



TRALEE LOCAL EMPLOYMENT SERVICE

WEEKLY NEWSLETTER

28th July 2022

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



Website

<https://newkd.ie/employment/tralee-local-employment-service/>



Follow us on Facebook

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

Head Office

NEWKD , Áras an Phobail,
Croílár na Mistéalach,
Dean's Lane, Tralee, Co Kerry
V92 CRW8
Tel: 066 7129675
Email: info@traleeles.ie

What we do:

- Career Path Planning
- Assistance with Job Seeking
- CV and Cover Letter review
- Advice regarding Educational & Training Needs
- 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 Seirbhísí Fostaíochta Áitiúla (LES) maoinithe ag Rialtas na hÉireann tríd an Roinn Coimirce Sóisialaí



<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22



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
Ta Sárthéam Forasachta Ábhaile (LES) maoinítear ag Roinn na Málairt agus an Roinn Coimíne Sóisialaí



An Roinn Coimíne Sóisialaí
Department of Social Protection



NEWKD
North, East and West Kerry Development
Seirbhís Chomairle Thoir, Thoir agus Thoir

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

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



Tralee Local Employment
Service

@traleelocalemploymentservice

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4-Jul-22

How can Tralee LES 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 nighttime 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 steppingstone 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

Sales Assistant

Suits Select Tralee are currently looking for for talented and enthusiastic Sales Assistant to join our innovative and fast-paced business.

Our store offers an extensive range of premium mens formalwear such as Suits , Shirts , Blazers Shirts 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

- Sales experience in a target driven environment
- 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

What you'll get by joining our team

- Hourly rate of pay
- Holiday Pay
- Employee discounts

Job Type: Part-time

Schedule: 8 hour shift

Apply on: <https://ie.indeed.com/viewjob?cmp=Paraffin-Store&t=Sales+Assistant&jk=51fc86557f935b70&vjs=3>

Healthcare Assistants - Lixnaw

Ranked 2nd on the Irish Independent "Best Employer" list 2022 and the highest-ranking charity organisation.

We are seeking applications from committed and caring Healthcare Assistants who are interested in joining our team in the below locations in the Lixnaw area of Co.Kerry.

The positions on offer are for the following hours;

1 post 15

1 post 5

Availability to include mornings, lunchtimes, late evenings alternate weekends is required

What we Offer

- Salary range for this position is **€14.23 – €15.82 per hour** depending on experience
- Premium rates paid for unsociable hours

Before 8am and after 8pm - €17.78 p/h

Sunday - €21.34 p/h

Public Holidays - €28.46 p/h

- Inter-client mileage paid
- Sick pay scheme
- Excellent working conditions
- Ongoing Training development opportunities
- VHI, HSF and PRSA schemes available
- Employee Assistance Programme

What we Require:

- Minimum of two modules completed and a commitment to completing QQI Level 5 in a Health care discipline.
- Full Driving License and access to vehicle (**essential**)
- Experience in a caring environment preferable but not essential
- Kind and Caring attitude
- Person Centred approach
- Use of your own smart phone to check in and out of your visits is essential

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- Flexibility with your working hours
- Needs to live within 30 minutes of the above location

IWA is committed to continuing to be an equal Opportunities employer

Documentary evidence of your relevant qualification(s) may/will be required in advance of or during the recruitment process

€14.23 to €15.82 DOE

Apply on: https://ie.indeed.com/viewjob?jk=1626fd76f76861a0&l=Tralee%2C+County+Kerry&tk=1q8qertlvk9a3800&from=web&advn=2191921009685885&adid=387584441&ad=6NYIbfkN0Ae0A0BMjB_Y1De1jFu9n24IM4Co1gySet-GOjZh6QXstUfHswc6R8cWkkfT-KH4Y8MB4xGLwXspnIjRWITX5TSQRxvUWpeocMKB86Dp3qozR1io7lkC6tsqBH_GqMa-wczrb0BmeRtL5MKKdybHWwwYNLanvoztE49leW3J7GxN49N9F3vW1_zU2cVmhP5KiyNV49Td5tsV0HL9i7cVJIL8EkJ7RLV7wEeSuf8wyUchfRzSIQEOVM6vP-u8oYcFKVqLqMqIRbokv3NixiMU2_j1eF0Ept0GTD6CDDJiHWlvZxYwxZkK2rNBOZGSsViOLnIAS9Ka6mQY0-KhD2E6XL90Dbd3ZFxx2KJi4SaD7YiXDiWWp3&sidu=1jinM9JiYqYAeQSeQsDxswqXv84U8Si3UwQ44nrf19YTi6WfTKS_hiGkk2sscpX-0qXXwAzqhfWimaPIAIB5TKizqzmadh6XPBKydXBVoOD4l6f7Y4T66P0ulCYGev82GJlqZTNaBtQWj_j8nEYmvtwH7ncK6-hB35VmKtQ1wPc&acatc=1q8qf6m8osu2c800&pub=4a1b367933fd867b19b072952f68dceb&vjs=3

Supervisor

We are currently recruiting for a Store Supervisors to join the team in Homesavers Tralee, County Kerry. As Store Supervisor you will support the Store Manager in leading all team members of the store ensuring the delivery of outstanding levels of service to all our customers in the most effective and profitable manner while ensuring policy compliance.

Duties & Responsibilities

- Support the Store Manager in developing a strong team
- Ensure that date checking, stock rotation, shrinkage controls and food safety procedures are being followed
- Communicate effectively with team members
- Ensure that all team members adhere to the companies policies & procedures
- Act as a reasonable key holder protecting yourself and the company's assets at all times
- Ensure the correct SEL's & POS are in place
- Maintain stock levels/replenishment of stock
- Ensure Merchandising standards are in line with best practice
- Ensure that the Store is clean and tidy at all times

Skills & Experience Required

- Team Player
- Experience of leading a team in a professional manner
- Ability to delivery standards – setting example for the team
- Excellent communication skills
- Good merchandising skills/knowledge
- Ability to support Store Manager in providing training
- Ability to deal effectively with incidents in the absence of the Store Manager
- Business/commercial awareness

Benefits

- Fun, high energy work environment
- Excellent career progression opportunities are available to the right person as the company grows

Job Type: Part-time

Part-time hours: 20-35 per week

Salary: €11.50 per hour

Apply on:

<https://ie.indeed.com/viewjob?cmp=Homesavers&t=Supervisor&jk=23e2d73d3b5fcbbbb&vjs=3>

Healthcare Assistant

As one of Ireland's largest providers of Healthcare Staff, TTM Healthcare have partnered with a leading organisation to hire Healthcare based in Kerry for lucrative temporary work.

By working with TTM Healthcare, you can expect market-leading pay rates as well as outstanding support and progression opportunities.

If you're interested, then apply for immediate interviews.

Benefits

By working with TTM Healthcare you will receive:

- Market-leading pay rates €14.53 - €18.72.

<https://newkd.ie/employment/tralee-local-employment-service/>

- Dedicated consultant and 24/7 on call support.
- We realise potential - development and career progression opportunities.
- Flexible working hours tailored to your own availability.
- TTM Availability Diary - mark when you want to work via our exclusive TTM Portal.
- TTM Rewards Scheme - discounted hotel stays, access to discounted health insurance, phone contracts and discounted fuel.

Requirements

To be eligible for this role you must have:

- QQI Level 5 in healthcare
- 3 months minimum experience in Ireland
- Full vaccination records - Hep B, MMR, BCG, Varicella

TTM Healthcare is an Equal Opportunities Employer.

Apply on: https://www.ttmhealthcare.ie/job/healthcare-assistant-1033?utm_source=Indeed&utm_medium=organic&utm_campaign=Indeed

Barista & Front of House

Exciting new Crepe Factory opening at Manor West Shopping Centre!

We are looking to fill a number of vacancies. Baristas, floor staff and counter staff.

Candidates must have experience working in a busy restaurant/cafe. Customer service skills are of critical importance.

Full time and part time jobs available.

If you want to be part of a new exciting opportunity please apply.

Job Types: Full-time, Part-time

Schedule:

- Monday to Friday
- Weekend availability

Experience:

- HACCP: 1 year (preferred)
- Cafe environment: 1 year (preferred)

Apply on:

<https://ie.indeed.com/viewjob?cmp=Toba&t=Barista+Front+House&jk=e5053ee781199fff&vjs=3>

Preschool AIM Assistant

Opportunity available to work in the Morning **and/or** the Afternoon Preschool Sessions

Minimum hours - 8.45pm-11.45am Monday to Friday term time and/or - 1pm-4pm Monday to Friday term time.

Job Purpose: Ensure that all children including those with disabilities, can fully participate in the Early Childhood Care and Education (ECCE) Programme. To act as a positive role model and be responsible for the delivery and implementation of a high-quality play-based curriculum under the guidance of the national quality frameworks Aistear and Síolta both indoors and outdoors. To, guide, observe, stimulate and supervise children in a safe and caring environment as part of the childcare team.

Core Duties & Responsibilities:

- To follow the policies and procedures of the service at all times.
- To conduct observation and learning stories.
- To organise materials and resources to ensure that they reflect the children's emerging interests and abilities.
- To implement a play-based curriculum that encourages independence and fosters the growth of self-esteem within all children.
- To support children's emotional, social and cognitive development.
- To develop and support parental involvement strategies that enhance children's learning experiences
- To ensure that the welfare of children is paramount in accordance with Children First; National Guidance for the Protection and Welfare of Children.
- To perform other reasonable and relevant duties as may be required from time to time.

