



 The Printed Source

 #WPEP-2429357

 THE PRINT SOURCE, KANTOHER BUS PK,
BALLAGH, CO. LIMERICK, V42 YA29

 No of positions : 1

 Work Placement Experience Programme

 As per WPEP guidelines

 Work Placement Experience Programme

 30/01/2026

 27/03/2026

Customer Service 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

Helping with admin work, using word and excel, dealing with customers and social media. Helping out on the production floor at times, helping with design also. All training will be provided.

Participant Experience and Supervision: Day to day learning will include working closely with experienced graphic design and print professionals, learning would vary from learning about design, marketing, printing techniques down to pricing. Participant will also be trained to learn how to deal with customers on a daily basis either in person or on the phone, sales training can also be given to show the participant how we get work in on a weekly basis.

Role Description

Graphic Design basic, learning print process's, marketing, social media, dealing with customers and learning about different materials and ways to apply.

A training plan will be in place where 60 training hours total: 20 hours accredited or sector-recognised and 40 hours on-the-job/general training. We can look at local marketing companies and send the participant to courses with them, also there are several graphic design courses online to avail of for the participant.

Formal Training:

20 hours accredited or sector-recognised.

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Informal Training:

Onsite training would involve machine training

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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learning the process of printing from the start of design to the out put of the job for production.

Learning about printers large and small format.

Learning how to operate a guillotine and laminator.

Learning how to book bind,

Learning about design and the different packages such as the adobe suite and canva.

- This vacancy is suitable for Remote/Blended working
- **Sector:** other service activities

Career Level

- Not Required

Candidate Requirements

(Essential)

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