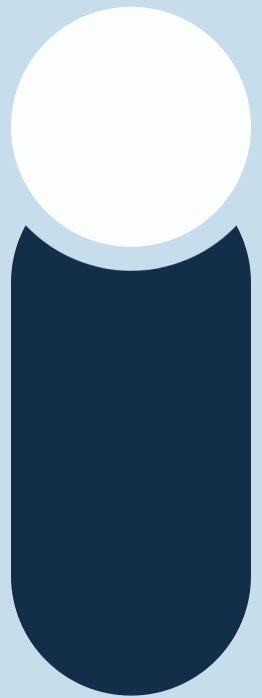


FREE GUIDE

FOR EMPLOYERS

Writing a Compliant Job Advertisement

Isa Valentic · Irish Immigration Strategist





What a Compliant Ad Needs

A compliant job advertisement for the Labour Market Needs Test needs to run for 28 continuous days on Jobs Ireland (DSP Employment Services) and at least one additional recruitment platform, such as Indeed, LinkedIn, or IrishJobs, with identical role details across both.

- State the job title and a clear description of duties.
- Include the registered business name and address.
- State the salary and the weekly hours.
- Keep the ad live and unedited for the full 28 days.

GOOD TO KNOW

It's common, though not mandatory, to list around two years of relevant experience as a requirement.

WHY IT MATTERS

The minimum figures you'll see quoted (currently €36,605 for a standard General Employment Permit) are based on a 39-hour week.

If the role really is 39 hours, that number stands. Offer more hours, and the salary needs to go up to match. Offer fewer hours, and the salary still can't drop below that same floor, so the hourly rate just needs to be higher instead.

Either way, the number only ever moves up from €36,605, never below it.



Procurement Officer

Kildare Manufacturing Solutions Ltd, located at 506 Emerald Street, Naas, Co. Kildare. Salary: €36,605 per annum. Hours: 39 hours per week.

Kildare Manufacturing Solutions Ltd is seeking a Procurement Officer to manage supplier relationships, negotiate contracts, and oversee purchasing for our production line. The successful candidate will coordinate with our operations and finance teams to ensure timely, cost-effective sourcing of materials.

- Two or more years of experience in procurement or supply chain administration.
- Strong organisational and negotiation skills.
- Proficiency with inventory/ERP software is desirable, but not essential for this position.



Chef de Partie

Sorrel & Thyme Kitchen, located at 12 Larkspur Lane, Galway City. Salary: €36,605 per annum.
Hours: 39 hours per week, includes evenings and weekends.

Sorrel & Thyme Kitchen is looking for a Chef de Partie to run a specific station in our kitchen, prepare dishes to our head chef's standard, and maintain food safety and hygiene practices throughout service.

- Around two years' experience working a station in a professional kitchen.
- Relevant culinary qualification or equivalent hands-on experience.
- Ability to work under pressure during service.

GOOD TO KNOW

These are fictional examples, written to show what a real, compliant job advertisement looks like in practice, not templates to copy word for word. Adjust the details to reflect your own role, business, and current salary requirements before posting.