ADVERT ID 160780

# Secretary / Administrator

## Loreto Secondary School, St Michael's

Convent Road Navan C15 YF83
https://www.loretonavan.ie

### MAIN DETAILS

| | |
|---|---|
| **Status:** | Deactivated |
| **Level:** | Post Primary |
| **Date Posted:** | Fri Sep 24 2021 14:15:35 |
| **Application Closing Date:** | Fri Oct 8 2021 |
| **Status of Post:** | Part-Time |
| **Number of Vacancies:** | 1 |

### SCHOOL DETAILS

| | |
|---|---|
| **School Type:** | Secondary School |
| **Current Enrolment:** | 900 |
| **Droichead school:** | Yes |

### POST DETAILS

**Additional Information:**
Part Time school receptionist required.
Hours 8:30 am - 2pm every day (Monday - Friday)
Closing date for applications 3pm on Friday 8th October 2021

### APPLICATION REQUIREMENTS

- CV (Unbound/Slide Binder)

Applications may be submitted by

- Email

### APPLY TO THIS JOB VACANCY

| | |
|---|---|
| **Roll Number:** | 64370T |
| **Apply To:** | Convent Road<br>Navan |
| **County:** | Meath |
| **Enquiries To:** | officeadmin@loretonavan.ie<br>0469023830 |
| **Website:** | https://www.loretonavan.ie |

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