

ADVERT ID 235027

Caretaker/Janitor

Scoil Nano Nagle

Bawnogue Clondalkin D22 VF68
<https://www.nanonaglejuniorschool.com>



MAIN DETAILS

Status: Deactivated
Level: Primary
Date Posted: Wed May 21 2025
Application Closing Date: Wed Jun 4 2025
Commencement Date: Wed Jun 11 2025
Status of Post: Permanent
Number of Vacancies: 1

SCHOOL DETAILS

School Type: Mainstream
School Structure: Junior School
Gender: Co-Educational
School Patronage: Catholic
Classification: DEIS 1
Total No. of Teaching Staff: 29
Current Enrolment: 261
Droichead school: Yes

POST DETAILS

Additional Information:

General Duties:

- ? To take care of/maintain the School premises, furniture, equipment and fittings and ensure that they are kept to an agreed/appropriate standard and condition
- ? To prevent insofar as it is possible, any damage to the structure, furniture, fittings and equipment of the school
- ? To take care of the School premises and contents and to prevent as far as possible, any damage to the structure, furniture, fittings and equipment
- ? To keep in a clean condition all glass in doors, windows, etc.
- ? To carry out or arrange painting and renovation work in the School as required
- ? To turn off the heat and school bell at extended school holidays such as Halloween, Christmas, Easter and Summer and to turn it back on when school reopens
- ? To keep in safe custody the keys of all rooms in the building and to ensure that no unauthorised person has any access to any part of the building
- ? To co-ordinate the maintenance of fire fighting apparatus
- ? To maintain the PE hall/General purpose room and the PE equipment storage room in proper order.
- ? To organise opening and locking up of the local pitch for matches/training and setting up the goal posts as allocated by the Teacher running such events.
- ? Not to lend School property or borrow any property without permission of the School principal or Deputy Principal
- ? To keep the School grounds and gardens, grass and hedges generally in good order and weed free
- ? To open and close the School as directed by the School principal
- ? To order gritting salt, ice melt and other materials for general use.

? To organise the service and emptying of the bio-cycle unit annually
? To perform such other similar duties as may be required and generally to carry out such duties as may be required from time to time by the Employer, the School principal or other identified person
? To monitor the use heating oil and ensure sufficient is available at all times of the year to include ordering when necessary from the local oil supplier
? To accompany the school secretary to the bank when required
? To put up the school stage and dismantle it when required
? To put out chairs for school meetings/school shows and put them away afterwards
? To co-ordinate parking on the school yard for big school events – school shows etc
To open the school for any events in the evening - Board of Management meetings etc.
To move furniture around the school if directed by staff

Rate of pay is €13.50 per hour - 40 hours per week
Garda Vetting Essential

Must work well as part of a team!

APPLICATION REQUIREMENTS

- [It is a requirement to hold a valid Statutory Declaration and to complete the Form of Undertaking for this position.](#)
- Letter of Application
- Referees (name, role, contact no.)
- CV (Digital)

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number:	19509T
Apply To:	Bawnogue Clondalkin D22 VF68
County:	Dublin
Postal District:	Dublin 22
Enquiries To:	recruitment@scoilnanonagle.com
Website:	https://www.nanonaglejuniorschool.com

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