

IRD Duhallo

Job | Centre

▶ Helping you stand out from the crowd



If you would like to register with IRD Duhallo's Job Centre please send us a copy of your updated Curriculum Vitae to:

IRD Duhallo, James O'Keeffe Institute, Newmarket, Co.Cork

OR CONTACT US @

Telephone: **029 60633** Fax: **029 60694**

Email: **duhallo@eircom.net**

How Does the Job Centre Work?

The Job Centre can help you find the right kind of jobs: full time or part time, temporary or permanent. Employers notify their vacancies to IRD Duhallow's Job Centre. The Job Centre Staff then immediately notify eligible candidates of suitable vacancies arising in the Duhallow region. If consent is received from the candidate their up to date CV is sent to the Employer for their review.

The job centre provides the following

FREE AND CONFIDENTIAL services to those seeking employment:

- Job Centre Registration
- Mediation & Guidance
- One to one supports,
- Information,
- CV Assistance and Compilation,
- Interview Guidance and Preparation,
- Access to Training and Educational opportunities.

The 'Pathfinder' programme is now also available on appointment. Career Pathfinder can be used by anyone who wants a clearer picture of the possible career directions and the skills and competencies required to perform in their chosen field.

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