

ADVERT ID 160765

## Caretaker/Janitor

### SN na nAingeal Coimhdeachta

Guardian Angels' N.S. Newtownpark Avenue Blackrock A94 H395  
<https://www.guardianangels.ie>



#### MAIN DETAILS

**Status:** Deactivated  
**Level:** Primary  
**Date Posted:** Fri Sep 24 2021  
**Application Closing Date:** Fri Oct 8 2021  
**Commencement Date:** Mon Nov 1 2021  
**Status of Post:** Permanent  
**Number of Vacancies:** 1

#### SCHOOL DETAILS

**School Type:** Mainstream  
**School Structure:** Vertical  
**Gender:** Co-Educational  
**School Patronage:** Catholic  
**Total No. of Teaching Staff:** 29  
**Current Enrolment:** 430  
**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:

Duties and Responsibilities:

- The duties listed are not intended to be exhaustive or exclusive.
- Operation and maintenance of electrical, plumbing and security systems.
- Monitoring efficiency of the heating system and ESB meters.
- Maintenance and repair of furniture, windows, fixtures and fittings.
- Upkeep and renewal of paintwork
- Planning larger maintenance projects with the principal.
- General tidiness of school environment; grounds, gardens & green areas, disposal of rubbish-
- General upkeep of school, liaising and working closely with school cleaners and professional tradespeople.
- Assisting in preparing the school for reopening after the summer holidays.
- Opening and closing of the school / general security related duties.
- First keyholder
- Making the school safe, particularly during bad weather conditions.
- Health and safety responsibilities.
- Compliance with our Green School Policy.
- Strict compliance with School Child Protection Policy.
- Other related duties.

##### Experience and Skills Required:

Ideally the successful candidate will have general maintenance experience and will be a skilled craft worker or technician

Experience of holding a position of responsibility is preferred.  
A commitment to maintaining the highest of standards and the ability to improve the school environment is required.

**Person Specification:**

This role is one of trust and responsibility requiring the successful candidate to be technically competent, hardworking, practical and create well developed maintenance systems. They must be capable of working on their own initiative.

The successful candidate must be a good communicator with adults and children, professionally confidential and must understand how their role is crucial to providing a physical environment that nurtures and encourages student learning. From time to time they may be required to work outside normal school hours to safely provide maintenance and to make facilities available. There must be a willingness to undertake training as required.

The appointment is subject to Garda Vetting and background checks. The position is subject to a 6 month probation period.

Please mark envelope "Caretaker Position"

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#### APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Post

#### APPLY TO THIS JOB VACANCY

|                         |   |
|-------------------------|---|
| <b>Roll Number:</b>     | 19335M  |
| <b>Apply To:</b>        | Mr. James McNally,<br>Chairperson<br>Guardian Angels' N.S.<br>Newtownpark Avenue<br>Blackrock<br>A94 H395 |
| <b>County:</b>          | Dublin  |
| <b>Postal District:</b> | County Dublin   |
| <b>Enquiries To:</b>    | <a href="mailto:info@guardianangels.ie">info@guardianangels.ie</a><br>01 2833961                          |
| <b>Website:</b>         | <a href="https://www.guardianangels.ie">https://www.guardianangels.ie</a>                                 |

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