

ADVERT ID 132040

## Secretary

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### Tiernascragh National School

Ballycrissane Portumna Ballinasloe H53 TP86  
<https://www.tiernascraghns.ie>

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#### MAIN DETAILS

**Status:** Deactivated  
**Level:** Primary  
**Date Posted:** Mon Feb 24 2020 12:45:08  
**Application Closing Date:** Tue Mar 10 2020  
**Commencement Date:** Mon Mar 16 2020  
**Status of Post:** Part-Time  
**Number of Vacancies:** 1

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#### SCHOOL DETAILS

**School Type:** Mainstream  
**School Structure:** Vertical  
**Gender:** Co-Educational  
**School Patronage:** Catholic  
**Total No. of Teaching Staff:** 3  
**Current Enrolment:** 32  
**Droichead school:** No

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#### POST DETAILS

**Additional Information:** The secretary position is an integral part of the operation of the school and the primary admin support for the teachers. The position is part time, eight hours a week, generally split over two days but open to discussion.  
Please note canvassing on behalf of any candidate will disqualify that candidate.

#### 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:** 18043R  
**Apply To:** The Chairperson- Board of Management  
Tiernascragh NS  
Ballycrissane  
Portumna  
Ballinasloe  
H53 TP86  
**County:** Galway  
**Enquiries To:** [pfeericktns@gmail.com](mailto:pfeericktns@gmail.com)  
090 965431  
**Website:** <https://www.tiernascraghns.ie>

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