



DROGHEDA COMMUNITY SERVICES

TRUST



#CES-2428992



DROGHEDA COMM SERVICES CTR, The

Dermot Kierans C, Scarlet St, Drogheda, Co.

Louth, A92 DD73



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



15/01/2026



26/02/2026

## 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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## Outreach Support Worker

### 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.

This is an Administrative / Clerical position to support our Outreach Services. Main duties will include but are not limited to document preparation, bookkeeping, reconciliations, phone calls etc. You will be required on occasions to assist with deliveries which is part of our outreach service. Driving experience essential. Full clean driving licence required.

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career. Contact 0419836084 or email: [cesupervisor@droghedacsc.net](mailto:cesupervisor@droghedacsc.net) for more information.

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