/12/2021	2200739
Maintenance	Currow CC/GAA/Tidy Towns	2	No	13/12/2021	2200737
Bookkeeper	An Riocht, Castleisland	1	Yes	13/12/2021	2200738
Receptionist	Blennerville Windmill	1	Yes	13/12/2021	2200754
Maintenance	Firies Sporting Facilities	1	No	13/12/2021	2200751
Maintenance	Farranfore	1	No	13/12/2021	2200741
Cleaner	Ballymacelligott	1	No	14/12/2021	2200742
Maintenance	Ballymacelligott	2	No	13/12/2021	2200884
Caretaker	Knocknagoshel Community Centre	1	No	13/12/2021	2200732

Dated : 02/11/2021

UPCOMING: COMMUNITY EMPLOYMENT VACANCIES IN TRALEE

I would appreciate if you could advertise the following vacancies for 6 weeks on our behalf.

Please Note:

FOR ELIGIBILITY: YOU NEED TO BE IN RECEIPT OF A SOCIAL WELFARE PAYMENT FOR A MINIMUM OF ONE YEAR

The positions are Community Employment & Subject to DEASP Guidelines.

Hours: 19½ per Week.

PAY RATE: SUBJECT TO PAYMENT EACH INDIVIDUAL IS RECEIVING AT PRESENT & SET BY DEASP

Required – CV & PPS No to anne@friendsofableproject.ie

Job Title	Location	No of Positions	Garda Vetting	Closing Date	Job Ref No.
Maintenance/Caretaker – Enable Ireland CS	Tralee	2	Yes		#CES2187635
Relief Driver Tralee Tidy Towns	Tralee	1	No		#CES2187636
Store Room Assistant – Adapt Charity Shop	Tralee	1	No		#CES2197215
Environmental Worker Tralee Tidy Towns	Tralee	1	No		#CES2191758
Housekeeper with Adapt Women’s Refuge	Tralee	2	Yes		#CES2198233
Community Link Worker – Kerry Traveller’s Development Project	Tralee	1	Yes		#CES2198485
Pitch Maintenance – Austin Stacks Football Club	Tralee	1	No		#CES2201642



FRIENDS OF ABLE

A better life for everyone!

FRIENDS OF ABLE LIMITED

WE'RE HIRING!

Position: Pitch maintenance/Caretakerr

Scheme Location: Austin Stacks Football Club

Contract Type: Temporary

Job Type: Community Employment Scheme

Start Date: To be confirmed

Hours per week: 19.5 hours

Position: 1

Salary Type: CE Programme Rates

Education:

This is a developmental opportunity, no experience needed. Accredited training will be provided to support your career.

Duties will include:

Pitch maintenance, Lining of pitches, Strimming, Grass cutting, Painting internally and externally, repairs etc

Send your CV to anne@friendsofableceproject.ie

Arrangements:

Please contact your local DEASP Employment Services/Intro Office to check your eligibility and to apply for this vacancy. Vacancy Reference Number will be required. Eligibility to participate on CE is generally linked to those who are 21 year or over and applicants must also be in receipt of a qualifying Irish social welfare payment for 1 year or more.

NEWKD launches a new programme 'Women Active in Society' for Female Farmers, Producers and Entrepreneurs

This training programme aims to increase awareness and fuller participation of women in society in three key areas: Farming, Local Producing and Business. Launching in late June on a virtual platform, this programme is unique from others in that it is a transnational initiative, built in collaboration with a similar group of women based in Poland. The programme will involve training sessions here, group project work, hosting Polish women in Kerry, and then our own group of women traveling to Poland. All in an effort to improve our networks, learn from each other and build relationships that will allow these women to grow their business.

To learn more and sign up, head over to <https://entrepreneursacademy.ie/wais/> or contact Denise on 01 419 7000 or denise@entrepreneursacademy.ie. The programme is free of charge due to partial funding from the EU under the Rural Development Programme 2014 – 2020, but spaces are limited. Book now to avoid disappointment.