<https://newkd.ie/employment/tralee-local-employment-service/>

Person Specification:

- Commitment to high-quality early education
- The ability to work in collaboration with a dedicated team
- Highly motivated to work on own initiative
- Excellent communication and interpersonal skills.
- A professional and enthusiastic disposition
- Flexible and adaptable
- Demonstrate a commitment to continuous professional development
- Garda Vetting will be required as part of the recruitment process

Qualifications and Experience

- A minimum of FETAC Level 5 in Early Years Education
- Strong understanding and experience in Early Childhood Education

Job Types: Full-time, Part-time

Schedule: Monday to Friday

Apply on: <https://ie.indeed.com/viewjob?cmp=Little-Voyagers-Childcare&t=Preschool+Aim+Assistant&jk=2d7ae66391e54fba&vis=3>

Baby Room Practitioner

Working with children aged from 6 months up to 2 years.

Main Responsibilities

- Ensuring a high standard of physical, emotional, social and intellectual education and care for children placed in the service.
- Support to the other personnel within the childcare service
- Support the Manager with the day-to-day running of the childcare service in terms of administration.
- Support the manager and staff in providing a varied and stimulating programme, which includes curriculum development that meets the needs of the children.

Main Duties: Assist with the organisation and day to day running of the childcare service by developing an effective routine. To be responsible, along with the staff team, for developing and reviewing an effective system of communication between parents and staff.

- To assist the staff team and the Manager with setting and implementing objectives and policies for the childcare service.
- Ensure adult/child interaction is of an excellent standard.
- To assist in formulating a daily routine for the children this offers a wide variety of activities, but allows for flexibility as the situation/occasion/child demands. The activities offered must allow the children to experience creative, imaginative, manipulative, social and physical play. The children should be given the opportunity to play with natural materials and other age appropriate materials and equipment.
- To assist in the preparation of forward planning for each session and ensuring that any preparatory work is carried out and also to ensure progression of play throughout the year. To ensure the play areas are well equipped and ready for the children when they arrive.
- To assess each individual child's needs within the group and to plan to meet these needs. This will involve listening to, encouraging, stimulating and enabling all children as appropriate in the childcare setting.
- To be responsible for the safety of the children and for the hygiene of the childcare premises/areas.
- To assist in the responsibility for keeping all the childcare records up to date. In association with the Manager, childcare practitioners will ensure that all relevant records, policies and guidelines are in place and are being adhered to.
- To comply with TUSLA regulations and other relevant policies and legislation. To remain updated on childcare legislation.
- To encourage the active participation of all parents using the childcare service and to ensure that they are kept fully informed of their child's overall development and of their group activities.
- To assist the manager in providing support to the childcare team. This will take the form of attending and participating in regular staff meetings, daily debriefings, planning and evaluation sessions.
- To assist manager in supporting volunteers/students on placement in the childcare service.
- To attend regular support and supervision sessions with the Manager.

<https://newkd.ie/employment/tralee-local-employment-service/>

- Advise the Manager of all matters requiring his/her attention, including duty of care issues, Children's First issues, breach of policies and procedures, special events, fundraising, outings etc.
- Promoting a positive profile of this childcare service and its work.
- Liaising and networking positively with relevant local, regional and national voluntary, community and statutory agencies/organisations, as required.
- Attend all staff meetings and other relevant meetings and training/courses as directed by the Manager and Board of Management.
- Keep strictly confidential any personal information regarding all service users, their families and/or other circumstances that the childcare practitioner learns as part of their day-to-day job. In the interest of child safety the childcare practitioner must inform the Manager of any relevant information regarding a service user attending the childcare service.
- Carry out other relevant duties and responsibilities as requested by the Manager and Board of Management.
- Adhere to ALL policies and procedures of Little Voyagers Childcare, including Child Protection, Health & Safety and Confidentiality.

Job Type: Full-time

Salary: To be agreed as is dependent on qualifications and experience.

Childcare qualification essential.

Job Type: Full-time

Schedule:

- Monday to Friday
- No weekends

Application deadline: 05/08/2022

Apply on: <https://ie.indeed.com/viewjob?cmp=Little-Voyagers-Childcare&t=Baby+Room+Practitioner&jk=4418bc1101ca6f5d&vjs=3>

Causeway Comprehensive Catering Assistant, Causeway, Co. Kerry

These positions operate around the secondary school calendar. Our employees are off at the break periods: midterms, Christmas, Easter and summer. This may appeal to people with school going children. Our employees are welcomed as part of the school community.

The positions of catering assistants are approx 10-15 hours per week on a 2 day/3 day rotation.

The roles involve the preparation of a variety of rolls, wraps, ciabattas, pasta & rice dishes. Service of small break and lunch and clean down.

Strong time management and organisational skills a must as operating to strict break times.

Previous catering experience and knowledge of HACCP an advantage but not essential.

Approx shift time for catering assistants 9.00am- 2.15/2.30pm dependent on lunch times. Ability to start at 8.15am an advantage for training/cover.

Job Type: Part-time

Part-time hours: 10-15 per week

Schedule: Monday to Friday

Application deadline: 06/08/2022

Expected start date: 31/08/2022

Apply on:

https://ie.indeed.com/viewjob?jk=f4f07a0aaef25867&l=Tralee%2C+County+Kerry&tk=1q8qertlvk9a3800&from=web&advn=4726429397429127&adid=394345543&ad=-6NYIbfkN0C6EjKIPGNI4T9jt0StRXvTxVB7SUKXBQ_d5RUuAkE59v-aRHR7xIT_356ACh0LSaMzMq7-Yf6ZOJ_mDyMzLGyYccmDBKq4Rr23Ev4vtYPr83-d90mnuF0264Uq4bKhITIRoX8LmF4pwEApwWg6CBoOiqXqxmUtintg5Et-8M-Q6ztFLa_zBqWNEPYoEUIKxM5jcSgfZhOdpJKMPbuFf-tn0XZa3a-hH4kaBmHBYfx_QJqiVLcOKPrTKSFV-MM2T699DgJqfMmwHLEBepIPu5sekXPEO1dwAQiINBIUpVIZ3oIL1BWTZBvliojRezwtUvJ7xwtGaH-2nedLIbyRI-6yeYzbNLtmqgmYaWftjJPSWeYMC9XW9X&pub=4a1b367933fd867b19b072952f68dceb&vjs=3

Aims Support Worker

Full Job Description

- Minimum requirement of level 5 or 6 Early Childhood Qualification
- Satisfactory Garda and Reference Check
- Essential appropriate skills and experience: * experience in an Early years setting is essential
- Knowledge and skills to deliver a high quality, integrated early education curriculum in line with Aistear and Siolta

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- The ability to observe children's developmental milestones/interests and plan a tailored curriculum
- A demonstratable knowledge of children's development, their needs and the provisions of positive play
- The ability to understand and implement Tiny Tots policies and procedures including child protection
- Relevant skills for working with children aged 2-5
- The knowledge of health and safety issues relating to the provisions of childcare
- The ability to work as part of and contribute positively to the staff team
- Excellent Communication skills
- The ability to support management in creating a happy, organised and efficient early years setting
- The ability to attend Staff meetings, training courses, parental evening and social events where appropriate.

Job Type: Part-time

Part-time hours: 15 per week

Salary: €13.00 per hour

Schedule: Monday to Friday

Application question(s): Have you worked with children with Additional needs before?

Reference ID: Aim's Support Worker

Expected start date: 29/08/2022

Apply on: <https://ie.indeed.com/viewjob?cmp=Tiny-Tots-Playschool-and-Nursery&t=Aims+Support+Worker&jk=c33bb9be0f53f4c9&vjs=3>

Carpenter

Bathrooms 4U currently have vacancies for fully qualified carpenters to join their team in Kerry, Cork & Limerick

General Duties: You will be carrying out work in residential & Commercial Properties

Responsibilities Include :

- You will be carrying out work in residential & commercial properties
- Work to a specified time frame
- Fitting new bathrooms

You will have an eye for detail and a methodical approach to work. This is quality work for high calibre trades Professionals, all our work is based in Dublin , Cork Limerick and Kerry/

Essential Requirements:

- Motivated and have excellent customer service skills
- Fully qualified Carpenter

Benefits:

- Attractive salary for the right candidates
- Company vehicle & phone provided

Please apply with a cover letter and CV outlining your experience.

Skills: Bathroom Fitting Good time management Carpentry

Benefits: Company Vehicle Uniform Mobile Phone Tools

Apply on: <https://www.jobs.ie/ApplyForJob.aspx?Id=2074809>

Deli Assistant - Tralee N.C.R

Deli Assistant with Baxter & Greene Market Deli - Tralee N.C.R

Dunnes Stores is Ireland's leading retailer positioned at the cutting edge of food and fashion. We have over 130 stores in Ireland, the UK and Spain and are expanding our service and product offer all the time.

We have recently launched an exciting new concept in a selected number of our stores including Dunnes Stores Cornelscourt, Stephens Green, Bandon Road and Childers Road amongst others. In 2019 alone Baxter & Greene was most recently brought to Dunnes Stores Ilac Centre, Naas, Briarhill and Jetland, Limerick.

Baxter & Greene is a contemporary and stylish Market Deli where carefully selected products are freshly prepared and cooked every day by our team of skilled chefs and delicatessen staff. By using innovative and creative ideas, our team endeavor to produce and present wholesome food of an exceptionally high standard.

