

# LANSING CENTRAL SCHOOL DISTRICT

## SUPPORT-STAFF POSITION

**POSITION:** ADMINISTRATIVE ASSISTANT I

**LOCATION:** ELEMENTARY SCHOOL

**START DATE:** ASAP

**COMPENSATION:** COMMENSURATE UPON EXPERIENCE

**REQUIREMENTS:** Must sign up for the Administrative Assistant Level 1 test.

**APPLICATION:** INTERESTED CANDIDATE NEED TO submit a letter of interest to LWhiteman@lcsd.k12.ny.us and apply on the exam list at <https://www.tompkinscivilservice.org/>  
**ADMINISTRATIVE ASSISTANT 1**

**DEADLINE:** MARCH 20, 2020

**An Equal Opportunity Employer**

We consider applicants without regard to race, color, religion, creed, gender, sexual orientation, national origin, age disability, marital or veteran status, or any other legally protected status.

**Post 3/9/2020**