



Clare Youth Service



#CES-2473395



The Junction, 2 Cloughleigh Road, Ennis, Co.

Clare, V95 X40X



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



05/10/2026



16/11/2026

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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Community Cafe 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.

Applicants must be able to demonstrate a moderate range of knowledge, skills and competencies relevant to the role, be able to work with responsibility and demonstrate the ability to work on their own initiative.

Duties to include operating a Community Café for the public, meet and greet public and promote both the Café and building.

Be able to carry out a wide range of tasks. These will include, ensuring that all offices, meeting rooms, restrooms and public areas – inside and out - are maintained to a high standard.

Duties include dusting, mopping, vacuuming and polishing all offices, general purpose rooms, kitchens, toilets, etc. Washing Windows, sweeping pathways, emptying bins. Ensuring toilets are cleaned, sanitized, and restocked. Ability to perform all cleaning tasks and use necessary equipment essential. Responsible for the setting up meetings, and the ordering and storing of cleaning materials safely and in accordance with Health & Safety standards.

Applicants will be required to complete a Garda Vetting Application form.

Applicants must have a good command of the English language.

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