



REGAN MACHINERY SALES LIMITED



#WPEP-2385203

REGAN TRACTOR & 4X4 JEEP SALES,



Mullen, Frenchpark, Co. Roscommon, F45
H663



No of positions : 1



Work Placement Experience Programme



As per WPEP guidelines



Work Placement Experience Programme



15/04/2025



10/06/2025

How to apply

Application Method :

This programme is for jobseekers that are in receipt of a qualifying social welfare payment and those transferring from a social welfare scheme. Full eligibility details are available [here](#)



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Sales/Stores Assistant - WPEP Scheme

Application Details

This Work Placement Experience Programme provides Participants with an opportunity to gain meaningful work experience, learning and training while on the programme. This programme is for jobseekers who are in receipt of qualifying social welfare payments and those transferring from a social welfare scheme or an ETB Training Allowance. Your eligibility for this programme will be verified by the Department as part of the application process.

Job Description

The eligible participant will receive full training in all aspects of the job. There would be a mentor there to guide and coach the participant and they would get to work shadow existing sales people. To sell a machine, a knowledge of the different machines, tractors and trailers is necessary to be able to help customer decide what is right for their needs.

They will assist and learn the day-to-day duties of the job, greeting customer, dealing with queries, raising sales invoices and processing payments.

They will learn how to order parts from the many different suppliers we deal with. Sometimes orders are placed over the phone or online. They will be trained in acquiring the knowledge required to be able to assist customers with getting correct parts

for their tractors and machinery. They will be shown how to place orders for our own garage in a timely manner to keep the mechanics with all parts necessary for services and repair jobs. They will also learn to process and organise deliveries and to run the storeroom efficiently..

Role Description

Informal

This is a training and work experience opportunity; no prior experience in this role is necessary.

They will gain experience in the store and shop floor in stock and sales.

There will be opportunity's to greet and interact with customers. They will answer customer queries/complaints sending them onto management where necessary. Prepare invoices and issue refunds. Process card and cash payments. Recieve, process and organise deliveries.

Formal

Fork lift course

Manual Handling

Sales Course

- **Sector:** wholesale and retail trade; repair of motor vehicles and motorcycles

Career Level

- Not Required

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 0