

Student as Vaccinator

COVID-19 Vaccination Programme

Recruitment FAQs

Updated 100322

Why should I register my interest for this role?

The role of Vaccinator is a unique job in the health service. It is a vital role in delivering a coordinated approach to the rollout of the COVID-19 Vaccination Programme.

If you are interested in working as a Vaccinator, we would welcome your registration of interest for this role.

Who can register their interest for this role?

In line with SI245 of 2021 Medicinal Products (Prescription and Control of Supply) Amendment No. 7 Regulations 2021 and the HSE Eligibility Criteria, the role of Student as Vaccinator is open to applicants from the following:

- **Nursing/ Midwifery Undergraduate Education Programme:** Undergraduate students who are registered on the candidate register maintained by the Nursing & Midwifery Board of Ireland (NMBI) who entered 3rd year in Autumn 2021, entered 4th year in Autumn 2021 and completed their final year and/or awaiting examination results (4th year).
- **Pharmacy Undergraduate Entry Programme:** Pharmacy degree students who entered their 5th year in Autumn 2021 or completed their final year (5th year) in Summer 2021.
- **Physiotherapy Undergraduate Entry Programmes:** Undergraduate Physiotherapy degree students who entered their 4th year in Autumn 2021 of an undergraduate programme or completed their final year (4th year) in Summer 2021.
- **Physiotherapy Graduate Entry Programmes:** Graduate Physiotherapy students who entered their final year of a graduate entry programme in

Autumn 2021 or completed their final year of a graduate entry programme in Summer 2021.

- **Optometry Undergraduate Entry Programme:** Undergraduate Optometry students who entered their 4th year of an undergraduate programme in Autumn 2021 or completed their final year (4th year) in Summer 2021.
- **Dentistry Undergraduate Entry Programme:** Undergraduate Dentistry students who entered their 4th year in Autumn 2021 or entered their 5th Year in Autumn 2021 or completed final year in Summer 2021 (current 5th year)
- **Medical Undergraduate Entry Programme:** Undergraduate medical students registered with a medical school for a Bachelor of Medicine (MB) degree who graduated in 2021 or due to graduate in 2022 or 2023
- **Medical Graduate Entry Programme:** Graduate medical students registered with a medical school for a Bachelor of Medicine (MB) degree who graduated in 2021 or due to graduate in 2022 or 2023

We may prioritise the progression of applicants who first meet the appointment requirements if Vaccinator jobs arise. We will prioritise applications if jobs arise from those who are not already working in a healthcare role in a public or private healthcare setting.

Normal employment regulations apply to the role of Student as Vaccinator. If you are not a European Economic Area (EEA) citizen- we welcome Students with the appropriate working permission to apply- more information is available in the FAQ section *“I am a student in a relevant course and a relevant year. I am not a European Economic Area citizen”*

I am a healthcare professional student, but I don't see my discipline listed, can I work as a Student as Vaccinator?

No, only the disciplines listed can work as a Vaccinator. If the listing is expanded, a new recruitment campaign will be advertised to include any additional disciplines.

Why can students of other disciplines not register their interest for this role?

The disciplines who have been listed to carry out this role have been defined in Statutory Instrument SI245 of 2021 Medicinal Products (Prescription and Control of Supply) Amendment no 7 Regulations 2021. Only the disciplines defined in SI 245 can work as Vaccinators / Students as Vaccinators, COVID 19 Vaccination Programme.

If the discipline list is to be extended an additional recruitment initiative will be advertised to recruit any newly named discipline.

Why can students of other years from the listed disciplines not register their interest for this role?

The years have been identified based on completion of specific course content relevant to the role. This review and decision was conducted by the HSE in

conjunction with the relevant Universities / Colleges, the regulatory bodies for these disciplines and the Department of Health.

I am a student in a relevant course and a relevant year. I am not a European Economic Area citizen can I register my interest?

Yes, if you have a Stamp 2, no, if you have a Stamp 2A. Students holding a valid immigration Stamp 2 permission are permitted to work 40 hours per week only during the months of June, July, August and September and from 15 December to 15 January inclusive. At all other times students holding Immigration permission Stamp 2 will be limited to working 20 hours per week.