<https://newkd.ie/employment/tralee-local-employment-service/>

We are currently looking to recruit and train a number of Deli Assistants to join the team in our Baxter & Greene concept that will be opening over the coming months in Dunnes Stores, Tralee N.C.R. The successful candidates will be enthusiastic and self-motivated to provide an excellent level of service with attention to detail and open to experience opportunities in all areas of the store. Experience in food preparation and Customer Service in a Café / Restaurant / Deli operation is essential while the ability to cook from scratch along with an interest in current food trends is preferable. The Deli Assistant will have the following responsibilities:

Key Responsibilities (but not exhaustive):

- Provide a fast, friendly and efficient level of customer service.
- Prepare and assist with food preparation when required.
- Set up / replenish counters and merchandising the Deli.
- Ensure the regular and systematic cleaning and maintenance of the equipment in all areas of the Deli both front of house and in the kitchen.
- To monitor and deliver the HACCP programme for the Deli to ensure effective standards in line with hygiene and quality regulations.
- Work as part of the team to provide the highest standard of food preparation quality, presentation and service.
- To adhere to specifications, standards and procedures while at work.

Requirements:

- At least 6 months experience in a similar environment.
- An advanced level of English and a professional and polite manner is essential.
- Excellent communication and interpersonal skills.
- Flexible to work up to 5 days over 7, weekends inclusive.
- Organised, excellent attention to detail with the ability to multi-task.
- Hard-working and flexible, with the ability to work both as part of a team and on own initiative.

This role is transferrable to different departments within the store, based on business requirements.

Interested? Then apply now and see what difference you could make.

Dunnes Stores is an Equal Opportunities Employer

Apply on: <https://www.jobs.ie/ApplyForJob.aspx?Id=2073832>

Catering Assistant - Tralee N.C.R

Catering Assistant with Dunnes Cafe - Tralee N.C.R

Dunnes Stores is Ireland's leading retailer positioned at the cutting edge of food and fashion retailing. We have over 130 stores in Ireland, the UK and Spain and are expanding our service and product offer all the time.

As well as our ever evolving product range and outstanding service, Dunnes Stores offers customers in-house Hospitality in selected stores throughout Ireland, Northern Ireland and Spain. Our cafés offer customers all the homely classics as well as quality coffee, tasty treats all in our newly refurbished in-store cafés. We are currently looking to recruit catering assistants to join the team in Dunnes Stores, Tralee N.C.R.

The successful candidate will be self-motivated and enthusiastic and have the ability to provide an excellent level of service with attention to detail. Previous experience in a busy catering environment is essential.

Key Responsibilities: (but not exhaustive)

- Provide a fast, friendly and efficient level of customer service.
- Ensure the regular and systematic cleaning and maintenance of the equipment in the restaurant, both front of house and back of house ensuring that hygiene and food safety standards are adhered to.
- Prepare and assist with food preparation, setting up counters and merchandising the restaurant.
- To adhere to specifications, standards and procedures while at work.

Requirements:

- Previous experience in a similar environment, preferably in a retail / customer facing environment.
- Experienced and trained on HACCP and Food Safety.
- An advanced level of English is required and a professional and polite manner is essential.
- Excellent communication and interpersonal skills with a strong desire to work with food.
- Flexible with the ability to work on own initiative as well as working as part of the team.

<https://newkd.ie/employment/tralee-local-employment-service/>

Interested? Then apply now and see what difference you could make
Dunnes Stores is an Equal Opportunities Employer.

Apply on: <https://www.jobs.ie/ApplyForJob.aspx?id=2073831>

Person in Charge - Camphill Communities of Ireland

Further details on <https://app.occupop.com/shared/job/person-in-charge-dingle-063e0/>

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

Title	Region	Listed ▼	Expiry Date	Category
Shannow Family Resource Centre: Family Support Worker	Co Kerry	22/07/2022	12/08/2022	Community
Listowel Family Resource Centre: Children's Centre Co-ordinator	Co Kerry	19/07/2022	29/08/2022	Children & Youth, Community
Family Carers Ireland: Support Manager, Community - Kerry	Co Kerry / Hybrid	18/07/2022	01/08/2022	Community

**RECEPTIONIST
MEDICAL
SECRETARY**

REQUIRED FOR NORTH KERRY AREA
Part-time position

PLEASE APPLY TO BOX NUMBER 2851
KERRY'S EYE NEWSPAPER,
ASHE ST, TRALEE.

**GLENSIDE
TRAVEL**

BUS DRIVER
REQUIRED FOR SCHOOL RUN

D & D1 Licence
PSV Driver also required for School run

Contact Peter on 087 6775826
Email: glensidetraavel@gmail.com

<https://newkd.ie/employment/tralee-local-employment-service/>

Kerry Education and Training Board (Kerry ETB) is a statutory education and training authority for County Kerry, established in accordance with the provisions of the Education and Training Boards Act 2013.

Kerry ETB is a provider of Primary, Post Primary and Further Education and Training services in Co. Kerry. The ETB has c. 1300, employees, an annual budget of c. €82 million, c.37 Centres of Education and Training with the organisations Head Office located in Tralee, Co. Kerry.



BORD OIDEACHAIS
AGUS OILIÚNA CHARRRAÍ
KERRY EDUCATION
AND TRAINING BOARD

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

JOB OPPORTUNITY

Applications are invited for the following post(s) under the aegis of Kerry Education & Training Board which may arise. All appointments are to Kerry ETB – centre of first assignment is indicated here for the assistance of applicants.

Applications are invited from suitably qualified persons for the following post which may arise:

Permanent Assistant Staff Officer (Grade IV) Post

Centre of first assignment: Coláiste Na Sceilge, Caherciveen, Co Kerry

Please complete an application form and **return by email only** to jobs@kerryetb.ie.

No C.V's, only official application form will be accepted.

Applications must be received not later than **12.00 noon Friday, 12th of August.**

Colm Mc Evoy
Chief Executive

Kerry Education & Training Board services Gaeltacht areas.

Cuirfear fáilte roimh chomhfhreagras i nGaeilge.

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"



Co-mhaoinithe ag an
Aontas Eorpach
Co-funded by the
European Union



Riadas na hÉireann
Government of Ireland



SOLAS
learning works



BioAtlantis
Nature Working Naturally®

*We are now recruiting
for the following*

Electrician

Time-served electricians with a minimum of 2 years industrial experience. Electricians with broad electrical & industrial plant experience and abilities.

REQUIREMENTS

- Prior experience with the installation of industrial processing equipment including Motors, VDS's & MCC's.
- Industrial process instrumentation and control including instrumentation, premet and profibus installations.
- Panel building experience.
- Experience of start-up and commissioning of production equipment.
- Good knowledge of Siemens PLCs and Win CC software would be an advantage.
- Ability to follow relevant drawings (PFDs, P&IDs, Schematics).
- Fault-finding / troubleshooting experience in an industrial environment.

Electrical Foreman

Experienced Electrician needed to manage a team of Electricians, both qualified and apprentices.

REQUIREMENTS

- At least 10-15 years' experience as an Electrician.
- Ability to direct installation work of cable tray and conduit, control panels and production equipment.
- Create electrical drawings for large-scale electrical projects.
- Experience with PLC inputs and outputs (Analogue, Digital).
- Experience with Industrial Networks (Profibus, Profinet)

Maintenance Fitter

Maintenance Fitter required to achieve maintenance objectives and minimise plant downtime.

REQUIREMENTS

- Qualification as fitter or equivalent.
- Experience in a food processing environment/dairy processing plant is a distinct advantage.
- Ability to repair mechanical equipment including pumps, gears, seals, bearings, hydraulic/pneumatic systems.
- Experience with mechanical systems (e.g., gear boxes, motors, seals, bearings).

Management Accountant

The successful candidate will be at the centre of a dynamic production environment and will gain exposure to all aspects of a global manufacturing business – Production, Supply Chain, Sales, R&D and Procurement

REQUIREMENTS

- Degree in Accounting, Finance or Business-related discipline.
- 4-5 years' experience in a manufacturing environment advantageous.
- Self-starter with determination and drive to succeed.
- Strong organisation skills and precise attention to detail.
- Experience in using an ERP system is advantageous.

Production Technicians

Production Technicians required to operate machinery efficiently and safely and exercise quality control.

REQUIREMENTS

- Previous experience in a manufacturing environment. A dairy background is advantageous.
- Self-motivated with a strong sense of responsibility.
- Good measuring, numerical and problem-solving skills.
- Knowledge/Experience of control systems (e.g. SCADA) is advantageous.
- Experience of processing equipment is an advantage.

ALL POSITIONS OFFER

- Health Insurance
- Pension
- Illness Benefit and Life Assurance benefits on completion of probation.

To apply for any of these positions
please send a copy of your CV to hr@bioatlantis.com



GENERATION APPRENTICESHIP

www.apprenticeship.ie

National Chef de Partie & National Sous Chef Apprenticeship



Apprenticeship
Real-life Learning

BENEFITS OF THIS PROGRAMME:

- Allows you to work and earn while getting to achieve a qualification;
- Gives you time to develop and enhance your skills and techniques with a mentor;
- Provides you with a wide range of career opportunities in any type of food business;
- Opens doors to career progression from Chef de Partie to Sous Chef and Head Chef.

HOW TO BECOME AN APPRENTICE:

To become an Apprentice, you must be currently employed or must obtain employment in a Solas approved establishment. For further information on the application process and to obtain employment with a Solas approved establishment contact Connor details below.

www.apprenticeships.ie

ENTRY REQUIREMENTS:

The minimum age at which the employment of an apprentice may commence is 16 years of age.

