

LAKE CENTRAL SCHOOL CORPORATION

8260 Wicker Avenue
St. John, IN 46373
219/365-8507

**SUPPORT SERVICES STAFF
NOTICE OF VACANCY**

July 15, 2020

Substitute Caller.....Lake Central School Corporation

- Workday: As needed per day (work from home)
- Salary - \$16.00/hour (minimum 1 hour per day)

Qualifications:

- High School Diploma or equivalent

Skill Requirements:

- Ability to communicate well
- Ability to work cooperatively and effectively
- Ability to accurately respond to directions and instructions
- Ability to work independently and as a team member
- Computer skills/MS Word, Excel
- Strong interpersonal relation skills
- Strong organizational skills

Submit an online application at www.lcsc.us Administration>Human Resources
Online Employment Application>Type of Position: Substitute Caller

APPLY TO:

Terry A. Mucha, Director of Human Resources
Lake Central School Corporation
8260 Wicker Avenue, St. John, IN 46373
Phone: 219-365-8507 – Fax: 219-365-6406

Deadline: Until position is filled

Lake Central School Corporation is an equal opportunity employer which does not discriminate on the basis of race, religion, color, national origin, gender, disability, age, marital status, genetic information or any other legally protected characteristic. Candidates will be screened, interviewed and employed on the basis of personal and professional qualifications and, where applicable, certifiable training, commensurate with the position. Offers of employment are contingent upon the results of personal background checks pursuant to Board Policy.