



PARTAS CLG



#CES-2472719



PARTAS, Tallaght Enterprise Centre, Tallaght,
Main Road, Dublin 24, D24 KC62



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



30/09/2026



11/11/2026

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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Maintenance / Gardener

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.

General Maintenance

- Carry out minor repairs such as replacing light bulbs, fixing door handles, tightening fittings, or painting touch-ups.
- Monitor and report any major maintenance issues or safety hazards to management.
- Inspect the building and grounds regularly to identify repair or safety needs.
- Maintain and service tools, equipment, and machinery as required.
- Assist with setting up or moving furniture, signage, or equipment for events or meetings.
- Ensure pathways, entrances, and outdoor areas are safe and clear of hazards.
- Identify different types of paint and their uses, keeping rollers, brushes and tray in good condition.
- Applying paints to doors, walls, windows, ceilings and cleaning up afterwards.
- Minor repairs to toilets, taps and unblocking drains in carpark as the need arises.

Gardening and Groundskeeping

- Mow lawns, trim edges, and maintain flower beds and shrubbery.
- Plant, water, prune, weed, and care for trees, plants, and garden areas.
- Sweep and clear pathways, car parks, and outdoor spaces.
- Remove litter and debris from outdoor areas.
- Maintain garden tools and machinery (e.g., lawnmowers, strimmers) in good condition.
- Ensure correct use of any power tools.
- Store all tools correctly.
- Monitor and manage watering systems or manual watering as needed.
- Assist with seasonal tasks such as planting, leaf collection, or snow clearing (if applicable).

- Spread salt on ground and paths when the need arises.
- Stocktake equipment and inform manager if equipment is faulty/broken or in need of repair.

Health & Safety

- Follow all health and safety, cleaning and environmental guidelines.
- Store all chemicals, paints, pesticides safely.
- Use tools, machinery, and cleaning chemicals safely and responsibly.
- Proper use of ladders, lifting and moving heavy items, furniture in a proper manner.
- Wear appropriate protective gear (gloves, boots, safety goggles, Visors etc.).
- Keep work areas tidy and ensure all equipment is stored securely.

Other

- Keep maintenance and gardening schedules up to date.
- Respond promptly to requests for repairs or groundskeeping tasks.
- Maintain a polite, professional attitude when interacting with staff, visitors, or contractors.

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