



Donabate & Swords District CE Project



#CES-2408265



Parochial House, Brackenstown Road,
Swords, Dublin, K67 F1P3



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



20/08/2025



01/10/2025

How to register your interest

To register your interest, take note of the scheme reference number and contact an Employment Personal Advisor (EPA) in your [local Intreo Office](#)



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Parish Worker / Maintenance Person (S. Cronans' Parish - BASE) Swords

Application Details

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 or 18 years and over for certain disadvantaged groups. Your eligibility will have to be verified by the Department.

To register your interest you can contact an Employment Personal Advisor (EPA) in your local Intreo Centre.

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form.

Job Description

Duties

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

The hours are Monday to Sunday, and mainly in the evenings

The Job entails maintenance, moving furniture, helping with the IT part of things and cleaning.

- Sweep the main hall daily and wash it regularly.
- To sweep and mop the foyer floor daily.
- To clean the stairway and dust the banister daily.
- To Hoover mats daily.
- Clean toilets, washbasins, cubicle walls, floor mirrors, toilet paper holders, and hand dryers daily with appropriate cleaning materials.
- To dust window boards, skirting and rails.
- To clean windows regularly.
- To clean kitchen sink, worktops, kitchen presses and other fittings daily.
- To ensure that all soiled dusters are washed regularly.
- To set out rooms for meetings and other activities.
- To tidy away after activities have ceased.
- To keep storage areas neat and tidy.
- To wipe clean table covers after use.

- To see that litter bins are emptied regularly.
- To clear up litter outside the building daily.
- To assist in painting and varnishing areas that need attention.
- To tidy and clean up flower beds and garden area (weather permitting).
- To report any malfunction of electrical fittings such as light fittings, plug sockets etc., to management.
- **Sector:** other service activities