



DUNLEER COMMUNITY EMPLOYMENT

COMPANY LIMITED



#CES-2447870



The Market House, Main Street, Dunleer, Co.

Louth, A92 V2N7



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



11/05/2026



22/06/2026

## 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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## Reception/Administration X 2 Market House Dunleer

### 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.

### Job Description

#### Duties

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career.

Duties include: Administration, caretaking, working with the market house manager and office personnel. Address all area of office procedures

Playing a part in the roster of work and time sheets on a weekly basis and reporting to house manager.

Location: Market House, Dunleer, Co. Louth.

Contact CE Office 085 8765443 for further information

or Email: [elane@dunleerce.ie](mailto:elane@dunleerce.ie) [acarrie@dunleerce.ie](mailto:acarrie@dunleerce.ie)

"A video on CE can be seen in the 'JobsIreland.ie Videos' section in the 'About' tab, at the top of the homepage of the JobsIreland website"

- **Sector:** other service activities