

ID F  GRA 244974

R  na  

Firhouse ETNS

Ballycullen Drive Firhouse N/A D24 P942
<https://www.firhouseetns.ie>

PR  OMHSHONRA  

St  das: Gn  mhach
Leibh  al: Bunscoil
D  ta Post  ilte: C  ad MF  mh 24 2025
Spriocdh  ta le haghaidh Iarratas: Luan DF  mh 6 2025
D  ta Tosaithe: Luan Samh 3 2025
St  das an Phoist: P  jirtaimseartha
L  on na bhFol  ntas: 1

SONRA   SCOILE

Cine  il Scoile: Pr  omhshruith le Ranganna Speisialta
Strucht  r na Scoile: Ingearach
Inscne: Comhoideachas
P  tr  nacht na Scoile: Ag Foghlaim Le Ch  ile
L  on Ioml  in na mBall Foirne M  inteoireachta: 25
Rolla Reatha: 390
Scoil Droichead: T  j

SONRA   AN PHOIST

Eolas Breise:

The successful candidate will have/be:

- Excellent interpersonal and communication skills
- Experience in ICT including word processing, spreadsheets, email etc.
- Ability to work on own initiative and as part of a team
- Reliability, trustworthiness and strict adherence to confidentiality
- Flexibility and be adaptable to the needs of the school
- A positive outlook
- A willingness to engage in Continuous Professional Development

The position is for 10 hours per week (2 hours daily from 9am - 11am). Additional days may be available if the full time secretary is on leave.

Please email a copy of your CV to secretaryapplications@firhouseetns.ie

Garda vetting must be completed before role commences

This position is not paid by the Department of Education and will be paid directly by the Board of Management.

Rate of pay is   15 per hour.

RIACHTANAIS IARRATAIS

- [Tá sá riachtanach go mbeadh Dearbh Réachtáil bail ag an duine a cheapfar agus go gcomhláinadh siad an Fhoirm Ghealltanais.](#)
- CV (Digiteach)

Is fídir iarratais a chur isteach trá

- Rómhphost

CUIR IARRATAS ISTEACH AR AN bhFOLÁNTAS SEO

Uimhir Rolla: 20411J
Cuir Iarratas Chuig: Ballycullen Drive
Firhouse
N/A
D24 P942
Contae: Baile Átha Cliath
Ceantar Poist: Dublin 24
Ceisteanna Chuig: secretaryapplications@firhouseetns.ie
Suíomh Gráasáin: <https://www.firhouseetns.ie>

Is ag IPPN atá an cáipcheart i dtaca leis an fhaisnéis san fhágra seo agus dá anann IPPN á a cheadá le haghaidh áisíde ag cuardaitheoir post amháin. Ná fídir an fhaisnéis atá ann a áosláid, a chéipeáil ná a áisid chun críoche ar bith eile, lena n-áirítear a macasamhlá ar shuíomhanna gráasáin earcaóchta agus fágraóchta eile, gan cead sainráite i scrábhinn a fháil roimh ríá IPNN.