

ADVERT ID 257795

Caretaker/Janitor

St Paul's Secondary School

Greenhills Dublin 12 Dublin D12 E544

<https://www.stpaulsg.ie>



MAIN DETAILS

Status: Active
Level: Post Primary
Date Posted: Sun Jun 28 2026
Application Closing Date: Wed Jul 8 2026
Commencement Date: Mon Aug 10 2026
Status of Post: Permanent
Number of Vacancies: 1
Number of hours per week: 40

SCHOOL DETAILS

School Type: Voluntary Secondary School
School Structure: Girls
Current Enrolment: 470
Droichead school: Yes

POST DETAILS

Additional Information:

General Duties and Responsibilities:

- Operation and maintenance of electrical, plumbing and security systems. This includes utilising the associated software systems
- Monitoring efficiency of heating system and ESB meters
- Maintenance and repair of furniture, windows, fixtures, and fittings
- Upkeep and renewal of paintwork
- General tidiness of the school, disposal of rubbish, grass cuttings
- Cleaning and upkeep of school in partnership with cleaning staff
- Opening and closing of the school / general security related duties
- First keyholder, attending to alarm call outs
- Making the school safe, particularly in bad weather conditions
- Health and Safety responsibilities
- Parking and traffic management
- Strict compliance with School Child Protection Policy
- Other related duties as assigned by the Principal or Deputy Principal

Experience and Skills Required:

The ideal candidate will have general maintenance experience as outlined above.

The person may be required to work outside normal school hours to safely provide maintenance and to make facilities available. This flexibility relating to hours of work is a core requirement of the position.

[It is a requirement to hold a valid Statutory Declaration and to complete the Form of Undertaking for this position upon offer of employment.](#)

APPLICATION REQUIREMENTS

- Letter of Application
- Referees (name, role, contact no.)
- CV (Digital)

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number: 60902G
Apply To: joinourteam@stpaulsg.ie only
County: Dublin
Postal District: Dublin 12
Website: <https://www.stpaulsg.ie>

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