



# **Ollscoil Mhá Nuad Maynooth University**

## **School of Business University Tutor - Finance (Permanent)**

### **The Role**

Maynooth University is committed to a strategy in which the primary University goals of excellent research and scholarship and outstanding education are interlinked and equally valued.

The University Tutor plays an important role in the delivery of many of the University's academic programmes and is appointed for the primary purpose of contributing to teaching within a clear and established teaching programme by providing tuition and/or demonstrations to groups of, usually but not exclusively undergraduate students, in specific aspects of the programme. The University Tutor assists and supports students to further develop their understanding of key course topics and to draw out key learning points from course materials.

This Finance University Tutor is part of a wider team of tutors that will play an important role in supporting the implementation of the School of Business's strategy to deepen the level of support it provides students in their learning journey, especially implementation of our Living Laboratory approach to learning. You will support the learning, assessment, skills development and industry interaction (through the living laboratory) of both undergraduate and postgraduate students in Finance in conjunction with faculty. You will play a central role in the acquisition and support of external organisations in the operation of the Living Laboratory approach to learning, where students have the opportunity to apply their learning to real world contexts. You will support physical, online, and blended learning. In practice, you will manage the School of Business Bloomberg Lab which is a key resource that the School uses to ensure that Finance graduates are market-ready.

You will be expected to work with faculty, as well as independently, using your education background and experience to support the learning journey of our students. It is especially important that you are able to empathise with the experience of undergraduate business learners with a diverse range of capability and academic fields of interest, in addition to postgraduate learners. You ought to have an interest in, and enthusiasm to, network with external organisations and a capacity to get these to provide content and engagement experiences for our students to work on as part of their modules and projects.

Accounting tutors will work on the process of acquiring engagements for our teaching and learning experiences, at undergraduate and postgraduate levels. Tutors work with faculty on modules to deliver learning experiences that support students in the attainment of the learning objectives of a module, including project client acquisition, delivery of tutorials, business and career skill development, assessment and provision of student feedback, amongst other interactions.



This is the job for you if

- you have an interest in connecting accounting and student learning together by networking with, engaging and retaining external organisations in our Living Laboratory approach to learning;
- you have an interest in working with business students to develop their practice informed skills and capabilities as critical thinkers;
- you like working with a team of educators;
- you are an effective communicator;
- you are a recent (or soon to be) graduate of a taught masters business programme;
- you have a passion for business education, helping students to develop their conceptual understanding of business and converting this into practice skills and insights.

Please note that this is not a research position. There is no desire for nor expectation that the successful candidate will have or intends to undertake doctoral studies.

## Principal Duties

The University Tutor will be required to undertake to the satisfaction of the designated Head of School, such duties as may be specified by the University within the number of hours of contracted work.

### Administrative and other duties:

This will include:

- To engage with and secure the active involvement of external organisations to provide content and experiences that can be used in our Living Laboratory approach to education. These can include external organisations that can provide context and support for individual and group projects for modules, postgraduate summer projects, career mentors, amongst other activities. Examples include organisations that provide projects for our summer Masters student projects, project content that is part of the continuous assessment work of a module, and external speakers for modules or topics. Please note that these are not paid organisational engagements, but rather the opportunity for organisations pro-bono to support and engage in the learning of students, under your guidance and that of the faculty member assigned.
- To teach students, including tutorials, seminars, and workshops, using physical, online and blended methods of learning across multiple subjects in Finance within the School of Business.
- To undertake assessment, grading and provision of developmental and terminal feedback to business students on a range of modules at undergraduate, and where applicable postgraduate levels.
- To work as part of a team of tutors (including supervision of team of tutors, including PhD student tutors, where applicable) and lecturers as well as independently.
- To manage the School of Business Bloomberg lab facility.
- To carry out all necessary preparation on topics in order to be able to guide discussion, impart knowledge and answer queries arising from students, set exercises or learning materials.
- To supervise, assist and give guidance to students, where required, including industry project research and placement supervision as required across multiple subjects within the School of Business.
- With faculty, to coordinate tutorials and liaise with students, faculty and staff about any issues related to modules to which these tutorials are associated.
- To contribute to marking, under supervision, of coursework, written examination and other forms of assessment.
- To monitor student progress and provide feedback to students, highlighting to the Course Organiser any concerns about student performance.
- To teach, provide tutorial and assessment support, and relationship development with business, non-profit and governmental organisations, across multiple subjects in Finance within the School of Business.



