



Clár Gníomhachtúcháin Pobail agus Cúrsaí Sóisialta



An Roinn Coimírcé Sóisialaí
Department of Social Protection

Leitrim Jobs Board Weekly Job Bulletin

Leitrim Observer

APRIL 18 2024 | ISSUE NO.154



msletb

Bord Oideachais agus Oiliúna
Mhaigh Eo, Shligigh agus Liatroma
*Mayo, Sligo and Leitrim
Education and Training Board*



Applications are invited from suitably qualified persons for the following permanent position:

CARETAKER

**Coola Post Primary School
(full time post)**

Please refer to the website

www.msletb.ie

for further details.

MSLETB is an equal opportunities employer.



Comhairle Chontae Liatroma Leitrim County Council

Leitrim County Council invites applications from suitably qualified persons for the following position:

Healthy County Co-Ordinator (Temporary)

A panel will be formed from which vacancies arising during the lifetime of the panel may be filled.

For more detailed information and to download the application form in relation to the post log on to Leitrim County Council's website

www.leitrimcoco.ie

or alternatively contact the Human Resources Department, Leitrim County Council
- Email: jobs@leitrimcoco.ie

**Completed application forms must be submitted, by email only,
not later than 4pm on Thursday 2nd May 2022.**

Leitrim County Council is an equal opportunities employer.



Comhairle Chontae Liatroma
Leitrim County Council



Leitrim Disability Sports and Physical Activity Hub Co-Ordinator 2024

(Contract of Employment - 2 Year)

Leitrim Sports Partnership, in collaboration with Mohill Family Support Centre and funded by Sport Ireland through the Dormant Accounts grant scheme, is seeking applications for the management and implementation of the Leitrim Disability Community Sports Hub Programme. This sports hub will be situated at the Leitrim Gaels Community facility, Co. Leitrim.

We are seeking either a qualified Sports Development Officer, Community Development Officer, or Sports Tutor to manage, and execute the planned Leitrim Disability Community Sports Inclusion Hub, projects, and physical activity initiatives for the residents of Leitrim. The Leitrim Disability Sport Hub will complement the ongoing efforts of the Leitrim Sports Partnership and Mohill Family Supports Centre in promoting physical activity in the community. The successful candidate will be contracted to work 2.5 days per week for a two-year period.

All applications and cover letter must be completed and returned to the Leitrim Sports Partnership Aras an Chontae, Carrick on Shannon, **not later than 4pm on Monday 29th April 2024.**

For more detailed information and to download the post and job application document, please log on to Leitrim Sports Partnership website:

www.leitrimsports.ie

or alternatively, contact the Leitrim Sports Partnership, Aras an Chontae, Carrick on Shannon, Co. Leitrim

Telephone: 071 96 50 498 or log on to Mohill Family Support Centre,

website: www.mohillfamilysupportcentre.org

or alternatively, contact Mohill Family Support Center, Canon Donohoe Hall, Mohill, Co. Leitrim

Telephone: 071 96 31 253

Leitrim Sports Partnership and Mohill Family Support Centre is an equal opportunities employer.

SITT / TFI LOCAL LINK DONEGAL SLIGO LEITRIM



SPSV License holders required

for the delivery of ad-hoc transport service in the Sligo & Leitrim areas, as and when required.

This includes

Taxis / Wheelchair accessible taxis
Hackneys / Wheelchair accessible hackneys

For more information or to express interest in providing these service, please email,

dtender@locallink.ie
by Friday, 19th April 2024.



PART TIME ACCOUNTS ASSISTANT

We are a flexible employer looking for an energetic, positive person to join us tightknit team.

As an Accounts Assistant, you will be an important part of the company's accounting function. The role involves the processing of invoices, statements, payments, reconciliations & other accounting duties. The role is part-time with flexible working hours up to 20 hours per week with some home working considered.

The successful applicant will have the opportunity to expand the role & will hold the following attributes:

- Minimum of 2-5 years' experience as an accounts assistant.
- Sage experience essential
- Competent IT Skills, including Excel & Outlook.
- Numeracy skills, accuracy & attention to detail
- Good organisational & time management skills
- Ability to work on own initiative or as part of a team
- Trustworthy & discreet when dealing with confidential information
- Able to communicate & be fluent in English (written & spoken)
- Ability to be flexible work to tight deadlines

Interested applicants should email:
vincent@roschemproducts.com



Supermac's
CASEY'S ROSCOMMON



NOW HIRING

**FULL-TIME
CATERING STAFF /
BEWLEY'S COFFEE BARISTA**

Supermac's and Papa John's are currently looking to recruit Full-Time Catering Staff & Full-Time Experienced Bewley's Coffee Barista's for
Casey's Supermacs in Roscommon Town.

TO APPLY:

Please call in-store & submit an up-to-date CV along with Covering Letter stating job position to:

Jim McCausland, Casey's Supermacs, Roscommon
You must quote the job title in all correspondence.

