



Creative Spark



#WPEP-2469760

Creative Spark, Clontygora Ct,



Muirhevnamore, Dundalk, Co. Louth, A91

HF77



No of positions : 1



Work Placement Experience Programme



As per WPEP guidelines



Work Placement Experience Programme



16/09/2026



11/11/2026

How to apply

Application Method :

This programme is for jobseekers that are in receipt of a qualifying social welfare payment and those transferring from a social welfare scheme. Full eligibility details are available [here](#)



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Enterprise FabLab Technical Assistant - WPEP Scheme

Application Details

This Work Placement Experience Programme provides Participants with an opportunity to gain meaningful work experience, learning and training while on the programme. This programme is for jobseekers who are in receipt of qualifying social welfare payments and those transferring from a social welfare scheme or an ETB Training Allowance. Your eligibility for this programme will be verified by the Department as part of the application process.

Job Description

The Enterprise FabLab Technical Assistant placement will gain practical experience in digital fabrication tasks in the FabLab, supporting the daily operations of the space, assisting in general maintenance of studio, organising the equipment and supporting FabLab staff.

The Enterprise FabLab Technical Assistant will work alongside the FabLab Technical Manager assisting the FabLab Staff and offering support to members and users in daily activities.

Training and Machine Maintenance

The placement will receive on the job training on the maintenance and use of FabLab equipment. At the end of the placement they will know how to maintain and use a variety of digital fabrication machines including:

- 3D printers
- Large CNC and Desktop CNCs
- Laser cutters
- Waterjet cutter
- Vinyl cutter
- Power tools
- Electronic workbench

FabLab space daily maintenance:

- Hoover and mop the FabLab space weekly/ twice weekly as necessary/use wet floor signs;
- Clean Counters Daily; Sinks Scrub Weekly/Rinse daily;
- Tidy all storage tools regularly;
- Assist with management of supplies;

Main learning outcomes:

- Understanding basic setup and maintenance of the FabLab and its machines.
- Understanding appropriate machine use.
- Experience working alongside staff and members in a busy FabLab.
- Knowledge of preparing space, machines, tools and supplies for training sessions.
- Knowledge of the management of an electronic booking system for members.
- Understanding the management of materials and equipment inventory.
- Understanding the requirements for health and safety in the FabLab and how facilities should be maintained to the highest standard.

Role Description

The participant will receive a structured training programme of 20 accredited/sector-recognised hours and 40 on-the-job hours, with additional development training supported by the host.

ACCREDITED / SECTOR-RECOGNISED TRAINING:

QQI Work Experience Module, delivered by the Education and Training Board in collaboration with the Department. This module fulfils the accredited training requirement for WPEP - 20 hours

ON-THE-JOB TRAINING - 40 HOURS

- 3D Printing: How to clean beds, clear leftovers, secure filament and resins, ensure safety gear and tools are in position, and turn off the machine when idle. Assist the Technical Manager with bed levelling and extruder maintenance.
- Power Tools: How to clean the workspace, clear debris, organise tool storage, and manage the continuous battery-charging rotation.
- Desktop CNC: How to clean the machine including safe dusting, removing leftover stock, ensuring active use of the extraction unit, verify tool positioning and safety protocols and shut down properly. Assist the Technical Manager with collet and spindle care.
- Vinyl Cutter: How to clear vinyl scraps, secure roll stock, store blade accessories safely and power off post-use.
- Large CNC: How to vacuum heavy debris, manage large leftover stock, operate high-capacity extraction units, enforce safety zones, position tools and complete proper shutdown sequences. Assist the Technical Manager with rail lubrication and sensor checks.
- Laser Cutters: How to clean the honeycomb bed and scrap tray, clear leftover material, monitor the active air filter unit, secure stock, enforce laser safety and power down after use. Assist the Technical Manager with mirror alignment and lens cleaning.
- Waterjet: How to clean abrasive sludge and powder, remove material offcuts, monitor water usage, mop up leakages, position fixtures safely and shut down the pump system. Assist the Technical

Manager with nozzle, mixing tube and seal replacement.

- Electronics Workstation: How to clean fine wire trimmings, operate air filter units, audit electronic inventory, manage specialised e-waste and ensure soldering and rework stations are powered off when idle. Assist the Technical Manager with station maintenance and a comprehensive 6-month safety audit.

Preventative Maintenance: Directly shadow and assist the Technical Manager with scheduled hardware servicing across all workshop equipment.

- **Sector:** education

Career Level

- Not Required

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 0