CERTIFICATION AND PROGRESSION:

On successful completion of the Chef de Partie Apprenticeship Programme the Apprentice will receive a Level 7 – Bachelor of Art in Culinary Arts. Apprentices who successfully complete the Chef de Partie Apprenticeship Programme will be eligible to progress to the Sous Chef Apprenticeship at Level 8.

CONTACT:

Connor O'Sullivan

National Chef de Partie and Sous Chef Apprenticeship Programme Business Development Executive

Restaurant Association of Ireland

Email: apprenticeships@rai.ie | Tel: 087 352 0670



www.apprenticeship.ie

Are you looking for new opportunities, pursue a career in culinary. Open new doors to a bright future in a career that can progress in so many ways.

If you have a passion for food immerse yourself in a create career. Start your apprenticeship journey today and contact our team on apprenticeships@rai.ie

<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22



Community Development Worker to support Ukrainian Refugees

NEWKD is a local development operating across the North, East and West Kerry including Tralee, Castleisland, Listowel and Dingle. We deliver a range of programmes that aim to improve the quality of life for all the people within our community.

The company is recruiting a Development Worker Position under The Social Inclusion and Community Activation Programme (SICAP). SICAP provides funding to tackle poverty and social exclusion at a local level through local engagement and partnerships between disadvantaged individuals, community organisations and public sector agencies.

This is a full-time role, 34 hours per week.

SICAP is part of the community response supporting Ukrainian refugees and we wish to recruit a suitable person to further support this work

The focus of this position will be to support Ukrainian Refugees in the NEWKD area.

Key elements of the work will include, working directly with Ukrainians to assess their needs, supporting them to integrate and settle into the community, providing relevant information as required on rights, entitlements and responsibilities.

Key requirements

- Third Level Qualification
- Experience of working in the community/social or relevant sector
- Fluent Ukrainian and English
- Strong Interpersonal Skills
- Driving Licence

For full particulars of the post and the application process, please see the job specification available at

[Job Vacancy for Development Worker to support Ukrainian Refugees – North East West Kerry Development Programme \(newkd.ie\).](https://newkd.ie/employment/tralee-local-employment-service/)

To apply please send a cover letter and cv to: jobapplication@newkd.ie.

Closing date for receipt of applications Friday 5th August 2022 at 12noon.

The position is for a 12 month contract, with the possibility of further extension.



Riailtas na hÉireann
Government of Ireland



Social Inclusion &
Community Activation
Programme



Shannow Family Resource Centre, The Cloisters, Abbeydorney, Co Kerry

Are looking to recruit:

A Full-Time FAMILY SUPPORT WORKER (35 hours per week Mon-Fri)

Shannow Family Resource Centre was established in 2008 and is part of the National Family Resource Centre Programme funded by Tusla, the Child & Family Agency. Shannow Family Resource Centre (FRC) adopts a strong community development approach to working with children, families and the community. Equality, empowerment and the active participation of parents, children and community members is central to the approach of the FRC. Shannow Family Resource Centre provides an array of services and programmes such as: family support, parenting programmes, children's activities, counselling, education and training courses.

The overall aim of the Family Support Worker position is to: provide one-to-one support to families; assist them in accessing community and statutory services; work with parents and children in a way that supports positive child development, child-parent relationship and overall child and family well-being; and utilise the Meitheal model to identify and respond to the strengths and needs of children and families.

The ideal candidate should have:

- A minimum of 2 years experience working in a related field.
- Experience and knowledge of family and parental support and relevant programmes.
- Proven experience of providing one-to-one support, facilitation and group work.
- Experience of networking and liaising with voluntary, community and statutory agencies.
- Experience of teamwork and working on own initiative.
- Experience of programme planning, evaluating and report writing.
- Excellent IT skills including the use of Microsoft Office.
- An interest in their own training and development.
- Full clean driver's license and own transport.
- Knowledge of Meitheal and Tusla's Prevention, Partnership and Family Support and Child Protection and Welfare is preferred.
- A recognised 3rd level qualification in Social Care / Family Support or other relevant field is preferred.

Salary: €32,000 - €33,500 (full-time permanent position subject to continued funding)

Please Note: Garda Vetting will apply.

Application for this position is **by application form only** (No CVs and/or cover letters will be accepted).

For application forms please see the advert listed on [activelink.ie](https://www.activelink.ie) or contact Shannow FRC on 066 7198018 or email shannowrecruitment@gmail.com

Closing Date: Applications must be received by post no later than the 12th of August, 2022 @ 5:00 pm

Late and/or incomplete applications WILL NOT be accepted.

Completed Applications (4 copies required) by post ONLY to be sent to:

Recruitment,
Family Support Worker Position,
Shannow Family Resource Centre,
The Cloisters,
Abbeydorney,
Co. Kerry V92 H924

Shannow Family Resource Centre is an equal opportunities employer. Canvassing will disqualify you automatically. Interviews will take place on August 26th and 29th, 2022.



Kerry Sports Academy: Operations Supervisor

The Kerry Sports Academy wishes to recruit a number of operations supervisors to work with and assist the operations manager with the management of day to day running of the facility.

Minimum Academic Qualifications and other requirements

- Honours degree in health and leisure, sports management, business or equivalent
- A minimum of 3 years' experience in a supervisory capacity in a leisure, hospitality, business or similar environment
- Must possess excellent organisational, administrative, communication, leadership and IT skills

Duties

- To actively work with and assist the operations manager with the management of daily operations
- To have a full knowledge of all departments and to supervise overall operations and various departments when required
- To deliver services in line with KSA strategies, policies, and procedures
- To assist with implementation of sales and marketing plans of all of services
- To provide a high level of customer service to internal departments and external customers
- To support the roll out of events taking place in KSA
- To provide internal staff training with relevant departments
- To provide information on services to customers to encourage sales and bookings
- To provide first aid assistance when required
- To assist the operations manager with risk assessments across the building in conjunction with ITT Health & Safety Officer
- To co-ordinate day to day running of a specific activity departments allocated to each supervisor
- Any other duties deemed necessary

Reporting to

The Operations Supervisor will work in close co-operation with the Operations Manager

Eligibility

- Shortlisting may apply. Screening and short listing takes place only on the basis of information submitted by the closing date

Hours of work

Hours will vary across early morning, evening and weekend shifts.

Salary

The salary is €31,784 per annum based on a 35 hour week.

Queries/Further Information

- Kerry Sports Academy Operations Manager: Hazel Byrne
- Tel: 066 -7144200

IMPORTANT NOTES

Application Form:

- Please ensure that full information is given on qualifications etc and that **the information is accurate and corresponds to the original transcript of qualifications. Please note that any misstatement will result in disqualification.**
- Note the declaration to be ticked at the end of the application form.
- Screening and short-listing takes place only on the basis of information submitted on the official application form.
- Please ensure that those you nominate as referees are contacted by you and will be able to supply a reference without delay if requested.
- Further information on the University is available on the website.
- Latest date for receipt of completed application forms to the Human Resources Office is

1.00pm on Friday 29th July 2022

- Applications received after the closing date will not be accepted.
- The University operates an online recruitment system. All applications must be made via the eRecruitment system.

Interview:

- Interviews will be held in Tralee.
- The University regrets that it cannot pay expenses for candidates attending interviews for this post(s) or for taking up the position, if appointed.

General:

- The information given in this document is of a general information nature only and should not be taken as contractual.

The Human Resources Office, Munster Technological University, Tralee, Co Kerry

Telephone: +353 66 714 5613 Web Site: www.mtu.ie

Email: humanresourceskerry@mtu.ie

MTU is an Equal Opportunities Employer

Kerry Sports Academy: Assistant Supervisor

(One year fixed term contract)

The Kerry Sports Academy wishes to recruit for a full-time assistant supervisor.

Minimum Academic Qualifications and other requirements

Essential:

- NFQ Level 8 in Health and Leisure, Health and Leisure with Adapted Physical Activity, Health and Leisure with Physical Education, Health and Leisure with Athletic Performance or equivalent.
- 3 years employment experience in the leisure industry
- Reps Fitness Instructor qualification
- A Swim Teacher qualification
- Lifeguard qualification in date
- Reps Group Fitness Instructor
- Reps Exercise to Music Instructor
- Reps Personal Trainer

Desirable:

- Experience in teaching multiple class types to a broad range of age groups and abilities
- 1 year experience of co-ordinating projects and/or acting in a supervisory experience

Duties:

- Supporting the KSA supervisors and manager with day-to-day operations and administrative functions
- To act in a supervisory capacity of the facility operations when required
- To be responsible for the development and organisation of programmes within a service department including development of business cases, planning programme content, booking systems, promotional campaigns to ensure maximum usage of services
- Reviewing services including gathering feedback from members and reporting this to the Supervisors to assist with the development of timetables, programmes and running of the facility

- To act in an assistant role in the co-ordination of the day to day operations of the reception area
- To act in a staff supervisory capacity when the supervisor/manager is not present and report all matters to relevant personnel
- To use the Mindbody software to include co –ordination of the set-up of schedules, bookings, and courses, pricing structures, new programmes and services, co – ordination of the software system with the customer app, troubleshooting staff/customer app issues
- To deal with business leads via enquiries through the KSA e-mail and phone to promote sales and direct to relevant supervisors if necessary
- To take a lead role in the design, organisation and implementation of events when required
- To manage the KSA e-mail account, and communications received via social media
- To support the manager and supervisors in providing induction training/shadowing for part time staff and graduate internship staff
- To carry out fitness instructor duties including the delivery of programmes, exercise classes, events and workshops across all facility areas including special populations and working with higher risk clients

The listing of responsibilities is not exhaustive to the associated role and there is an expectation for teamwork to naturally exist within the entire Kerry Sports Academy team. With this in mind all staff are expected to carry out any additional reasonable tasks requested by management from time to time

Reporting to

The assistant supervisor will work in close co-operation with the Manager at the Kerry Sports Academy.