Beginning
June 2021



Rialtas na hÉireann
Government of Ireland

Tionscadal Éireann
Project Ireland
2040





NEWKD

Rural Social Scheme

Farmers in these difficult times has your farm income been reduced? Have you, your spouse, child or sibling been made unemployed?

If you, your spouse or family member is in receipt of:

- A means tested Department Of Employment Affairs and Social Protection (DEASP) payment for example Farm Assist or Jobseekers Allowance.
- A Basic Payment Scheme (BPS) payment.

And you are actively farming in excess of 1 hectare.

Then your application may be used to assist eligibility for this scheme.

The benefits of participating on the scheme include:

- Reduced isolation by working alongside other farmers.
- An increased weekly income.
- Weekly PRSI contributions towards your retirement pension.
- Engaging in 19.5 hours work per week on local community projects.

The Rural Social Scheme team nationally currently comprises 139 Supervisors and 3,350 participants. It is an equal opportunities employer.

Community Groups are you interested in availing of the Rural Social Scheme?

Works carried out in communities include:

- Maintenance of waymarked ways, agreed walks and bog roads;
- Village and countryside enhancement projects;
- Maintenance and caretaking of community and sporting activities;
- Community administration/clerical duties;
- Social care and care of the elderly, community care for both pre-school and after-school groups;
- Projects relating to not-for-profit Cultural and Heritage Centres.

For further information contact:

Geraldine Kelly or **Anita Bodenham** in the Listowel Area on 068 23429.

Aine Stack in the Tralee Area on 066 7180190.

Joanne O' Sullivan or **Kay O' Connor** in the Castleisland Area on 066 7142576



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

www.traleeles.ie

25-Nov-21

Are You... 15-24 years?

Not in education, employment or training?

Ready to try something new?

We provide: Free support, guidance and training

Contact us to see how we can help!

NEWKD YEI SERVICE YOUTH EMPLOYMENT SERVICE

Listowel Area

Louise Lyons

NEWKD,

20 Upper William Street,

Listowel

(068) 23429 0876411271

louiselyons@newkd.ie

Castleisland Area

Jennifer O'Sullivan

NEWKD,

Tralee Road,

Castleisland

(066) 7142576 0879493451

jenniferosullivan@newkd.ie



Ireland's European Structural and
Investment Funds Programmes
2014-2020
Co-funded by the Irish Government
and the European Union



EUROPEAN UNION
Investing in your future
European Social Fund



Department of Rural and
Community Development
An Roinn Forbartha
Eoibhir agus Pobail



The Social Inclusion and Community Activation Programme (SICAP) 2018-2022 is funded by the Irish Government and co-funded by the European Social Fund and includes a special allocation under the Youth Employment Initiative 2014-2020.



Is a FREE service for people over 60 years in the North Kerry areas :

**Moyvane, Listowel
Ballydonoghue, Duagh
Causeway/Ballyduff
Ballybunion, Asdee**

**For people who would like a social visit once a week
For people who have no transport, living on their own, isolated
or cannot leave their home due to medical reasons**

NEWKD (North, East & West Kerry Development) has been running the Home Visitation Service project since 2018 in the North Kerry area with Anita Bodenham and Geraldine Kelly as Supervisors and Project Managers. This innovative project run by RSS (Rural Social Scheme), which links isolated people with others socially in their community, has taken on even greater importance in this time of so much uncertainty, during the Covid 19 crisis. This Home Visitation project would not be possible without RSS participants who have been an immense help from the very beginning of this initiative and work tirelessly in the North Kerry area.

NEWKD works closely with the community and runs many projects such as Home Maintenance Services, Meals on Wheels, Senior Alert Scheme. Increasingly the need for home social supports became evident in running these services, as older people were reported suffering loneliness and social contact in their daily lives. Commitment from the HSE Community Work Department and the team of HSE Public Health Nurses (PHNs) is a vital part of the Home Visitation Service initiative as well as support from An Garda Síochána and local groups.

