

**SC DEPARTMENT OF CORRECTIONS**

**-JOB POSTING NOTICE (EOE)-**

OPENING DATE: 08/23/16

CLOSING DATE: UNTIL FILLED

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SCDC INTERNAL TITLE: TRUCK DRIVER SCDC POSITION #: 019099  
HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM  
LOCATION: INDUSTRIES ADMINISTRATION, COLUMBIA (RICHLAND)

STATE JOB TITLE: PROGRAM ASSISTANT STATE JOB CLASS: AH30  
PAY BAND/LEVEL: 04 E  
BAND: 04 SALARY RANGE \$ 026988 - \$ 049932 SPECIAL INCENTIVE: NO  
HIRING SALARY RANGE: \$ 031575 - \$ 032317 SCEIS POSITION #: 61016816

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MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND RELEVANT PROGRAM EXPERIENCE.

A BACHELOR'S DEGREE MAY BE SUBSTITUTED FOR THE REQUIRED  
PROGRAM EXPERIENCE.

(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE  
HUMAN RESOURCES). ONE (1) YEAR TRACTOR-TRAILER AND DELIVERY  
EXPERIENCE. MUST POSSESS A VALID CLASS "A" COMMERCIAL DRIVER'S  
LICENSE.

DESCRIPTION OF DUTIES:

UNDER GENERAL SUPERVISION, RESPONSIBLE FOR PICK UP AND DELIVERY OF  
CUSTOMER PRODUCTS, AS WELL AS MAINTENANCE OF DELIVERY VEHICLES IN A  
CORRECTIONAL SETTING (INDUSTRIES WAREHOUSE). PROVIDES SERVICE FOR OUR  
CUSTOMERS AND PLANTS IN THE MOST EFFICIENT AND ECONOMICAL MANNER WHILE  
SUPERVISING AND TEACHING INMATES SKILLS THAT CAN BE UTILIZED UPON  
THEIR RELEASE.

POSITION REQUIRES A CLASS A COMMERCIAL DRIVERS LICENSE.