



FARRANREE COMMUNITY EMPLOYMENT

PROJECT LIMITED



#CES-2466351



GURRANABRAHER, Cork, T23 W08N



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



27/08/2026



08/10/2026

## 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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## Caretaker The Hut Gurranaברה

### 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.

This a developmental opportunity, no experience is required. The position is based in The Hut in Gurranaברה.

Caretaking Duties:

- Opening and closing the centre at relevant times, shifts range from 9am-1pm, 12pm-4pm, 2pm-6pm and 6pm-10p.m on a rotating basis. There is an occasional Sunday also.
- Ensuring maximum security is maintained throughout the whole building.
- Maintenance and caretaking of all aspects of the building.
- Setting up rooms for meetings, activities etc. and being familiar with all the activities and events that are taking place in the Hut.
- Reporting maintenance requirements to building management (eg. Leaking taps etc.)
- Patrol floors and bathroom facilities on a regular basis.

Greet all guests / users (young children, teenagers, adults and elderly) in a friendly and professional manner.

- Inform people about organisations/programmes in the community centre
- Make sure people sign into the visitor's book

Cleaning Duties: On a daily basis;

- Replace and refill toilet rolls, hand towels and soap
- Brush and mop floors (using the right mops)
- Clean stairs and hand rails

- Clean glass throughout the building (doors & windows)
- Clean outside of building
- Empty bins in all rooms

The hours require someone who is flexible and can work one of 4 shifts which alternate, 9am-1pm, 12pm-4pm, 2pm-6pm and 6pm-10p.m. You will work as a part of a team of 5 others.

Whilst on the CE Programme, all CE Participants have the opportunity to avail of training and have one on one support and training available from their CE Supervisor.

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