



LAKE HIGHLAND PREPARATORY SCHOOL

Position Announcement

Facilities Porter (7 am - 3 pm) - Full-Time



WITHIN AN ATMOSPHERE OF LOVE, CONCERN, AND MUTUAL RESPECT...

Job Summary

LHP seeks a Porter responsible for cleaning and servicing campus areas. This position is required to respond to radio communications and work orders in an efficient and timely manner. This position will also follow a schedule on When I Work as POC (porter on call) to cover school events on weekends. This position may be required to work overtime, weekends and holidays, if needed.

This is a full-time, fully benefitted, 12-month position. LHP is committed to investing in its Facilities staff, offering paid training and development opportunities, reimbursement for uniforms, and a fully subsidized lunch program for this position. We encourage applicants from underrepresented groups to apply.

Education & Experience

- Work experience in related field required; 2 years experience in custodial field preferred
- Must be able to communicate effectively in English.

About Lake Highland

To learn more about LHP, click [HERE](#) to view our Mission Statement, Vision, and more.

How to Apply

[Please click here](#) to apply through our Career Center. You will be asked to provide:

- Cover letter indicating how you would succeed in this position
- A current resume
- Three professional references with at least one immediate supervisor (preferably current)

This position announcement is intended to describe the general nature and level of work being performed by employees assigned to this job title and the education and skills required. This is not intended to be a complete list of all responsibilities, duties, and skills that are required or may be required in the future.

LHPS conducts background checks, including fingerprinting and drug testing, and may use a third-party administrator. Background checks will be performed in compliance with the Fair Credit Reporting Act. Lake Highland Preparatory School is an Equal Opportunity Employer.