



TRAINING, EDUCATION AND EMPLOYMENT INFORMATION OFFICER

Galway Local Employment Service Network

The Training, Employment and Education Information Officer (TEEIO) will provide a quality information support and referral service to unemployed people who are seeking information about the service or those who are already clients of the Local Employment Service Network (LESN).

You will have:

- An understanding and knowledge of the work of the Local Employment Service Network
- Knowledge of local employers and employment opportunities and an ability to communicate with employers
- Knowledge of labour market interventions, training and education opportunities, welfare entitlements etc.
- Excellent communication skills including an ability to use social media platforms
- Excellent computer/typing skills
- Ability and enthusiasm to work as part of a team
- A positive attitude to work

This is a full time position for a fixed term contract of 6 months which may be renewed.

It will be based in Galway City

Salary will be €24,397 per annum

Recruitment is by *Application form* only. For an Application form and Job Description please go to www.gcp.ie and scroll down to Recent News.

Closing date for applications is **5pm on Friday 10th July**

All correspondence will be by e-mail.



Galway City Partnership



Ag oibríú faoi chonradh don an Roinn
Gnóthaí Fostaíochta agus Coimirce Sóisialaí
Working under contract for the Department of
Employment Affairs and Social Protection