NEWKD/RSS adhere to strict practices and policies as regards to treatment of the older people, their safety and wellbeing. Our work is centered around the community we work with. The Home Visitation project creates stronger links between service users (over 60s) and agencies such as HSE/Public Health Nurses/ Community Work Departments, An Garda Síochána, Meals on Wheels, Local Link and other local services available. This project also relies on help from dedicated volunteers.

NEWKD in turn values and appreciates volunteers, provides induction, training and continuously supports them in their role. Volunteers and RSS participants form an essential part of Home Visitation Service by calling on service users once a week at agreed time to chat to and offer companionship and a listening ear. Home Visitation volunteers are not required to do cleaning, cooking or attend to medical needs etc.; they are there to support and link older people with services that exist in the community, keep a gentle eye on them and making sure they know that someone cares.

**From the team of NEWKD Home Visitation Service NEWKD, 20 William Street Upper, Listowel, Co. Kerry, V31 TR68
Tel: 068 23429**



www.traleeles.ie

25-Nov-21

Kerry College 2021/22 Prospectus

View it online

https://issuu.com/kerrycollege/docs/kerry_college_e-prospectus_v1_2122



ENROL NOW START DATE: 15/11/21

Employment | Progression | Apprenticeship



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of Further Education & Training

INTERNATIONAL DIPLOMAS IN

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CLASH ROAD CAMPUS TRALEE | 52 WEEKS | NO FEES

Award winning, expert tuition in our state of the art facility

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Minimum 30% training is on-the-job.

Excellent job opportunities.



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KERRY EDUCATION
AND TRAINING BOARD

FOR FURTHER INFORMATION TALK TO OUR ADMISSIONS TEAM ON

066 714 96 96

APPLY ONLINE WWW.KERRYCOLLEGE.IE



Riachtas na hÉireann
Government of Ireland



SOLAS
learning works

www.traleeles.ie

25-Nov-21

Kerry College and TLI Group are hosting a FREE live webinar
MONDAY NOVEMBER 29TH at 7PM discussing employment opportunities with TLI
via multiple Kerry College courses.

Hear from past learners now working with TLI, about their experience coming through Kerry College. Industry professionals will be available to answer any questions and a Kerry College Admissions Officer will discuss the application process.

Register today and don't miss out: <https://bit.ly/3F5Shsl>



Live Information Event

Discussing careers in:
Civils for Fibre Installation
Fibre Installation Technician
Overhead Lines Operative

November 29th at 7PM
Register now



Kerry College will resume Evening training in its Monavalley campus in January 2022. There are nearly 40 courses to choose from. To apply and see our full list of courses visit <https://kerrycollege.ie/part-time-courses/>

Kerry college are running a number of Blended learning courses starting in January 2022.

Learn from the comfort of your own home.

Participants need to be IT literate with access to laptop\PC and Broadband. Learners will also need to attend the Kerry College, Monavalley Campus for assessment purposes.



Blended Learning

Courses available in

- ICDL (Old ECDL)
- Advanced ICDL
- Payroll Level 5 and 6
- Bookkeeping Level 5 and 6
- Supervisory Management
- Data Protection and GDPR



Browse Evening Course options now on www.kerrycollege.ie. Apply today and start 2022 the right way!!

Employment | Progression | Apprenticeship



EVENING TRAINING RETURNS TO KERRY COLLEGE IN JANUARY 2022

Part time courses in Business, IT, Hair and
Beauty, Engineering and Construction

Apply online at www.kerrycollege.ie

NEW DATE!!

Mark your calendars. Beauty Therapy will start the 6th December.
Apply Now: <https://kerrycollege.ie/full-time.../beauty-therapy-tralee/>
Kerry College. Life. Changing.



Beauty Therapy

6/12/21

www.kerrycollege.ie

www.traleeles.ie

25-Nov-21



BORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION AND TRAINING BOARD

MENTOR PROJECT

...giving you opportunity & agency



CATHERINE GALWAY
Mentor Project Co-ordinator
086 796 6477

SUSAN O'SHEA
Mentor
086 796 6478

The **Kerry ETB Mentor Project** is a mentoring service **FOR** young people.

