

Terms & Conditions as at 03/07/2019

Title	Assistant Librarian
Grade	Grade 4
Appointment type	Part time Permanent – 18.5 hours per week (Secondment Applications welcome for 2 year secondment arrangements)
Reporting to	Head of Library and Information Services
Line Manager's title	Head of Library and Information Services
Weekly hours	18.5 hours per week, working fixed afternoon hours, Monday to Friday, in addition to the Library rota requirements for evenings and / or weekends during the academic year.
Evening work	Yes, during the academic year on a rota basis.
Weekend work	Yes, Saturdays during the academic year on a rota basis.
Flexi time	Yes
Parking	Available on site on a first come first served basis
Salary range	€34,263 - €51,352 (12 points) + 2LSIs €52,836 and €54,656 as at 01.04.2019
Salary on appointment	In line with Circulars relating to salary on appointment and salary on promotion
Annual leave	27 days per annum pro rata rising to 28 days per annum pro rata after 5 years, rising to 29 days per annum pro rata after 10 years
Sick Pay Scheme	IPA Sick Pay Scheme in operation in line with Public Sector bodies
Probation	Probation period will apply
Pension	Access to the IPA Superannuation (Consolidation) Scheme 2010 or to the Single Public Service Pension Scheme (SPSPS) as appropriate