- To develop and maintain relationships with business, non-profit, and governmental organisations for the purpose of supporting effective tutorials and projects on the teaching programmes of the School of Business.
- To attend meetings and participate with other staff in the development of alternative teaching and learning strategies, including the design and delivery of modules or designated teaching within the subject area.
- To maintain his/her area of expertise and exercise a high standard of teaching.
- To ensure appropriate course/programme administration and handling of data is carried out in a timely manner.

### The ideal candidate will have:

#### Essential

- A 2.1 award or higher in a level 8 undergraduate honours degree (or equivalent) where Finance is the core subject and a taught Masters in Finance (or equivalent)
- Experience of, and commitment to, working in an interdisciplinary setting;
- Ability and willingness to tutor multiple finance subjects. Must have taken finance modules in your degree (undergraduate or postgraduate). **Please provide transcripts to support this as part of your application pack;**
- Good teaching, administrative, organisational, teamwork and communication skills;
- Experience in developing instructional material and employing teaching technology and media;
- Experience in communicative and intercultural language teaching in an academic setting;
- The pedagogical skills necessary to teach mixed-ability groups;
- The ability to contribute to the assurance and enhancement of teaching quality.

#### Desirable

- Teaching experience at third level;
- One year work experience in finance – this could be covered through part-time work or a placement as part of your degree;
- Experience of using Bloomberg
- Experience of networking with external organisations in a teaching and learning context, including acquisition and retention of external organisations in the learning journey (this could be that you have done this work, or that as a student you engaged in this kind of learning).
- Ability to engage in curriculum development;
- A higher degree up to and including PhD level in a relevant area;
- Experience of tutoring or teaching accounting at both undergraduate and postgraduate level.

## Faculty and Research Institutes

The Faculty of Social Sciences comprises the Departments of Adult and Community Education; Anthropology; Applied Social Studies; Design Innovation; Economics; Education; Froebel Primary and Early Childhood Education; Geography; International Development; Sociology, the School of Law and Criminology the School of Business. The role of the Faculty is to co-ordinate the academic activities of individual departments, to oversee the strategic development of departments and to support interdepartmental programmes. The University has also developed a number of interdisciplinary institutes to support excellent research and to build research capacity across disciplines.

## The School of Business

The School of Business has grown rapidly in the last seven years in student numbers and research output, supported by an investment in new staff. Current developments in the School of Business are



guided by our 2020-25 strategic Plan, “Consolidating Growth, Deepening Impact”. At the heart of this strategy is our focus on Quality Assurance, Development, and the Student Experience. This strategy continues the implementation of our mission, to develop critical thinkers and create impactful knowledge for society. It is informed by our five values: research-informed, practice-engaged, liberal, egalitarian, and sustainable organisations and careers. Our 2020-25 strategy is shaped by our continued commitment to this mission and values. In the last seven years we have invested significantly in research active faculty educators and tutors and will continue to do so. This enables us to bring our value of research informed education into all our degrees.

## Our Faculty and Research

The School of Business community includes approximately 100 faculty and professional service staff coming from over 20 countries, and a small team of occasional lecturers. We are currently actively recruiting additional faculty and professional service staff to reinforce enacting our mission and values. Together we support a community of approximately 2,800 full-time equivalent students across 19 undergraduate, 12 taught postgraduate, and three PhD degrees. Our research active faculty work in partnership with our full-time university tutors and doctoral scholarship students to implement research informed, practice engaged education. Our university tutors are especially targeted at supporting our Living Laboratory learning experiences, where industry projects and skills are integrated into the student learning journey.

