



Palls Ltd



#CES-2468054



PALLS LIMITED, Unit 2, Docklands Business
Park, Limerick, V94 DR12



No of positions : 2



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



08/09/2026



20/10/2026

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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Horticulture and Warehouse 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.

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****PLEASE NOTE THIS IS A DRUGS REHABILITATION CE SCHEME AND CERTAIN CRITERIA WILL APPLY****

Purpose of the Position:

Organic garden work with Garden supervisor and assisting with any classes held in the garden

To co-ordinate the daily activities in the warehouse

Essential Functions

- Organise and maintain the warehouse, including storage and floor space of the warehouse.
- Manage and accept incoming and outgoing warehouse supplies and deliver items for repair if needed.
- Ensure the warehouse is clean, safe and in an orderly condition.
- Be fully aware of the health and safety requirements within the warehouse and report any concerns to the health and safety representative. Ensure PPE and tools are provided to all those using the workshop.
- Follow the PALLS purchase order procedures to order equipment and materials as required.
- Secure the warehouse, tools and equipment.

- Supervise participants while they are in the warehouse and provide support, guidance and direction when needed.
- Assist the project worker and engage in planning handovers to ensure the effective delivery of the programme.
- Excellent communication skills with an ability to work with vulnerable people, other staff and outside agencies.
- Undertake other reasonable duties as may be required from time to time assigned by the management.

Requirements Specific to this role

- Operate and demonstrate use of warehouse equipment as necessary; ensure proper and routine maintenance and servicing of the warehouse equipment.
- Organised and good at prioritising tasks, with ordering, inflow of people and moving pieces of equipment and materials the role is busy and complex.
- Plan and schedule work- be orientated to working with deadlines of the programmes, devise plans of action with the tutor, manager and CE supervisor.
- Have a hands-on commitment to getting the job done.
- Participate in regular supervision with your supervisor when organised, engage in the development of your individual learning plan and identify training needs and participate in appropriate and agreed training opportunities.
- Report any area of concern to your supervisor in a timely manner, be able to anticipate problems arising within the warehouse./
- Attend and participate in weekly staff meetings.

Personal Attributes

- Excellent Time management and maintain regular attendance.
- Good attention to detail, having the ability to identify mislaid, broken tools or equipment.
- Good communication skills with an ability to treat all people with dignity and respect
- Capacity to work on own initiative and as part of a team
- Be dependable and flexible

This position will be based in PALLS, Dock Road, Limerick

If interested, please send a copy of your CV to: cesupervisor@palls.ie

- **Sector:** education