

ADVERT ID 164953

## Secretary

### St Fintans NS

St.Fintan's National School Carrickbrack Road Sutton Dublin 13 D13X528



#### MAIN DETAILS

**Status:** Deactivated  
**Level:** Primary  
**Date Posted:** Fri Jan 21 2022 14:55:12  
**Application Closing Date:** Fri Feb 4 2022  
**Commencement Date:** Mon Feb 28 2022  
**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:** 23  
**Current Enrolment:** 468  
**Droichead school:** Yes

#### POST DETAILS

**Additional Information:** This position involves working as school secretary daily, from 8.30am - 12.30pm. The successful candidate will need to have excellent IT, organisational and communication skills.

#### 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:** 19549I  
**Apply To:** Applications by email only to: [stfintansnsemailapplications@gmail.com](mailto:stfintansnsemailapplications@gmail.com)  
The school address is:  
St.Fintan's National School  
Carrickbrack Road  
Sutton  
Dublin 13  
D13X528  
**County:** Dublin  
**Postal District:** Dublin 13  
**Enquiries To:** [stfintansnsemailapplications@gmail.com](mailto:stfintansnsemailapplications@gmail.com)  
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**Website:**  
**Further Information:** <https://www.stfintansns.ie>

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