



E.T.S PRINTERS LIMITED



#WPEP-2416021



MOCHUA PRINT AND DESIGN, Clonminam

Ind Est, Portlaoise, Co. Laois, R32 EH11



No of positions : 2



Work Placement Experience Programme



As per WPEP guidelines



Work Placement Experience Programme



03/12/2025



28/01/2026

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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Print Finishing 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

Assisting our production team in the finishing department working in Digital, litho and wide format warehouses on two sites.

This will involve maintenance and weekly work sheet management.

Time Sheets using our inhouse Production IT Systems.

Job Management and record Keeping with our Print Logic Management System

Spread Sheets

Microsoft Windows 11

Logistics Management

Procurement Control for HSE and Government bodies

Purchase Order Management

Team Meetings and Participation in Cross Training between Departments.

Intercompany Controls with sister Companies.

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.

Full Training will be provided in our ISO9001 and ISO14001 guidelines which also incorporates external as well as internal training. Participants will receive a minimum of 60 hours of training, including 20 hours of accredited or sector-recognised training. Please submit two separate lists:

- o Accredited Training. Manual Handlin, ISO and Environmental Certification Training. Supplier Certification Training on Equipment, Recognised in the Print Industry.
- o Informal training. H&S Training. HR Training. Operational Training. Computer and Microsoft

Knowledge to Industry Standards.

We use registered training bodies through ISME (Irish Small and Medium Enterprise) as well as our local LEO offices and have an outside Mentoring Company that we use EEP for mentoring and coaching for Staff.

- **Sector:** manufacturing

Career Level

- Not Required

Candidate Requirements

(Essential)

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