We provide an independent service - which means that we do not recruit for any programme, course, training provision, etc.

We provide mentoring which has a progression focus - which means that we work with you to help you make the best plan for your future.

We provide mentoring with each young person on a case by case basis and so your plan will be different to anyone else's.

If you would like some support moving forward, if you feel you are stuck, or if you just need a little help trying to make decisions on what to do next, please contact us.

This is a **FREE & CONFIDENTIAL** service.

"The delicate balance of mentoring someone is not creating them in your own image, but giving them the opportunity to create themselves."

— Steven Spielberg



TRALEE CTC

MONAVALLEY IND ESTATE, TRALEE

We are currently recruiting young people aged between 16-21 for QQI Level 3 and Level 4 courses

These courses are a pathway to further education or employment

- **CATERING,**
- **CONSTRUCTION**
- **TECHNOLOGY**
- **HAIRDRESSING**

***CONTACT US TODAY ON 066 7125415
FOR INFORMATION ON ANY OF THESE COURSES***



IT'S NEVER TOO LATE TO APPLY, CONTINUOUS INTAKE

TRAINING ALLOWANCE PAID WHILE YOU LEARN



MTU

Ollscoil Technolaíochta na Mumhan
Munster Technological University

OPEN DAY

MTU KERRY CAMPUS

26TH NOVEMBER 2021



**MEET OUR STAFF
& STUDENTS**

ASK ABOUT PROGRAMMES,
FACILITIES, SOCIETIES AND
CLUBS & CAMPUS LIFE

**TALKS, DEMOS &
INFORMATION SESSIONS**

DON'T MISS THESE
PRESENTATIONS, DISPLAYS &
INTERACTIVE ACTIVITIES

**DISCOVER OUR CAMPUS
& FACILITIES**

TOURS WILL TAKE PLACE
THROUGHOUT THE DAY WITH
BUSES TO THE SOUTH CAMPUS

Limited places, advanced booking
essential for on-campus events. All open day
attendees must present a valid covid certificate

BOOK ONLINE AT [MTU.IE/OPENDAYS](https://www.mtu.ie/opendays)    



We are here to **support** you in Kerry

Phone Tralee Mon- Fri, 10-4pm on **0761 07 7860**

Providing you with free and confidential information, advice and advocacy on

- SOCIAL WELFARE
- HEALTH
- FAMILY MATTERS
- HOUSING
- EMPLOYMENT RIGHTS
- INCOME SUPPORT



0761 07 7860



kerry@citizensinformation.ie

Funded and supported by the Citizens Information Board

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NEWKD 



FREE PRE EMPLOYMENT SKILLS

@

LISTOWEL JOBS CLUB

Need Assistance & Support with applying for a job?
If, so we can provide skills training,
CV preparation, digital support and on line applying etc.

**Due to Covid-19 we are working
on a one to one individual basis.**

You can reach us on email:

tinaoconnor@newkd.ie

sandranoel@newkd.ie

Phone 068 24981 or

Mobile/Whatsapp 087 9918445

or find us FB @ Listowel Jobs Club.

Location:

20 Upper William St. Listowel
(The Old Post Office)



An Baine Gairbhí Fostálaíochta
agus Caidreamh Sóisialaí
Department of Employment Affairs
and Social Protection

National Learning Network

Tralee

FREE Construction Skills course

- Plastering
- Block Laying
- SafePass
- Woodwork
- Painting/Decorating
- Floor and Wall Tiling

If you have an illness or need additional support to learn, then NLN can help. Eligibility criteria apply.



A mix of classroom and practical learning, as well as work experience, the course gives real life skills to get and keep a job in construction or to progress to pre-apprenticeship level.

📞 066 712 2533

Email: tralee@nlm.ie

www.nlm.ie

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KERRY EDUCATION AND TRAINING BOARD

National Learning Network

Learn to change your story

Sporting Chance Course

Enrolling **NOW**

Sporting Chance is a **FREE** course offering a mix of classroom and practical learning as well as work placements. The course gives you the skills and qualifications necessary to get a job in the sport and leisure industry. The course is funded by the Kerry Education & Training Board.

