



Rathdown & District CE Group



#CES-2472449



KILIAN HOUSE FAMILY CENTRE, La Touche
Road, Greystones, Co. Wicklow, A63 CK06



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



11/09/2026



23/10/2026

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 General Operative at St Kilian House

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.

Job Description

Duties

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career.

- Reliable and hardworking caretaker with experience keeping buildings safe, clean, and in great running order.
- Trustworthy team player who can work on my own initiative or follow tasks from a supervisor.
- Helpful and friendly professional who is great at dealing with the public, staff, and visitors.
- Opening and closing the building safely, making sure all doors, windows, and gates are fully secured.
- Checking the property daily to spot any safety risks, damage, or repairs that need fixing.
- Doing minor DIY jobs like fixing doors, painting, basic plumbing, and changing lightbulbs.
- Keeping the grounds tidy by cutting grass, clearing pathways, sweeping up leaves, and managing bins.
- Setting up rooms for events, including moving tables, chairs, and equipment safely.
- Looking after tools and supplies, making sure everything is stored safely and out of reach of the public.
- Following health and safety rules closely to keep the building safe for everyone.
- Helping out external workers (like plumbers or delivery drivers) by showing them where to go.
- **Sector:** information and communication