Eligibility

- Shortlisting may apply. Screening and short listing takes place only on the basis of information submitted by the closing date

Hours of work

Hours will be 35 hours per week and will vary across early morning, evening and weekend shifts.

Salary

The salary is €26,985 per annum based on a 35 hour week.

IMPORTANT NOTES

Application Form:

- Please ensure that full information is given on qualifications etc and that the information is accurate and corresponds to the original transcript of qualifications. Please note that any misstatement will result in disqualification.

- Note the declaration to be ticked at the end of the application form.
- Screening and short-listing takes place only on the basis of information submitted on the official application form.
- Please ensure that those you nominate as referees are contacted by you and will be able to supply a reference without delay if requested.
- Further information on the University is available on the website.
- Latest date for receipt of completed application forms to the Human Resources Office is

1.00pm on Friday 29th July 2022

- Applications received after the closing date will not be accepted.
- The University operates an online recruitment system. All applications must be made via the eRecruitment system.

Interview:

- Interviews will be held in Tralee.
- The University regrets that it cannot pay expenses for candidates attending interviews for this post(s) or for taking up the position, if appointed.

General:

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Telephone: +353 66 714 5613 Web Site: www.mtu.ie

Email: humanresourceskerry@mtu.ie

MTU is an Equal Opportunities Employer

Kerry Sports Academy: Fitness Instructor

(One year fixed term contract)

The Kerry Sports Academy wishes to recruit a number of full time fitness instructors.

Minimum Academic Qualifications and other requirements

Essential:

- NFQ Level 8 in Health and Leisure, Health and Leisure with Adapted Physical Activity, Health and Leisure with Physical Education, Health and Leisure with Athletic Performance or equivalent.
- Reps Fitness Instructor
- A Swim Teacher qualification
- Lifeguard qualification in date
- Reps Group Fitness Instructor
- Reps Exercise to Music Instructor
- Reps Personal Trainer
- A minimum of 2 years employment experience in the leisure sector

Desirable:

Experience in teaching multiple class types to a broad range of age groups and abilities

Duties:

- To plan and deliver programmes, exercise classes, events and workshops across all facility areas including special populations and working with higher risk clients with known medical conditions
- To be involved in the design, implementation, and review of current & new Kerry Sports Academy services
- To be responsible for open & closing of activity areas across the building
- To assist with the organisation of overall operations of the facility
- To provide cover on reception when required
- Assisting in maintaining and improving the goals of the Kerry Sports Academy
- To provide shadowing to other staff members such as graduate interns and/or part time staff
- Assisting with the design, organisation and implementation of events at the Kerry Sports Academy
- To oversee the management of fitness equipment & storage areas, including completion of checklists and maintenance logs

- To present a professional appearance and attitude at all times, and maintain a high standard of customer service

The listing of responsibilities is not exhaustive to the associated role and there is an expectation for teamwork to naturally exist within the entire Kerry Sports Academy team. With this in mind all staff are expected to carry out any additional reasonable tasks requested by management from time to time.

Reporting to

The fitness instructors will work in close co-operation with the supervisors at the Kerry Sports Academy.

Eligibility

- Shortlisting may apply. Screening and short listing takes place only on the basis of information submitted by the closing date

Hours of work

Hours will be 35 hours per week and will vary across early morning, evening and weekend shifts.

Salary

Salary: The salary is €25,353 per annum based on a 35 hour week.

IMPORTANT NOTES

Application Form:

- Please ensure that full information is given on qualifications etc and that **the information is accurate and corresponds to the original transcript of qualifications. Please note that any misstatement will result in disqualification.**
- Note the declaration to be ticked at the end of the application form.
- Screening and short-listing takes place only on the basis of information submitted on the official application form.
- Please ensure that those you nominate as referees are contacted by you and will be able to supply a reference without delay if requested.
- Further information on the University is available on the website.

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1.00pm on Friday 29th July 2022

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- The University operates an online recruitment system. All applications must be made via the eRecruitment system.

Interview:

- Interviews will be held in Tralee.
- The University regrets that it cannot pay expenses for candidates attending interviews for this post(s) or for taking up the position, if appointed.

General:

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Telephone: +353 66 714 5613 Web Site: www.mtu.ie

Email: humanresourceskerry@mtu.ie

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BORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION AND TRAINING BOARD

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.

Substitute Teachers Pool – North and South Kerry Panels

Kerry Education & Training Board invites applications for the above panels for our eight Second Level Schools and Further Education Programmes. This panel will be used for the filling of casual part-time teaching posts which may arise at short notice during 2020/2021.

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 status and subjects qualified to teach with their application form. Garda Vetting of substitute teachers will take place prior to inclusion on the sub pool.

For further details please contact the HR Department, Kerry Education & Training Board, Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry. Tel. 066-7121488, Fax 066-7117572,

Email jobs@kerryetb.ie.

Kerry Education & Training Board services Gaeltacht areas.

Cuirfear fáilte roimh chomhfhreagras i nGaeilge.

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 significantly higher than the minimum standards set out.

Kerry Education & Training Board is an equal opportunities employer.

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BORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION AND TRAINING BOARD

Cover Instructor Pool
Centre of first assignment: Kerry College, Monavalley Campus

Kerry Education and Training Board invite suitably qualified applicants for inclusion in a pool of temporary cover instructors to provide short-term cover on Phase 2 apprenticeships and on full time programmes listed below.

Apprenticeship Programmes

Electrical, Plumbing, Carpentry & Joinery, Fitting, Metal Fabrication, Stonecutting, Motor Mechanic, Drawing for Engineering, Maths for Engineering, Commis Chef

Full Time Programmes

Accounting Technician, IT Support, First Aid, Supervisory Management, Customer Care, Communications, Hairdressing, Project Management, Manual and Computerised Payroll, Manual and Computerised bookkeeping, Social Studies, Software Development, Train the Trainer, Sport and Leisure/Personal Training, Nutrition, Beauty Therapy, Tableau Software/office 365, ICT, Turning/Milling, Door Security/ Guarding skills, Healthcare, Digital Media, Cybersecurity

Qualifications relevant to both Programmes are outlined in the Person Specification.
Garda Vetting of successful applicants will take place prior to inclusion on the pool.

Colm McEvoy
Chief Executive Officer

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.

Kerry Education & Training Board services Gaeltacht areas.

Cuirfear fáilte roimh chomhfhreagras i nGaeilge.

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BORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION AND TRAINING BOARD

Supervisor Pool for Kerry ETB Schools

Applications are invited for the above pool, under the aegis of Kerry Education & Training Board for posts which may arise in the school year 2021/2022 (all appointments are to Kerry ETB).

The role will include but is not limited to the supervision of post primary students before and after school and during breaks. The Successful candidates must be available for work at short notice

Essential Criteria

- Satisfactory Garda Vetting
- Successful completion of TUSLA Children First E-Learning Programme

Desirable Criteria;

- Experience of working with young people in a community context e.g. sports coaching, youth club work etc.

Application forms for this pool can be downloaded from www.kerryetb.ie/opportunities or contact the H.R. Department, Kerry ETB, Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry. Tel. 066-7121488.

Please complete an application form and return by email only to jobs@kerryetb.ie. No C.V.'s, only official application form will be accepted.

Kerry Education & Training Board services Gaeltacht areas.

Cuirfear fáilte roimh chomhfhreagras i nGaeilge.

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"Creating a Learning Society in Kerry"

Community Employment Schemes



KDYS CE

The post is a developmental opportunity, and no experience is necessary. Accredited training will be provided to support your career. However, previous experience in similar roles is welcomed.

CARETAKER x 2

Locations: KDYS Youth Centre, TRALEE.
KDYS Youth Centre, KILLARNEY.

Ref: CES-2216803
Ref: CES-2216811

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

Duties to include:

- Cleaning, painting and light maintenance duties at the Centre.
- Monitoring security of building – entry and exit of premises.
- Room set up for activities.
- Answering telephone while on duty and taking messages.
- Assisting in compliance with Health & Safety regulations and to be vigilant to any Health, Safety and Welfare risks in the workplace and bring any concerns to management or Health & Safety representative.
- Flexibility is required as the role involves evening and weekend work

ADMINISTRATION ASSISTANT

Location: KDYS Youth Centre, KILLARNEY.

Ref: CES-2216817

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:

- 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 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 processing invoices for payment, word processing, photocopying, shredding and filing.
- Knowledge of Microsoft Office and Social Media platforms desirable.

YOUTH WORK ASSISTANT

Location: KDYS Youth Centre, Tralee.

Ref: CES- 2216819

Duties to include:

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

- Work to provide quality youth work through the Youth Café facility at the KDYS Youth Centre.
- 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.
- Administration duties - word processing, filing, answering calls.
- Assisting in the compliance of Health & Safety regulations.
- The role will involve evening and weekend work.

ADMINISTRATION ASSISTANT

Location: KERRY SCHOOL OF MUSIC - TRALEE.

