

**Post: SUPERVISOR - COMMUNITY EMPLOYMENT SCHEME**  
**Specified Purpose Contract**  
**CE Scheme Sponsor (Employer): WATERFORD CITY & COUNTY COUNCIL**  
**CE Scheme Funded by Department of Social Protection**

1. **Character:**  
Candidates shall be of good character.
2. **Health:**  
Candidates shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.
3. **Salary:**  
Minimum Salary €639.61                      Maximum Salary: €772.50
4. **Working Time**  
5 Days per week  
39 hours per week
5. **Education**  
Applicants must hold a **major** 3rd level qualification (NFQ Level 6 or higher) in Business/Financial Administration, Training, Human Resources, Project Management or related disciplines. ICT skills are also essential (e.g. MS Office).  
**Minor/component awards at Level 6 or higher are insufficient.**  
  
**The onus is on candidates to establish eligibility in terms of academic and experience requirements, and proof of meeting the minimum requirements must be submitted with the application form.**
6. **Experience**  
Applicants should have a minimum of 3 years supervisory experience
7. **Job Location**  
Dungarvan Presentation Depot, Waterford City & County Council, Machinery Yard, Shandon, Dungarvan, Co. Waterford
8. **Job Description**  
To ensure the effective and efficient management and co-ordination of the human, financial and material resources of the CE Scheme and report to the Sponsoring Committee on its implementation. A core aspect of the role is to support and coach CE participants towards gaining the skills and competencies in preparation for employment. To supervise a team of 15 CE workers operating in Dungarvan on general presentation and landscaping works in parks and open spaces, beaches, historic graveyards and urban forestry in accordance with the Dept of Social Protection rules and WCCC aims and objectives.

**PLEASE RETURN COMPLETED APPLICATIONS BY E-MAIL TO**

[externalrecruitment@waterfordcouncil.ie](mailto:externalrecruitment@waterfordcouncil.ie)

by Friday, April 27th, 2018 at 4:00pm

Applications received after this date will not be considered

If have any queries in relation to this recruitment competition please contact Waterford City & County Council's HR department on **0761 10 2045** or **0761 10 2035**