



Knockanrawley Resource Centre



#CES-2463882



BRÚ BORU, The Kiln, Cashel, Co. Tipperary,

E25 YE89



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



13/08/2026



24/09/2026

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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Receptionist & Gift Shop Sales Assistant

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.

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form.

Job Description

Duties

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

Reception duties: answering telephone, dealing with enquiries and bookings. Meet and greet visitors to centre, provide tourist information, take and pass on any messages.

Gift Shop Sales Assistant: deal with customers, handle cash and card payments, stock shelves, keep shop tidy, liaise with manager regarding re-ordering stock.

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

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