

Job Title:	Reference No / how to apply:	Main Requirements:	Original Job Website:
<b>Kitchen Assistant/Kitchen Porter</b> Secret Recipe Limited - Ballincollig	<b>Application deadline:</b> 5/2/2021  <b>Expected start date:</b> 8/2/2021	Secret Recipe - A multi award winning food producer in Ballincollig, require to recruit 2 kitchen assistants to join their team.  The roles are based in our Kitchen in Ballincollig <ul style="list-style-type: none"> <li>• They are approx. 20 hours per week</li> <li>• Saturday and Tuesday and Wednesday are required, but applicants must be flexible as the other hours will change each week</li> <li>• Start time are from 10am until finish</li> </ul> Successful candidates must have the following skills <ul style="list-style-type: none"> <li>• Have clear spoken and written English</li> <li>• Must have experience in working in kitchen before</li> <li>• A knowledge of HACCP and BRC would be an advantage</li> </ul> Salary: €10.20 per hour	<a href="http://www.indeed.ie">www.indeed.ie</a>

*The LES provides practical support, advice, guidance and information relating to employment, training and welfare to work options. We are focused on supporting unemployed people to enable them get back into the workforce or to access short education and training courses to help them upskill and improve their job prospects*

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An Roinn Gnóthaí Fostaíochta  
 agus Coimirce Sóisialaí  
 Department of Employment Affairs  
 and Social Protection

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<b>Warehouse Operative</b> Daly Industrial Supply Co Ltd - Cork	This is an immediate position and the hours will be:  Monday - Friday 8.00am-5.15pm  Saturday 9.00am -1.00pm  Contract length: 6 months	Wanted experienced Warehouse Operative. <ul style="list-style-type: none"> <li>• Check In, move, pick and load stock products</li> <li>• Move and rearrange stock, either by hand or with heavy lifting equipment.</li> <li>• Keep store clean and tidy.</li> <li>• Performing warehouse inventory controls via scanner and or through a computer</li> <li>• Recording the movement of all packages/stock</li> <li>• Dealing with other requests to support the operation of a busy branch as and when required.</li> <li>• Knowledge of barcoding/scanning/location/picking systems required</li> <li>• Working as part of a team</li> <li>• Must have Current Forklift License.</li> </ul>	<a href="http://www.indeed.ie">www.indeed.ie</a>
<b>Food &amp; Beverage Assistant</b> Maldron Hotel South Mall Cork	Permanent   Part Time	Key Duties and Responsibilities <ul style="list-style-type: none"> <li>• Regular guests are known and greeted accordingly using their name.</li> <li>• Ensure a good working knowledge of food and wine. Be able to make recommendations.</li> <li>• Up-sell and maximize sales revenue whenever and wherever possible.</li> </ul>	<a href="http://www.jobs.ie">www.jobs.ie</a>
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<b>Production Operator</b> Adecco Cork City	www.adecco.ie	<p>We are looking for production operative's based in Cork must have previous experience working in production or have worked in a warehouse must have manual handling and be flexible.</p> <p>The role will include:</p> <ul style="list-style-type: none"> <li>• Working on various production and packing lines</li> <li>• Assembly of products</li> <li>• Packaging &amp; Labelling</li> <li>• Quality checks / assessments</li> <li>• Palletising products</li> <li>• Cleaning Duties</li> </ul>	www.jobs.ie
<b>Furniture Remover / Porter / Driver</b> Aaltonen Transport Ballincollig	www.aaltonen.ie	<p>Your day-to-day duties could include:</p> <ul style="list-style-type: none"> <li>• Checking with customers which items are to be moved</li> <li>• Taking apart larger items of furniture for packing and removal</li> <li>• Removing doors, door frames or windows to get large pieces of furniture in or out of a building</li> <li>• Packing items, loading them into company vehicles and securing them safely</li> <li>• Driving to a new location and unloading items</li> </ul>	www.jobs.ie
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<b>Customer Assistant</b> Boots Cork, Half Moon Street	Job reference: 135691BR  <a href="http://www.boots.jobs">www.boots.jobs</a>	Shift pattern: Full-time Contract type: Fixed Term Hours per week: Over 35 hours per week  This is your chance to be part of something a bit different. You'll be working closely with the most important part of our business – our customers. Giving them fantastic customer care and making them feel good, and we think that's a great opportunity.  You'll really get to know our customers and what they're looking for; it's everything from helping them find the perfect product, to stocking the shelves, to getting behind an in-store promotion.	<a href="http://www.indeed.ie">www.indeed.ie</a>
<b>Team Member</b> Domino's Pizza Cork City	Shift Pattern: Evenings, Nights  Hours: Full Time including Evening, Weekend & Night Shifts  <a href="http://www.dominos.ie">www.dominos.ie</a>	Experience isn't necessary as we'll provide you with a full induction and training programme. All roles will include working shifts during evenings & weekends over a 7-day period.  If you're the kind of person who takes pride in your work, you're passionate about customer service and you'd like to work for the number one pizza company in the world, simply click apply now and tell us more about you.	<a href="http://www.indeed.ie">www.indeed.ie</a>

