



Comhairle Contae
Loch Garman
Wexford
County Council

Information Booklet

Summer Student Placement Scheme

Closing Date:

5.00 pm on Thursday 26th March 2026

Interviews will be scheduled between the 7th and 10th of April. Candidates must be available for face to face interviews on these dates.

Wexford County Council is committed to a policy of equal opportunity

This campaign is being managed by:

Recruitment Desk

HR Section

Wexford County Council

053 919 6378

E: recruitment@wexfordcoco.ie

Applicants must be over the age of 18 and currently studying for a 3rd level qualification relevant to the placement being sought and must be returning to college in September 2026 in an undergraduate capacity.

A limited number of placements (25 maximum) are available with Wexford County Council for periods of 6 to 12 weeks during June, July and August.

Remuneration will be at the rate of €14.15 per hour for a 35 hour week.

The Council is seeking to fill placements in the following areas. Candidates should note the relevant third level courses for each area. If you apply for an area whilst not in a course listed for that area below, your application may be rejected:

Administrative Staff & Municipal Districts

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

Access, Economic, Environment, Housing (Admin), Local Enterprise, Planning (Admin), Town Regeneration

Enniscorthy, Gorey-Kilmuckridge and New Ross Municipal Districts.

Relevant Courses: Administration, Business, Communications, Data Management, Marketing, Tourism *preferred* but not essential

Technical Staff

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

1. Infrastructure (Roads, Housing Construction)

Relevant Courses: Engineering, Architecture, Architectural Technology, Quantity Surveying or Construction related courses.

2. Planning, Conservation & Heritage

Relevant Courses: Planning, Built Heritage, Architecture, Archaeology, Structural Engineering

Sports Active

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

Relevant Courses: Sports Management, Sports Studies, Sports Coaching & Performance, Sports Administration, Teaching Degrees where PE or Sport is the main subject.

ICT

Assist with review of security protocols, policies and Business Continuity Plan.

Relevant Courses: Cybercrime or IT Security

Corporate / Customer Service Unit (Irish Language)

Assist the Irish Officer with promoting Irish, translation and providing bilingual cover on the Customer Services desk.

NB: Candidates applying for this position will have their competency in oral Irish tested as part of the interview process.

Relevant Courses: Irish, Translation, courses in business, environment, communications or law facilitated as *Gaeilge*

Library Services

Assist with the Summer Reading Challenge in the branches.

Relevant Courses: Early Childhood Education, Teaching, English, Drama or Humanities

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 Thursday 26th March 2026

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.
- Successful candidates assigned to the following areas will require Garda Vetting:
Sports Active
Libraries
Enniscorthy Municipal District
Gorey-Kilmuckridge Municipal District
- **No late applications will be accepted and no exceptions will be made, regardless of the circumstances.**
- Interviews will be scheduled between the **7th and 10th of April 2026** and you must be available to attend a face-to-face interview.
- Unless otherwise stated, the place of work will be: County Hall, Carricklawn, Wexford, Y35 WY93

WEXFORD COUNTY COUNCIL IS AN EQUAL OPPORTUNITIES EMPLOYER

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