



Kaneco Ltd



#JOB-2444289



Multiple Locations



No of positions : 2



Paid Position



40 hours per week



Negotiable



22/04/2026



20/05/2026

How to apply

Application Method :

Not available



Open your camera app & point here to view this ad online



Spare Parts & Warehouse Administrator

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Multiple Locations :

- KANECO LIMITED, Unit M1, Ballymount Drive, Dublin 12, D12 DX94
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KANECO LTD Leading Dublin catering equipment and specialist fit out company, serving clients in Dublin and nationwide over past 30 years.

Opportunity

We have an opportunity for an ambitious Spare Parts and Warehouse Administrator to join our team and develop a successful and rewarding career while gaining significant experience.

Duties include:

Warehouse stock management

Extracting and preparing goods for dispatch

Taking in and managing incoming orders

Assisting the service department with spare parts order processing and dispatching

Assisting with various ad hoc tasks as required.

Preparing goods for dispatch

Candidate requirements.

Forklift experience would be an advantage

Good working knowledge of Microsoft, word and excel

Excellent communication and interpersonal skills

Experience of working in a busy environment

Attention to detail with ability to deliver high quality work.

Be a self-starter who is motivated and capable of working on own initiative

Job Types: Permanent, Full-time

Additional pay:

Overtime pay

Benefits:

Bike to work scheme

On-site parking

Sick pay

Schedule:

Monday to Friday

Ability to commute/relocate:

Ballymount, CO. Dublin D12 DX94

Education:

Leaving Certificate (preferred)

Licence/Certification:

Forklift licence (preferred)

- **Sector:** construction

Career Level

- Not Required

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 1
- **Minimum Qualification:** No Qualification

(Desirable)

- **Ability Skills:** Administration, Communications
- **Competency Skills:** Flexibility, Problem Solving, Time Management