SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 11/15/16 CLOSING DATE: 11/22/16 (4:30 PM)

SCDC INTERNAL TITLE: PRGM COORD SCDC POSITION #: 010050
HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 01 WORK TIME: 0700 AM - 0400 PM
LOCATION: WATEREE FARM OPERATIONS, REMBERT (SUMTER) LEVEL 2

STATE JOB TITLE: PROGRAM COORDINATOR I STATE JOB CLASS: AH35
PAY BAND/LEVEL: 05 A
BAND: 05 SALARY RANGE $ 032838 - $ 060760 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: $ 032838 - $ 034658 SCEIS POSITION #: 61016886

MINIMUM AND ADDITIONAL REQUIREMENTS:
A BACHELOR'S DEGREE AND RELEVANT PROGRAM EXPERIENCE.
(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A BACHELOR'S DEGREE AND THREE (3) YEARS EXPERIENCE IN IRRIGATION OPERATION AND REPAIR, CROP PRODUCTION AND MAINTENANCE/ SETUP OF FARM EQUIPMENT TO INCLUDE THREE (3) YEARS SUPERVISORY EXPERIENCE; OR AN ASSOCIATE'S DEGREE AND FIVE (5) YEARS EXPERIENCE IN IRRIGATION OPERATION AND REPAIR, CROP PRODUCTION AND MAINTENANCE/ SETUP OF FARM EQUIPMENT TO INCLUDE THREE (3) YEARS SUPERVISORY EXPERIENCE; OR A HIGH SCHOOL DIPLOMA AND SEVEN (7) YEARS EXPERIENCE IN IRRIGATION OPERATION AND REPAIR, CROP PRODUCTION AND MAINTENANCE/ SETUP OF FARM EQUIPMENT TO INCLUDE THREE (3) YEARS SUPERVISORY EXPERIENCE.

DESCRIPTION OF DUTIES:
UNDER LIMITED SUPERVISION OF THE PROGRAM COORDINATOR I IS RESPONSIBLE FOR THE SUPERVISION, WORKING ROW CROP OPERATION & FARM EQUIPMENT OPERATION TO INCLUDE IRRIGATION SYSTEM. THIS POSITION IS ALSO RESPONSIBLE FOR SET UP, REPAIR, MAINTENANCE, AND ORDERING OF PARTS. THE POSITION IS REQUIRED TO HAVE CDL CLASS A DRIVER'S LICENSE & SC PESTICIDE LICENSE WITHIN 1ST YEAR EMPLOYMENT. THIS POSITION IS REQUIRED TO WORK EXCESS HOURS DURING PEAK SEASON.
COMMENTS:
MUST ATTEND SCDC BASIC TRAINING
HOURS MAY VARY.