<u>Clondalkin Travellers Development Group: Employment Co-</u> <u>Ordinator (https://www.activelink.ie/node/115467)</u>



Clondalkin Travellers Development Group St. Oliver's Education & Training Centre Cloverhill Road, Clondalkin, D22 YY51 Phone: <u>01 4575124 (tel:014575124)</u>

Clondalkin Travellers Development Group is seeking to recruit an

Employment Co-Ordinator

This is a full-time post – 35 hours per week. The successful candidate will initially be employed on a 12-month contract, renewed subject to DCEDIY funding. Salary will be commensurate with experience.

A detailed job description is available.

JOB PURPOSE:

The Employment Coordinator will be responsible for guiding and supporting local Travellers to move into employment or self-employment.

The Employment Coordinator will also be responsible for facilitating training/ employment/internship opportunities for local Travellers at the same time as engaging with and managing relationships with local employers.

A full job description and person spec is available from admin@ctdg.ie (mailto:admin@ctdg.ie).

Applications by email including a CV with cover letter of one page to <u>admin@ctdg.ie</u> (mailto:admin@ctdg.ie) (with Employment Coordinator noted in the subject line) or by post marked Private and Confidential stating 'Employment Coordinator' to Clondalkin Travellers Development Group, St Olivers Education and Training Centre, Cloverhill Road, Clondalkin D22 YY51

Closing date for receipt of applications is: Thursday 12th June at 12 noon. Interviews will be held shortly after the closing date.

Shortlisting will take place. Late applications will not be considered.

Clondalkin Travellers Development Group is an equal opportunity employer.

Applications for this post from members of the Traveller community are particularly welcome.

Region Dublin 22

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