More information and any applicable exemptions are available at:
<http://www.inis.gov.ie/en/INIS/Pages/Student%20Notices%20on%20INIS>

or

https://www.citizensinformation.ie/en/moving_country/moving_to_ireland/studying_in_ireland/immigration_nonEEA_students.html#:~:text=part%2Dtime%20course.,Work,15%20December%20to%202015%20January

I am a qualified healthcare professional; can I work as a Vaccinator?

Qualified health professionals registered with the relevant Irish Authority are welcome to register their interest for this role.

I am an agency worker; can I register my interest for this campaign?

Yes, you can register your interest. This is an open recruitment campaign. Any applicant who meets the eligibility criteria is invited to register their interest.

Employment Contract Type

Who will my employer be if I am offered a job?

The contract of employment if offered will be to an employment agency and will not be a HSE contract at this point. Employment contracts may be reviewed at a later date and this will be communicated to appointees at that point.

If you are offered a job, your employer from this recruitment initiative will be Cpl Healthcare.

Will full time or part time hours be available?

If there is a Vaccinator role available, there is likely to be full or part time hours available. We will ask you about your availability if a role arises.

We will let you know at job offer stage the type of contract being offered.

Will I get a permanent contract of employment from this if I am offered a job?

At this point, the contracts of employment are temporary.

Will I get a HSE contract of employment in the future?

At the moment, the candidates appointed from this recruitment initiative will be Cpl Healthcare employees and will receive Cpl Healthcare contracts of employment.

Cpl Healthcare is running this recruitment process with the support of the HSE.

Filling in the Online Register Your Interest Form

How do I register my interest?

You must complete the short online “register your interest” form. The form asks you to provide your Personal Details, Health Care Student Discipline and County Location that you would be most interested in and can genuinely work in should a job arise. This should take no more than 2 minutes of your time.

How you will be contacted

How will you contact me?

We will usually contact you via mobile phone i.e. text or phone call and sometimes by email.

Locations of potential jobs

Where will Vaccinator roles be?

Vaccinations are currently carried out in vaccination centres; the future model for the delivery of COVID-19 vaccines and boosters is being designed. This may lead to changes in where vaccines are administered.

In the register your interest form, candidates are asked to indicate which counties they would genuinely work in should a job arise. This information helps us to support the roll out of a vaccination programme aligned to potential and available staffing. You can indicate your interest in more than one county location.

If you are offered a job, a named location will be your initial assigned work base, please note you are likely to be asked to work in other locations as well flexibility is a key part of this role.

Working in Different Locations

Will I have to move around different Vaccination sites?

If you are offered a job, you will be assigned a base. Vaccinations can take place in Vaccination Centres, residential care facilities and specific work or educational locations. This means a key element of this role is flexibility to work in these different locations.

Do I need to have my own car to work in different locations?

Not necessarily, however an important part of this role is the agility to work in different vaccination locations if you are offered and you accept a job. Having access to transport to attend different work locations may be required.

Will I be paid for travel?

If you are offered a job, you will be assigned a base. If there is an approved requirement to travel as part of the role, travel and subsistence will be paid at current Department of Health rates, in line with HSE standard arrangements.

Relevant Education Course and Year of Study

Should a job arise you will need to prove, to the best of your ability, that you are in a relevant education course and in the relevant year of study. You can only proceed to the next stage of the recruitment process when your eligibility for this campaign has been confirmed.

To prove that you meet the eligibility criteria for this campaign should a job arise, you will need to provide evidence you are on a relevant course, in a relevant discipline and in specific years of the programmes. In other words, documentation that shows your name, the name of the course and the year that you are in. We need this information from you so we can see that you are in the relevant course and in the relevant year.

Dependent on your own individual records the following documentation is acceptable:

Student Card – Where your student card shows;

1. your name
2. student ID number
3. name of the course
4. the year of that course that you are in e.g. 3rd year

If your student card shows some but not all of the above, then you will need to provide other documents to meet the gap. Below are some examples of documentation you can provide if there is a Vaccinator role available.

Example 1: if your student card shows items 1 – 3 then you need to provide a document that shows which year of the course you are in. You can use documents such as exam results from semester 1, continual assessment results, receipt for payment of fees. Any document that shows the year you are in, obviously it will need to be clear that it is your document – showing either your name or your student ID number.

