



**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, 28 Centres of Education and Training with the organisations Head Office located in Tralee, Co. Kerry.

**Confined Competition**  
**(as per C. L. 0008/2017 and 46/2017)**

**Permanent Grade IV**  
**Assistant Staff Officer Grade IV Human Resources Department, Head Office**

**Post Summary:**

The appointee may be assigned to any of a wide range of services or activities carried out within Kerry ETB. The appointee will have responsibility, under general direction, for a large area of activities. The appointee will have supervisory responsibility under the general direction of a higher grade. He or she could be responsible for most of the decisions taken in the section.

Application forms and full details may be obtained from [www.kerryetb.ie/opportunities](http://www.kerryetb.ie/opportunities) or contact the H.R. Department, Kerry ETB, Centrepoint, John Joe Sheehy Road, Tralee, Co. Kerry. Tel. 066-7121488

Please complete an application form and **return by email only** to [jobs@kerryetb.ie](mailto:jobs@kerryetb.ie). No C.V.'s, only official application form will be accepted. Applications must be received not later than 4pm, Monday 17<sup>th</sup> February 2020.

**Please note provisional date for interview is Monday 24<sup>th</sup> February 2020.**

*Colm Mc Evoy*  
*Chief Executive*

**Kerry Education & Training Board services Gaeltacht areas.**  
**Cuirfear fáilte roimh chomhfhreagras í nGaeilge.**

**Garda Vetting of successful candidates will take place prior to offer of employment.**

**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.**

*Kerry Education & Training Board is an equal opportunities employer.*  
*“Creating a Learning Society in Kerry”*



EUROPEAN UNION  
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European Social Fund



An Roinn Oideachais  
agus Scileanna  
Department of  
Education and Skills

