



University of Galway



#JOB-2400858

DEPT OF EDU AND SKILLS, Mail Services



Centre, Uni of Galway, Galwa, Co. Galway,  
H91 TK33



No of positions : 1



Paid Position



35 hours per week



33387.00-51279.00 Euro Annually



03/07/2025



24/07/2025

## How to apply

### Application Method :

Please apply to the vacancy by the following means:

URL :

<https://www.universityofgalway.ie/about-us/jobs/>



Open your camera  
app & point here  
to view this ad  
online



## Administrative Assistant, Construct Innovate, Construction Technology Centre, School of Engineering, Grade 2, 1 FTE, Specific Purpose Contract #011206

### Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

### Job Description

For more information and Application Form please see website:  
<http://www.universityofgalway.ie/about-us/jobs/>

- This vacancy is suitable for Remote/Blended working
- **Sector:** administrative and support service activities

### Career Level

- Professional