

Sligo County Council



Candidate Information Booklet

(Please read carefully)

Creation of panel for position of :

Beach Warden
(Strandhill Beach)
(Temporary Contract Post)

Closing Date: 4.30 p.m. on Friday 30th May 2025

Completed Application Form, including required supporting documentation, should be returned to the Human Resources Department of Sligo County Council via e-mail to:

jobs@sligococo.ie

SLIGO COUNTY COUNCIL

CREATION OF PANEL FOR POSITION OF TEMPORARY BEACH WARDEN

QUALIFICATIONS

1. **CHARACTER**

Each candidate must be of good character.

2. **HEALTH**

Candidates must be in a good state of health and be free from any ailments which would render them unsuitable to hold the position.

3. **AGE**

Candidates must be at least 18 years of age on or before 1st May 2025.

4. **CITIZENSHIP**

- (a) Candidates must, by the date of any job offer, be:
- (b) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway; or
- (c) A citizen of the United Kingdom (UK); or
- (d) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons; or
- (e) 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
- (f) 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
- (g) 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

5. **EDUCATION, TRAINING, EXPERIENCE, ETC.**

- (i) Candidates shall have a good standard of education to enable them to carry out their duties efficiently.
- (ii) Candidates should hold a Certificate of Competence in First Aid from an approved First Aid Training Provider.
- (iii) Candidates should have relevant experience in relation to the post.

SLIGO COUNTY COUNCIL

CREATION OF PANEL FOR POST OF TEMPORARY BEACH WARDEN

PARTICULARS OF EMPLOYMENT

1. THE POST

The post is temporary and will be for the June Bank Holiday weekend and weekends and Public Holidays from 28th June to 7th September 2025. Cover may be required on occasional weekdays during the season and weekdays/weekends during the month of June with prior notice from Sligo County Council.

2. DUTIES

Beach Wardens will be primarily responsible to Sligo County Council for the performance of their duties and will work under the immediate supervision of the Water Safety Development Officer, Area Engineer and/or other designated employee appointed by Sligo County Council.

The duties of a Beach Warden include, but are not limited to:

1. The primary role of the Beach Warden is to ensure, in so far as possible, that the Strandhill Beach Bye-laws are observed and to take the appropriate action if the Bye-laws are contravened. The Beach Warden shall be familiar with all aspects of the Bye-laws. In the Bye-laws, are a list of prohibited Acts (Section 4 of Bye-laws) and it is very important to be fully aware of same. The Beach Warden must ensure that, if a person is committing an offence, they are advised of same and are asked to desist immediately. Failure to comply may result in fines under Section 7 of the Bye-laws.
2. The Beach Warden shall approach any person observed attempting to enter the water (other than those referred to in Section 4(a) of the Bye-laws) and shall advise such persons that it is an offence under the Bye-laws to do so.
3. The Beach Warden will be required to be on duty from 12.30 p.m. to 6.30 p.m. on working days and shall report for duty 10 minutes before 12.30 p.m. start time. The Beach Warden may be requested, depending on requirements, to work on occasional weekdays, with prior notice from Sligo County Council.
4. The Beach Warden shall commence patrolling immediately and shall, at all times, keep the beach and the sea under close observation and shall take immediate action in respect of acts, which are prohibited under Part 4 of the Beach Bye-laws, i.e.
 - Advise the persons concerned that an offence is being committed and request that they desist from the prohibited act immediately.
 - Advise persons engaged in prohibited acts of the consequences of failing to comply with their requests i.e. fines under Part 7 of the Bye-laws.
 - If the prohibited act continues, the Beach Warden shall demand the name and address of the person(s) concerned and shall advise that it is an offence to give a false or misleading name or address.
 - Advise the person concerned that a prosecution may be brought against them in respect of the contravention of the Bye-laws.

- Call for assistance of An Garda Síochána in respect of the enforcement of the said Bye-laws, if necessary. An Garda Síochána may arrest without warrant, any person committing an offence under the Bye-laws.
 - The said Beach Warden and/or An Garda Síochána may exercise the power under Article 7 of the Bye-laws to exclude or remove from any part of the beach any persons committing any breach of the Bye-laws.
 - The Beach Warden shall immediately complete a detailed report in respect of all serious incidents or offences and forward same to the Water Safety Development Officer, County Hall, Riverside, Sligo or other designated employee appointed by Sligo County Council.
5. The Beach Warden will be required to carry out duties relating to the control of traffic and parking along and in the vicinity of the promenade ensuring that the emergency access to the beach is kept clear at all times.
 6. The Beach Warden shall patrol the beach area at least 3 times a day to check for litter, glass, etc. and remove same. In the case of remnants of a barbecue, fire, etc., the Beach Warden must remove if safe or, if not, contact the Area Engineer.
 7. The Beach Warden may also be appointed as Litter Warden and shall take the appropriate action in respect of any incidents of littering.
 8. The Beach Warden shall perform any other duties as may be assigned to them from time to time by the Water Safety Development Officer, Area Engineer, Environmental Services Section or other designated employee appointed by Sligo County Council.
 9. Equipment/signs/lifebuoys shall be checked on a daily basis and defective/missing equipment/signs/lifebuoys shall be reported immediately to the Water Safety Development Officer, Environmental Services, County Hall, Riverside, Sligo; Area Engineer, or other designated employee appointed by Sligo County Council.
 10. In the event of an emergency, the Beach Warden shall immediately alert the Emergency Services.
 11. The Beach Warden shall keep an accurate record of offences as required for the purposes of Court Proceedings and shall attend court and give evidence as required.
 12. At the end of each day, the Beach Warden's Report sheet shall be completed and kept in the Beach Warden's station which will be collected on a daily/weekly basis.

