

Chime: Information & Administration Officer **(<https://www.activelink.ie/node/113249>)**



Chime provides specialist services to Deaf and hard of hearing people and advocates for an inclusive society with equality of opportunity and full participation for all. Presently, we have a vacancy in our national network for a highly motivated and committed professional.

Information & Administration Officer

permanent, full-time contract

This role is based in our Galway resource center and is office based.

Closing date for applications: **Friday, 31st January 2025**

Salary is commensurate with experience and qualifications based on the appropriate pay scales.

Letter of application with Curriculum Vitae noting which role you are applying for in the covering letter/email to:

Email: careers@chime.ie (<mailto:careers@chime.ie>)

Or

Chime

14 Church Street Tullamore, Co.Offaly Attn: Human Resources

Informal enquiries are welcome

Contact: *Irina Petrukanec* Phone/Text: [086 136 4131](tel:0861364131) (tel:0861364131) Email: irina.petrukanec@chime.ie (<mailto:irina.petrukanec@chime.ie>)

A panel may be formed from which future posts may be filled

Chime is an equal opportunities employer

Region

Galway

Date Entered/Updated

20th Jan, 2025

Expiry Date

31st Jan, 2025

Attachment	Size
Info Officer job spec	52.46
.docx	KB