

ADVERT ID 232935

## Caretaker/Janitor

### St Patricks NS

Glencullen Dublin 18 Dublin 18 D18H504  
<https://glencullenschool.ie>

#### MAIN DETAILS

**Status:** Active  
**Level:** Primary  
**Date Posted:** Mon Apr 28 2025 09:47:44  
**Application Closing Date:** Fri May 16 2025  
**Commencement Date:** Mon Aug 18 2025  
**Status of Post:** Part-Time  
**Number of Vacancies:** 1

#### SCHOOL DETAILS

**School Type:** Mainstream with Special Classes  
**School Structure:** Vertical  
**Gender:** Co-Educational  
**School Patronage:** Catholic  
**Total No. of Teaching Staff:** 8  
**Current Enrolment:** 162  
**Droichead school:** Yes

#### POST DETAILS

##### Additional Information:

Caretaker Advertisement

The Employee will work 17.5 hours per week.

The hours are 1.00 pm to 4.30 pm

The salary of the Caretaker is €17 per hour and the hours are subject to the usual tax and social security requirements.

The position is subject to Garda vetting.

Due discretion is expected in matters of a confidential nature.

##### Duties & Responsibilities;

- Opening and closing of the school/general security related duties, including being a keyholder outside of school times.
- Maintenance and repair of school furniture, windows, fixtures and fittings etc.
- General gardening duties.
- Upkeep of school and renewal of paintwork.
- Maintenance of outdoor spaces.
- Planning larger maintenance projects with the Principal
- General cleaning of school, window cleaning, hoovering, disposal of rubbish, green areas tidying, etc. Liaising with the school's cleaning staff.
- Monitoring efficiency of heating system and monitoring efficiency of electricity and water meters
- Looking after general repairs.
- To note and arrange for the receipt of stores and other materials for general use, & for the transfer of stores, equipment & similar materials.
- Health and safety responsibilities.
- Strict compliance with school's Child Safeguarding Policy.
- Other related duties as prescribed by the Principal/BoM.

Experience and skills required;

- Ideally the successful candidate will have experience in general maintenance and ground-keeping skills.
- Experience of holding a position of responsibility is preferred.
- A commitment to maintaining high standards and the ability to improve the school environment is required.
- Excellent DIY skills.
- Good communication and organisational skills.
- An ability to work independently and show initiative.
- Understanding the importance of confidentiality and compliance with school Child Safeguarding Policy.

The successful candidate must be a good communicator with adults and children, professional, confidential and must understand how their role is crucial to providing a physical environment that nurtures and encourages student learning. The role requires the person to be flexible in their hours of work and be required to work outside of normal hours to safely provide maintenance and to make facilities available.

#### APPLICATION REQUIREMENTS

- Letter of Application
- CV (Digital)

Applications may be submitted by

- Email

#### APPLY TO THIS JOB VACANCY

<b>Roll Number:</b>	17507F
<b>Apply To:</b>	Glencullen Dublin 18 Dublin 18 D18H504
<b>County:</b>	Dublin
<b>Postal District:</b>	Dublin 18
<b>Enquiries To:</b>	<a href="mailto:principal@glencullenschool.ie">principal@glencullenschool.ie</a>
<b>Website:</b>	<a href="https://glencullenschool.ie">https://glencullenschool.ie</a>

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