



Exsparetise Ltd



#WPEP-2400306



EXSPARETISE LIMITED, Cloncollig Ind Est,  
Tullamore, Co. Offaly, R35 RW58



No of positions : 1



Work Placement Experience Programme



As per WPEP guidelines



Work Placement Experience Programme



02/07/2025



27/08/2025

## 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](#)



Open your camera app & point here to view this ad online



## Warehouse 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 participants will gain practical experience in the following:

Forklift operations

Picking and dispatch of printed orders

Learning to use our location based system in our warehouse,

Taking calls from customers over the phone

Counter sales

Basics of domestic appliance faults and how to find parts

using online lookup to find spares on exploded view of machine

Taking part in annual stock take

### Role Description

This is a training and work experience opportunity; no prior experience in this role is necessary. Accredited and/or sector recognised training will be provided to support your placement. Participants are eligible to participate in the WPEP QQI Work Experience Module which was developed by the Education & Training Boards in collaboration with the Department of Social Protection. This optional module will fulfil your accredited training requirements for the WPEP.

Formal Training:

Forklift operations - they will learn how to drive / use a forklift

Picking and dispatch of printed orders - they will be shown how to pick and dispatch orders

Learn to use our location based system in our warehouse - they will be shown how to access and use our system

Taking calls from customers over the phone - they will be shown how we receive and deal with calls from customers

Counter sales - they will be shown how we deal with customers at our retail counter

Informal

Ongoing help with warehouse picking and locations - they will be shown how to find stock using our locations system

Side by side training on phone during calls - they will be present during phone calls so they can learn how we deal with customers and find the parts they require

Explanation of machine faults / parts needed - they will be given examples of common machine faults and shown how to look up the parts required by the customer.

Checking in stock - they will be shown how to count and record stock received from our suppliers

Stocktaking - they will take part in our annual stock take

Locating stock and recording on system - they will be shown how to look up stock on our system

Side by side training at counter during live enquiry/ sales - they will work shadow a current staff member to they can experience see how we deal with customers enquiries

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

### **Career Level**

- Not Required

### **Candidate Requirements**

(Essential)

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