

ADVERT ID 244774

Secretary / Administrator

Gonzaga College SJ

C/o Claire Reid Gonzaga College SJ Ranelagh Dublin D06 KF95
<https://www.gonzaga.ie>

MAIN DETAILS

Status: Deactivated
Level: Post Primary
Date Posted: Fri Sep 19 2025
Application Closing Date: Mon Sep 29 2025
Commencement Date: Mon Oct 13 2025
Status of Post: Permanent
Number of Vacancies: 1
Number of hours per week: 37.5

SCHOOL DETAILS

School Type: Secondary School
School Structure: Boys
Current Enrolment: 572
Droichead school: Yes

POST DETAILS

Additional Information:

Development Administrator

GONZAGA COLLEGE SJ: The Board of Management invites applications for the following position to commence as soon as possible: 1. Development Administrator to work with the College's Development Office (37.5 hrs per week). Completed Gonzaga College Application Form should be submitted to the Headmaster, (creid@gonzaga.ie) Gonzaga College SJ, Ranelagh, Dublin D06 KF95 by NOON on 29th September 2025. Application Form and further Information are available from creid@gonzaga.ie

APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Email
- Post

APPLY TO THIS JOB VACANCY

Roll Number: 60530S
Apply To: C/o Claire Reid
Gonzaga College SJ
Ranelagh
Dublin
D06 KF95
County: Dublin
Postal District: Dublin 6
Enquiries To: creid@gonzaga.ie
Website: <https://www.gonzaga.ie>
Further Information: <https://www.gonzaga.ie>

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