

ADVERT ID 221351

## Secretary / Administrator

### St Benildus College

Kilmacud Rd Upper Stillorgan A94X886  
<https://www.stbenilduscollege.com>



#### MAIN DETAILS

**Status:** Active  
**Level:** Post Primary  
**Date Posted:** Thu Jul 25 2024 14:36:08  
**Application Closing Date:** Fri Aug 2 2024  
**Commencement Date:** Wed Aug 14 2024  
**Status of Post:** Part-Time  
**Number of Vacancies:** 1  
**Number of hours per week:** 15

#### SCHOOL DETAILS

**School Type:** Secondary School  
**School Structure:** Boys  
**Current Enrolment:** 904  
**Droichead school:** Yes

#### POST DETAILS

**Additional Information:**

This a part-time role from mid-August to mid-June each year. Hours are as follows: Fridays 8.00-3.30 . Two other days 9-1.15pm (days to be agreed with the successful applicant ). Please send application letter and CV with details of referees for the attention of the Principal to [stbenildusoffice@stbenilduscollege.com](mailto:stbenildusoffice@stbenilduscollege.com). Shortlisting may apply.

#### APPLICATION REQUIREMENTS

Applications may be submitted by

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 60261R  
**Apply To:** Kilmacud Rd Upper  
Stillorgan  
A94X886  
**County:** Dublin  
**Postal District:** County Dublin  
**Enquiries To:** [stbenildusoffice@stbenilduscollege.com](mailto:stbenildusoffice@stbenilduscollege.com)  
**Website:** <https://www.stbenilduscollege.com>  
**Further Information:** <https://www.stbenilduscollege.com>

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