Example 2: if you have no student card then you need to provide other documents that give the same information i.e. your name, student ID number, the name of the course you are studying and the year of that course you are in. You can use documents such as exam results from semester 1, continual assessment results, receipt for payment of fees. Obviously, it will need to be clear that it is your document, this can be achieved by providing ID e.g. driving licence, passport etc.

As you would expect you will be required in addition to provide some documentation for a contract of employment / garda vetting etc., if you are offered a job.

Hours of Work

What are the hours of work if I am offered a job?

In general, the whole-time hours are 39 per week. Part-time work may also be available.

These roles may participate in a 5/7 rota (i.e. Monday-Sunday) with long days. Contracted hours of work are liable to change between the projected hours of 8am-8pm over seven days to meet the requirements for extended day services. Staff may be required to participate in on-call rota as required. We would like to highlight that flexibility in relation to working hours to fulfil the requirements of the role is an important element of the job should a job arise.

We aim to match candidates' availability with the vaccination programme's rostering requirements so we have the maximum number of the Vaccinators available to administer the vaccine.

I am only available to work part-time, should I register my interest?

Yes, you should register your interest if you are interested in part time working. Our initial plan is to fill as many whole time (full time) roles as possible to support the speedy roll out of the vaccination programme where roles are available. However, it is highly likely that there will also be opportunities for part-time working.

For part- time working, there may be a minimum part time working requirement, to be worked in rostered shifts which may include a minimum number of hours of work per day. This allows for the effective rostering of staff and promotes maintaining clinical competence and up to date vaccination programme knowledge. Ideally, candidates will be available to work 6+ hours per day to support rostering of the vaccination service.

You should still register your interest if you can only work less than 24 hours per week and we encourage you to do so. We will aim to match candidates' availability with vaccination programme's staffing requirements.

You will be asked further questions about your availability during the recruitment process if there is a Vaccinator role available.

Holidays & Annual Leave

What is the annual leave?

The annual leave related to the job is 27 days. If you are offered a job, you will accrue annual leave on a pro rata basis in line with the terms and conditions of your contract.

Salary

Who much will I be paid if I am offered a job?

The salary scale for Student as Vaccinator is (as at 01/10/2021):

€35,500-€39,000-€40,500-€42,000-€43,500-€45,000-€46,500-€48,000-€49,500-€51,005

Which point of the pay scale will I go on if I am offered a job?

Generally, it will be the first point of the scale.

Reporting Structure

Will I have line management reporting to my discipline?

Professional clinical reporting relationship for supervision and governance will be to the Clinical Lead and operationally to the Operational Manager.

Volunteers

I want to volunteer and not be employed (not paid)?

This recruitment campaign is being run to employ paid Students as Vaccinators.

Already Employed by the HSE

I am already employed by the HSE and would like to carry out vaccinations. Do I have to register my interest for this?

This is temporary work of a short-term nature. We do not anticipate that any HSE employees will register their interest for this recruitment initiative and become an agency employed Student as Vaccinator.

If you are a HSE employee / or have recently accepted a job offer from the HSE but you now wish to work as a Student as Vaccinator, please contact your local Community Healthcare Organisation or Hospital Group to let them know of your interest in working as a Student as Vaccinator.

I work as a part time HSE employee; can I register my interest for this campaign and be paid by Cpl Healthcare?

If you are a part-time HSE employee who wishes to work as a Student as Vaccinator, we encourage you to contact your local Community Healthcare Organisation or Hospital Group to let them know of your interest in working as a Student as Vaccinator.

Training for the Role per Discipline

Will there be training for this role?

Yes, you will receive training for this role, as appropriate to your discipline. You can undertake it at a later stage in the recruitment process if you are offered a job. The completion of training is not dependent on you being offered a job. This training is being provided by the HSE on HSE LanD and in conjunction with 3rd party suppliers.

The training normally takes about two days in total.

