

ADVERT ID 253800

Caretaker/Janitor

St Stephens NS

25 Patrick Street, 25 Patrick Street Waterford X91 T288

MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Fri May 29 2026
Application Closing Date: Mon Jun 8 2026
Commencement Date: Mon Jun 15 2026
Status of Post: Permanent
Number of Vacancies: 1

SCHOOL DETAILS

School Type: Mainstream with Special Classes
School Structure: Vertical
Gender: Boys
School Patronage: Catholic
Classification: DEIS 1
Total No. of Teaching Staff: 31
Current Enrolment: 374
Droichead school: Yes

POST DETAILS

Additional Information:
Position: School Caretaker
Employment Type: 40 hours per week

This position is based on a 6 month probationary period

About the Role:

We are looking for a reliable and hardworking individual to join our school community as a Caretaker. As a vital member of our team, you will ensure the school grounds, classrooms, and facilities are well-maintained and secure.

Key Responsibilities:

Security: Open and close the school each day, ensuring that the premises are secure at all times. Respond to alarms if necessary.

Maintenance: Oversee the maintenance and repair of school facilities, including minor repairs, painting, carpentry, fixing leaks, clearing of drains and pipes and general upkeep.

Cleaning: Support the cleaning staff by monitoring resources and assisting with the delivery of relevant supplies and cleaning of student toilets each day.

Waste disposal: Arrange for bin collection on various days

Groundskeeping: Duties also include landscaping and use of lawn mowers, outdoor/garden tools, tending to playgrounds and keeping the school free of litter.

Manual handling: This may include furniture movement and building safety, setting up and taking

down of furniture for meetings and events.

Support Staff: Work closely with cleaners, 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 at the start and end of the school year and health and safety related duties.

The role may include light plumbing, light carpentry, management of heating systems, fire/burglar alarms, keyholder/ security systems, locking systems.

Hours of attendance will be such as may be laid down from time to time by the Board of Management. Caretakers, where required by special circumstances e.g. Board of Management meetings, school events, security callouts etc; to be available for duty during evenings and at night.

The successful candidate will also be community focused, patient, kind, generous and enjoy working as part of a large staff team. Often the caretaker is the first person a visitor meets, so a welcoming disposition along with a high level of professionalism and diligence is needed also.

What the school is looking for:

- Previous experience in a caretaker, maintenance, or facilities role 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 and 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 an application, stating their address and mobile number and outlining relevant experience to the principal of the school by email to the address below on or before Thursday 31 July. Attach a cover letter or state why you are suitable for the position in the email. Attach your CV to the email application. Feel free to include any relevant qualifications, course certificates etc

principal@ststephensbns.com

Please ensure to include contact details for at least two referees in your CV. Shortlisted candidates will be invited for an interview. All appointments will be subject to satisfactory reference checks and Garda vetting.

APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Email
- Post

APPLY TO THIS JOB VACANCY

Roll Number: 150461
Apply To: 25 Patrick Street,
25 Patrick Street
Waterford
X91 T288
County: Waterford
Enquiries To: ststephensbns@gmail.com
Website:

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