

ADVERT ID 253436

Secretary

Bunscoil Fachtna

Ardagh Rosscarbery p85hx57
<https://www.bunscoilfachtna.ie>

MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Tue May 26 2026
Application Closing Date: Tue Jun 2 2026
Commencement Date: Thu Aug 27 2026
Status of Post: Permanent
Number of Vacancies: 1

SCHOOL DETAILS

School Type: Mainstream
School Structure: Vertical
Gender: Co-Educational
School Patronage: Catholic
Total No. of Teaching Staff: 8
Current Enrolment: 173
Droichead school: Yes

POST DETAILS

Additional Information:

Permanent Part-time secretary required for Bunscoil Fachtna, Rosscarbery – 12 hours in total over two days (Thursdays and Fridays). Working knowledge and experience of accounts and computer skills essential. Please email letter of application and CV to applications@bunscoilfachtna.ie by the 2/5/26

APPLICATION REQUIREMENTS

- [It is a requirement to hold a valid Statutory Declaration and to complete the Form of Undertaking for this position.](#)
- Letter of Application
- CV (Digital)

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number: 20599H
Apply To: Principal Sarah Murray
applications@bunscoifachtna.ie
County: Cork
Enquiries To: principal@bunscoifachtna.ie
Website: <https://www.bunscoifachtna.ie>

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