

ADVERT ID 80491 \*

## Secretary

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### Waterpark National Scool

FAO: Mr Michael Forristal Address: C/O Waterpark National School, Park Road, Waterford. Please mark 'APPLICATION' on the envelope clearly.

<https://www.waterparkns.com>

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#### MAIN DETAILS

Status:	Deactivated
Level:	Primary
Date Posted:	Fri Mar 10 2017 15:27:49
Application Closing Date:	Fri Mar 24 2017
Commencement Date:	Mon Apr 24 2017
Status of Post:	Fixed-term
Number of Vacancies:	1

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#### SCHOOL DETAILS

School Type:	Mainstream
School Structure:	Vertical
Gender:	Co-Educational
School Patronage:	Catholic
Total number of staff:	18
Current Enrolment:	237

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#### POST DETAILS

**Additional Information:** Organisational, administration and clear communication skills preferable, Proficiency in the area of IT (POD, Aladdin, OLCS) desired, Accounts and payroll experience advantageous.

#### APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Post

**APPLY TO THIS JOB VACANCY**

**Roll Number:** 20143K  
**Apply To:** FAO: Mr Michael Forristal  
Address: C/O Waterpark National School,  
Park Road,  
Waterford.  
Please mark 'APPLICATION' on the envelope clearly.  
**County:** Waterford  
**Email Address:** [waterparkns@gmail.com](mailto:waterparkns@gmail.com)  
**Phone:**  
**Website:** <https://www.waterparkns.com>

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