



BALLINASLOE TRAINING FOR



EMPLOYMENT COMPANY LIMITED BY

GUARANTEE



#CES-2468417

BALLINASLOE TRAINING FOR EMPLO,



Ballinasloe Ent Ctr, Creagh Rd, Ballinasl, Co.

Galway, H53 R7R8



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



09/09/2026



21/10/2026

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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Bookkeeper/Accounts/Payroll

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.

Accounts, budget management, and general administration.

Would require a Level 5 in Business Administration (or similar) with Payroll and Accounts modules

- **Sector:** professional, scientific and technical activities