



Comhairle Contae
Loch Garman
Wexford
County Council

Information Booklet

Summer Student Placement Scheme

Closing Date:

5.00 pm on Tuesday, 6th May, 2025

Interviews will be scheduled during the month of May and you must be available to attend a face-to-face interview

Wexford County Council is committed to a policy of equal opportunity

This campaign is being managed by:

Stephanie Furlong
Recruitment Desk
HR Section
Wexford County Council
053 919 6378
E: recruitment@wexfordcoco.ie

Applicants must currently be studying for a 3rd level qualification relevant to the placement being sought and must be returning to college in September 2025 in an undergraduate capacity.

A limited number of placements are available with Wexford County Council for periods of 6 to 8 weeks during the summer months.

Remuneration will be at the rate of €13.50 per hour for a 35 hour week.

The Council is seeking to fill placements in the following areas:

Administrative Staff

There are various administrative roles within departments of Wexford County Council to include the following areas: -

Community, Economic Development, Housing, Planning, Infrastructure, Regeneration Unit

Relevant Courses: Administration, Business, Communications, Marketing, Media, Tourism

Technical Staff

There are various technical roles within departments of Wexford County Council to include the following areas: -

1. Infrastructure

Relevant Courses: Civil Engineering

2. Planning

Relevant Courses: Planning, Heritage/Conservation and Geography

Sports Active

Support the delivery of programmes during the summer months specifically Fun in the Sun and The Her Outdoors Week

Relevant Courses: Sports Development and Health related sciences.

Enniscorthy Municipal District

Indexing documents from archives

Assisting with new District projects

Relevant Courses: Tourism, Business, Media, Administration

Please note that as there is very high demand for our Student Placement Scheme applicants may be shortlisted on basis of information supplied in application forms, therefore, please ensure that information given is sufficiently comprehensive.

Application forms and further particulars are available from our website www.wexfordcoco.ie

Please note all applications for the above posts must be **Typed** and submitted by **Email only** to recruitment@wexfordcoco.ie

Printed hard copies will NOT be accepted for this post.

Closing date for receipt of completed application forms is 5.00 p.m. on Tuesday, 6th May, 2025.

IMPORTANT NOTES TO CANDIDATES:

Candidates are required to pay particular attention to the following notes in relation to the submission of Application Forms:

- Please ensure to complete each section of the Application Form. Incomplete forms will be deemed invalid. CVs are **not** to be submitted with Application Forms.
- The onus is on applicants to ensure delivery and receipt of Application Forms by the prescribed closing date. Please note that applications must be **received** by Wexford County Council by the time specified on the prescribed closing date. Candidates should allow adequate time when submitting their application, to ensure that it is received by the Council by the specified time. **No late applications will be accepted and no exceptions will be made, regardless of the circumstances.**
- **Interviews will be scheduled during the month of May** and you must be available to attend a face-to-face interview.

WEXFORD COUNTY COUNCIL IS AN EQUAL OPPORTUNITIES EMPLOYER