

SOURCING JOBS

The Job Club Leader has a good knowledge of local businesses and will be able to discuss local work opportunities with you.

The Leader will also be able to steer you in the right direction towards a job suited to your skills and abilities

WORK YOUR WAY TO WORK

For further information contact:

Martina or Mary
County Leitrim Job Club
Leitrim Development Company,
Church Street, Drumshanbo,
Co. Leitrim

T: 071 964 1770 Ext 41
M: 086 030 6565

Email: leitrimjobclub@ldco.ie

Web: www.ldco.ie/jobs-club.html

Find us on  /leitrimjobclub

Or contact Employment Support
Services at the local Intreo Centre
(Department of Social Protection)
in Carrick on Shannon
071 967 2340

COUNTY LEITRIM JOB CLUB

“Working it out together”



WHAT IS THE JOB CLUB?

The Job Club provides practical support and assistance to those seeking employment.

GROUP TRAINING

We run employment focused workshops in the following areas throughout the year.

Carrick on Shannon, Mohill, Ballinamore, Drumshanbo and Manorhamilton Workshops run for four weeks 10am to 1pm five days a week and participants receive an attendance allowance on completion of the programme.

ONE TO ONE TRAINING

One to one individual assistance available for CV & Interview Preparation by appointment.

OUR FOUR WEEK TRAINING PROGRAMME

As a Job Club Member, you will receive formal training in developing your job seeking skills.

The training will include:

- CV Preparation
- Filling out Job Application Forms
- Cover Letters
- Career and Job Planning
- Targeting and Sourcing Jobs
- Job Searching
- Confidence Building
- Interview Preparation including Mock Interview
- Basic Computer Skills
- Certified Manual Handling
- Work Incentives



A Job Club brings together Job Seekers of all ages who have a common goal – a genuine interest in finding work.



FOR EMPLOYERS

The Job Club maintains a data base of job seekers providing you with access