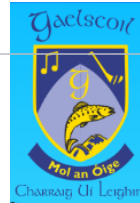


ADVERT ID 254152

## Secretary

### Gaelscoil Charraig Uí Leighin

Ard na Cloiche, Carraig Uí Leighin, P43W681  
<https://www.gaelscoilcul.ie>



#### MAIN DETAILS

Status:	Active
Level:	Primary
Date Posted:	Thu Jun 4 2026
Application Closing Date:	Wed Jul 1 2026
Commencement Date:	Tue Aug 25 2026
Status of Post:	Permanent
Number of Vacancies:	1

#### SCHOOL DETAILS

School Type:	Mainstream
School Structure:	Vertical
Gender:	Co-Educational
School Patronage:	Catholic
Classification:	Gaelscoil
Total No. of Teaching Staff:	32
Current Enrolment:	600
Droichead school:	Yes
	Gaelscoil

#### 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:

Duine fuinníuil, díograiseach, eagraithe atá á lorg againn mar rúnaí scoile. If you are a proactive, organized and energetic person, le cúpla focal, looking to contribute to a busy school we invite you to apply for the position of school secretary, at Gaelscoil Charraig Uí Leighin. Cloífidh na hamanna oibre leis an bhféilire scoile. We can offer a family friendly schedule that aligns with the school calendar as part of our secretarial team. Grinnfhiosrúchán Gardaí de dhíth ort agus tréimhse phromhaidh sé mhí. Cabhróidh cumas sa Ghaeilge le d'iarratais.

#### 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
- Referees (name, role, contact no.)
- CV (Digital)

Applications may be submitted by

- Email
- Post

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 19881Q  
**Apply To:** Cathaoirleach an Bord Bainistíochta,  
Gaelscoil Charraig Uí Leighin,  
Ard na Cloiche,  
Carraig Uí Leighin,  
P43W681  
**County:** Cork  
**Enquiries To:** [caitriona@gaelscoilcul.ie](mailto:caitriona@gaelscoilcul.ie)  
**Website:** <https://www.gaelscoilcul.ie>

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