ADVERT ID 128778

Secretary

St Catherine's NS

Aughrim Ballinasloe H53 X266
https://www.aughrimprimary.ie

MAIN DETAILS

Status:	Deactivated
Level:	Primary
Date Posted:	Mon Oct 14 2019 11:26:38
Application Closing Date:	Mon Oct 28 2019
Commencement Date:	Mon Nov 25 2019
Status of Post:	Part-Time
Number of Vacancies:	1

SCHOOL DETAILS

School Type:	Mainstream
School Structure:	Vertical
Gender:	Co-Educational
School Patronage:	Catholic
Total No. of Teaching Staff:	7
Current Enrolment:	95

POST DETAILS

Panel of Applicants: An internal panel of suitable applicants may be set up to fill vacancies which may occur within a specific time period (four months for teacher posts and the duration of the school year for SNA posts) from the date on which the Board approves the successful candidate.

Additional Information: 15 hours weekly as per school calendar year.
Department of Education hourly rate as per Circular 76/2018.
Contract terms will apply as per CPSMA/Department of Education Guidelines.
The position is subject to current Garda Vetting approval.

The following skills are desirable:
Strong interpersonal skills
Proficiency in accounts
Excellent ICT skills required, with a knowledge of OLCS and POD
Discretion and confidentiality
Flexibility and initiative
Ability to work independently in addition to working in partnership with the principal.

APPLICATION REQUIREMENTS

- Letter of Application
- Referees (name, role, contact no.)
- CV (Unbound/Slide Binder)

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number:	17613E
Apply To:	Aughrim Ballinasloe H53 X266
County:	Galway
Enquiries To:	aughrimprimary@gmail.com 0909 673635
Website:	https://www.aughrimprimary.ie