

ADVERT ID 227101

## Secretary

### Divine Mercy SNS

Balgaddy Road Lucan Balgaddy Lucan Dublin K78 A393  
<https://www.divinemeracybalgaddysns.scoilnet.ie>

#### MAIN DETAILS

**Status:** Active  
**Level:** Primary  
**Date Posted:** Tue Nov 5 2024 11:58:17  
**Application Closing Date:** Tue Nov 19 2024  
**Commencement Date:** Mon Dec 16 2024  
**Status of Post:** Permanent  
**Number of Vacancies:** 1

#### SCHOOL DETAILS

**School Type:** Mainstream  
**School Structure:** Senior School  
**Gender:** Co-Educational  
**School Patronage:** Catholic  
**Total No. of Teaching Staff:** 17  
**Current Enrolment:** 395  
**Droichead school:** Yes

#### POST DETAILS

**Additional Information:**

Previous experience in Finance essential.  
Familiarity with Aladdin, OLCS etc. desirable.  
IT proficiency.  
Flexible, friendly, good with people, good team member

#### APPLICATION REQUIREMENTS

- Letter of Application
- CV (Digital)

Applications may be submitted by

- Email

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 20187H  
**Apply To:** Balgaddy Road Lucan  
Balgaddy  
Lucan  
Dublin  
K78 A393  
**County:** Dublin  
**Postal District:** County Dublin  
**Enquiries To:** [reginahalpin@gmail.com](mailto:reginahalpin@gmail.com)  
**Website:** <https://www.divinemeracybalgaddysns.scoilnet.ie>

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