REF: CES-2217440

To work as part of the team at Kerry School of Music providing a professional, friendly & efficient service.

Duties to include:

- Reception duties and general administration duties including word processing,
- photocopying, shredding and filing.
- Dealing with enquiries to the school regarding classes.
- To assist in compliance with Health & Safety regulations and to be vigilant to any Health
- and Safety risks in the workplace and bring any concerns to your line manager.
- General light cleaning.
- Sorting and distributing all incoming and outgoing mail and messages.
- Knowledge of Microsoft Office and Social Media platforms desirable.

Hours: 19.5 per week – Monday – Friday.

Start date: TBC. Subject to Garda Vetting.

To apply please forward CV and note of your PPS number to Ann Brosnan email:

annbrosnan@kdys.ie or telephone 068 23744.

Eligibility to participate on CE is generally linked to those who are 21 years or over and in receipt of a qualifying social welfare payment for 1 year or more. Eligibility will have to be verified by the Department of Employment Affairs and Social Protection.

Saothair na nAbhann Community Employment Scheme (Ballybunion/Ballyduff) have the following vacancies:

Tourist Office Attendant, #CES-2208334

Location: Tourist Office, Main Street, Ballybunion

Tourist Office Attendant, #CES-2208280

Location: Tourist Office, Main Street, Ballybunion

Cleaner, Health & Leisure Centre, #CES-2215789

Location: Ballybunion Health & Leisure Centre, Kit Ahern Road, Ballybunion

Receptionist, Health & Leisure Centre #CES-2215790

Location: Ballybunion Health & Leisure Centre, Kit Ahern Road, Ballybunion

Caretaker, #CES-2223658

Location: Ballybunion Community Centre, Lartigue Road, Ballybunion

Office Administrator x 2 positions, Community Centre #CES-2215792

Location: Ballybunion Community Centre, Lartigue Road, Ballybunion

Positions involve 19.5 hours per week, including training. These are development opportunities and experience are not necessary as training will be given.

Further details are available by emailing Rosaleen at saothairnanabhann@gmail.com by phone on 068 27799 or by calling in to the office in Ballybunion Community Centre. Alternatively, applicants can apply through their local DSP office, quoting the job reference number.

Ballybunion Community Centre

Lartigue Road, Ballybunion, Co Kerry, V31 TV25

Community Employment Programme, 19.5 hours per week

Eligibility to participate in community employment will be verified by the Department. This is a developmental opportunity. Accredited training will be provided to support your career.

Office Administrator

The role of the **Office Administrator** is to support, enhance and deliver the day-to-day operations and services of the Community Centre.

We are seeking an applicant with good computer and literacy skills. The role will include the following:

To assist the Community Centre Committee in delivering a high-quality service of sports, club and community facilities based on the identified needs of the local community.

<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22

To assist with the effective, efficient management and day-to-day operation of the Community Centre.

Duties and Responsibilities

- General administration and support with the administration of activities/programmes/events/classes/courses and facilities in the Community Centre.
- Act as the first point of contact for service users, staff, volunteers and external visitors.
- Ensure that all telephone, email and personal enquiries are attended to in a timely and sensitive manner.
- Ensure shared common areas are well organised, clean, tidy and fully equipped.
- Ensure efficient and effective systems of the day-to-day operation of the Community Centre office, including liaising with external suppliers, Board of Management, committee members, caretaking staff, clients and patrons using the centre.
- Provide relevant information to individuals, clubs and groups while ensuring that good standards are maintained in all communications with the public.
- Develop and maintain Community Centre filing and data management systems to high standards and in line with Data Protection requirements.
- Support the Community Centre Board and Committees with administration and compliance with the Governance Code for charities and other statutory obligations.
- Implement, support, maintain and administer Community Centre platforms and systems including online booking, accounting, online banking, fixed assets register etc.
- Promote the Community Centre and its activities using social media and other channels.
- Be flexible in approach to work and undertake any other duties that may be required within the remit of the Community Centre.

Further details are available by emailing Rosaleen at saothairnanabhann@gmail.com by phone on 068 27799 or by calling in to the office in Ballybunion Community Centre. Alternatively, applicants can apply through their local DSP office, quoting the job reference number



COMMUNITY EMPLOYMENT POSITIONS

**These are developmental opportunities, no experience necessary.
Accredited training will be provided to support your career.**

CES 2228468 Office Support Worker - Kerry Volunteer Centre - NEWKD

Duties:

- To respond to requests for advice, support and information
- To proactively engage with and register Volunteers
- To enable community and voluntary groups to access the Garda Vetting Service.
- To deliver presentations in relation to Kerry Volunteer Centre and represent the centre at events
- To work closely with the KVC team to enhance the services of the centre and meet the targets set out in work plans

CES 231003 Warehouse Worker- Vincent Distribution Centre – NEWKD

Duties:

- Moving boxes & bulky items
- Sorting Donations
- Keeping general area clean and tidy and safety hazard free
- Other duties as required

<https://newkd.ie/employment/tralee-local-employment-service/>

CES 2231007 Maintenance Person John Mitchel's GAA

Duties:

- field work
- cleaning dressing rooms
- spraying
- general maintenance duties as required
- Some evening work involved

CES 2231012 Caretaker/ Cleaner Rahoone Community Centre

Duties:

- Painting, general external/internal repairs, garden and shrub maintenance, rubbish collection inside and outside the building, cleaning floors and windows inside and outside when required
- Open up and lock up for the groups using the centre during the week
- Alarm security and key holding
- Possible call out person in an emergency if the alarm is activated
- Cleaning of all offices and rooms when required
- Washing and vacuuming of floors when required
- Setting up rooms for meetings/groups
- Post sorting
- Monitoring of individuals using the centre and the CCTV cameras
- Some manual handling e.g., Maintaining water supply to the offices
- Being able to answer any queries a member of a group/community would have
- Taking questions, comments and concerns to the staff

CES 2231004 Caretaker position Arlington Lodge (Nova's Initiatives) – NEWKD

Duties:

- Cleaning
- Tidying
- Washing Floors
- General maintenance of premises as required
- Painting

Please send CVs 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 a position.

Closing date for applications 1/08/2022

Grounds Maintenance

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

Duties Include: Strimming and Lining Pitches, Repairing Divots plus general cleaning and maintenance duties.

Apply on: <https://jobsireland.ie/en-US/job-Details?id=2094687>

<https://newkd.ie/employment/tralee-local-employment-service/>

Tidy Town Maintenance worker in Castleisland Ref: - 2231237

Duties:

- Grass cutting,
- watering flowers,
- weeding
- litter picking

Maintenance worker with Castleisland Desmonds Ref: - 2231238

Duties:

- Cleaning dressing rooms
- Grass cutting
- Marking field for games
- General cleaning and painting of Club House

Maintenance worker with Cordal GAA Ref: - 2231239

Duties:

- Cleaning dressing rooms
- Marking Field for games
- General cleaning and painting of Club house

Activation Assistant Glebe Lodge Kerry Parents & Friends Castleisland Ref: - 2231240

Duties:

- Assisting in working with adults with intellectual disabilities
- Arts & crafts
- Music
- Bingo
- Garda vetting required for this position

Cleaning Position with Glebe Lodge Kerry Parents & friends Ref: - 2231241

- General cleaning duties in the Centre
- Garda vetting required for this position

All the above positions are for 19.5 hours per week. They are a developmental opportunity; no experience is necessary. Accredited training will be provided to support your career.

Contact: Margaret O Connor, Phone: 087 4368199 or 066 7142064

Email: *crageenemployment@gmail.com*

Address: *Crageen Employment Ltd, Crageens, Castleisland, Co. Kerry*

Location	Jobs No	Position	Closing Date	Vacancies
Cordal	2212467	Cleaner	02/09/2022	1
Rath Oraigh, Tralee	2211714	Cleaner/Maintenance	02/09/2022	1
St Brigid's, Tralee	2215937	Caretaker (Evenings)	02/09/2022	1
St Brigid's, Tralee	2231445	Caretaker (Mornings)	02/09/2022	1
Listowel FRC	2215939	Kitchen Porter	02/09/2022	1
Waterville	2215940	Cleaner	02/09/2022	1
Ardfert	2212530	Childcare Assistant	02/09/2022	1
Ballybunion	2220742	Childcare Assistant	02/09/2022	1
Ballyheigue FRC	2215942	Childcare Assistant	02/09/2022	1
Camp	2215943	Childcare Assistant	02/09/2022	1
Dromid	2215924	Childcare Assistant	02/09/2022	1
Glenbeigh	2235395	Childcare Assistant	02/09/2022	1
Kilgarvan	2215926	Childcare Assistant	02/09/2022	1
Killorglin, Scamps and Scholars	2223548	Childcare Assistant	02/09/2022	2
Listowel	2231478	Childcare Assistant	02/09/2022	1
Listry	2215928	Childcare Assistant	02/09/2022	1
Milltown	2215929	Childcare Assistant	02/09/2022	2
Scartaglen	2215930	Childcare Assistant	02/09/2022	1
St Brigid's, Tralee	2212473	Childcare Assistant	02/09/2022	1
Valentia	2215931	Childcare Assistant	02/09/2022	1

Joan Pembroke 085 8659517
Katie Clarke 085 8856919

CE Supervisors for Childcare Scheme, Co Kerry
St Brigid's Community Centre
Hawley Park Tralee



