

ADVERT ID 261577

Caretaker/Janitor

Robinstown NS

Robinstown NS, Robinstown Robinstown Navan, Co Meath Navan, Co Meath C15 YK66
<https://www.robinstownns.com>

MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Mon Aug 31 2026
Application Closing Date: Tue Sep 8 2026
Commencement Date: Wed Sep 9 2026
Status of Post: Part-Time
Number of Vacancies: 1

SCHOOL DETAILS

School Type: Mainstream
School Structure: Vertical
Gender: Co-Educational
School Patronage: Catholic
Total No. of Teaching Staff: 14
Current Enrolment: 198
Droichead school: Yes

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:

Main Duties and Responsibilities

The duties of the Cleaner/Caretaker will include, but will not be limited to:

- Maintaining a high standard of cleanliness and hygiene throughout the school premises, including classrooms, offices, corridors, toilets, staff areas and communal spaces.
- Cleaning and maintaining floors, surfaces, furniture, fixtures and fittings as required.
- Emptying bins and ensuring waste is managed appropriately.
- Maintaining appropriate stocks of cleaning materials and notifying the Principal or designated person when supplies are required.
- Opening and securing the school premises in accordance with agreed procedures.
- Carrying out routine checks of the school building and grounds and reporting any defects, hazards or maintenance issues.
- Assisting with general maintenance and minor repairs, where appropriate and within the scope of the role.
- Maintaining the school grounds and external areas to an appropriate standard.
- Preparing, arranging and tidying rooms and facilities for school activities, meetings and events.
- Ensuring that all cleaning and caretaking duties are undertaken in accordance with relevant health and safety, hygiene and school procedures.
- Assisting in ensuring that the school premises remain safe and secure for pupils, staff and visitors.
- Carrying out other reasonable duties appropriate to the position, as directed by the Principal or Board of Management.

Previous experience in a cleaning, caretaking, facilities or similar role would be an advantage.

The successful candidate will be required to complete the Garda Vetting process prior to taking up the position and will be required to comply with the school's Child Safeguarding Statement, Risk Assessment and all relevant school policies and procedures.

The position is for approx 20h per week.

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.)

Applications may be submitted by

- Email
- Post

APPLY TO THIS JOB VACANCY

Roll Number:	17520U
Apply To:	Robinstown NS, Robinstown Robinstown Navan, Co Meath Navan, Co Meath C15YK66 robinstownapplication26@gmail.com
County:	Meath
Website:	https://www.robinstownns.com

Information contained within this advertisement is copyrighted by IPPN and licensed by IPPN for use by job-seekers only. The information herein may not be downloaded, copied or used for any other purposes, including its replication on other recruitment & advertising websites, without the express prior written permission of IPPN.