



Comhairle Contae
Loch Garman
Wexford
County Council

Candidates Information Booklet

BEACH WARDEN/SUPERVISOR (DUNCANNON)

Closing Date:
5.00 pm on Thursday 17th April, 2025

Wexford County Council is committed to a policy of equal opportunity

This competition is being managed by:

Róisín Assinder
Recruitment Desk
HR Section
Wexford County Council
053 919 6400
E: recruitment@wexfordcoco.ie

PARTICULARS OF EMPLOYMENT

AGE

In order to be appointed as Beach Warden/Supervisor, successful applicants must be aged 18 years or older, in advance of appointment.

CITIZENSHIP

Candidates must, by the date of any job offer, be:

- (a) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway; or
- (b) A citizen of the United Kingdom (UK); or
- (c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons; or
- (d) A non-EEA citizen who is a spouse or child of an EEA or UK or Swiss citizen and has a stamp 4 visa; or
- (e) A person awarded international protection under the International Protection Act 2015 or any family member entitled to remain in the State as a result of family reunification and has a stamp 4 visa or
- (f) A non-EEA citizen who is a parent of a dependent child who is a citizen of, and resident in, an EEA member state or the UK or Switzerland and has a stamp 4 visa.

LEAVE:

Annual Leave will be granted in accordance with the provisions of the Organisation of Working Time Act, 1998.

DUTIES

Duties will include, but may not be limited to:

- Supervising Litter Patrol staff in keeping Duncannon free of litter, assisting where necessary.
- Ensuring the safe parking and movement of vehicles on the beach.
- Maintaining the car-free zone at Duncannon Beach.
- Patrolling the main beach area (strand, car parks, entrance etc.) to observe possible traffic problems and breaches of Beach Bye-Laws and the Litter Pollution Act.
- Being polite and courteous to members of the public and assisting with any reasonable enquiries for information etc. (e.g. directions).
- Responsible for the completion of timesheets in relation to Litter Patrol staff at Duncannon.
- Covering for sick leave/annual leave for the Public Convenience Caretaker at Duncannon.
- Working under the direction of the Environment Section of Wexford County Council.
- Any other duties, which may be assigned from time to time.

REMUNERATION

Hourly rate is €16.0149

HOURS OF WORK:

Working Hours will be Monday, Tuesday, Friday, Saturday and Sunday 11.00 am to 7.00 pm and Thursday 3.00 pm to 7.00 pm with 1 hour for lunch each day for the period from 30th May to 7th September, 2025. At busy weekends it may be necessary to work outside of these hours. For hours worked outside of these hours, time in lieu will apply.

SELECTION PROCESS

Applications will only be accepted on the official Wexford County Council application form as advertised with the post.

Four completed application forms (Original form plus 3 copies) must be forwarded to The Human Resources Officer, Wexford County Council, Carricklawn, Wexford, no later than the closing date and time of: **5.00 pm on Thursday, 17th April, 2025.**

Please do not include a CV, additional information may be submitted on a separate sheet if necessary. Do not forward any certificates or references with this form, unless requested to do so.

Application forms received after closing time and date will not be considered.

The selection process may include any or all of the following: -

- The number of persons seeking admission to a competition generally exceeds that required to fill the available posts and while candidates may meet eligibility it is not practical to interview everyone. In those cases, the Local Authority may employ a shortlisting procedure. The number of candidates to be invited for interview shall be determined by the local authority. The shortlisting will be carried out by or on behalf of the Local Authority against criteria specified for the position and only on the basis of the information contained in the candidates application form;
- Completion of an online questionnaire or any other tests or exercises deemed appropriate by the Local Authority;
- A competitive preliminary and/or final interview, conducted by or on behalf of the Local Authority, this may include interviews being held remotely;
- The Local Authority may create a panel from which future temporary and permanent vacancies at the specified grade may be filled.

Any attempt by a candidate, or by any person(s) acting at the candidate's instigation, directly or indirectly, by means of written communication or otherwise to influence in the candidate's favour, any member of the staff of the County Council or person nominated by the County Council to interview or examine applicants, will automatically disqualify the candidate from the position being sought.

Wexford County Council will not be responsible for any expense a candidate may incur in attending for interview.

You will receive an acknowledgement of your application. Should you not receive an acknowledgement, please email recruitment@wexfordcoco.ie.

This competition is being run by Wexford County Council. For general queries, please contact the following:

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HR Section
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Additional Relevant Information

- An applicant who is found to be ineligible at any stage of the competition will not be further considered. Provision of inaccurate, untrue or misleading information will lead to disqualification from the competition, withdrawal of employment offer or dismissal.
- A candidate who does not attend for interview when and where required by the council, or who does not, when requested, furnish such evidence as the council requires in regard to any matter relevant to their candidature, will have no further claim to consideration.
- An invitation to attend for interview is not regarded as an admission that you possess the prescribed qualifications and/or requirements for this post. Documentary proof will be required before appointment where you claim credit for particular qualification, experience, etc.
- Information provided by the candidate in the application form will be used for the purpose of this competition only. By applying for the post, the applicant is consenting to their information being used for this purpose.
- **General Data Protection regulation (GDPR)**
The General Data Protection Regulation (GDPR) came into force on the 25th May 2018, replacing the existing data protection framework under the EU Data Protection Directive. When you submit an application for a competition, we create a computer record in your name. Information submitted as part of your application is used in processing your application. where the services of a third party are used in processing your application, it may be required to provide them with information, however all necessary precautions will be taken to ensure the security of your data.