



Clonmel Tourism CE Scheme CLG



#CES-2423802



Father Michael Burke House, 25 Gladstone  
Street, Clonmel, Co. Tipperary, E91 HK51



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



05/12/2025



16/01/2026

## 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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online



## Administrative Assistant/Assistant Facilitator

### 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.

Assisting facilitators implement daily care plans and other duties with Rural Day Care Services facility, Knocklofty and Busking Festival.

The duties include: helping service users to carry out their duties in horticulture, animal husbandry and DIY projects, general office duties, etc.

Ability to commute/transport needed.

For more information/to apply for this position, please email: [clonmeltourism@hotmail.com](mailto:clonmeltourism@hotmail.com)

- **Sector:** administrative and support service activities