PRINCIPAL CONDITIONS OF SERVICE IN THE POST OF STAFF OFFICER

Nature of the Position
The position is fixed term, whole-time, and pensionable, subject to contract.

Remuneration
The Salary Scale is as follows:

€42,777  €44,138  €45,499  €46,861  €48,221  €48,221,  €48,221,  €49,798,  €49,798,  €49,789  €51,373

This rate is gross before deduction, inter alia, of the employee’s contribution to the pension scheme to be operated by the Board.

The rate of total remuneration of the Staff Officer

(a) may be adjusted from time to time in accordance with Government pay policy as applying to public servants generally

(b) may be revised from time to time by the Minister with the consent of the Minister for Public Expenditure and Reform.

The rate of PRSI applying to the post will be in accordance with the relevant legislation or regulations of the Department of Social Protection.

Starting Salary
Candidates should note that the starting salary will be at the minimum of the appropriate payscale and will not be subject to negotiation.

Different remuneration and conditions may apply, if, immediately prior to appointment the appointee is already a serving Civil Servant or Public Servant.

Probationary Period
For the first six months the Staff Officer will be on probation.

Annual Leave
The Staff Officer will (in addition to the usual Public and Bank Holidays) be entitled to 25 working days holidays in each year to be taken at a time or times convenient to the Board. Annual leave pro rata with 9 month contract will apply.

Rest Periods
The terms of the Organisation of Working Time Act, 1997 will apply to this appointment.

Superannuation
The Staff Officer will be a member of the Single Public Service Pension Scheme, unless s/he is exempted in accordance with the Public Service Pensions (Single Scheme and Other Provisions) Act 2012. Full details of the Scheme and exceptions are available at http://per.gov.ie/single-scheme/ Contributions are deductible at 3.5% of net pensionable remuneration and 3% of pensionable remuneration.

If the Staff Officer is not eligible to join the Single Public Service Pension Scheme, s/he will be a member of the Education Sector Superannuation Scheme. Contributions are
deductible at the rate of 3.5% of net pensionable remuneration and 1.5% of pensionable
remuneration, if fully insured, and 5% of remuneration if not. Members of the Education
Sector Superannuation Scheme must also join the associated Spouses’, Civil Partners’ and
Children's Pension Scheme and a contribution of 1.5% of pensionable remuneration
generally applies for that scheme.

The Public Service Pensions (Single Scheme and Other Provisions) Act 2012, which
became law on 28 July 2012, imposes a 40 year limit on the total service which can be
counted towards pension where a person has been a member of more than one public
service pension scheme, other than the Single Scheme. This may have implications if the
Director acquired pension rights in a previous public service employment. The Act also
applies abatement of pension for all Civil and Public Servants who are re-employed across
the wider public service. This may have pension implications if the Director is currently in
receipt of a Civil and/or Public Service pension or has a preserved Civil or Public Service
pension which will come into payment during this employment.

Any prior service with the Board in respect of which a marriage gratuity or any other gratuity
has been paid shall not be reckonable for pension purposes unless an appropriate refund
is made in respect of that gratuity.

Location

Your initial location will be Naas, Co. Kildare or such other office location within the ETB as
determined by the Chief Executive.

You may be required to travel, within and/or outside, of Ireland in performance of your
duties.

Adoptive / Carers / Parental / Force Majeure Leave

Adoptive / Carers / Parental Leave will be granted in accordance with the arrangements
authorised by the Minister for Education and Skills. The provisions of the Parental Leave
Act, 1998 and any subsequent Acts replacing or amending that Act will apply to Force
Majeure Leave.

Sick Leave

Sick Leave will be in accordance with established procedures and conditions for ETB
staff generally.

General

The above represents the principal conditions of service and is not intended to be the
comprehensive list of all terms and conditions of employment which will be set out in
the successful candidate’s employment contract.