



Taghmon Action Group



#JOB-2448441



Taghmon Action Group, Coolateggart,

Taghmon, Co. Wexford, Y35 C2DE



No of positions : 1



Paid Position



39 hours per week



38661.48 Euro Annually



19/05/2026



16/06/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : johnwaters@taghmonaction.ie

Address:

[Taghmon Action Group](#)

[Coolateggart](#)

[Taghmon](#)

[Wexford](#)

[Y35C2DE](#)



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Community Employment Scheme Supervisor- CE Supervisor

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

To lead and manage the day to day supervision of the scheme's participants and all relevant Health & Safety requirements. Acting as a point of support for participants and to allocate tasks and responsibilities to those participants. To assist in the development and implementation of Individual Learner plans for participants and to ensure suitable/ appropriate training is delivered. To accurately maintain the accounting / administration requirements of the Scheme, including payroll in a timely fashion and to report the key outputs to the project management committee on a regular basis. To maximise participant opportunities for training, development and long term employment. To undertake any other duties that may be assigned as appropriate to this role by the Project Management Committee. Excellent planning and communication skills are essential.

Candidates should have attained a Major Third Level qualification (NFQ Level 6 or higher) in Business / Financial Administration, Training, Human Resources, Project Management or related disciplines.

A minimum of 3 years' supervisory experience plus relevant ICT skills is mandatory.

The commencement point on the Community Employment Grant Scale will be Point 1 of the Supervisors scale €38,661.48 - €46,694.96.

Please send CV and Cover letter to johnwaters@taghmonaction.ie by 5pm Monday, 15th June 2026.

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

Career Level

- Professional