



IRD North Mayo West Sligo Ltd



#JOB-2460280

MOY VLY RESOURCE CTR, Off 9, Greenhills



Ent Ctr, Bunree Road, Ballina, Co. Mayo, F26

E8X6



No of positions : 1



Paid Position



39 hours per week



To be Confirmed



27/07/2026



24/08/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : hr@moyvalley.ie



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



Community Employment 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

IRD North Mayo West Sligo CLG is the Sponsor of a Community Employment Scheme, whose participants work with the Company or another sub-sponsor organisation.

The Community Employment Supervisor will be responsible for the effective and efficient management of the human, financial and material resources of the Community Employment Programme, ensuring that the scheme is being run in accordance with DEASP guidelines and is of maximum benefit to both participants and the organisations.

Supervision of up to 46 Community Employment Participants

Co-ordinating with the Assistant Supervisor to deliver the goals of the scheme

Reporting to the General Manager of Operations & Business Development IRD North Mayo West Sligo CLG

Key Requirements:

- Understanding of the needs of the long-term unemployed
- Superb knowledge of MS Office suite and good IT skills
- Excellent communication skills, written and verbal
- Excellent proven financial management skills
- Ability to adapt to changing situations
- Excellent time management skills
- Minimum NFQ Level 6 (Major) in Human Resources, Business or other related field
- Minimum 3 years' Supervisory Experience
- Driving license and access to a car

Please apply by email only with C.V. and Cover Letter to hr@moyvalley.ie

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

Career Level

- Managerial