As a community, we are guided by our mission, values, and purpose (see Table 1). We have experienced considerable growth in the last six years: in terms of business students, we have grown by over 150%. Our team of faculty and professional services staff has similarly grown. Our research has increased significantly in terms of quality of outlets, volume, and breadth of domain coverage.

Our disciplinary expertise is primarily in the areas of accounting, management (including strategy, organisational behaviour, human resource management, ethics, entrepreneurship, international business, and innovation), marketing, finance, management information systems (MIS), operations and supply chain.

Students from multiple disciplines work in shared modules, developing shared life experiences and a common language of work. Our undergraduate education is broadly across three groups:

- Single honours degrees in Accounting & Finance, Business & Accounting, Business and Management; Entrepreneurship, Finance; International Business; Marketing; and Quantitative Finance.
- Bachelor of Arts degree students, who can combine one of five business subjects (Finance, Accounting, Management; Marketing; International Business), with 22 other subjects across the university.
- Double degrees with Law combining any of the following: Accounting, Business or Finance.
- Double degrees with Global Cultures, combining a Business subject (choice of Management; Marketing; or International Business) with Global Cultures.
- Double Degrees with Modern Languages, combining a Business subject (choice of Accounting & Finance, Management; Marketing; or International Business) and a language (Chinese; French; German; or Spanish).
- Double degree with Business and Sport Science.

**Table 1 Mission and Values of the School of Business**

### Mission:

Maynooth University School of Business is focused on developing critical thinkers and creating impactful knowledge for our community.

### Values

1. Practice Engaged
2. Research Informed



3. Sustainable Careers and Organisations
4. Liberal: in terms of education choices, shared language and experiences
5. Egalitarian

### Purpose and Contribution

We are proud to be an integrated School of Business within Maynooth University. We are here to contribute to the strategy of our university, and be a complimentary research-informed, practice engaged, Business School within Ireland, Europe and the AACSB family of member Business Schools.

We have a growing range of taught postgraduate degrees in a range of areas within Accounting, Analytics, Finance, International Business, Information Systems, Strategy, Management and Marketing as well as a vibrant PhD programme. Our Masters students are a blend of full and part time students; with varying levels of work experience from none to substantial.

We run a structured PhD programme (covering all disciplines within the School) with a range of funding from teaching scholarships, competitive research scholarships, through to self-funded. The PhD programme is centred around the research interests of our full-time faculty. Students and faculty are supported on the PhD supervision journey through a shared supervision model, blending experienced supervisors with new supervisors.

Our faculty regularly publish in leading peer-reviewed journals, as well as engage with practice and the wider community in providing research-informed insights in their areas of expertise. The research of the School of Business was ranked in the top 20% worldwide in terms of research impact out of over 3200 Business Schools worldwide (GRP database 2020). 80% of our faculty hold a PhD degree.

Our faculty are contributing to debates in leading journals, publishing many papers in Chartered Association of Business School 4\*, 4 and 3 ranked journals. The School of Business is currently ranked in the top 20% of institutions worldwide in terms of volume of publications, weighted by impact factor. and serving in leadership roles on journal editorial boards (e.g., of Associate or Editor roles on Academy of Learning & Education; British Journal of Management, Journal of Business Research, Journal of Management Education, International Journal of Bank Marketing, Baltic Journal of Management amongst others) and international research organisations (e.g. Academy of Management).

Our faculty have published in a wide range of peer-reviewed international journals, received awards for their research in conferences (e.g., Academy of Management, Academy of Marketing, and European Academy of Management amongst others), and raised several million euros in competitive grants in the last five years (e.g. from the European Union, Science Foundation Ireland, and Enterprise Ireland). Our faculty actively participate in the leadership of local and international research communities. Different members of our faculty have, for example, served in Journal Editorial roles in multiple ABS 4\*, 4, 3 and 2 journals, as the Chairperson and in other leadership roles of AOM divisions, the Irish Academy of Management, Schumpeter Society, and expert evaluators for the European Commission.

