

ADVERT ID 175489

Secretary

Tavrane Central NS

Tavrane N.S. Kilkelly Ballyhaunis F35A461

MAIN DETAILS

Status:	Deactivated
Level:	Primary
Date Posted:	Thu Jul 7 2022 19:22:19
Application Closing Date:	Fri Jul 15 2022
Commencement Date:	Mon Aug 29 2022
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:	3
Current Enrolment:	16
Droichead school:	No

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:

Tavrane N.S., Kilkelly, Co. Mayo is seeking a part-time school secretary. 9 hours per week at the moment but this may be subject to change. At least three years experience in a school or office setting is essential. Managing of finances and bookkeeping also a necessity.

APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Post

APPLY TO THIS JOB VACANCY

Roll Number: 19808G
Apply To: Chairperson of Board of Management,
Críost Linn,
Parochial House,
Kilmovee,
Co. Mayo
County: Mayo
Enquiries To: tavranens@gmail.com
0868590664

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