

ADVERT ID 199341

Caretaker/Janitor

Bunscoil Gleann Sidheáin

Cappoquin Cappoquin P51E732
<https://www.cappoquinschool.com>

MAIN DETAILS

Status: Deactivated
Level: Primary
Date Posted: Mon Jul 31 2023
Application Closing Date: Fri Aug 11 2023
Commencement Date: Mon Sep 4 2023
Status of Post: Part-Time
Number of Vacancies: 1

SCHOOL DETAILS

School Type: Mainstream with Special Classes
School Structure: Vertical
Gender: Co-Educational
School Patronage: Catholic
Total No. of Teaching Staff: 14
Current Enrolment: 196
Droichead school: Yes

POST DETAILS

Additional Information:

Caretaker Advertisement

The Employee will work 10 hours per week.

The salary of the Caretaker is €13 per hour and the hours are subject to the usual tax and social security requirements.

The position is subject to Garda vetting.

Due discretion is expected in matters of a confidential nature.

Duties & Responsibilities;

- Opening and closing of the school/general security related duties, including being a keyholder outside of school times.
- Maintenance and repair of school furniture, windows, fixtures and fittings etc.
- Upkeep of school and renewal of paintwork.
- Maintenance of outdoor spaces.
- Planning larger maintenance projects with the Principal
- General cleaning of school, window cleaning, disposal of rubbish, green areas tidying, etc.
- Liaising with the school's cleaning staff.
- Monitoring efficiency of heating system and monitoring efficiency of electricity and water meters
- Looking after general repairs.
- To note and arrange for the receipt of stores and other materials for general use, & for the transfer of stores, equipment & similar materials.
- Health and safety responsibilities.
- Strict compliance with school's Child Safeguarding Policy.
- Other related duties as prescribed by the Principal/BoM.

Experience and skills required;

- Ideally the successful candidate will have experience in general maintenance and ground-

keeping skills.

- Experience of holding a position of responsibility is preferred.
- A commitment to maintaining high standards and the ability to improve the school environment is required.
- Excellent DIY skills.
- Good communication and organisational skills.
- An ability to work independently and show initiative.
- Understanding the importance of confidentiality and compliance with school Child Safeguarding Policy.

The successful candidate must be a good communicator with adults and children, professional, confidential and must understand how their role is crucial to providing a physical environment that nurtures and encourages student learning. The role requires the person to be flexible in their hours of work and be required to work outside of normal hours to safely provide maintenance and to make facilities available.

APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Email
- Post

APPLY TO THIS JOB VACANCY

Roll Number: 20157V

Apply To: EMAIL cappoquinschooloffice@gmail.com with Caretaker Application in the subject bar.

or

POST
Caretaker Application
Roll number 20157V
Bunscoil Gleann Sidheáin,
Shanbally,
Cappoquin,
Co. Waterford
P51E732

County: Waterford

Enquiries To: cappoquinschooloffice@gmail.com

Website: <https://www.cappoquinschool.com>

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