

ADVERT ID 148595

Caretaker/Janitor

St Sylvester IS

St Sylvester's I.S. Yellow Walls Road Malahide K36 PA66

MAIN DETAILS

Status: Deactivated
Level: Primary
Date Posted: Mon Apr 19 2021 10:18:22
Application Closing Date: Wed Apr 28 2021
Commencement Date: Mon May 10 2021
Status of Post: Fixed-term
Number of Vacancies: 1

SCHOOL DETAILS

School Patronage: Catholic
Total No. of Teaching Staff: 23
Current Enrolment: 390
Droichead school: Yes

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: Part-time position: (minimum 31 hours per week)
 The following points although not exhaustive, are necessary qualities for the suitable candidate:

- Competent, hardworking, reliable, enthusiastic
- Able to act on own initiative & identify tasks/duties that need to be carried out
- To take care of the school premises & contents (furniture, equipment, plumbing, fittings etc)
- Responsible for the maintenance of the school grounds
- Custody of the keys for all rooms, responsible for opening & closing school
- Relevant experience would be an advantage
- Have a clear understanding of Health & Safety procedures necessary
- To inform the Principal of maintenance matters & to arrange a suitable time & price with support contractors
- To exercise economy in the use of fuel & light throughout the building
- To note and arrange for the receipt of stores and other materials for general use, & for the transfer of stores, equipment & similar materials
- To plan, record & update work weekly
- To run errands as directed by the School Principal
- This position is subject to Garda vetting

APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Email
- Post

APPLY TO THIS JOB VACANCY

Roll Number: 17928G
Apply To: Mr McKenna
Chairperson
St Sylvester's I.S.
Yellow Walls Road
Malahide
K36 PA66
County: Dublin
Postal District: County Dublin
Enquiries To: stsylvesters@gmail.com
01 8450061

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