



**LAKE-LEHMAN SCHOOL DISTRICT**  
**PO BOX 38**  
**LEHMAN, PA 18627-0038**  
**(P) 570-675-2165**  
**(F) 570-675-5148**  
[www.LLSD.org](http://www.LLSD.org)

**September 9, 2022**

## **Notice of Employment Opportunity**

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Lake-Lehman School District is seeking individuals for the following position:

### **BUSINESS MANAGER**

- Administrative Position
- Year Round Schedule
- Competitive Salary & Benefits Package
- Responsible for the fiscal operations of a K-12 public school system in Northeast Pennsylvania, consisting of approximately 1,600 students, 200 employees and operating budget of \$34,000,000
- Bachelor's degree in Business Administration, Accounting, or Finance required
- Master's degree preferred

Forward letter of intent, resume, and clearances to: Tabitha Miscavage Spagnuolo, Benefits/Personnel Manager, Lake-Lehman School District, PO Box 38, Lehman, PA 18627-0038.

**Deadline for submittal is September 30, 2022.**

**NOTE: Act 34 Criminal Record Check, Act 151 Child Abuse History Clearance and Act 114 FBI Clearance required for employment. EOE.**