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<b>Email &amp; Whitemail Administrator</b> <a href="#">Eir</a>	Apply on Eir website <a href="http://www.eir.ie">www.eir.ie</a>	<p><b>Job Purpose</b> Reporting to the (TBC), the email and whitemail administrator is responsible for handling customer queries received through both our email and whitemail channels. The administrator must ensure that all queries are responded to within SLA and escalated to the appropriate department where applicable.</p> <p>What is expected from the Role? <b>Responsibilities: Customer queries &amp; issues:</b></p> <ul style="list-style-type: none"> <li>• Manage customer queries/issues via email and whitemail</li> <li>• Outbound call customers with updates/resolution where appropriate</li> <li>• Endeavour to resolve customer issues at FPOC with an aim to avoid logging formal complaints</li> <li>• Ensure queries are handled according to CC Admin's quality guidelines</li> <li>• Liaise with applicable facilitators throughout the organisation to ensure a speedy TAT</li> <li>• Ensure all emails are acknowledged/resolved in line with SLA's</li> <li>• Ensure customers are kept informed throughout the query process as per eir's contact strategy</li> <li>• Identify any query/issue trends and notify line manager</li> </ul> <p><b>Requirements for a Successful Application: Experience</b></p> <ul style="list-style-type: none"> <li>• Minimum 6 months customer service experience</li> <li>• Proficiency in Microsoft Office suite of products</li> </ul> <p><b>Others: Competencies Business Competencies</b></p> <ul style="list-style-type: none"> <li>• Customer Focused</li> <li>• Results focused</li> <li>• Problem solving ability</li> </ul> <p><b>People Competencies</b></p> <ul style="list-style-type: none"> <li>• Excellent verbal &amp; written communication skills</li> <li>• Strong time management and organisational skills</li> <li>• Empathy / Patience / Time management</li> </ul>	<a href="http://www.indeed.ie">www.indeed.ie</a>
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<p><b>Warehouse Operative</b> Independent Irish Health Foods - Ballincollig, County Cork</p> <p>Independent Irish Health Foods Ltd. has been in business since May 2008.</p>	<p><a href="http://www.indeed.ie">www.indeed.ie</a></p>	<p>We are located in beautiful Baile Mhúirne in the heart of the West Cork Gaeltacht, operating from a 24,000 square foot warehouse, where we stock over 12,000 lines in our various departments</p> <p>Our hardworking staff of eighty seven do an excellent job; we are all committed to making our company the best in its field. We do not outsource: all of our deliveries are made in company-owned vehicles driven by IHF drivers.</p> <p><b>Responsibilities</b></p> <ul style="list-style-type: none"> <li>· Load and unload lorries in a safe and efficient manner</li> <li>· Move and stack materials / · Keep production lines supplied with empty containers and packaging materials as needed</li> <li>· Rotate floor stock / · General housekeeping duties in the warehouse or production area and duties as assigned /· Perform general warehouse duties in order to maintain a smooth operation /· Use common warehouse management software</li> <li>· Receive/process shipments /· Inspect and maintain equipment, reporting any faults or wear and tear</li> </ul> <p><b>Requirements</b></p> <ul style="list-style-type: none"> <li>· Good written and verbal communications skills /· Own mode of transport essential /· Good attention to detail</li> <li>· Hardworking, honest with strong desire to succeed /· Must be a team player /· Licensed forklift operator - beneficial</li> </ul> <p><b>Rewards</b></p> <ul style="list-style-type: none"> <li>· Well established company &amp; growing /· Pay rate euro 10.50 per hour /· Moving to euro 11.00 per hour after 4 week trial</li> <li>· Opportunity to work extra hours. /· Free parking</li> <li>· Uniform provided /· Excellent break room and canteen, including free drinks (tea, coffee) /· Perks at work, such as staff discount /Job Types: Full-time, Permanent</li> </ul> <p>Salary: €10.50 per hour /Schedule:</p> <ul style="list-style-type: none"> <li>• Monday to Friday</li> </ul>	<p><a href="http://www.indeed.ie">www.indeed.ie</a></p>
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<b>GMP Cleaner</b> <a href="#">Sodexo</a>	<a href="http://www.sodexojobs.co.uk">www.sodexojobs.co.uk</a>	<b>Role Responsibility</b> <b>Duties</b> Day to Day cleaning within the manufacturing areas and external areas, power washing as required, cleaning of tanks and vessels Cleaning in controlled areas Lab cleaning and use of cleaning chemicals Record keeping, Reporting <b>The Ideal Candidate</b> Industrial cleaning experience in a pharma plant or industrial manufacturing site Manual handling and Safepass Team player Excellent written and spoken English, Ability to work under own initiative Motivated Full driving licence, Physically fit and happy with heights	<a href="http://www.indeed.ie">www.indeed.ie</a>
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## LIST OF RECRUITMENT AGENCIES IN CORK CITY

