



Ballincollig Youth/Social Project



#CES-2419100



HEADWAY, Hanover House, Carrigrohane
Road, Cork, Co. Cork, T12 VPP0



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



03/11/2025



15/12/2025

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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Headway Maintenance Clerical/Co-Ordinator

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.

Job Description

Duties

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

The Headway team support brain injury rehabilitation. Provide Clerical/Co-ordinator work to headway.

- **Sector:** arts, entertainment and recreation