Recruitment Policy

1. O'Reilly Bros Ltd T/A O'Reilly Precast are committed to having a workforce that represents a variety of backgrounds and cultures and that can provide the relevant knowledge, abilities and skills for our organisation.

2.O'Reilly Bros Ltd T/A O'Reilly Precast exercise good recruitment practice and apply this equally to temporary, contract, interim, fixed term, zero hours and part-time workers. We will ensure that the best candidate for each post is appointed, based on objective criteria. Al candidates will be given the opportunity to demonstrate their skills, knowledge and abilities against the person specification.

3. O'Reilly Bros Ltd T/A O'Reilly Precast are committed to promoting equal opportunities for all and will not discriminate against applicants on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race and religion or belief, sex or sexual orientation at any stage of the recruitment process. We offer flexible working arrangements and adaptive working practices wherever possible as a way of boosting inclusion and attracting talent.

4. O'Reilly Bros Ltd T/A O'Reilly Precast encourage the recruitment of disabled staff. Reasonable adjustments will be made at all stages of the recruitment process to facilitate a disabled candidate participating fully in the process, and in order for that person to undertake the post.

5. All of our staff managing and delivering the recruitment process, (whether internal staff or external providers) work to recognised standards, undertake any relevant training/qualifications and commit to continuous development.

6. Our business has a zero-tolerance approach to modern slavery and human trafficking taking place within our business or supply chains. Our external recruitment providers are expected to share the same commitment and provide evidence of the steps taken to achieve that aim. All our external recruitment providers are signed up to industry codes of practices and demonstrate a commitment to good recruitment practice. Our supply chain delivers good recruitment practice throughout, including where different resourcing models, such as recruitment process outsourcing or vendor arrangements, are in place.

7. Offers of employment are subject to pre-employment checks. The checks required will be dependent on the role that is advertised, and whether the applicant is an external or internal applicant. Necessary checks may include Disclosure and Barring Service checks where the role involves work with children, young people, vulnerable adults and financial data.

8. O'Reilly Bros Ltd T/A O'Reilly Precast as an employer, we have a responsibility to prevent illegal working by ensuring that our employees have the right to work in the Ireland. In accordance with the Immigration, Asylum and Nationality Act 2006, all of our staff must satisfactorily evidence their right to work in the Ireland by providing a document or document combination from the acceptable document list (List A and List B) before they begin employment.

9. All applications will be treated confidentially in accordance with the Data Protection Act 1998. All personal information provided by candidates will be treated as confidential.

10. This policy will be reviewed regularly to ensure that it reflects best practice and to ensure compliance with employment legislation

Signed: _____ Date: 5th December 2024

Emmett Cosgrove CEO