If you need additional supports to learn, have had an injury, illness or disability then NLN can help.

Find out more:

📞 066 712 2533

✉ una.flynn@nlm.ie

🌐 www.nlm.ie

📘 [facebook.com/NLNireland](https://www.facebook.com/NLNireland)

Free life-changing courses
and supported **training**



BORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ
Kerry Education and Training Board

www.traleeles.ie

25-Nov-21

National Learning Network

Learn to change your story

Need training to get a job in IT?

**Enrolling
Now**

IT by Blended Learning at NLN in Tralee is a **FREE** training course to help you learn the skills you need to get and keep a job. Our course combines classroom-based and home-based learning with work experience.

If you need extra support, if you have had an accident, illness or injury or have a disability then we can help. This course offers you the personalised support you need to gain a QQI Level 5 qualification and get a job.

This course is funded by the Kerry Education and Training Board. Eligibility criteria apply.

**Find out more at
NLN Tralee:**

- ☎ (066) 712 2533
- ✉ tralee@nlm.ie
- 🌐 www.nlm.ie
- 📘 [facebook.com/
NLNTralee](https://www.facebook.com/NLNTralee)



Free life-changing courses
and supported **training**



Kerry Education and Training Board

We are here to **support** you during **COVID-19** (Coronavirus)

For **free** and **confidential** information, advice and advocacy
book a call back at citizensinformation.ie/callback



citizensinformation.ie



0761 07 4000
Mon to Fri, 9am - 5pm

COVID-19 /CORONAVIRUS Kerry Community Response Forum

The COVID-19 Kerry Community Response Forum has been established to coordinate the community response to the current public health emergency. A confidential **freephone** service has been set up to deal with requests for non-emergency supports such as the **delivery of food, fuel and medical supplies**.



FREEPHONE: 1800 807 009

TEXT 'SUPPORT' followed by your NAME to 50555

EMAIL: covidsupport@kerrycoco.ie

Available 8am to 8pm seven days a week

The support of dozens of community
and voluntary agencies and groups
across Kerry is gratefully appreciated



Rialtas na hÉireann
Government of Ireland

Income Supports for people impacted by **COVID-19**

There are a range of
income supports available.
Find out more **gov.ie/deaspcovid19**

Brought to you by the Department of
Employment Affairs and Social Protection



Rialtas na hÉireann
Government of Ireland

COVID-19 SUPPORTS

**Pandemic Unemployment Payment & Enhanced
Illness Benefit Payment of €350 per week**

Apply online at **www.mywelfare.ie** 

Payments available to employees and the self-employed

MyWelfare



Rialtas na hÉireann
Government of Ireland

Volunteering Opportunities

Volunteer to increase your chances of employment! On the path to finding a job, why not consider volunteering? Your jobseekers allowance will not be affected if you volunteer, as long as you remain available to take up paid employment. To find out more, contact Linda, the Placement Officer, at Kerry Volunteer Centre on 066-7117966, email linda@volunteerkerry.ie or visit our website www.volunteerkerry.ie

Please note that it is important to seek approval for volunteering by contacting your Deciding Officer.



kerry volunteer centre

Ionaid d'Oibrí Deonacha Chontae Chiarraí



Oifig Fiontair Áitiúil
Local Enterprise Office

■ Oifig Fiontair Áitiúil Chiarraí ■ Local Enterprise Office Kerry

Want to grow your business in Kerry?
WE'RE READY if you are



At your Local Enterprise Office (LEO) you'll find a hub of expert advice, information and practical supports to help you with this next important step. And we're right here on your doorstep!

Tell us about your plans and we'll match you with the relevant services, resources and progression pathways to enable your business to grow and realise its full potential, and yours.



CONHAIRLE CONTAE CHIARRAÍ
KERRY COUNTY COUNCIL

Visit www.localenterprise.ie and let's talk business!

For further information
T: 066 7183522 E: LEO@kerrycoco.ie
County Buildings, Rathass, Tralee



www.traleeles.ie

25-Nov-21