

Careers Newsletter

19th August 2009
2008/2009 Academic Year
Institute of Technology Tallaght

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Table of Contents:	Pages
News	1 - 2
Business	2 - 4
Computing	4 - 5
Engineering	6 - 7
Humanities	7 - 9
Other Jobs	10 - 11
Scholarships	11 - 12

News...

Call for 2010 Ulysses Travel Scheme

The call for the 2010 Ulysses Travel Scheme is now open.

Ulysses is a programme for research visits between Ireland and France, jointly funded and administered by IRCHSS, the Irish Research Council for Science Engineering and Technology (<http://www.ircset.ie>) and Égide, the leading French agency for international mobility, with participation from the French Embassy in Ireland (<http://www.ambafrance.ie>) and Teagasc (<http://www.teagasc.ie>).

The Ulysses programme facilitates the exchange of innovative ideas and approaches between Ireland and France and the development of mutual research projects by supporting researchers based in Ireland to visit France and reciprocal visits by researchers based in France to Ireland. The programme also provides for the organisation of research workshops which bring together researchers based in France and Ireland for the purpose of establishing research networks.

Further details including the terms and conditions and the application form can be found at: www.irchss.ie/ulysses/ulysses.html

The closing date for applications is 5pm on Friday 9th October 2009. The results will be announced in December 2009. Please note that all applicants should receive the necessary institutional approval (e.g. research office sign-off) prior to submission.

Business...

Internship Position

Organization:	Real Events
Date Posted:	13/08/2009
Listing Expires:	26/08/2009
Primary Category:	Business Vacancies
Type of Position:	Internship / Placement

Description & Details

About Real Events:

Real Events is a dynamic, award-winning agency specialising in delivering educational programmes, campaigns and projects through schools, colleges and to adult audiences. Real Events was founded in 2000 and since its inception has created, developed and managed projects for high profile clients. These range from healthy eating initiatives and student band competitions to global awareness schemes and business & enterprise awards. (See www.realevents.ie for more details).

Real Events currently has an Internship opportunity available. The successful candidate will be trained and work on interesting projects and events under the supervision of the Office and Company Managers.

The Role will involve working closely with the Office Manager, Project Directors to provide project and administration support. The Intern will be required to:

- Research and investigate project-related information
- Undertake preparations for meetings, conferences and project team activities
- Participate in project team activities
- Assist and prepare in large-scale mail outs
- Manage incoming mail
- Answer a high volume of telephone calls and provide information / assistance or route caller to appropriate staff member
- Type and word process various documents and electronic information
- Assist Office Manager with monitoring of office supplies
- Make copies and collate materials as requested
- Greet visitors to the office and direct them to the appropriate individual
- Handle and process competition / project entries
- Database project information
- Maintain project records and databases
- Make calls to project participants
- Make telephone calls to schools in relation to projects / with project information
- Attend and assist at events
- Perform other duties as required



Next Newsletter 2nd September 2009

This role would be well suited for a student studying Arts, Business, Event Management, Project Management. Real Events is a dynamic company and we would ensure that interns are learning and receiving the best possible work experience.

We would hope for the intern to start around the start of September and the position would be for 6months (however we can be flexible with this).

The successful candidate would be paid approx 100euro per week. The hours of work would be Monday to Friday 9am to 5pm.

How to Apply / Contact

If you would like to apply for this position please send CV's directly to:

Lindsey Kerrigan
Office Manager
Real Events
Cathedral Court
Fumbally Lane
Dublin 8

Phone: 01-5224800

lindsey.kerrigan@realevents.ie

Junior Office Administrator / Reception

Organization: MTS Property
Date Posted: 08/07/2009
Listing Expires: 22/08/2009
Location: Dublin
Primary Category: Business Vacancies
Type of Position: Full-Time
Experience Requirement: < 1 year

Description & Details

Required for Sales & Lettings Company, Rathgar, Dublin 6

The individual must have a friendly and professional manner, must be able to work well under pressure and under own initiative as well as be part of a dynamic team, the individual must also insure that a high quality of service is always delivered to the client

Key Responsibilities:

- Must have Microsoft Word, Excel, Outlook and be PC literate.
 - Responsible for rent reconciliations, rent reviews, lease renewals
 - Must be able to answer calls in a polite, efficient and relaxed manner.
 - Must be able to make appointments, answer queries, confirm bookings and have a relatively good knowledge of the business via all mediums: telephone, email
- General Office Administration – Filing, Emailing, Typing

Next Newsletter 2nd September 2009



Dealing with Clients – Tenants, Landlord Queries

You will have at least 6 months experience as a junior receptionist, ideally within the property industry.