Due to the large number of applications received on a daily basis, we can only respond to successful candidates.

Supermac's is an equal opportunity employer.





Galway & Roscommon Education & Training Board (GRETb) invites applications from suitably qualified individuals wishing to be considered for the following positions:

**SENIOR STAFF OFFICER, GRADE VI - INFORMATION SECURITY
MANAGEMENT SYSTEMS LEAD
(OPEN COMPETITION)**

**TEMPORARY CLERICAL OFFICER,
GRADE III, PANEL**

**INSTRUCTOR -
ELECTRICAL APPRENTICESHIP**

Further particulars are available from the Board's website:

www.gretb.ie

David Leahy, Chief Executive.



Sligo Leitrim Local Area Employment Service are recruiting:

Panel of Case Workers (Full and Part Time)

The Caseworker will be required to work as a member of the Sligo LAES Team to provide services to long-term unemployed people & employers in the region.

The ideal candidate will have:

- 2-3 years' experience in the area of employment, enterprise and/or career guidance / job coaching.
- Proven track record in working with those experiencing barriers to employment.
- Good Computer Skills.
- A formal qualification in the area of Career Guidance/Counselling, be willing to work towards L7 accreditation or other relevant area.
- Full clean Driving Licence.

For Job Description email: recruitment@sligoleader.com

Closing date for applications: **Thursday 2nd May 2024**

Shortlisting will apply and a panel will be formed from which future vacancies may be filled.

The Local Area Employment Service (LAES) is funded by the Department of Social Protection and is focused primarily on long term unemployed clients and those farthest from the labour market with barriers to labour market participation. This service forms part of the additional Public Employment Service capacity required to deliver on Pathways to Work 2021 - 2025 strategy.


Sligo Leitrim Local Area Employment Service is managed by Sligo LEADER Development Company and Leitrim Development Company.

Part-time Drivers

wanted for ADHOC work for the erection of site notices at various sites within the North West region covering Donegal, Sligo, Leitrim and North Mayo. Would suit a private taxi driver or person looking for extra interest.

Please call 085 181 7212

Between 9am and 5pm Monday to Friday)
for more information.



**Sligo Commercial Centre T/A Burns Car Sales
Drumiskabole, Carraroe, Sligo**

are recruiting for
HGV and Motor Vehicle Mechanics,
two years post qualification experience required.
39 hours per week. €34,000 per annum.

To apply please email:
liam.behan@burnscarsales.ie

Employment Opportunity **Youth Theatre Facilitators - Carrigallen**

Closing Date for Application - Midnight, Sunday 12th May 2024

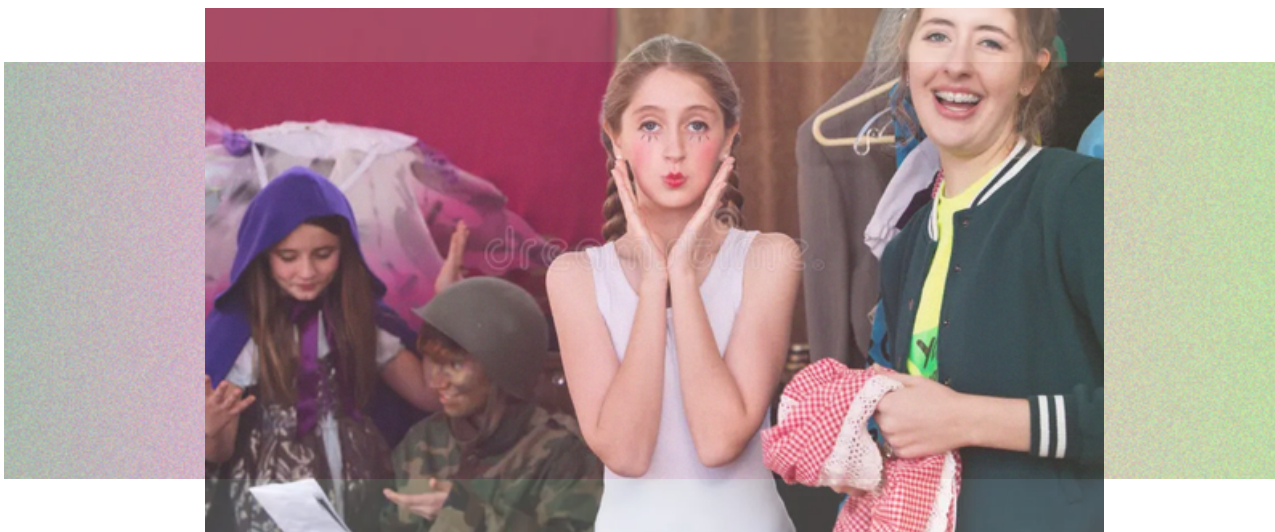
Leitrim County Council Arts Office and Carrigallen Youth Theatre are looking to recruit Youth Theatre Facilitators with a passion for providing creative, fun learning environments for young people to develop their skills and grow as individuals.

