

ADVERT ID 246660

## General

### Galway Technical Institute

Fr. Griffin Road Galway Galway  
<https://www.gretb.ie>

#### MAIN DETAILS

**Status:** Active  
**Level:** Higher & Further Education  
**Date Posted:** Fri Nov 14 2025  
**Application Closing Date:** Tue Dec 2 2025  
**Status of Post:** Specific Purpose  
**Number of Vacancies:** 1

#### POST DETAILS

**Title:**  
Clerical Officer Grade III, School Secretary (Maternity Leave Cover)  
**Description:**  
There is currently a Clerical Officer Grade III (School Secretary) vacancy in GTI.

The post is temporary, full time - (Maternity Leave Cover)

The successful candidate will be required to commence in January 2026.

#### APPLICATION REQUIREMENTS

Applications may be submitted by

- External Application Form

#### APPLY TO THIS JOB VACANCY

**Apply To:** Please follow the "Further Information link for particulars of the post and application process". <https://gretbcareers.thehirelab.com/LiveJobs/JobApply/7862?source=1>  
**County:** Galway  
**Enquiries To:** [recruitment@gretb.ie](mailto:recruitment@gretb.ie)  
**Website:** <https://www.gretb.ie>  
**Further Information:** <https://gretbcareers.thehirelab.com/LiveJobs/JobApply/7862?source=1>