



Name of Service	WHIZZKIDS DRUMLISH COMMUNITY CHILDCARE
Address:	58 MILL RACE PARK MILL ROAD DRUMLISH CO LONGFORD
Contact No	0433329559
Email	whizzkidschildcare@yahoo.ie
Post/Position being recruited for	ASSISTANT MANAGER
Full Time or Part Time position	FULL TIME
Days Per Week	5
Hours Per Week	40
AM or PM or Both	BOTH
Qualifications Required	Preferably Level 7
Job Description	A highly motivated person with excellent interpersonal skills 2 years experience in a similar role Experience of payroll, Returns to Revenue and all financial reporting to Pobal Knowledge of Childcare programmes, NCS and ECCE Knowledge of Childcare regulations and legalisation Liaise with parents, guardians and families Be responsible for the day to day running of the creche Better Start, AIM, Pobal and Tulsa experience
Any Other Criteria	

Start Date of Contract	Immediate
Duration of Contract	Permanent
How to Apply	CV to whizzkidschildcare@yahoo.ie
Closing Date for application (State open if no closing date)	30 <sup>th</sup> June 2023

I, ALICE CONNELL on behalf of WHIZZKIDS am hereby consenting that Longford County Childcare Committee can share data and information supplied on this template for the purpose of 'ELC/SAC Recruitment Event' and give permission for information on this template to be uploaded to Longford CCC's website jobs board.

Signed: Alice Connell

Date: 15/5/2023