For more details of the larger range of outlets we have published in and our research interests please refer to the research profiles of our faculty at: <https://www.maynoothuniversity.ie/school-business/our-people>

### Overview of current faculty research by discipline

Our **Management Information Systems** faculty work with the Institute of Value Innovation and Lero amongst other research groups on projects ranging from digital services innovation, fintech, data value, data governance, enterprise architecture, the Internet of Things, Smart Cities, data analytics, machine learning, business models, open innovation, technology adoption, IT capability maturity processes and performance outcomes, project portfolio management, crowdsourcing, managing multi-party collaborative networks to create new value through ICT (interaction of IT providers, corporate and public organisation users, and impact on society), deployment and integration of smart grids, amongst other themes. Our MIS faculty have had particular success in raising significant external research funding.





Within **marketing** our researchers are currently focused on consumer behaviour including relationship marketing and understanding the consumer value chain, digital analytics, sales management, brand management, service marketing, customer relationships (on and off-line), business to business marketing, public organisation of markets, human values, identity and consumption, sustainability, customer engagement, marketing intelligence, big data and firm performance, and marketing strategy amongst other themes.

Our **strategy, innovation, international business, entrepreneurship and management, and management learning** faculty explore issues including the processes and performance consequences of collaboration and innovation activities, business model innovation, micro foundations of strategy and impact on firm performance, middle management perspectives of strategy implementation, capability development, ambidexterity, cross-cultural management and internationalisation; internationalisation of science and knowledge exchange, organisational growth; strategic perspectives of career management and performance consequences; sustainability; and the impact of social hierarchies on decision making, amongst other themes.

Within **OB and HR**, faculty are exploring themes of knowledge management, talent management, flexibility and security of employment, innovation, leadership, management of careers, diversity management, identity, financialisation and internationalisation, impact of technology on employment, performance management systems, skill and competency development, how ethics, values and beliefs shape how people work in organisations, ethics and sustainability, and cross-cultural management amongst other themes.

Within **finance**, our faculty use qualitative (and some quantitative) methods to inform our understanding of a wide range of themes including asset pricing, behavioural finance, corporate governance, capital structure, dividend policy, emerging markets, factor modelling, financial contagion and shock transmission, portfolio and investment management, option pricing, and trading systems, amongst other themes.

Our **Accounting** faculty are exploring a wide range of themes, using both quantitative and qualitative methods. These include accounting standards, corporate governance and culture, ethics, management accounting, financial management, impression management, small and micro enterprise financial management, taxation policy, and pensions amongst other themes.

Our **Operations and Supply Chain Management** faculty are currently undertaking research about global logistics, maritime logistics, sustainable supply chains, managing trade-offs between costs and flexibility in manufacturing and management of supply chain pricing.

### **Our Approach to Education, Programmes and Growth Strategy**

Our approach to education is guided by our values and mission (see table one). Key to our approach to learning is the integration of research informed and practice engaged insights and experiences into both undergraduate and postgraduate programmes. Our teaching is led by research active faculty, who infuse their research-based insights and processes into education. Our programmes are actively designed to provide students with the core fundamental knowledge, tools, and concepts of various business disciplines, taught by research active faculty, thus ensuring that our students have a research informed understanding of business, that can stand the test of time as environmental circumstances change.

Fundamental to our learning approach is our Living Laboratory. This provides students will skills and experiences that will equip them to apply what they have learnt immediately in a business setting. We actively design into our undergraduate and postgraduate programmes modules that seek to provide students with the opportunity to build their career skills through skill development modules (e.g., excel and accounting skills), project-based learning focused on applying learning to real business contexts (with corporate partners embedded in a module, or a project working on a live business situation) and experiential learning outside the university (for example work placements, study abroad).



