

ADVERT ID 128519

Secretary / Administrator

Pobalscoil Iosolde

Pobalscoil Iosolde Palmerstown Community School Oak Court Avenue Palmerstown D20P236
<https://www.palmerstowncs.ie>

MAIN DETAILS

Status: Deactivated
Level: Post Primary
Date Posted: Mon Oct 7 2019 16:27:32
Application Closing Date: Mon Oct 21 2019
Commencement Date: Mon Nov 11 2019
Status of Post: Part-Time
Number of Vacancies: 1
Number of hours per week: 33.5

SCHOOL DETAILS

School Type: Community School
Current Enrolment: 800
Droichead school: Yes

POST DETAILS

Additional Information: The Board of Management invites applications for an Administrative officer. All applicants must have relevant training completed. A Garda Vetting Disclosure and completion of mandatory Child protection will be required for the appointment. Please include certification for all qualifications held. Canvassing will disqualify.
Applications must be returned by post only to: Secretary, Board of Management, Pobalscoil Iosolde, Palmerstown Community School, Oak Court Avenue, Palmerstown, Dublin 20. Closing date is Monday 21st October 2019. Pobalscoil Iosolde is an equal opportunities employer.

APPLICATION REQUIREMENTS

- Letter of Application
- References (written)
- Referees (name, role, contact no.)
- Copy of Certificates, Diplomas, Degrees
- CV (Unbound/Slide Binder)

Applications may be submitted by

- Post

APPLY TO THIS JOB VACANCY

Roll Number:	91302F
Apply To:	Pobalscoil Iosolde Palmerstown Community School Oak Court Avenue Palmerstown D20P236
County:	Dublin
Postal District:	Dublin 20
Enquiries To:	office@palmerstowncs.ie 016265991
Website:	https://www.palmerstowncs.ie

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