Successful candidates will be responsible for designing and delivering two 10-week programmes per year for each group they work with, and to work with members to programme, produce and direct a production during the year. Programmes will be re-commencing in Carrigallen in September 2024

Workshops for the Junior Group (9 – 13 years) are 1.5 hours each week. Senior Group workshop (14 – 18 years) are 2 hours long. Special programmes, theatre visits and other ad-hoc activities may be programmed from time to time and in such cases are provided for separately in addition to the standard contracted hours.

For more details, click on the link below:

<https://www.leitrimcoco.ie/eng/community-culture/arts/>





Drumreilly Community Afterschool is currently seeking

an afterschool assistant

**for a 15-21 hour per week term time position starting late August/early Sept.
We may also have optional work available in June and July if interested**

- no qualifications required
- relevant experience necessary
- must be interested and enthusiastic to work with school aged children
- must be hard working, able to use their own initiative and reliable
- must agree to be Garda vetted if successful

**Please contact Frances on 087 06 40 281 or email your CV to
drumreillycommunityplaygroup@gmail.com**



Early Years Educator **required in Bo Peep Kidz Drumshanbo.**

- **Level 7/8**
- **Full Time.**
- **Excellent rates of pay.**
- **Attractive incentives through out the year.**

Enquiries to [071 96 41 987](tel:0719641987) or Email bopeepkidz02@gmail.com

Requirements:

- The ability to sing in tune is not necessary; however, the ability to sing out of tune in front of a crowd is essential.
- Some knowledge of Disney characters is an advantage.
- You must have the ability to read a 10 page fairy tale upside down with at least one interruption per page.
- A high level of multitasking is essential. If something would normally take 5 minutes to achieve, you must be comfortable with it taking 15 minutes or longer.
- You must be able to distribute warm hugs as required.
- Possessing the skills required to rapidly count the heads of numerous moving small people is of utmost importance.
- You preferably do not have an aversion to an environment that at times resembles the aftermath of a tornado.
- Pretending to eat playdough creations realistically is required; this is a skill that may develop with time and experience.
- A high level of comfort with being asked personal questions by children is essential. You will regularly be asked questions regarding what you are having for lunch, whether you are willing to share said lunch, where you are going (as you walk into the toilet), and what you did in there (the toilet).
- You must have an understanding that the small people you have a strong relationship with during the week, may completely and utterly refuse to talk to or acknowledge you when they see you at the local shop. Your feelings must not be easily hurt.
- Finally, you must be prepared to feel loved, special, and important to many young children and their families. There is simply no other job quite like this.





Get in Touch

Map Location

✉ info@leo.leitrimcoco.ie

☎ 071 9650420



WORKSHOP

Addressing Current Employer Needs in Recruitment - Preparing for Job Success | 29th April 2024.

Venue: Online via zoom **Category:** Workshop

Date: 29/04/2024

Note: Monday

Time: 10:00a.m. -
12:00p.m.

This will be a practical, knowledge sharing workshop to leave you with beneficial interview preparation tools and tips along with building your confidence to shine and showcase your strengths to future employers

For further details please click on the link below:

[Addressing Current Employer Needs in Recruitment - Preparing for Job Success
| 29th April 2024 - Local Enterprise Office - Leitrim](#)



OPW

Oifig na
nOibreacha Poiblí
Office of Public Works

A new apprenticeship with the **OPW - Office of Public Works** in the craft of Carpentry and Joinery is now available at the National Monuments Services, Dromahair, Co Leitrim.

Don't miss this opportunity to be a part of preserving our nation's treasured sites. Apply today and create a legacy that will last for generations to come.

Click for full details and to apply

<https://cutt.pulse.ly/k592lawtsj>



Apprenticeship in the Craft of Carpentry & Joinery

National Monuments Service

Dromahair, Co. Leitrim

Competition Reference: 2024/1005

Closing Date: 5.30pm on Monday 29 April 2024



OPW

Oifig na
nOibreacha Poiblí
Office of Public Works

GILHEANEY & CO

Looking for a person to do light farm work on an organic farm, 2-3 hours per morning, 5 days per week in Fenagh, Co Leitrim

If interested please email

jimmy@gilheany.ie

Kelly & O'Callaghan
are recruiting

Quantity Surveyors

for further details click on the link below:

<https://l.facebook.com/l.php...>



USEFUL LINKS

JOBS IRELAND

CONNECTING EMPLOYERS AND PEOPLE

CAREERS PORTAL

INFORMATION SUPPORTING CAREER AND EDUCATIONAL RESEARCH

FETCHCOURSES.IE

FURTHER EDUCATION AND TRAINING (FET)

MY WELFARE

INFORMATION ON ALL SUPPORTS AVAILABLE