

Bord Oideachais agus Oiliúna Chiarraí Kerry Education and Training Board

Kerry Education and Training Board (Kerry ETB) is a statutory education and training authority for County Kerry, established in accordance with the provisions of the Education and Training Boards Act 2013. Kerry ETB is a provider of Primary, Post Primary and Further Education and Training services in Co. Kerry. The ETB has over 1,100 employees, an annual budget of circa €52 million, 35 Centres of Education and Training with the organisation's Head Office located in Tralee, Co. Kerry.

**Kerry Education
and Training Board,
Centrepont,
John Joe Sheehy Rd.,
Tralee,
Co. Kerry.
T: 066-7121488
F: 066-7121531**

Music Generation Kerry Administrator Post

KERRY EDUCATION & TRAINING BOARD

POST SUMMARY

The Music Generation Administrator will report to the Music Generation Development Officer and will have overall responsibility for the organisation, promotion and day-to-day running and delivery of performance music education services provided by Music Generation Kerry.

Application forms can be downloaded from **www.kerryetb.ie/opportunities**. Please submit completed application form and return by email only to **jobs@kerryetb.ie**

The closing date for receipt of online applications is **12:00 noon Monday 13th January 2020**.

No CVs, only official application form will be accepted.

Colm Mc Evoy
Chief Executive Officer

Kerry Education and Training Board services Gaeltacht areas. Cuirfear fáilte roimh chomhfhreagas i nGaeilge.
Garda Vetting of successful candidates will take place.

Canvassing will automatically disqualify. Short-listing will take place on the basis of the information provided in the application form. Depending on the qualifications and experience of applicants, short-listing thresholds may be higher than the minimum standards set out.

*Creating a Learning Society in Kerry
Kerry ETB is an Equal Opportunities Employer*