



St Aengus Community Action Group



#CES-2443814



St. Dominic's road, Tallaght, Dublin 24, D24

PXE8



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



20/03/2026



01/05/2026

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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Receptionist required for St. Dominic's Community Response project

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.

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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.

Person is required to train and work as a Receptionist in St. Dominic's Community Response project. No experience is necessary but an interest in the field and a willingness to engage in training and education is required.

- **Sector:** human health and social work activities