All faculty are expected to be able to contribute to traditional modules, research informed education, and living laboratory modules and learning experiences at an undergraduate and postgraduate level.

Quality of Education is a key focus of the School of Business. This is key to our 2020-25 strategic plan: “Consolidating Growth, Deepening Impact”. We are seeking to ensure that our learning journey is rooted in Assurance of Learning and informed by best practices in business education. As such we are currently on an International Accreditation journey, including but not limited to AACSB. Many of our programmes have strong links with professional bodies, particularly in the field of accounting. As a community of educators, we seek to support our students and each other in our learning journeys. New faculty are assigned an academic mentor to assist them in adapting to the education approach of the School of Business. All programmes have an academic director, who can offer insights to their degree programmes. Faculty are happy to help each other with teaching problems, share ideas about best practice, both informally and via ad-hoc teaching and learning workshops that are faculty led.

In the last six years the business student community has grown by approximately 150% at Maynooth University School of Business, which is very significantly higher than growth in other Business Schools in Ireland. Our strategy has been to focus on the redesign of existing and the creation of new undergraduate and postgraduate degree programmes, focused on research led education and offering students a wide range of choice within Business programmes and taking business in combination with subjects from humanities and social sciences. We are currently focusing on the expansion of our taught Postgraduate programmes.

We are seeking to leverage the research and education capabilities and experience of our faculty and meet the needs of a growing market of Maynooth undergraduate and postgraduates as well as regional and international students. Internationalisation is particularly important for us as a community, as our faculty come from almost 20 countries and have experiences rooted in education from right across the continents of Europe, Asia, Australia, and the Americas.

Our portfolio of business programmes is a blend of single honours undergraduate and postgraduate business degrees, double major degrees with other departments from the Faculty of Social Science, and business and accounting as a subject within the omnibus Arts degree. A distinctive feature of business education at Maynooth University is that many of our students can take one of five subjects Accounting, Finance, Business Management, Marketing or International Business as part of a double major, combining the study of business with any one of over 22 other subject options including modern languages (e.g. German, or Spanish), psychological studies; humanities subjects (e.g. Music, Music Technology, English, Philosophy), social sciences (e.g. Anthropology, Sociology, Economics), or sciences (e.g. computer science or mathematics). Students learn the basics of accounting in the first year. Many students transfer into single honours Business programmes from their second year onwards, including our Accounting degrees.

Our single honours degrees include our largest programme, namely, Business and Management, and a suite of other degrees in Marketing, International Business, Accounting, Finance, Entrepreneurship, and double degrees in Business and Accounting, Accounting and Finance, Law and either Accounting or Business, Business and Languages (combinations of 5 business choices and 4 language choices – with our partners from the School of Modern Languages, Literatures and Cultures), Business with Global Cultures (with our partners from Anthropology) and Business with Sport Science (from our Department of Sport Science). These degrees are structured to offer students insights into the foundational principles and the functional and strategy applications of their discipline, with all our degrees offering a management dimension over all years.

Students also have the opportunity to take a one-year work placement or a study abroad year at undergraduate and a 3-month placement at postgraduate. These options are very popular with students.

Our current suite of taught postgraduate degrees includes our MSc Finance, MA Accounting, MBA, MSc in Business Analytics, MSc in Digital Marketing, MSc Customer Insights & Brand Management,



MSc in Strategy and Innovation, MSc in International Business, MSc in Business Management, MSc in IT Enabled Innovation and Higher Diplomas in Accounting and Finance.

Finally, we have a structured PhD programme focused on the areas of research interest of our faculty. Many of our PhD students are currently funded by research projects and graduate teaching scholarships.

## The University

Maynooth University is a very distinctive university, a collegial institution focused on science and engineering, humanities, and social sciences, and equally committed to research, teaching and community engagement. Located in Ireland's only university town, its distinctive features and character owe much to its unique history and heritage. It provides a high-quality educational experience to over 15,000 students on a campus with 18<sup>th</sup> century roots and 21<sup>st</sup> century dynamism.

