

ADVERT ID 240949

Caretaker/Janitor

St Clare's School

Gort Road Ennis V95 YP83

<https://www.stclareschoolennis.ie>

MAIN DETAILS

Status:	Active
Level:	Primary
Date Posted:	Thu Jul 10 2025
Application Closing Date:	Thu Jul 24 2025
Commencement Date:	Thu Jul 31 2025
Status of Post:	Permanent
Number of Vacancies:	1

SCHOOL DETAILS

School Type:	Special School
School Structure:	Vertical
Gender:	Co-Educational
School Patronage:	Catholic
Total No. of Teaching Staff:	19
Current Enrolment:	106
Droichead school:	Yes

POST DETAILS

Additional Information:

Position: School Caretaker/Janitor

Employment Type: 15 Hours per week

This position is based on a 6 month probation period.

About the Role:

We are looking for a reliable and hardworking individual to join our school community as a Caretaker/Janitor. As a vital member of our team, you will ensure the school grounds, classrooms, and facilities are well-maintained and secure. This is a fantastic opportunity to support a nurturing learning environment for our students.

Key Responsibilities:

Maintenance: Oversee the maintenance and repair of school facilities, including minor repairs, painting, carpentry and general upkeep including minor repairs

Security: Open and close the school each day, ensuring that the premises are secure at all times.

Cleaning: Perform daily cleaning and sanitising duties in classrooms, restrooms, and all communal areas.

Groundskeeping: Maintain outdoor areas, including mowing grass, tending to playgrounds, tending to our sensory garden, polytunnel and manual handling.

Support Staff: Work closely with teachers and administrative staff to ensure a safe, clean, and well-organised environment for all.

Other related duties as assigned by the School Principal, especially annual tasks before the start of the school year and health and safety related duties.

The above list is not exhaustive and other tasks may be assigned as the need arises.

What We're Looking For:

- Previous experience in a caretaker/janitor, maintenance, or facilities role is advantageous. An understanding of cleaning methods, materials and equipment is advantageous.
- Strong attention to detail and commitment to high standards of cleanliness and safety.
- Ability to work independently and manage time effectively. A clear understanding of Health & Safety is also important.
- Friendly and approachable, with a genuine interest in contributing to a positive school environment.

How To Apply:

Interested candidates should submit a cover letter and a CV outlining relevant experience to the Chairperson of the Board of Management by POST to the following address on or before NOON on Thursday July 24th. Feel free to attach any relevant qualifications, course certificates etc

St. Clare's School, Gort Road, Ennis, Co. Clare V95 YP83

Please ensure to include contact details for at least two referees in your CV. Shortlisted candidates will be invited for an interview. St. Clare's School is an equal opportunities employer and is committed to safeguarding and promoting the welfare of children. All appointments will be subject to satisfactory reference checks and Garda vetting. This position is subject to a six month probationary period.

Any questions ring (065) 6821899 or email ed.scannell@stclaresennis.ie

APPLICATION REQUIREMENTS

- Letter of Application
- Referees (name, role, contact no.)
- CV (Unbound/Slide Binder)

Applications may be submitted by

- Post

APPLY TO THIS JOB VACANCY

Roll Number: 19233E
Apply To: Gort Road
 Ennis
 V95 YP83
County: Clare
Enquiries To: ed.scannell@stclaresennis.ie
Website: <https://www.stclareschoolennis.ie>

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