



FRIENDS OF ABLE

A better life for everyone!

FRIENDS OF ABLE LIMITED

WE'RE HIRING!

Position: Maintenance/Caretaker

Scheme Location: Adapt Women's Refuge, Tralee

Contract Type: Temporary

Job Type: Community Employment Scheme

Start Date: To be confirmed

Hours per week: 19.5 hours

Position: 1

Salary Type: CE Programme Rates

Education:

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

Duties will include:

Applicants should supply suitable character references and be prepared to complete a Garda vetting form. Duties to include: building maintenance, grass cutting, painting and general house duties.

Send your CV to anne@friendsofableceproject.ie

Arrangements:

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



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WE'RE HIRING!

Position: Maintenance / Caretaker

Scheme Location: Enable Ireland Children's Services

Contract Type: Temporary

Job Type: Community Employment Scheme

Start Date: To be confirmed

Hours per week: 19.5 hours

Positions: 2

Salary Type: CE Programme Rates

Education:

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

Duties will include:

Applicants should supply suitable character references and be prepared to complete a Garda vetting form. Duties to include: to work as an assistant administrator as part of Kerry Interventions & Disability Services Tralee administration team. Responsibilities will include supporting Admin staff at reception and supporting clinical staff / family support services.

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WE'RE HIRING!

Position: Office Assistant / Cleaner

Scheme Location: Friends of Able, Tralee

Contract Type: Temporary

Job Type: Community Employment Scheme

Start Date: To be confirmed

Hours per week: 19.5 hours

Position: 2

Salary Type: CE Programme Rates

Education:

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

Duties will include:

Applicants should supply suitable character references and be prepared to complete a Garda vetting form. Duties to include office support, to obtain a high standard of hygiene and cleanliness in the office.

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Arrangements:

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WE'RE HIRING!

Position: Relief Driver

Scheme Location: Tidy Towns, Tralee

Contract Type: Temporary

Job Type: Community Employment Scheme

Start Date: To be confirmed

Hours per week: 19.5 hours

Position: 1

Salary Type: CE Programme Rates

Education:

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

Duties will include:

Applicants should supply suitable character references. Duties to include: Typing, switchboard, filing, photocopying and General Administration Duties.

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Arrangements:

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WE'RE HIRING!

Position: Charity Shop Assistant

Scheme Location: Tralee

Contract Type: Temporary

Job Type: Community Employment Scheme

Start Date: To be confirmed

Hours per week: 19.5 hours

Position: 1

Salary Type: CE Programme Rates

Education:

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WE'RE HIRING!

Position: Environmental Worker

Scheme Location: Tralee Tidy, Tralee

Contract Type: Temporary

Job Type: Community Employment Scheme

Start Date: To be confirmed

Hours per week: 19.5 hours

Position: 1

Salary Type: CE Programme Rates

Education:

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WE'RE HIRING!

Position: Housekeeper

Scheme Location: Adapt Women's Refuge, Tralee

Contract Type: Temporary

Job Type: Community Employment Scheme

Start Date: To be confirmed

Hours per week: 19.5 hours

Position: 1

Salary Type: CE Programme Rates

Education:

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