3. REPORTING ARRANGEMENTS

The holder of the post will report directly to the Water Safety Development Officer or any person nominated by the Director of Services.

4. LOCATION

The successful candidate will be based at Strandhill Beach.

5. SUPERANNUATION

Under the Single Public Sector Pension Scheme, contributions shall be made in respect of Superannuation, which shall be deducted at a rate of 3% of pensionable remuneration plus 3½% of net pensionable remuneration (i.e. pensionable remuneration less twice the

annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependent or qualified children).

6. REMUNERATION

Rates of pay: Weekday: €13.22 per hr
Weekend: €15.10 per hr

The remuneration shall be fully inclusive and shall be as determined from time to time. Holders of the post shall pay to the Local Authority any fees or other monies (other than their inclusive remuneration) payable to or received by them by virtue of their post or in respect of services which they are required by or under any enactment to perform.

Beach Wardens are required to work Sunday as part of their employment contract and, in accordance with Section 14 (1) of the Organisation of Working Time Act 1997, the fact of having to work on that day has been taken into account in the determination of the above pay rates.

7. METHOD OF SELECTION

Selection shall be by means of a competition based on an interview conducted by, or on behalf of, Sligo County Council. All candidates must attend the interview in order to be considered for inclusion on a panel from which Beach Wardens may be appointed for the 2025 Bathing Season.

The life of the panel shall be for the 2025 Bathing Season only.

8. GARDA VETTING/REFERENCES

The successful candidate will be subject to the Garda Vetting Procedures in line with the provisions of the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 to 2016 as appropriate in advance of appointment. **Please note that the Garda vetting process may commence in advance of candidates being called for interview.**

The appointment of any successful candidate will be subject to receipt of references which are satisfactory to the employer.

An applicant, who has previously been employed by any local authority in the position of Beach Warden, will be required to provide a reference from that local authority as part of the recruitment process.

9. UNIFORM

The Beach Warden will be supplied with and will be required to wear a uniform when on duty. Failure to do so will result in disciplinary action by the County Council.

It is important that members of the public are aware that uniformed Beach Wardens are on duty by visibility and are seen to be patrolling.

When employment ceases, uniforms must be returned to the Environmental Services Office, County Hall, Riverside, Sligo by Monday 8th September 2025. Failure to do so will result in the cost of same being deducted from the last payroll payment.

10. WORKING HOURS

The hours of work are as follows:

12.30 p.m. to 6.30 p.m.

11. CODE OF PRACTICE

- The Beach Warden shall under no circumstances enter the water.
- Punctuality must be observed. Beach Wardens should report to their station at least ten minutes before the shift is due to start so as to be fully attired and ready for duty.
- If for some reason an emergency arises rendering a Beach Warden unable to report for duty, they must immediately notify the Water Safety Development Officer in order that relief cover may be arranged.
- Any Beach Warden who becomes sick or who suffers any disability which would impair their efficiency (e.g. sprains, pulled muscles, etc.) must report the matter immediately to the Water Safety Development Officer.
- No intoxicating liquor or unauthorised drugs shall be taken into the Beach Warden's hut. The use of illegal substances by a Beach Warden or being under the influence of intoxicating liquor shall result in suspension from duty pending investigation.
- The Beach Warden will be furnished with a mobile telephone for the duration of their appointment. Any personal calls and texts (**made outside of working hours**) must be paid for by the Warden upon receipt of the telephone bill. **As stated above, the operation of any mobile phones/electronic devices for personal use while on duty is prohibited.** The mobile phone must be returned to the Council at the end of the employment and all personal calls and texts must be paid up to date.

12. ANNUAL LEAVE

Payment for annual leave and arrangements for public holidays will be governed by the provisions of the Organisation of Working Time Act, 1997. Leave is calculated at 8% of the hours worked in a leave year (but subject to a maximum of 4 working weeks).

Permission and prior authorisation are essential before annual leave is taken. The granting of annual leave at any particular time is always subject to the requirements of the Council and all annual leave is liable to suspension during periods of exceptional pressure.

13. SICK LEAVE

As per the Sligo County Council current Sick Leave Scheme and Attendance Management Policy, as amended by the Public Service Management (Sick Leave) Regulations, 2014 and any subsequent Regulations made from time to time.

14. TRAINING

Successful candidates will be required to undertake any course of training which is determined relevant by Sligo County Council.

15. DATA PROTECTION

Sligo County Council is compliant with Data Protection Legislation including the provisions of the Data Protection Act 2018 and GDPR. To access Sligo County Council's Data Protection Policy and Privacy Statements, please see the following link:

[Data Protection \(GDPR\) \(sligococo.ie\)](https://www.sligococo.ie/Data-Protection-GDPR)