

ADVERT ID 93740 \*

## Secretary

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### Our Lady of Lourdes N.S.

FAO: Chairperson Address: Our Lady of Lourdes N.S., Ballinlough Road, Cork or by email [ourladyoflourdesns@gmail.com](mailto:ourladyoflourdesns@gmail.com)  
<https://ourladyoflourdesns.com>

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#### MAIN DETAILS

**Status:** Deactivated  
**Level:** Primary  
**Date Posted:** Wed Sep 20 2017 10:38:44  
**Application Closing Date:** Fri Oct 6 2017  
**Commencement Date:** Mon Oct 16 2017  
**Status of Post:** Permanent  
**Number of Vacancies:** 1

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#### SCHOOL DETAILS

**School Type:** Mainstream  
**School Structure:** Vertical  
**Gender:** Girls  
**School Patronage:** Catholic  
**Total number of staff:** 12  
**Current Enrolment:** 244

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#### POST DETAILS

**Additional Information:** Strong IT skills essential  
Knowledge of POD and Esinet an advantage but not essential  
Fluent oral and written English essential  
Excellent communication, interpersonal and organizational skills essential

#### APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Email
- Post

**APPLY TO THIS JOB VACANCY**

**Roll Number:** 17313P  
**Apply To:** FAO: Chairperson  
Address: Our Lady of Lourdes N.S., Ballinlough Road, Cork  
or by email [ourladyoflourdesns@gmail.com](mailto:ourladyoflourdesns@gmail.com)  
**County:** Cork  
**Email Address:** [ololcork.ias@eircom.net](mailto:ololcork.ias@eircom.net)  
**Phone:**  
**Website:** <https://ourladyoflourdesns.com>

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