

ADVERT ID 86613 *

Secretary / Administrator

St Aloysius Secondary School

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

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.