



ADAPT DOMESTIC ABUSE SERVICES



#CES-2463802



ADAPT HOUSE, Rosbrien Road, Limerick,
Co. Limerick, V94 AX95



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



12/08/2026



23/09/2026

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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Health & Safety Assistant ADAPT Services

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.

Community Employment (CE) Health & Safety Assistant

Location: ADAPT Domestic Abuse Services, Limerick

Reporting To: Community Employment Supervisor/Property Services Co-ordinator

Programme: Community Employment (CE) Scheme

Hours: In line with CE Scheme requirements

Purpose of the Role

The Community Employment (CE) Health & Safety Assistant will help ADAPT Domestic Abuse Services maintain a safe and healthy environment for staff, service users, volunteers, and visitors.

Working under the guidance of the Co-ordinator, the successful participant will:

- Help carry out health and safety checks across offices, refuge accommodation, and community services.
- Assist with keeping health and safety records up to date.
- Support workplace inspections and risk assessments.
- Help monitor health and safety compliance.
- Assist with recording accidents, incidents, and maintenance issues.
- Promote safe working practices and health and safety awareness.

This role offers valuable work experience and training in health and safety, administration, compliance, and workplace safety while contributing to the wellbeing of everyone who uses ADAPT services.

Main Tasks

- Carry out routine safety checks.

- Report hazards and maintenance concerns.
- Update health and safety records and files.
- Assist with fire safety checks and drills.
- Support risk assessment reviews.
- Help investigate and record incidents and accidents.
- Promote health and safety awareness among staff and visitors.
- Attend training sessions.
- Carry out other duties relevant to the role.

This is a developmental Community Employment position designed to provide training, support, and practical experience in health and safety.

General Duties

- Attend training sessions as required.
- Participate in relevant health and safety training opportunities.
- Carry out other duties appropriate to the role and CE programme objectives.
- Work in accordance with ADAPT policies and procedures, including confidentiality, safeguarding, equality, and health and safety policies.

Person Specification

Essential Requirements

- Good communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Basic computer skills.
- Good organisational and record-keeping skills.
- Willingness to learn about health and safety legislation and best practice.
- Ability to maintain confidentiality.

Training and Development

The successful participant will receive structured work experience and training in:

- Workplace Health and Safety
- Risk Assessment Processes
- Fire Safety Awareness
- Incident Reporting
- Record Management
- Office Administration
- Communication and Teamworking Skills

Benefits to CE Participant

- Gain practical experience in health and safety and compliance.
- Develop administrative and organisational skills.
- Enhance employability through accredited and on-the-job training.
- Build experience within a respected community and support service.

This role contributes

- **Sector:** other service activities

