



Company Details Confidential



#JOB-2475499



THE MILL CELBRIDGE COMM CTR, Main
Street, Celbridge, Co. Kildare, W23 P6P5



No of positions : 1



Paid Position



40 hours per week



To be Confirmed



16/10/2026



30/10/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : maireadbyrne@guardianadmin.ie



Open your camera
app & point here
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online



Community Employment Supervisor

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Ensure the provision of an efficient financial and accounting system in line with CE Corporate requirements as directed by the Sponsoring Organisation.

Ensure that financial returns i.e. wages claims, materials claims, and participant development meet the standard as laid down by Welfare Partners.

Ensure implementation of systems controlling the operation of all finances as directed by Organisation Liaise with Local Department Office as required.

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

Career Level

- Managerial