Student Nurses and Midwives:

Training requirements for Student Nurses and Midwives to become New COVID-19 Vaccinators

- Student Nurses and Midwives must be undergraduate students who are registered on the candidate register maintained by the Nursing & Midwifery Board of Ireland (NMBI)
 - entered 3rd year in Autumn 2021,
 - entered 4th year in Autumn 2021
 - and completed their final year and/or awaiting examination results (4th year) in order to become COVID-19 Vaccinators.
- In addition, you must fulfil all nine of the requirements below
- Online information and training are available and accessible. Training will be provided for those who require training in any of the classroom elements.
- Classroom training will be provided depending on which elements you require
- The completion of training is not dependent on you being offered a job. As a result, you can complete this at a later stage in the recruitment process should a job arise.
- An Assessment of Competency will be undertaken, under supervision, on commencement as a Vaccinator in a Vaccination Centre

	Title of Education Programme	Delivery
1	COVID-19 Vaccination Education Programme for Nurses and Midwives and Student Nurses and Student Midwives	Online
2	National Anaphylaxis Education Programme for Health Care Professionals	Online
3	IT Training (CoVax)	Online
4	AMRIC Hand Hygiene	Online
5	AMRIC Aseptic Technique	Online
6	GDPR	Online
Classroom Training Requirements:		
7	Basic Life Support for Health Care Providers (<i>if certificate is within two years of completion and does not expire before 1st Oct 2021</i>)	Classroom with Online Component
8		Classroom

	Principles of Intra-Muscular Injection Technique Skills Workshop for COVID-19 Vaccinators only	
9	Anaphylaxis (one and a half hour classroom based skills workshop).	Classroom

Student Pharmacists:

Training requirements for Student Pharmacists to become New COVID-19 Vaccinators

- In order to become COVID-19 Vaccinators Pharmacy degree students must have entered their 5th year in Autumn 2021 or completed their final year (5th year) in Summer 2021
- In addition, you must fulfil all 9 of the requirements below
- Training will be provided for those who wish or require training in any of the classroom elements
- Online information and training are available and accessible
- The completion of training is not dependent on you being offered a job. As a result, you can complete this at a later stage in the recruitment process should a job arise.
- An Assessment of Competency will be undertaken, under supervision, on commencement as a Vaccinator in a Vaccination Centre

	Title of Education Programme	Delivery
1	COVID-19 Vaccination Training Programme	Online
2	National Anaphylaxis Education Programme for Health Care Professionals	Online
3	IT Training (CoVax)	Online
4	AMRIC Hand Hygiene	Online
5	AMRIC Aseptic Technique	Online
6	GDPR	Online
Classroom Training Requirements:		

7	Basic Life Support for Health Care Providers (<i>if certificate is within two years of completion and does not expire before 1st Oct 2021</i>)	Classroom with Online Component
8	Principles of Intra-Muscular Injection Technique Skills Workshop for COVID-19 Vaccinators only	Classroom
9	Anaphylaxis (one and a half hour classroom based skills workshop).	Classroom

Student Physiotherapists:

Training requirements for Student Physiotherapists to become New COVID-19 Vaccinators

- To be eligible to become a COVID-19 Vaccinator you must be
 - an Undergraduate Physiotherapy degree student who entered 4th year in Autumn 2021 of an undergraduate programme or completed the final year (4th year) in Summer 2021
 - Or a Graduate Physiotherapy student who entered 2nd year of a graduate entry programme in Autumn 2021 or completed 2nd year of the graduate entry programme in Summer 2021
- In addition, you must fulfil all 8 of the requirements below
- Training will be provided for those who wish or require training in any of the classroom elements
- Online information and training are available and accessible
- The completion of training is not dependent on you being offered a job. As a result, you can complete this at a later stage in the recruitment process should a job arise.
- An Assessment of Competency will be undertaken, under supervision, on commencement as a Vaccinator in a Vaccination Centre

	Title of Education Programme	Delivery
1	COVID-19 Vaccination Education Programme for registered Physiotherapists (content applicable for student physiotherapists)	Online
2	National Anaphylaxis Education Programme for Health Care Professionals	Online
3	IT Training (CoVax)	Online
4	AMRIC Hand Hygiene	Online

5	AMRIC Aseptic Technique	Online
6	GDPR	Online
Classroom Training Requirements:		
7	Irish Heart Foundation (IHF) HeartSaver AED or Pre-Hospital Emergency Care Council (PHECC) Cardiac First Responder courses <i>(if certificate is within two years of completion and does not expire before 1st Oct 2021)</i>	Classroom with Online Component
8	COVID-19 New Vaccinators Skills Course (provided by Hibernian Healthcare Ltd) to include anaphylaxis management (practical), Intramuscular Injection Training including Medicine Preparation (theory and practical)	Classroom with online component for Intramuscular injection training and medicine preparation

Student Optometrists:

