

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 04/04/17

CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: INDUSTRIES SUPV SCDC POSITION #: 019712

HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0600 AM - 0230 PM

LOCATION: EVANS CORRECTIONAL INSTITUTION, BENNETTSVILLE (MARLBORO) LEVEL 2

STATE JOB TITLE: PROGRAM ASSISTANT STATE JOB CLASS: AH30

PAY BAND/LEVEL: 04 D

BAND: 04

SPECIAL INCENTIVE: NO

HIRING SALARY RANGE: \$ 030363 - \$ 033194 SCEIS POSITION #: 61016810

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).

DESCRIPTION OF DUTIES:

UNDER GENERAL SUPERVISION, MANAGES AN INDUSTRIAL OPERATION IN A CORRECTIONAL SETTING. MANUFACTURES AND PROVIDES SERVICES FOR CUSTOMERS IN THE MOST EFFICIENT AND ECONOMICAL MANNER WHILE SUPERVISING AND TEACHING INMATES SKILLS THAT CAN BE UTILIZED UPON THEIR RELEASE.

***** RESUME REQUIRED *****

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING

**** SCHEDULE SUBJECT TO CHANGE TO MEET THE DEMANDS OF THE INDUSTRY **