



Terms & Conditions as at 06/10/2020

Title	ICT Systems Administrator
Grade	Grade 4
Appointment type	Fulltime permanent contract.
Reporting to	ICT Support Services Manager/Director of Finance & Corporate Services
Weekly hours	37 hours per week.
Evening work	Flexible hours will be required to respond to the demands of education and training provision. During term time the post holder will be required to work scheduled hours in support of evening classroom delivery.
Weekend work	The postholder will be required to participate in a roster to provide support for weekend seminars and tutorials.
Parking	Available on site on a first come first served basis
Salary range	€35,560 - €56,725 (including two long service increments)
Salary on appointment	In line with Government Circulars relating to salary on appointment and salary on promotion
Annual leave	27 days per annum
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