

ADVERT ID 139353

Secretary / Administrator

Ashton School

Blackrock Road Cork T12 AF50
<https://www.ashton.ie>

ASHTON



MAIN DETAILS

Status: Deactivated
Level: Post Primary
Date Posted: Tue Jul 21 2020 13:23:05
Application Closing Date: Wed Aug 12 2020
Commencement Date: Tue Sep 1 2020
Status of Post: Part-Time
Number of Vacancies: 1
Number of hours per week: 20

SCHOOL DETAILS

School Type: Comprehensive School
School Structure: Co-Educational
Current Enrolment: 540
Droichead school: Yes

POST DETAILS

Additional Information: Ashton School, Blackrock Road, Cork invites applications from suitably qualified applicants to fill a permanent vacancy for a part-time DES-funded clerical officer (0.5 whole-time equivalent, Grade III). Accounting/bookkeeping experience will be essential. Application forms, list of duties, and application details are available for download at www.ashton.ie/recruitment. Deadline for receipt of applications is 12 noon on Wednesday, 12th August 2020. Shortlisting may apply.

APPLICATION REQUIREMENTS

- References (written)
- Referees (name, role, contact no.)
- [Standard Application Form](#)
- CV (Unbound/Slide Binder)

Applications may be submitted by

- Post

APPLY TO THIS JOB VACANCY

Roll Number:	81008W
Apply To:	The Principal, Ashton School, Blackrock Road, Cork. T12 AF50
County:	Cork
Enquiries To:	office@ashton.ie +353214966044
Website:	https://www.ashton.ie
Further Information:	https://www.ashton.ie/recruitment

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