**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

Job Title	Location	No. Of Positions	Closing Date	Job Ref. No.
Grounds Maintenance/Horticulture	Killarney Looking Good	2	23/8/2022	CES-2228689
Grounds Maintenance/Caretaker	Spa GAA Club, Killarney	1	26/7/2022	CES -2219485
Sport Club Admin Assistant	Killarney Celtic	1	28/7/2022	CES-2230699
Sport Club Admin Assistant	Spa GAA, Killarney	1	26/7/2022	CES-2233890
Contact Siobhán for more information 087 3849451				

Ballymacelligott CE CLG					
					Dated 4/07/2022
Job Title	Location	No. of Postions	Garda Vetting	Closing Date	Job Ref. No
Maintenance	Ballymacelligott	2	No	05/07/2022	#CES-2227473
Cleaner	Ballymacelligott	1	No	05/07/2022	#CES-2227468
Tour Guide	Blennerville Windmill	1	Yes	05/07/2022	#CES-2227467
Office Administrator	Firies, Marian Hall	1	No	05/07/2022	#CES-2227465
Maintenance	Ballymacelligott GAA Grounds	1	No	17/07/2022	#CES-2231651
Charity Shop Assistant	Tralee Down Syndrome	1	Yes	17/07/2022	#CES-2231510
Maintenance	Currow	1	No	18/07/2022	#CES-2232865
Social Media Co-ordinator	Ballymacelligott	1	Yes	26/07/2022	#CES-2230388
Caretaker	Brosna	1	Yes	04/08/2022	#CES-2231652

Sean Meitheal Ltd CE Project

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 and surrounding areas

Duties: Assisting in the upkeep and general maintenance 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 Healthcare Assistant

This position involves providing assistance, support and direct personal care to residents and service users in an aged care facility. You would generally work in support of health care professionals or associate professionals.

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



05/07/2022

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

Community Employment VACANCIES in Listowel

1. Caretaker & General Maintenance - 4 Positions

Location 1: St John's Theatre & Art Centre Listowel

Location 2: Kerry Parents & Friends Association Listowel

Location 3: Finuge Development

Location 4: Family Resource Centre, Listowel

Duties include care & maintenance of theatre/facilities, maintenance of buildings and grounds, setting up rooms and areas as required, litter control, gardening, grass cutting, strimming, maintenance, painting, all working towards enhancing the appearance of the surrounding areas. Adherence and assistance with daily Health & Safety requirements and maintenance of same in working environment is vital.

Funding available for training opportunities in many areas.

Start date: Immediately, subject to Garda clearance.

2. Care Assistant – 4 positions

Location: Kerry Parents & Friends Association, Listowel

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.

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

Start date: Immediately, subject to Garda clearance

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

3. Environmental Worker – 3 Position

Location – Listowel Tidy Towns & Garden of Europe

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

4. Centre Cleaner – 1 Position

Location – Family Resource Centre

Duties to include general cleaning duties in the rooms, bathrooms and corridors of the Resource Centre. Adherence to maintenance of standards and health and safety is crucial.

Funding available for training opportunities in many areas.
Start Date: Immediate

5. Wages/Administration Assistant -1 Position

Location: Project Office, Family Resource Centre, Listowel

Duties include wages, secretarial, administration, telephone and IT skills.
Funding available for training opportunities in many areas.
Start Date: Immediate

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.

Thank you

Aine Elbell & Noelle O Connell

Project Supervisors, Listowel Area CE Project CLG

0879346242///0874160456



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www.friendsofable.ie | friendsofable@eircom.net

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@friendsofableceproject.ie

Job Title	Location	No of Positions	Garda Vetting	Closing Date	Job Ref No.
HouseKeeper Adapt Women's Refuge	Tralee	2	Yes	02/08/2022	#CES2225306
Pitch Maintenance/Caretaker	Tralee	1	No	02/08/2022	#CES2225307
Maintenance/Caretaker – Enable Ireland Children's Service	Tralee	1	Yes	02/08/2022	#CES2225308
Office Assistant – Employability Kerry	Tralee	1	Yes	02/08/2022	#CES2225310
Community Link Worker – KTDP	Tralee	1	Yes	02/08/2022	#CES2225311
Building Maintenance – Adapt Women's Refuge	Tralee	1	Yes	02/08/2022	#CES2225312
Relief Driver/Maintenance – Tralee Tidy Towns	Tralee	1	No	02/08/2022	#CES2225313
Office Assistant – Friends of ABLE	Tralee	1	No	02/08/2022	#CES2225319
Administration Assistant – Enable Ireland Children's Service	Tralee	1	Yes	02/08/2022	#CES2226554
Administrator/Care Assistant – Enable Ireland Adult Services	Tralee	1	Yes	17/08/2022	#CES2233536
Green Keeper – Pitch & Putt Club	Tralee	1	No	23/08/2022	#CES2234410
Maintenance/Cleaner	Tralee	1	No	31/08/2022	#CES2235484

**Would you like to work in a
Great Team Environment**
Please see details below.....

Community Employment
Opportunity - Funded by the DEASP



**KERRY DISTRICT LEAGUE
DYNAMOS/ THE PARK
TRALEE CO. KERRY**

**WE'RE
HIRING!**

SPORTS GROUND WORKER
19.5 hours per week
full training provided
Apply today...

Please email your CV - Any queries to office@dynamoskdipark.ie

Community Employment Scheme funded by the Department of Social Protection incorporating 7 Clubs: Na Gaeil GAA, Austin Stacks GAA, Tralee Rugby Club, Tralee Boxing Club, Kerry District League, Tralee Dynamos & St Brendan's Park.

**We have Vacancies for Sports Ground Workers &
2 Administrators**

Sports Ground Workers: We provide full on the job training in a great team environment. We also provide free certified training courses. This role involves maintaining grass pitches & astro pitches, cutting grass, strimming, lining pitches, cleaning, painting etc.

Administrator: Training will be provided – Applications should have basic skills in typing & knowledge of computer basics. The duties of this role include Excel, Wages, PRSI, Welfare Partners, Revenue On-Line (ROS) and Banking Online.

Details: 19.5 hours per week – No weekends – Mon to Friday + day off – 4 days per week

Applications: Email your CV to - office@dynamoskdipark.ie Or Call John (Project Supervisor) on 087 6648647 with any questions about the scheme (9-5 Mon to Fri).

Eligibility – you must be on a social welfare payment/PUP for a minimum of 1 year.

Are you looking for a new opportunity?

In a Community Employment Scheme funded by the Department of Social Protection incorporating 7 Clubs: Na Gaeil GAA, Austin Stacks GAA, Tralee Rugby Club, Tralee Boxing Club, Kerry District League, Tralee Dynamos & St Brendan's Park.



**FREE
TRAINING**

**On-the-Job
TRAINING**



An Roinn Coimíre Sóisialaí
Department of Social Protection

**We have Vacancies for 7 Sports Ground Workers and
1 Boxing Coach in**

**Na Gaeil GAA Club, Austin Stacks GAA Club, Tralee Rugby
Club, Tralee Boxing Club, Kerry District League, St Brendan's
Park FC & Tralee Dynamos FC.**

Sports Ground Workers: We provide full on the job training in a great team environment. We also provide free certified training courses. This role involves maintaining grass pitches & astro pitches, cutting grass, strimming, lining pitches, cleaning, painting etc as well as some indoor work. 19.5 hours per week – No weekends – Mon to Friday + day off – 4 days per week

Boxing Coach: Full training will be provided. We also provide free certified training courses. 19.5 hours per week.

Applications: Email your CV to - office@dynamoskdipark.ie Or Call John (Project Supervisor) on 087 6648647 with any questions about the scheme (9-5 Mon to Fri).

Eligibility – you must be on a social welfare payment/PUP for a minimum of 1 year. We can check your eligibility for you.

We look forward to hearing from you



NEWKD TEAM Project- Admin Assistant- CES –2225498

To work as part of the administration and support workers team providing education and training opportunities to people in recovery from addiction. Successful applicant will get a chance to build on their skills to enhance their employment opportunities.

Duties include: -

- Support the CE Scheme Supervisor's in all administrative tasks.
- Support scheme participants as required.
- Provide secretarial, receptionist and clerical support for the office including filing, photocopying, post, computer applications and telephone.
- Assist with the set up and maintenance of files and materials as appropriate.
- Ensure confidentiality is adhered to at all times in relation to participants, staff and all other matters within the project.
- An understanding or interest in the area of addiction would be an advantage.

Start date to be confirmed subject to Garda vetting. You can contact your local DEASP Employment Services/INTREO Office to check your eligibility and quote relevant reference number above.

Please send CV's to Daniel O' Shea, NEWKD TEAM Project, Foireann House, Upper Rock Street, Tralee, Co. Kerry or Email: danieloshea@newkd.ie

Closing date: 31/08/2022

This community employment scheme is funded by the Department of Social Protection, DSP



Find out more about Work Placement Experience Programme at
<https://www.gov.ie/en/service/95fe1-work-placement-experience-programme/>



Intreo

Work Placement Experience Programme

- Gain valuable work experience
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- Increased weekly payment to €306

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Department of Social Protection

<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22



Ukrainian Supports - Ukrainian Supports
Please see all the information at: <https://jobsireland.ie/en-US/blog/ukrainian-supports>



<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22





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 Foisteacha
agus Coimirce Sóisialaí
Department of Employment Affairs
and Social Protection

<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22

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
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**Department of Rural and
Community Development**

*An Roinn Fuartha
Tuairisc 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.



*NEWKD YEI SERVICE - Youth Employment Service
Free Workshops and Training's - 15 - 24yrs old*



DID YOU KNOW ?