Salary - €22,500, Hours of Work Monday to Friday 9 – 5.30pm

Opportunity for Learning, Educating and Promotion

How to Apply / Contact

Email CV's to louise@mtsproperty.com

Computing...

Telesales Position

Organization: Fort Technologies
Date Posted: 11/08/2009
Listing Expires: 10/09/2009
Location: Dublin
Primary Category: Computing Vacancies

Description & Details

We need a person who can:

Sell a small group of IT services to companies over the telephone. The services are online backup, email filtering services and antivirus software. They would also be trained to spot larger opportunities for network services, hosting and consultancy, ideally they would have telesales and/or IT experience. Full training would be provided on the services so the telesales experience would be more important.

This might suit someone looking for work experience or a part time position. Salary and commission rewards structure.

How to Apply / Contact

Contact:
Noel O'Grady
Sales & Marketing Director
Tel: 01 6860294
noel.ogradey@forttechnologies.com

Placements for Graduates with Disabilities/Specific Learning Difficulties

Organization: IBM - WAM Placements
Date Posted: 04/08/2009
Listing Expires: 21/08/2009
Primary Category: Computing Vacancies
Type of Position: Internship / Placement
Education Requirement: Honours Degree

Description & Details

If you are a graduate with a disability/specific learning difficulty seeking valuable work experience the AHEAD WAM (Willing Able Mentoring) Programme may be the opportunity you have been waiting for.

Applications are now being sought for 5 Work Placements across a number of areas in IBM in the following roles:

- Software Developer
- Software Designer
- Software Architect
- Technical Support
- Telesales

The AHEAD WAM work placement programme has five new exciting work placements available for six months with IBM, one of Irelands leading global multinationals. These are primarily in IT roles (4) and one telesales role (Marketing, Business, Economics or Finance/Accounting graduates + one European language).

We are particular looking for graduates with IT/Computer Science degrees. Some of the roles will also accept electrical engineering, mathematics or related technical field.

Applicants must have a relevant third level educational qualification (Degree or higher). Work placements are paid, mentored and for six months. Job descriptions are available on request.

WORKING TO INCLUDE, INCLUDING FOR WORK
WAM is a FÁS Funded Programme

How to Apply / Contact

Candidates interested in making an application will need to complete a WAM Application form and return it along with an up-to-date CV to AHEAD. DEADLINE DATE for receipt of applications is 21st August 2009. For an application form and further information, please contact wam@ahead.ie or Tel. 01-2789325. Application forms are also available from our website: http://www.ahead.ie/employment_wamprogramme.php

Engineering...

Electro/Mechanical Engineer

Organization:	Trulife
Date Posted:	11/08/2009
Listing Expires:	31/08/2009
Location:	Dublin
Primary Category:	Engineering Vacancies
Type of Position:	Full-Time

Description & Details

Trulife is an Irish owned group involved in the design, development, manufacture and marketing of niche healthcare and image products to medical device standard ISO13485 for worldwide distribution. We have manufacturing operations in Ireland, the UK and Canada, marketing functions in the UK, Canada and the US and networks of specialist international distributors elsewhere.

We now have a requirement for a Electro/Mechanical Engineer in our manufacturing site in Dublin.

The duties will include:

- Improvements to existing production processes
- Implementation of new products from R&D to Production
- Specification of new machinery when necessary
- Daily production failure analysis & corrective actions to reduce defects
- Control of production documentation
- Validation of production equipment
- Machine maintenance
- Machine and tooling setups

The ideal candidate will have:

- Good communication skills
- The ability to work on own initiative
- Good interpersonal skills
- Fitting/Milling experience

The following would be advantageous:

- Knowledge of Electrics and electrical panels
- Good computer skills (MS Word, Excel, Access & AutoCAD)
- A knowledge of ISO quality systems
- A knowledge of Health & Safety regulations

How to Apply / Contact



Next Newsletter 2nd September 2009

Applications are now being invited for this position. Please respond by 31st August 2009 with an application and CV to Keith Byrne, either by post or by email to the following addresses:

Trulife Limited
Unit 3 Cookstown Industrial Estate
Tallaght
Dublin 24

Humanities...

