

GAELSCOIL CHNOC NA RÉ

Cúntóir Ranga – Classroom Assistant Sonraíocht Poist – Job Specification

14/10/2014

- **Tá an post seo sealadach, páirt-aimseartha agus ag braith ar mhaoiniú a bheith ar fáil chuige. Is é Bord Bainistíochta na scoile an fostóir. Beidh conradh le síniú ag an te a cheapfar agus d'fhéadfaí tréimhse promhaidh a bheith i gceist. Tá Gaeilge líofa riachtanach móide cáilíochtaí agus/nó taitní cuí.**
This position of Classroom Assistant is a part-time, temporary position and is dependant on the availability of funds to finance it. The employer will be the school's Board of Management. The successful candidate will sign a contract and a probationary period may apply. Gaeilge essential as well as suitable qualifications/experience.
- **Ritheann tréimhse an phoist ón am a cheaptar an Cúntóir Ranga go dtí deireadh na scoilbhliana reatha.**
The position will run from date of appointment until end of 2014/15 school year (June 30th 2015)
- **Oibreoidh an Cúntóir laethanta scoile, de gnáth 5 lá in aghaidh na seachtaine (10 uair), ó 12.30 go 14.30 gach lá.**
The Classroom Assistant shall work schooldays, typically a 5-day week (10 hours), from 12.30 to 14.30 each day.
- **Ráta páigh: €11.40 in aghaidh na huair faoi réir asbhaintí reachtúla. Ní bheidh aon rátaí ragoibre i gceist, agus ní bheidh aon ardú páigh i rith na bliana.**
Rate of pay: Euro 11.40 per hour subject to statutory PAYE/PRSI deductions. No overtime rates will apply. The rate of pay will not be subject to any increases during the school year.
- **Íocfar pá saoire ar bhonn pro rata (8% d'uairanta oibrithe) móide saoire poiblí má bhaineann ag an ráta laethúil.**
Holiday pay will be paid on a pro rata basis (8% of hours worked) and payment for qualifying public holidays at normal daily rate based on hours worked.
- **Beifear ag súil le discríd i dtaobh cúrsaí atá rúnda agus go mbeidh an fostaí toillteanach rúndacht iomlán a choimeád i dtaobh cúrsaí a bhaineann le himeachtaí scoile. Is glá ethos na scoile agus a tábhacht a aithint agus is gá cloí le polasaí Gaeilge na scoile.**
Due discretion is expected in matters of a confidential nature. The employee must maintain absolute confidentiality on all matters relating to school activities. Recognition of the ethos of the school and its importance is essential. The employee must comply with Polasaí Gaeilge na Scoile.
- **Beidh an Cúntóir Ranga ag obair faoi stiúr an Phríomhoide faoi réir údaráis an Bhoird Bainistíochta.**
The Classroom Assistant will work under the direction of the Principal, subject to the authority of the Board of Management.
- **Beidh an fhostaíocht faoi réir imréiteach slándála ón Gharda Síochána a fháil.**
The appointment will be subject to Garda Clearance.
- **Is féidir go gclúdóidh dualgais an Chúntóir Ranga:**
The duties of the Classroom Assistant may include:
 - **Maoirseacht páistí a bhíonn ag fanacht ar bhus scoile** (Supervision of infants from 1.30 to 2.30)
 - **Maoirseacht sa chlós** (Yard supervision)
 - **Cabhrú le múinteoirí ranga** (Aiding classroom teachers)
 - **Obair oifige** (Office work)

Seol CV, teastais cáilíochta agus litir iarratais chuig:
AN CATHAOIRLEACH
GAELSCOIL CHNOC NA RÉ
BAILE UÍ DHÚGÁIN
SLIGEACH

roimh 3p.m. ar an gCEADAOIN 22 DEIRE FÓMHAIR 2014