



LAKE-LEHMAN SCHOOL DISTRICT
PO BOX 38
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www.LLSD.org

August 25, 2025

Notice of Employment Opportunity

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

FULL-TIME SECRETARY

Full-Time: 8 Hours per Day/206 Days per Year (School Year, + Limited Summer Hours)
Hourly Rate in Accordance with LLESPA Collective Bargaining Agreement
Initial Assignment: Ross Elementary School

Forward letter of intent, application, and clearances to: Tabitha Miscavage Spagnuolo,
Benefits/Personnel Manager, Lake-Lehman School District, PO Box 38, Lehman, PA 18627.
Applications available on the District website www.LLSD.org under the Departments >
Human Resources tab.

Deadline for submittal is September 8, 2025.

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