



Department of Social Protection



#JOB-2464184



Multiple Locations



No of positions : 30



Paid Position



35 hours per week



611.75-958.80 Euro Weekly



25/08/2026



15/09/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

URL :

www.gov.ie/dspcareers



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



Traineeship Programme in the Department of Social Protection

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



Multiple Locations :

- Co. Longford,
- Co. Donegal,
- Co. Galway,
- Co. Waterford,
- Co. Cork,
- Co. Limerick,
- Co. Tipperary,
- Co. Wicklow,
- Co. Dublin,

The Department of Social Protection (DSP) is running an open competition for Traineeship Opportunities. Trainees will be appointed to the role of Deciding Officer alongside a defined and fulfilling career development opportunity for progression to Executive Officer (EO) level. The role of Deciding Officer has a real impact in improving the lives of others, assisting people requiring income support and also through their job seeking journey (See Appendix B in information booklet for "A day in the life of..." examples of job roles in DSP).

This unique career development opportunity gives successful candidates the chance to work and develop in the role of Deciding Officer in year one, and in year two, undertake one of the three distinct customer facing roles of EO Inspector, Job Coach or EO Operations. At the end of the two-year journey, Officers will then have the opportunity to progress following a final assessment through an interview process to be assigned as an EO in DSP.

Successful candidates from this competition will be placed in roles located in Longford, Buncrana, Letterkenny, Galway City, Waterford City, Cork City, Limerick City, Thurles, Bray, Dublin 1, Clondalkin and Coolock for the duration of the career development journey. It is intended to recruit a total of 30 staff as part of this competition to commence in February 2027.

Entry Requirements and Eligibility

Candidates must:

- Demonstrate an ability to perform the capabilities required of a Clerical Officer with potential to develop the capabilities required for the role of Executive Officer during a two-year period. - see relevant capabilities (Executive Officer).
- Demonstrate an openness and ability to acquire the skills and knowledge to progress to the Executive Officer Role in DSP.
- Demonstrate a keen interest in the career development aspects of the opportunity, the learning / training (on the job and formal) and the development opportunities that will be provided, as well as the capacity to take on and succeed in Accredited learning, e.g. QQI Level 6 and 7.
- Have the requisite knowledge, skills, and behaviours required including:
 - take direction / follow instructions.
 - organise and prioritise work effectively.
 - work well with the public and colleagues.
 - be flexible in their approach to work.
 - be able to communicate effectively in a clear and concise manner.
- Be at least 17 years of age on or before the closing date of 3pm on Tuesday, 15th September 2026.
- Fulfil citizenship, health, and character requirements.
- Ensure that they meet the criteria regarding Public & Civil Service Redundancy/III Health Retirement Schemes.

Further information regarding the post and candidate requirements is set out in the Candidate Information Booklet. To download the Candidate Information Booklet and access the link to apply, please visit www.gov.ie/dspcareers

- **Sector:** public administration and defence; compulsory social security

Career Level

- Entry Level

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 0
- **Minimum Qualification:** Level 4 (incl Leaving Certificate/ Leaving Certificate Applied/ Leaving Certificate Vocational Programme)

(Desirable)

- **Ability Skills:** Administration, Computer Literacy, Customer Service, Interpersonal Skills
- **Competency Skills:** Decision Making, Initiative, Leadership, Teamwork