Employment Opportunity for Multimedia Students

Organization: Gustavo Ltd
Date Posted: 19/08/2009
Listing Expires: 18/09/2009
Primary Category: Humanities Vacancies

Description & Details

Gustavo Ltd. have a few positions coming up over the next few weeks (mainly short term contract work for a few months) - these are junior positions but do require somebody with high visual literacy and excellent attention to detail.

The successful candidates would be working with digital images and deciding best use or how best to place images and will also have some QA of digital images

Would ideally suit graduates with a couple of year's experience, however recent graduates will also be considered.

How to Apply / Contact

Please contact:
Niamh Hennessy
Gustavo Ltd

Email: niamh@gustavoltd.com
Phone: 066-9791427

MA in Media Design

Organization: CIT
Date Posted: 24/06/2009



Next Newsletter 2nd September 2009

Listing Expires: 21/08/2009
Primary Category: Humanities Vacancies
Education Requirement: Honours Degree

Description & Details

The MA in Media Design provides graduates with a unique opportunity to explore and develop their knowledge, skills and competencies within the expanding field of New Media. The course pays particular attention to the development of the students conceptual and technical skills which allows them to engage in the analysis of the role of digital media technologies in the culture of everyday life.

This Master of Arts programme is accredited by the Irish Higher Education and Training Awards Council (HETAC) and *gentur für Qualitätssicherung durch Akkreditierung von Studiengängen (AQAS)* the Award Body of our academic partner, The University of Applied Science, Darmstadt, Germany. This is the only such Joint Award in the E.U.

The programme runs over a nine month period, divided into two equal semesters, the first consists of a range of taught modules and the second is devoted solely to the completion of, according to the choice of the student, a research thesis or a media design project. Flexible delivery and supports form an integral part of the programme.

We welcome applications from honours degree graduates in multimedia, media design, interactive media or related areas. Some applicants may, in special circumstances, be accepted for enrolment on the basis of a combination of certified and workbased learning.

Admission to the Master of Arts in Media Design programme is based on a combination of a completed application form and a short interview process. Closing date for receipt of completed applications is Fri 31st July. Applicants returning completed forms before this date may be called for interview during June/July. Should places become available after this date, a second round of applications will be accepted until Friday, 21st of August 2009.

How to Apply / Contact

For further information and details on application procedure please visit our website at:

<http://media.cit.ie/mamediadesign>

or contact course co-ordinator Phil Curtin at:

phil.curtin@cit.ie, tel: 021 432 6792 or

Rose McGrath (HoD) at: rose.mcgrath@cit.ie, tel: 021 432 6226

Post Applications To: MA in Media Design,
Department of Media Communications, CIT, Rossa Avenue, Bishopstown, Cork.

MA in Public Relations with New Media

Organization: CIT
Date Posted: 24/06/2009
Listing Expires: 21/08/2009

Location: Cork
Primary Category: Humanities Vacancies
Education Requirement: Honours Degree

Description & Details

The MA in Public Relations with New Media provides graduates with the knowledge and skills required for a successful career in public relations and professional communications. The course pays particular attention to the growing importance of digital and interactive media in corporate communications and aims to produce graduates who can display leadership and the capacity for innovation within the dynamic and fast-evolving professional communications industry.

This Master of Arts programme is accredited by the Higher Education and Training Awards Council (HETAC) and the Public Relations Institute of Ireland (PRII).

The taught element runs over a nine month period, divided into two equal semesters and is followed by one research-based semester during which students complete a thesis on some aspect of contemporary public relations or corporate communications.

Students applying for the course should hold an honours HETAC level 8 qualification (or equivalent) to gain entry to the course. Some applicants may, in special circumstances, be accepted for enrolment on the basis of a combination of certified and workbased learning.

Typically, students opting for postgraduate study in Public Relations come from many backgrounds, many professions and many walks of life and come from a range of academic backgrounds but if there is one common thread it is the students' interest in professional communications and/or general media. In short there is no typical student – just students who share certain interests and career aspirations. Some students wish to move into PR as a career while others wish to use the skills gained to enhance general career prospects.

Admission to the Master of Arts in Public Relations with New Media programme is based on a combination of a completed application form and a short interview process.

Closing date for receipt of completed applications is Fri 31st July. Applicants returning completed forms before this date may be called for interview during June/July. Should places become available after this date, a second round of applications will be accepted until Friday, 21st of August 2009.

How to Apply / Contact

For further information and details on application procedure please visit our website at:

<http://media.cit.ie/mapublicrelations>

or contact course co-ordinator Emmett Coffey at:

emmett.coffey@cit.ie, tel: 021 432 6649 or

Rose McGrath (HoD) at: rose.mcgrath@cit.ie, tel: 021 432 6226

Post Applications To: MA in Public Relations, c/o Maud Coffey, Department of Media Communications, CIT, Rossa Avenue, Bishopstown, Cork.

