

**KILKENNY COUNTY COUNCIL**  
**TEMPORARY COFFEE SHOP ASSISTANT**  
**WOODSTOCK GARDENS, INISTIOGE, CO. KILKENNY**

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1. **CHARACTER**

Candidates shall be of good character.

2. **AGE**

Candidates shall not be less than 17 years of age.

3. **QUALIFICATIONS**

The successful applicant is expected to have a good standard of education.

Previous experience in a similar position would be an advantage. Kilkenny Local Authorities reserves the right to shortlist candidates having regard to education, qualifications and experience.

4. **HEALTH**

Candidates must be free from any defects or diseases, which would render them unsuitable to hold the position, and be in a good state of health.

5. **CODE OF CONDUCT**

The successful applicant will be expected to abide by the staff rules, codes of conduct and dress as laid down by the Council from time to time. Neat dress is essential.

6. **HOURS OF DUTY:**

The hours of duty will be as follows:

- 11.00 a.m. to 5.30 p.m.
- Four days per week which may include Saturday, Sunday and Bank Holidays from June to the end of August
- Weekends only [including Bank Holidays] from Easter 2020 to end of May 2020. Four days a week for June, July and August as stated above and weekends only to the end of September 11.00 a.m. – 5.30pm (Weather dependent, weekends only opening of the tea shop may be extended later into the year)

7. **SALARY:**

€10.50 per hour (Time & ¼ applies to Sundays and Bank Holidays)

8. **LIST OF DUTIES**

The successful candidate will be required to:

- Work from 11.00 a.m. to 5.30 p.m. four days a week which must include Sunday and Bank Holiday Mondays. The remaining days should be flexible to work around large tour groups and other pre-booked events. The Tea Rooms will close at 5.00 p.m. leaving 30 minutes to clean the Tea Rooms.
- Making tea/coffee and serving cakes, drinks etc.
- Cleaning tables, sweeping and washing the floor, washing up, cleaning toilet etc.
- Proper attire to be worn at all times and long hair to be tied back and a hair net to be worn.
- Any other duties as assigned by Coffee Shop Manager

9. **SUPERANNUATION**

The superannuation contributions of relevant scheme will apply.