



LOUGHREA AUTO PARTS LIMITED



#WPEP-2409595



LOUGHREA AUTO PARTS LTD., Athenry
Road, Loughrea, Co. Galway, H62 DR12



No of positions : 1



Work Placement Experience Programme



As per WPEP guidelines



Work Placement Experience Programme



11/09/2025



06/11/2025

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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Motor Factor Shop 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

We are currently recruiting for a Shop Assistant to join our team in Loughrea Auto Parts.

This is a fantastic developmental opportunity for someone looking to gain exposure and experience in the motor trade and retail sector. You will work closely with staff and gain valuable insights into customer service, stock management, and automotive parts. No prior experience is required – we provide full training in a supportive environment. The successful participant will gain practical experience in a dynamic retail environment, working alongside experienced staff and learning key operational and customer-facing skills.

During the placement, the participant will gain valuable experience in:

- Front-of-house customer service and support
- Advising customers on automotive parts and accessories
- Managing stock levels and organising inventory
- Processing sales and returns using retail systems
- Handling deliveries, checking goods, and managing paperwork
- Maintaining a clean and safe retail environment
- Supporting day-to-day operations in a busy motor parts store
- Working as part of a team in a fast-paced retail setting
- Understanding the structure and workflow of a retail business

No prior experience is required – full training will be provided in a supportive and structured environment.

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.

Training Provided

Formal Training

- Point-of-Sale (POS) system operation
- Use of tills and ordering systems
- Health & Safety awareness
- Retail administration and record-keeping
- Stock management procedures
- Handling deliveries and associated documentation

Informal Training

- Customer service and communication techniques
- Team collaboration and workplace etiquette
- Time management and task prioritisation
- Product knowledge and automotive terminology
- Problem-solving in a retail context
- Observational learning through shadowing experienced staff
- **Sector:** wholesale and retail trade; repair of motor vehicles and motorcycles

Career Level

- Not Required

Candidate Requirements

(Essential)

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