Other Jobs...

Direct Youth Work Assistant - Internship opportunity

Organization:	ECO-UNESCO
Date Posted:	13/08/2009
Listing Expires:	21/08/2009
Location:	Dublin
Primary Category:	Vacancies - Other
Type of Position:	Internship / Placement

Description & Details

ECO-UNESCO is looking for a Direct Youth Work Assistant to start as soon as possible. The ideal internship period would be between 3 and 6 months; however, the period of internship is flexible and shorter as well as longer periods will be considered. The position is located in ECO-UNESCO's head office in Dublin 2.

ECO-UNESCO Direct Youth Work involves: Youth Activities & Events Programme, Environmental Workshops Programme, Environmental Education and our National Youth Forum organisation.

This is great opportunity for you to gain valuable work experience and at the same time contribute to raising awareness about environmental issues among young people.

The successful candidate should ideally have the following qualities:

- Be self-motivated, energetic and creative.
- Have an ability to work on own initiative as well as part of a team
- An interest in the environment and / or young people
- Have experience in event management (desirable)
- An interest in learning about workshops facilitation for young people
- Excellent communication skills
- Excellent organisational skills

Responsibilities involve:

- Help with the promotion of the programmes and events (email shot, distributing leaflets, phone calls, etc.)
- Brainstorm ideas
- Research
- Preparing materials
- Accompany and assist the facilitator in the day
- Help with the promotion of events: email shot, distributing leaflets, phone calls, and others
- Follow-up activities (participants analysis, evaluations, quotes, photos, etc.)
- Assist in administrative tasks (includes general office duties: answering phones taking messages, responding to enquiries, etc.)

Next Newsletter 2nd September 2009



Deadline for receipt of applications: Friday 21st August 2009

NOTE: This is a non-paid volunteer opportunity

How to Apply / Contact

Interested candidates should forward a CV and letter of application outlining their suitability for the position to:

Amanda Tiller
Office Administrator
ECO-UNESCO
26 Clare Street
Dublin 2
Tel: 01-662 5491/3
E-mail: admin@ecounesco.ie

Scholarships...

Postgraduate Scholarships to Mexico 2010

Organization: Mexican Ministry of Foreign Affairs
Date Posted: 24/06/2009
Listing Expires: 31/08/2009
Country: Mexico
Primary Category: Scholarships
Type of Position: Scholarship

Description & Details

The Mexican Ministry of Foreign Affairs is offering two scholarships to enable Irish graduate students to study or research in Mexico during the academic year 2010.

This year's applicants should register on line from 15th July - 15th August and the deadline for the receipt of completed applications is 31st August 2009.

Further information regarding eligibility criteria, the application procedure and the application form 'A' can be obtained from the website: <http://www.sre.gob.mx/becas/>

How to Apply / Contact

Please direct any queries regarding this scholarship offer to the Embassy of Mexico in Ireland -
Phone: 01 6673105

Email: info@embamex.ie

Scholarships from Sydney World Scholars 2009-10

Organization: University of Sydney World Scholars
Date Posted: 24/06/2009
Listing Expires: 18/09/2009
Primary Category: Scholarships
Type of Position: Research Opportunities

Description & Details

The University of Sydney World Scholars awards provide opportunities for academically gifted PhD candidates who have developed innovative research projects to undertake a PhD degree at the University of Sydney with financial support. This prestigious award will attract high quality research candidates from a broad range of countries and disciplines. Candidates will engage in progressive research whilst facilitating the development of stronger bilateral research linkages between Australia and the rest of the world.

Ireland has been included as a participating country for this year's intake.

Applications for the University of Sydney World Scholars are now open and will close at 5pm on 18th September 2009. Successful candidates will commence studies in Semester 1 (March) 2010.

Enquiries concerning the programme can be directed to Ms. Danielle Penn, International Development Manager (Scholarships and Grants) at dpenn@usyd.edu.au; or to Mr. David Boyd, International Development Officer (Scholarships and Grants) at david.boyd@usyd.edu.au

How to Apply / Contact

Further information about the University of Sydney World Scholars awards, including the Application Guidelines and Application Form can be downloaded from University of Sydney website:

http://www.usyd.edu.au/future_students/international_postgraduate_research/costs_scholarships/scholarships/index.shtml/world