Training requirements for Student Optometrists to become New COVID-19 Vaccinators

- To be eligible to become a COVID-19 Vaccinator you must be an Undergraduate Optometry student who entered 4th year in Autumn 2021 of an undergraduate programme or completed the final year (4th year) in Summer 2021
- In addition, you must fulfil all 8 of the requirements below
- Training will be provided for those who wish or require training in any of the classroom elements
- Online information and training are available and accessible as below
- The completion of training is not dependent on you being offered a job. As a result, you can complete this at a later stage in the recruitment process should a job arise.
- An Assessment of Competency will be undertaken, under supervision, on commencement as a Vaccinator in a Vaccination Centre

	Title of Education Programme	Delivery
1	COVID-19 Vaccination Education Programme for registered Optometrists (content applicable for student optometrists)	Online
2	National Anaphylaxis Education Programme for Health Care Professionals	Online

3	IT Training (CoVax)	Online
4	AMRIC Hand Hygiene	Online
5	AMRIC Aseptic Technique	Online
6	GDPR	Online
Classroom Training Requirements:		
7	Irish Heart Foundation (IHF) HeartSaver AED or Pre-Hospital Emergency Care Council (PHECC) Cardiac First Responder courses (<i>if certificate is within two years of completion and does not expire before 1st Oct 2021</i>)	Classroom with Online Component
8	COVID-19 New Vaccinators Skills Course (provided by Hibernian Healthcare Ltd) to include anaphylaxis management (practical), Intramuscular Injection Training including Medicine Preparation (theory and practical)	Classroom with online component for Intramuscular injection training and medicine preparation

Student Dentists:

Training requirements for Student Dentists to become New COVID-19 Vaccinators

- In order to become COVID-19 Vaccinators Dentistry degree students must have entered their 4th year in Autumn 2021 or who entered their 5th year in Autumn 2021 or completed final year in Summer 2021 (current 5th year)
- Online training is required as per the table below and is available
- All vaccinators should have training in and be competent in the following:
 - basic life support
 - intramuscular injection technique and
 - recognition and management of anaphylaxis

Training is available and will be provided for those who wish or require training in any of these elements. If you can produce evidence of training (a valid cert) for all three of these training elements then you will not be required to attend training. Practical training is delivered as a 4 hour block session covering all three of the classroom elements.

- The completion of training is not dependent on you being offered a job. As a result, you can complete this at a later stage in the recruitment process should a job arise.
- An Assessment of Competency will be undertaken, under supervision, on commencement as a Vaccinator in a Vaccination Centre

	Title of Education Programme	Delivery
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1	COVID-19 Vaccination Training Programme	Online
2	National Anaphylaxis Education Programme for Health Care Professionals	Online
3	IT Training (CoVax)	Online
4	AMRIC Hand Hygiene	Online
5	AMRIC Aseptic Technique	Online
6	GDPR	Online
Classroom Training Requirements:		
7	Basic Life Support for Health Care Providers (<i>if certificate is within two years of completion and does not expire before 1st Oct 2021</i>)	Classroom with Online Component
8	Principles of Intra-Muscular Injection Technique Skills Workshop for COVID-19 Vaccinators only	Classroom
9	Anaphylaxis (one and a half hour classroom based skills workshop).	Classroom

Undergraduate and Graduate Medical Students:

Training requirements for Undergraduate and Graduate Medical Students to become New COVID-19 Vaccinators

- Eligibility to become New Vaccinators.
 - **Medical Undergraduate Entry Programme:** Undergraduate medical students registered with a medical school for a Bachelor of Medicine (MB) degree who graduated in 2021 or due to graduate in 2022 or 2023.
 - **Medical Graduate Entry Programme:** Graduate medical students registered with a medical school for a Bachelor of Medicine (MB) degree who graduated in 2021 or due to graduate in 2022 or 2023.
- In addition, you must fulfil all 9 of the requirements below
- Online information and training are available and accessible
- Training will be provided for those who wish or require training in any of the classroom elements

- The completion of training is not dependent on you being offered a job. As a result, you can complete this at a later stage in the recruitment process should a job arise.
- An Assessment of Competency will be undertaken, under supervision, on commencement as a Vaccinator in a Vaccination Centre

