



Finn Valley Community Scheme Ltd



#CES-2464174



CAKE Centre, Oaktree Bus Pk and S, Railway Rd, Killygor, Co. Donegal, F93 RWT3



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



14/08/2026



25/09/2026

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](#)



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



Community Building Cleaner & Event Co-ordinator

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.

WE'RE HIRING!

Community Building Cleaner & Event Co-ordinator

Killygordon Cake Centre | Wednesday–Friday | 19.5 hours per week

Do you enjoy keeping spaces welcoming, meeting people, and helping bring community activities to life? We're looking for a reliable, friendly and organised person to join our team!

What you'll do:

Keep halls, rooms, corridors, kitchens and restrooms clean and tidy

Manage waste and maintain high standards of hygiene

Report maintenance, security or building concerns

Set up rooms for clubs, meetings, activities and special events

Welcome visitors, give tours and support event set-up

Help create a safe, friendly and welcoming community space

Connect with local groups and support social media outreach

Help coordinate volunteers and staff during larger events

Complete simple post-event reports

We're looking for someone who is:

Reliable, trustworthy and able to work independently

Friendly with good communication and listening skills

Organised and able to manage several tasks

Physically able to carry out cleaning duties and move equipment/supplies

Safety-conscious, including safe handling of cleaning products

Flexible to work occasional evenings or weekends when events require

Previous professional cleaning/janitorial experience is preferred, but a positive attitude and commitment to the community are just as important!

Location: Killygordon Cake Centre

Hours: 19.5 hours per week, Wednesday–Friday

If you're ready to help keep our community space clean, welcoming and full of activity, we'd love to hear from you!

Interested? Get in touch for more information or to apply to Rebecca (Supervisor) 087 2201773 or fvcesupervisor@gmail.com or speak to your local Intreo office quoting Community building Cleaner & Event Co-ordinator

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