The strategic trajectory and accomplishments of Maynooth University, in the 25 years since its establishment as an autonomous public university, are exceptional, and a source of great pride to the university community, staff, students and alumni. Maynooth University in 2024 ranked in the top 90 global Times Higher Education (THE) Young University rankings, placing 86th in the world. Maynooth University's growing global reputation is based on the originality, quality, importance and impact of its research and scholarship, commitment to teaching and learning, the quality of academic programmes, and its leadership in widening participation in higher education. The sources of success are the dedication of its staff and the energy and engagement of its students..

Maynooth University is a place of lively contrasts – a modern institution, dynamic, rapidly-growing, research-led and engaged, yet grounded in historic academic strengths and scholarly traditions. With over 15,000 students Maynooth offers a range of programmes at undergraduate, postgraduate and doctoral level in the humanities, science and engineering and social sciences, including business, law and education. The University also offers a range of international programmes and partnerships.

Maynooth's unique collegial culture fosters an interdisciplinary approach to research, which its world-class academics bring to bear in tackling some of the most fundamental challenges facing society today. The University's research institutes and centres consolidate and deliver this impact as vibrant communities of learning, discovery and creation. Research at Maynooth also is very much central to its teaching and the University prides itself on placing equal value on its research and teaching missions.

## Maynooth University's Values

Our values define who we are, what we believe in and how we act as a community. They underpin our future success and guide our expectations of ourselves and each other. Our values apply to everyone in the University community:

- Integrity
- Collegiality
- Responsibility
- Freedom of expression
- Ambition

## Maynooth University Strategic Plan 2023 – 2028

The University's Strategic Plan 2023 - 2028 builds on our rich academic history and strong foundations to set out an ambitious and forward-looking path for the future of our University. This roadmap underscores our commitment to adapt to a changing world while staying true to our values.





Our vision is to be a university of excellence, opportunity and impact, having a significant stake in all three.

**For more information about Maynooth University's future direction, please visit:**  
<https://strategy.maynoothuniversity.ie/>

### **Plean Straitéiseach Ollscoil Mhá Nuad 2023 - 2028**

Tógann Plean Straitéiseach na hOllscoile 2023 - 2028 ar ár stair acadúil shaibhir agus ar ár mbunchlocha láidre chun conair uailmhianach agus cheannródaíoch a leagadh amach do thodhchaí ár nOllscoile. Soiléiríonn an treochlár seo ár dtiomantas do dhul i dtaithí ar dhomhan atá ag síorathrú agus ár ngníomhaíochtaí a chur in oiriúint dó, agus san am céanna a bheith dílis dár luachanna Ollscoile. Is í an fhís atá againn a bheith mar ollscoil feabhais, deiseanna agus tionchair, agus lámh láidir a bheith againn i ngach ceann de na trí ghné seo.

**Léigh anseo le haghaidh breis eolais faoi thodhchaí Ollscoil Mhá Nuad:**  
<https://strategy.maynoothuniversity.ie/?lang=ga>

### **Selection and Appointment**

- Only shortlisted candidates will be invited to attend for interview;
- Candidates invited for interview will be required to make a brief presentation;
- Appointments will be approved by the President based on the report of the selection board;
- It is anticipated that interviews will be held during July 2025;
- The appointment is expected to be effective from as soon as possible thereafter.

### **Equality and Diversity**

Maynooth University actively works to ensure equality, celebrate the diversity of our community, and promote inclusion. To learn more about our commitment to Equality and Diversity, please read the Maynooth University [Equality and Diversity Policy](#) / [Polasáí Comhionannais agus Éagsúlachta](#), our policy on the [Employment of People with Disabilities](#), and our [Gender Equality Action Plan 2023-2026](#). We aim to reflect the diversity of the community we serve and welcome applications from all individuals across our society.

