

ADVERT ID 255053

## Secretary

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### Scoil Chruimin Naofa

St. Cremin's NS, Multyfarnham, Co. Westmeath Multyfarnham N91EK68  
<https://www.stcremins.ie>

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#### MAIN DETAILS

**Status:** Active  
**Level:** Primary  
**Date Posted:** Thu Jun 11 2026  
**Application Closing Date:** Thu Jun 25 2026  
**Commencement Date:** Thu Aug 27 2026  
**Status of Post:** Permanent  
**Number of Vacancies:** 1

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#### 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:** 232  
**Droichead school:** Yes

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#### 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:**

Applications are invited for the position of school secretary. The successful candidate will be available for a 25 hour working week during school opening times.

#### 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.)
- Copy of Certificates, Diplomas, Degrees
- CV (Digital)

Applications may be submitted by

- Email

**APPLY TO THIS JOB VACANCY**

**Roll Number:** 193501  
**Apply To:** St. Cremin's NS,  
Multyfarnham,  
Co. Westmeath  
Multyfarnham  
N91EK68  
**County:** Westmeath  
**Enquiries To:** [applicationsstcremins@gmail.com](mailto:applicationsstcremins@gmail.com)  
**Website:** <https://www.stcremins.ie>

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