

ADVERT ID 86613 *

Secretary / Administrator

St Aloysius Secondary School

FAO: The Principal Address: St Aloysius Secondary School , Sharman Crawford Street, Cork
<https://www.stalscork.com>

MAIN DETAILS

Status: Deactivated
Level: Post Primary
Date Posted: Wed Jun 14 2017 12:20:08
Application Closing Date: Wed Jun 28 2017
Commencement Date: Mon Aug 14 2017
Status of Post: Part-Time
Number of Vacancies: 1
Number of hours per week: 15

SCHOOL DETAILS

School Type: Secondary School
Trustees: CEIST
School Structure: Girls

POST DETAILS

Additional Information: St Aloysius Secondary School invites applications from suitably qualified applicants to fill a part-time vacancy for the position of Secretary. Experience in school administration package VSWare and Microsoft an advantage. Deadline for receipt of applications is 12 noon on Wednesday 28th June 2017. Shortlisting may apply.

APPLICATION REQUIREMENTS

- Letter of Application
- Referees (name, role, contact no.)
- CV (Unbound/Slide Binder)

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number: 62630J
Apply To: FAO: The Principal
Address: St Aloysius Secondary School , Sharman Crawford Street, Cork
County: Cork
Email Address: stalsvacancies@gmail.com
Phone:
Website: <https://www.stalscork.com>

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