



Otto-Eldred School District

143 R.L. Sweitzer Drive, Duke Center, PA 16729

(814) 817-1380 opt. 3 Fax (814) 817-4050

Matthew D. Splain, Superintendent

Jodi L. Flexman, Business Manager

Lindsay A. Burns, Director of Pupil Services & Spec. Ed.

Otto-Eldred Elementary School

5 N. Bennett St, Eldred, PA 16731

(814) 817-1380 opt. 1

Fax (814) 225-4917

Nichole M. Garthwaite, Principal

Kera D. Hendershot, School Counselor

Otto-Eldred Junior Senior High School

143 R.L. Sweitzer Dr, Duke Center, PA 16729

(814) 817-1380 opt. 2

Fax (814) 817-4050

Nicholas J. LaBella, Principal

Erin M. Jackson, School Counselor

- ANTICIPATED VACANCY NOTICE -

Position: Full-Time Custodian- 2nd or 3rd Shift (260 days)

Location: Otto-Eldred Elementary School or Jr Sr High School

Details: Otto-Eldred School District anticipates a vacancy for a Full-Time Custodian. Responsibilities will include general custodial duties & light maintenance. Location and shift to be set at time of hire.

School year daily shift of 8 hours per day (2pm – 10pm or 10pm-6am).

60-day probational period applies.

High School Diploma or Equivalent Certificate required.

Anticipated Start Date: Wednesday, September 16, 2026

Application Deadline: Wednesday, September 9, 2026, by 2pm (or until filled)

Submit Letter of Interest/Application to:

Office of the Superintendent
Attention: Mrs. Suzanne Strait
sstrait@ottoeldred.org

*General Application is available online at: <https://www.ottoeldred.org/human-resources>