	Title of Education Programme	Delivery
1	COVID-19 Vaccination Training Programme	Online
2	National Anaphylaxis Education Programme for Health Care Professionals	Online
3	IT Training (CoVax)	Online
4	AMRIC Hand Hygiene	Online
5	AMRIC Aseptic Technique	Online
6	GDPR	Online
Classroom Training Requirements:		
7	Basic Life Support for Health Care Providers (<i>if certificate is within two years of completion and does not expire before 1st Oct 2021</i>)	Classroom with Online Component
8	Principles of Intra-Muscular Injection Technique Skills Workshop for COVID-19 Vaccinators only	Classroom
9	Anaphylaxis (one and a half hour classroom based skills workshop).	Classroom

Personal Protective Equipment

Will I receive Personal Protective Equipment (PPE)?

Yes if you are offered a job, you will receive PPE to carry out this role. Wearing PPE is a key requirement of this role and you will receive training on how to put it on and take it off.

Indemnity for Students as Vaccinators

Will indemnity for Students as Vaccinators be provided?

Yes, Students as Vaccinators will be indemnified with regards to any adverse product liability-related events arising from their administration of the vaccine as per the below link

<https://www.hse.ie/eng/health/immunisation/hcpinfo/covid19vaccineinfo4hps/clinicalguidance.pdf>

Doctors, pharmacists, dentists, EMTs, Students as Vaccinators etc., sourced by the HSE from a recruitment company or otherwise, in receipt of and adhering to relevant training with regard to the administration of the COVID-19 vaccines and acting on the direction of, or on behalf of the HSE, will be indemnified with regard to any adverse events arising from or related to the vaccines or their administration of the vaccines. In circumstances where the vaccinator does not have professional indemnity cover with an Insurer or Medical or Dental Defence Organisation, the Clinical Indemnity Scheme (CIS) will indemnify the vaccinator in such circumstances against any clinical risk over and above any product-related risk.

COVID-19 Vaccine

Will I be vaccinated if I start in the job?

A vaccination will be offered to all Health Care Workers who are not currently vaccinated when they start vaccinating following a job offer, and this will be provided at the earliest possible opportunity, in line with vaccine administration guidelines provided by the National Immunisation Advisory Committee (NIAC).

The Selection Process

What is the Selection Process?

There will be a number of stages of HR recruitment selection practices if you are offered a job. These are:

Eligibility:

The criteria for the selection exercise are based on the requirements of the post as outlined in the job specification.

Interview/ Screening:

A virtual interview/ screening may be arranged to make sure we match the right people with the right roles.

References:

As part of the selection process, we must be satisfied that we have satisfactory reference(s), which assures that the applicant's past performance, and behaviours are appropriate to the post.

Garda Vetting:

In line the National Vetting Bureau Children & Vulnerable Persons Act (2012) all persons working in patient facing roles will need to be Garda Vetted.

Overseas Police Clearance:

If you lived in any country for 6 months or more from the date of your 16th birthday other than the Republic of Ireland or Northern Ireland, you will be required to provide security clearance for each jurisdiction in which you resided.

Occupational Health:

Occupational Health assessments will take place on all appointed to this role and your fitness for the role will be decided based on current guidance.

Training:

You will receive training for this role, as appropriate to your discipline.

Social Welfare Payments

If I take up a job will I still get my Social Welfare payments?

Social Welfare rules will apply and will depend on your individual circumstances. As this will be decided by your particular circumstances and the type of employment offered to you, further clarification can be given to you if you are being offered a job.

About Covid-19

I have an underlying medical condition can I still work?

If you have an underlying medical condition, you should disclose this to us if/ when we contact you. We will be guided by Occupational Health in assigning workers.

Am I more likely to get COVID-19 if I take this job?

COVID-19 is an infectious virus. Health care workers will be advised by the health service on how to reduce transmission and protect yourself.

What if I don't know that I have COVID-19 and I start working?

If you believe you have been exposed to someone with COVID-19 or experience the symptoms, you should follow the existing public health advice including notifying your line manager immediately.

Where can I find out more about COVID-19 or coronavirus?

Keep yourself updated with the most up to date health care advice by visiting [hse.ie/coronavirus](https://www.hse.ie/coronavirus).

Contact Us

I have further queries that are not answered above?

If you have queries related to the process once you have registered your interest, please contact us by email on: vaccinators@hbsrecruitmentservices.ie