**NEWKD YEI Service provides
Free CV writing Service to
15 - 25YRS OLD**

*For more details or to register
contact jennifersullivan@newkd.ie 0879493451
or contact our social media platforms*



*The Social Inclusion and Community Activation Programme (SICAP) 2018-2022 is funded by the Irish Government through

<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22



FREE CLASSES

Conversation English Classes

Tuesdays on Zoom | 7pm - 8pm

To Register Email:

LorraineBowler@newkd.ie



European Union
Erasmus+ programme



Department of Education
Higher Education
Research and Innovation



NEW KNOWLEDGE



fáilte isteach
Welcoming Message Through conversation
English Classes

*The local authority is not responsible for the content of the information provided on this website. The local authority is not responsible for the content of the information provided on this website. The local authority is not responsible for the content of the information provided on this website.



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**



<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22



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applicants meeting entry requirements.
Limited places available on certain courses.

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le hEilias Eorpach

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Campus

Killorglin
Campus

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Campus

Monavalley
Campus

KERRY COLLEGE NOW DELIVERING PATHWAY COURSES

(Formerly known as VTOS)



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Introducing QQI Levels 3 and 4 courses in Tralee, Listowel, Killarney, and Killorglin. Visit our website or call the Admissions Office for full details.

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Information and Communications Technology (L4)

Killarney

Information and Communications Technology (L3)
Information and Communications Technology (L4)

Killorglin

General Learning (L3)
Employment Skills (L4)
Office Skills (L4)

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 info@kerrycollege.ie

 7, Denny Street, Tralee

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NOT SURE WHAT TO DO?

Kerry College is now hosting general Admissions Hubs in Killarney, Listowel, Tralee, Killorglin, Kenmare, Caherciveen, and Dingle. Scan the QR Code to find out more...



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<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22

HAVE YOU A NATURAL FLAIR FOR HAIRDRESSING?

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Do you want to change career? Upskill? Medical Administration with Kerry College has a long standing history of high employment rates on completion of this course.

MEDICAL ADMINISTRATION course might be for you! Read up and apply today:

<https://kerrycollege.ie/.../medical-administration.../>



<https://newkd.ie/employment/tralee-local-employment-service/>

4-Jul-22



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



Department of Education and Skills
2014-2020
Funded by the Irish Government
and the European Union



Riadas na hÉireann
Government of Ireland



EUROPEAN UNION
Investing in your future
European Social Fund

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AN TÓCHAR FURTHER EDUCATION & TRAINING CENTRE

Causeway, Co. Kerry | Tel: 066 7131977
www.antochar.ie | Email: info@antochar.ie



BORD OIDEACHAIS
AGUS OILIÚNA CHAIRRAÍ
KERRY EDUCATION
AND TRAINING BOARD

COURSES 2022/23

BTEI COURSES

HEALTH CARE SUPPORT

(Carers Course)

Care Support
Communication
Care of the Older person

5M4339

Safety & Health at Work
Infection Prevention & Control
Activities of Living Patient Care

QQI LEVEL 5

Care Skills
Work Experience
First Aid

This course will run Mon - Fri 9.30 - 1.30 commencing 12th September 2022

SPECIAL PURPOSE AWARD

TRAIN THE TRAINER

In this course you will develop skills and acquire knowledge in how to develop and deliver a training course.

THERE ARE TWO MODULES:

6S3372

Mon 7-10pm
Plus 5 Saturdays
Starting 26/09/2022

6N3326

TRAINING DELIVERY & EVALUATION

6N3325

TRAINING NEEDS, IDENTIFICATION & DESIGN

MINOR AWARDS WILL BE OFFERED IN THE FOLLOWING:

PALLIATIVE CARE

ANIMAL GROOMING

5N3769

Wed

7.00pm - 10.00pm

Starting 12/10/22

5N0752

Tue

7-10pm

Plus 4 Saturdays

Starting 20/09/22

PRINTMAKING

PLANT PROPAGATION

DESIGN

DRAWING

ESTABLISHING TREES & SHRUBS

5N1373

Thur

9.30am - 2.30pm

Starting 15/09/22

4N1990

Thur

9.30am - 1.30pm

Starting 8/09/22

4N1139

Fri

9.30am - 1.30pm

Starting 16/09/22

4N1878

Mon

9.30am - 1.30pm

Starting 24/10/22

4N0666

Wed

9.30am - 1.30pm

Starting 26/10/22

COMMUNITY EDUCATION

INTRODUCTION TO POTTERY

UPCYCLING FURNITURE

CHAIR YOGA

FIND YOUR PERSONAL STYLE

YOGA

GENEALOGY

DRAMA

HEALTHY COOKING MADE EASY!

CHRISTMAS CRAFTS

Mon 7.15pm - 9.30pm

Starting 3/10/22 for 6 weeks

Wed 7pm - 9.30pm

Starting 21/09/22 for 6 weeks

Wed 12 - 1pm

Starting 21/09/22 for 6 weeks

Wed 10am - 12pm

Starting 21/09/22 for 6 weeks

Mon 7-8pm

Starting 19/09/22 for 6 weeks

Mon 7-10pm

Starting 26/09/22 for 10 weeks

Wed 7-9.30pm

Starting 5/10/22 for 8 weeks

Tues 10am - 1pm

Starting 15/11/22 for 6 weeks

Wed 7 - 9.30pm

Starting 16/11/22 for 5 weeks

OTHER COURSES

FOUNDATION COURSE IN COUNSELLING

This course is an introduction to the basic concepts and theories of counselling with an emphasis on personal growth, the course is suitable for anyone that may be considering a career in counselling or wish to develop their communication skills and gain a deeper understanding of the importance of relationships in human development.

Course will run on a Friday and Saturday, once a month, commencing October 2022

Fee: €450.00

All courses must be applied for online via www.fetchcourses.ie For further information on all courses or applying online please contact the centre at 066-7131977 or Email: info@antochar.ie

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European Social Fund



An Roinn Oideachais
agus Nuálaíocht
Department of
Education and Skills



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

Recruitment Training Retention and Upskilling Opportunities

Hotel, Culinary Arts and Tourism Department,
MTU Kerry Campus



Certificate in Culinary Skills (funded through Springboard +)

1 Year
2 days per week
Fee: Free

Core Topics Include:

- Culinary Skills
- Butchery
- Fishmongery
- Food Safety
- Teamwork
- Health and Well Being

* Knives & Uniforms will be provided at no additional cost



Higher Certificate in Culinary Arts (funded through Springboard +)

1 Year
2 days per week
Fee: Free

Core Topics Include:

- Culinary Events
- Bakery and Patisserie
- Sustainable Practices
- Food Safety Management
- Food and Cost Control
- Modern Techniques and Technologies

* Knives & Uniforms will be provided at no additional cost

Graduates of the Commis Chef Apprenticeship start here



Bachelor of Arts (Hons) in Culinary Arts (Level 8) National Sous Chef Apprenticeship

2 Years
1 day per week
Fee: €750 per annum

Core Topics Include:

- Food Futures
- Food Blogging
- Contemporary Trends
- Strategic Management
- Independent Research

* A fee of €320 applies (if required) to purchase uniforms & knives



Bachelor of Arts in Culinary Arts (Level 7) National Chef de Partie Apprenticeship

2 Years
1 day per week
Fee: €750 per annum

Core Topics Include:

- Advanced Pastry Arts
- Product Design and Development
- Business Management
- People Management
- Advanced Culinary Techniques

* A fee of €320 applies (if required) to purchase uniforms & knives



Do you qualify for
advanced entry due to your
qualifications or industry experience?

Talk to us about advanced entry

All courses commence in September

For Further Information: Telephone **066-7191701**

or email parttimekerry@mtu.ie

or www.mtu.ie www.springboardcourses.ie





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




0761 07 7860



kerry@citizensinformation.ie

Funded and supported by the Citizens Information Board



NEWKD 

Need Assistance &
Support with applying
for a job?

If, so we can provide
skills training,
CV preparation, digital support
and on line applying etc.

**FREE
PRE-EMPLOYMENT
SUPPORTS
@
LISTOWEL JOBS
CLUB**

**DUE TO COVID-19 WE ARE WORKING
ON A ONE TO ONE INDIVIDUAL BASIS.**

You can reach us on email:

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 Roinn Coláiste Sóisialaí
Department of Social Protection**



Focus Mental Health Recovery Programme

Are you experiencing a personal setback, mental health difficulties or experiencing isolation, a sense of loss or hopelessness?

Do you need support in working towards engaging in a meaningful, satisfying and fulfilling life?

We can help. The Focus programme is designed to help people recovering from, or experiencing poor mental health to increase their independence, achieve better management of their health, improve their social integration and plan to help them get a job or go on to further education or training.

Apply Now

For further information:

066 7122533 or 087 9047912

Geoff.elvins@nl.n.ie

facebook.com/NLNTralee/



National Learning Network

Investing in People, Changing Perspectives

 **Healtíocht na hÉireann**
Health Service Executive



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

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



BORD OIDEACHAIS AGUS OILIÚNA CHIARRAI
Kerry Education and Training Board

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



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



*And Oibríochas agus Oiliúnaíocht
Kerry Education and Training Board*

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.



Coat of Arms of County Kerry

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

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



European Union
European Regional Development Fund



Ciaraí Áitiúla Éireann
Local Authorities Ireland



ENTERPRISE
IRELAND
www.enterpriseireland.ie