



CUALA SENIOR CARE LIMITED



#JOB-2457372



BLOCK 4, Bracken Business Park, Bracken Road, Sandyford, Dublin 18, D18 V0Y0



No of positions : 1



Paid Position



39 hours per week



36605.00 Euro Annually



10/07/2026



07/08/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : Francis.puthiry@dovida.ie



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



Talent Acquisition Specialist

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

Cuala Senior Care Ireland Limited, trading as Dovida, is seeking a proactive and results-driven Talent Acquisition Specialist to support the growth of our healthcare workforce across Ireland. With over 4,000 healthcare professionals operating nationwide, this is an exciting opportunity to contribute to a fast-growing organisation committed to providing person-centred care and supporting communities across Ireland.

Key Responsibilities

1. Recruitment Coordination

Coordinate end-to-end recruitment processes including job postings, interview scheduling, and candidate communication

Maintain and update applicant tracking systems (ATS) and recruitment databases

Liaise with hiring managers to understand job requirements and timelines

Ensure a smooth and positive candidate experience throughout the hiring lifecycle

2. Talent in Organisations

Support workforce planning and talent pipeline development

Assist in identifying high-potential candidates aligned with organizational goals

Contribute to employer branding initiatives to attract top talent

Maintain talent pools and support succession planning activities

3. Developing Competencies for HR

Assist in mapping role-based competencies and skill requirements

Support competency-based interview frameworks and assessment processes

Collaborate with HR teams to identify skill gaps and training needs

Help track employee development initiatives and learning outcomes

4. HR Operations Support

Assist in onboarding processes including documentation and induction scheduling

Ensure compliance with HR policies and recruitment standards

Prepare recruitment reports, dashboards, and analytics

Issuing and running Garda Vetting in the platform, including following up outstanding documentation and liaising with the vendor as necessary

Education / Experience / Skills / Requirements

Bachelor's degree (minimum) or Master's degree (preferred) in Human Resources or a related field, ideally obtained in Ireland, with strong knowledge of Irish employment law and proven experience in healthcare recruitment, including building and managing a Healthcare talent pipeline.

Experience in recruitment and administration

Excellent communication skills, including highly effective inter-personal skills

Preferably have experience and knowledge about the requirements of care services for older people.

An ethical approach to your work, being self-motivated and someone who enjoys achieving results both individually and as part of a team.

Be structured in your thinking and be a problem solver who provides solutions to issues/challenges.

Pay: €36,605 per year

Annual Leave: 22 day P/A

Hours of work: 39 hours per week

Position open: 1

Location of work : Cuala Senior Care Limited T/A Dovidia Block 4, Bracken Business Park, Bracken Road, Sandyford, Dublin 18, D18 V0Y0

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

Career Level

- Experienced [Non-Managerial]