

ADVERT ID 219201

## Caretaker/Janitor

### St Vincents Special School

Navan Road, Dublin 7 Dublin 7

#### MAIN DETAILS

<b>Status:</b>	Active
<b>Level:</b>	Primary
<b>Date Posted:</b>	Mon Jun 24 2024 09:00:01
<b>Application Closing Date:</b>	Mon Jul 8 2024
<b>Commencement Date:</b>	Mon Aug 5 2024
<b>Status of Post:</b>	Permanent
<b>Number of Vacancies:</b>	1

#### SCHOOL DETAILS

<b>School Type:</b>	Special School
<b>School Structure:</b>	Vertical
<b>Gender:</b>	Co-Educational
<b>School Patronage:</b>	Catholic
<b>Total No. of Teaching Staff:</b>	14
<b>Current Enrolment:</b>	70
<b>Droichead school:</b>	Yes

#### POST DETAILS

##### Additional Information:

This is a full-time position (40 hours per week)

The successful candidate will ideally have:

- a trade qualification or experience in carpentry and/or plumbing;
- experience in general maintenance and ground-keeping skills;
- a good understanding of caretaking duties, to include health and safety legislation and security responsibilities;
- excellent DIY skills;
- good communication and organisational skills;
- an ability to work independently and show initiative;
- understanding the importance of confidentiality and compliance with school Child Safeguarding Policy.

Some of the responsibilities (though not exhaustive) of the role include:

- general upkeep of school by ensuring that the school facilities and grounds are maintained to a high standard, so as to be a safe place for children and staff all year round;
- ensuring that furniture, equipment and fittings are maintained to a high standard;
- cleaning duties as well as liaising and working closely with school cleaners;
- upkeep and renewal of paintwork;
- identifying tasks/duties to be carried out in consultation with the Principal/Board of Management;
- planning larger maintenance projects with the Principal and other professionals and assisting with their delivery;
- opening and closing of the school/general security related duties, including being a keyholder outside of school times;
- health and safety responsibilities;
- traffic control.

From time to time, the successful applicant may be required to work outside normal school hours to safely provide maintenance and to make facilities available.

This appointment is subject to Garda Vetting and background checks for Child Protection requirements and a certification of fitness to work.  
The position is subject to a 6-month probation period.

#### APPLICATION REQUIREMENTS

- Letter of Application
- CV (Unbound/Slide Binder)
- CV (Digital)

Applications may be submitted by

- Email
- Post

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 19039I  
**Apply To:** Applications can be submitted via email or post.  
Postal address: St Vincent's Special School, Navan Road, Dublin 7.  
Email: [recruitment@stvincentsspecialschool.ie](mailto:recruitment@stvincentsspecialschool.ie)  
**County:** Dublin  
**Postal District:** Dublin 7  
**Enquiries To:** [recruitment@stvincentsspecialschool.ie](mailto:recruitment@stvincentsspecialschool.ie)

Information contained within this advertisement is copyrighted by IPPN and licensed by IPPN for use by job-seekers only. The information herein may not be downloaded, copied or used for any other purposes, including its replication on other recruitment & advertising websites, without the express prior written permission of IPPN.