

St. Nesson's National School



*St. Nesson's National School,
Mungret,
Co. Limerick,*

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Roll: 14409N

*Scoil Neasáin Naofa,
Mungairid,
Luimneach.*

Caretaker Vacancy at St.Nesson's NS, Mungret, Limerick

Summary of vacancy

Closing Date: Wed Jul 28 2021

Commencement Date: Mon Aug 23 2021

Employer: The Board of Management of St.Nesson's NS

Reports to: School Principal

Contract: Fixed term (subject to a probationary period of 6 months)

Hours of Work: 8.00am-5pm.

Days of Work: The days of work coincide with the school calendar with an additional 2 weeks at the end of the Summer term and an additional week prior to the school year commencement for the Autumn term. The caretaker will also have to undertake days of work to ensure that the school is ready for reopening each January following the Christmas Closure.

Support staff play a vital role by providing a physical environment that is warm, safe, respectful, clean and conducive to learning and creative expression. This in turn provides a nurturing learning environment for our students. The school is committed to excellence in all activities and the role of School Caretaker is hugely important in ensuring that all school facilities, equipment, buildings and grounds are maintained to a very high standard. In addition, the School Caretaker will work with the principal and staff to ensure that the school is constantly aiming to become as efficient as possible.

Duties and Responsibilities:

- Operation and maintenance of electrical, plumbing and security systems.
- Monitoring efficiency of the heating system and ESB meters.
- Maintenance and repair of furniture, windows, fixtures and fittings.
- Planning larger maintenance projects with the principal.
- Upkeep and renewal of paintwork.
- General tidiness of school, disposal of rubbish, green areas tidying.
- Maintenance of school pitch
- General cleaning and upkeep of school, organising of school cleaners.

- Opening and closing of the school / general security related duties.
- First keyholder, attending to alarm call outs.
- Making the school safe, particularly during bad weather conditions.
- Health and safety responsibilities.
- Strict compliance with School Child Protection Policy.
- Other related duties.

Experience and Skills Required:

Ideally the successful candidate will have

- several years general maintenance experience and will be a qualified craft worker or technician with a qualification in building maintenance and / or maintenance management systems being preferred.
- experience of holding a position of responsibility is preferred.
- a commitment to maintaining the highest of standards and the ability to improve the school environment is required.

Person Specification:

This role is one of trust and responsibility requiring the successful candidate to be technically competent, hardworking, practical and create well developed maintenance systems. They must be capable of working on their own initiative. The successful candidate must be a good communicator with adults and children, professionally, confidential and must understand how their role is crucial to providing a physical environment that nurtures and encourages student learning. The role requires the individual to be flexible relating to their hours of work. They may be required to work outside normal school hours to safely provide maintenance and to make facilities available. This flexibility relating to hours of work is a core responsibility of the position. The position is subject Garda vetting.

Application Requirements:

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

Email to principal@stnessans.ie by Wednesday 28th July 2021. Please put 'CARETAKER APPLICATION' in the subject bar.