### **Terms and Conditions**

<b>Tenure</b>	This a full-time, permanent post.
<b>Salary</b>	University Tutor (2025): €44,605 – €56,780 p.a. (7 points)  Appointments will be made in accordance with public sector pay provisions.
<b>Hours of work</b>	A 37-hour working week is in operation in respect of full-time positions (pro-rated for part-time positions).  This can be reviewed or adjusted from time to time through national agreements.
<b>Location</b>	The place of work is the campus of Maynooth University, Maynooth, Co. Kildare.



<b>Annual Leave</b>	<p>Annual leave and public holidays are provided for in the University policy: <a href="https://www.maynoothuniversity.ie/human-resources/policies/annual-leave-policy">https://www.maynoothuniversity.ie/human-resources/policies/annual-leave-policy</a></p> <p>Annual leave will be allocated on a pro-rata basis for part-time and temporary positions.</p>
<b>University policies and schemes</b>	<p>Employees of the University will be subject to the terms of the University policies and schemes, available on the University website at:</p> <p><a href="https://www.maynoothuniversity.ie/university-policies">https://www.maynoothuniversity.ie/university-policies</a></p> <p><a href="https://www.maynoothuniversity.ie/human-resources/policies">https://www.maynoothuniversity.ie/human-resources/policies</a></p>
<b>Pension</b>	<p>This is a pensionable post. Employees of the University will enter into a public sector pension scheme, and as such, applicants must ensure they are eligible to become a member of a public sector pension scheme for the duration of the appointment. Details of the public sector pension schemes are available at: <a href="https://www.maynoothuniversity.ie/human-resources/pension-information">https://www.maynoothuniversity.ie/human-resources/pension-information</a></p>
<b>Eligibility</b>	<p>Applicants should note that eligibility is determined by the Department of Enterprise, Trade and Employment. Further information regarding eligibility is available at: <a href="https://enterprise.gov.ie/en/what-we-do/workplace-and-skills/employment-permits/employment-permit-eligibility/">https://enterprise.gov.ie/en/what-we-do/workplace-and-skills/employment-permits/employment-permit-eligibility/</a></p> <p>Non-EEA applicants are responsible for ensuring they can secure a visa to travel to Ireland. Any offer of employment is conditional on applicants securing the appropriate employment permissions.</p> <p><b>Former Irish Public Service employees - Certain Restrictions on Eligibility</b></p> <p>Eligibility of applicants formerly employed by an Irish Public Sector body, and who availed of an Irish Public Service Redundancy or Incentivised Retirement Scheme under the Schemes below, may be affected:</p> <ul style="list-style-type: none"> <li>• Collective Agreement: Redundancy Payments to Public Servants</li> <li>• Incentivised Scheme for Early Retirement (ISER)</li> <li>• Department of Health and Children Circular (7/2010)</li> <li>• Department of Environment, Community &amp; Local Government (Circular Letter LG(P) 06/2013)</li> </ul> <p>Applicants should ensure that they are eligible to be re-engaged in the Irish Public Service under the terms of such Schemes. Applicants should address queries with their former Irish Public Sector employer.</p>
<b>Garda vetting</b>	Garda vetting or clearance may be required by the University.
<b>Medical</b>	The University may require a medical examination as a condition of employment.

## Data Protection Law

Applications to the University will be treated in accordance with the University Data Protection Policies. For information on the University's Data Protection Policies and Privacy Notice, please see our website: <https://www.maynoothuniversity.ie/data-protection>

## Application Procedure

### Closing Date:

23:30hrs (local Irish time) on **Sunday, 15<sup>th</sup> June 2025**.

Please note all applications must be made via our **Online Recruitment Portal** at the following link:

<https://www.maynoothuniversity.ie/human-resources/vacancies>

Applications must be submitted by the closing date and time specified above. Any applications which are still in progress at the closing time on the specified closing date will be cancelled automatically by the system.

Late applications will not be accepted.

**Maynooth University is an equal opportunities employer**

**The position is subject to the Statutes of the University**