Hays - Recruitment Agency, 54, South Mall, City Centre, Cork, (021) 425 1020 Construction & Office Work Recruitment Agency [www.hays.ie](http://www.hays.ie)

Collins McNicholas Recruitment & HR Services Group, Siac House, Airport Road, Cork, (021) 480 9118, Medical Devices, Pharmaceutical & Finance Recruitment Agency <https://www.collinsmcnicholas.ie/>

Morgan McKinley Cork, 4, 6, Lapp's Quay, Cork, (021) 230 0330 Finance & Office Work Recruitment Agency [www.morganmckinley.ie](http://www.morganmckinley.ie)

Adecco Cork, 34, Grand Parade, Cork, (021) 427 3830 Sales & Office Work Recruitment Agency <https://www.adecco.co.uk>

The Noel Group, 43, Paul St, Cork, (021) 422 2179, Healthcare & Hospitality Sectors <https://noelgroup.ie>

Kelly Services, Carbery House, 67-69, South Mall, Cork, (021) 427 4700 Office Support, Science & Accountancy Sector [www.kellyservices.ie](http://www.kellyservices.ie)

Sigmar Recruitment, 1, George's Quay, Cork, (021) 431 577, IT & Construction & Office Sectors [www.sigmarrecruitment.com](http://www.sigmarrecruitment.com)

CLS Recruitment, Building 1000, 2nd Floor, City Gate, Mahon, Co. Cork, (021) 240 9058, Construction & Finance & Marketing Recruitment Agency [www.clsrecruitment.ie](http://www.clsrecruitment.ie)

FRS Recruitment, Unit 3, Building A1, Fota Business Park, Carrigtwohill, Cork, (021) 4634732 Construction & Office & Health Care Recruitment Agency [www.frsrecruitment.com](http://www.frsrecruitment.com)

La Creme Recruitment, 4th Floor, 6 Lapp's Quay, Cork, (021) 230 0301 Office & Secretarial Recruitment Agency <https://www.lacreme.ie/>

CareerWise Recruitment, EastGate Village, EastGate, Little Island, Cork, (021) 206 1900 Manufacturing & IT <https://careerwise.ie>

Cpl Resources plc, Ground Floor, 11, Anglesea Street, Cork, (021) 494 4860 Nurses & Health Care Workers [www.cpljobs.com](http://www.cpljobs.com)

C&M Recruitment Ltd, 1st Floor, 32 Oliver Plunkett Street, Cork (021) 480 5989 Medical Device ,Pharmaceutical ,Electronics ,Freight Forwarding ,Warehouse and Consumer Products [www.cmrecruitment.ie](http://www.cmrecruitment.ie)



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## LIST OF JOB WEBSITES

**CORK Jobs** - <https://corkjobs.ie/>

**Indeed** - <https://ie.indeed.com/jobs-in-Cork>

**Jobs.ie** [https://www.jobs.ie/cork\\_jobs.aspx](https://www.jobs.ie/cork_jobs.aspx)

**Irish Jobs** <https://www.irishjobs.ie/Jobs/Cork/>

**Monster** <https://www.monster.ie/>

**Job alert** <https://www.jobalert.ie/>

**Jobs Ireland** <https://www.jobsireland.ie/>

**Jobs Bio** <https://jobbio.com/>

**Active Link** <https://www.activelink.ie/vacancies>

**Public jobs** <https://publicjobs.ie/en/>

**Simple Hire** <https://www.simplyhired.ie/>