SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 05/24/17 CLOSING DATE: 06/01/17 (4:30 PM)

SCDC INTERNAL TITLE: ENG/ASSOC ENG II SCDC POSITION #: 013346
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM
LOCATION: INMATE CONSTRUCTION, COLUMBIA (RICHLAND)

STATE JOB TITLE: ENG/ASSOC ENG III STATE JOB CLASS: HD70
PAY BAND/LEVEL: 07 B
BAND: 07 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: $ 050571 - $ 055628 SCEIS POSITION #: 61020591

MINIMUM AND ADDITIONAL REQUIREMENTS:
A BACHELOR'S DEGREE IN ENGINEERING, ARCHITECTURE OR
ENGINEERING TECHNOLOGY AND JOURNEY-LEVEL ENGINEERING
OR ARCHITECTURAL WORK EXPERIENCE. A MASTER'S DEGREE IN
ENGINEERING OR ARCHITECTURE AND ENTRY-LEVEL ENGINEERING
OR ARCHITECTURAL WORK EXPERIENCE MAY BE SUBSTITUTED FOR
THE REQUIRED EXPERIENCE.
(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE
HUMAN RESOURCES). TEN (10) YEARS EXPERIENCE IN CONSTRUCTION FIELD WITH
KNOWLEDGE IN THE SOUTHERN BUILDING CODES AND THE SOUTH CAROLINA
PROCUREMENT REGULATIONS. MUST HAVE GENERAL CONTRATCTOR'S LICENSE OR
OBTAIN WITHIN SIX (6) MONTHS OF EMPLOYMENT.

DESCRIPTION OF DUTIES:
ESTIMATES, PLANS, COORDINATES, DIRECTS & MANAGES INMATE CONSTRUCTION &
RENOVATION PROJECTS. PROJECT ESTIMATES & CALCULATIONS FOR MATERIALS
TAKE-OFF INCLUDING PROJECT TIME, MANPOWER & TOTAL COST. ORGANIZES AND
SCHEDULES PROJECTS. MONITORS PROJECT COST, REQUISITIONS MATERIALS,
DEVELOPS SPECIFICATIONS TO SET UP ANNUAL CONTRACTS FOR LARGE ITEMS &
SCHEDULES DELIVERY. MAKES REVISION TO BUDGETS/SCHEDULES, FIGURES
ADDITIONS/DELETIONS TO BUDGET FOR UPDATED COSTS, PERFORMS PROJECT
INSPECTIONS TO MONITOR WORK, OVERSEES INMATE LABOR & ASSISTS IN
OBTAINING SKILLED INMATE WORKERS, RESPONSIBLE FOR CHECKING &
APPROVING TIME SHEETS FOR PROPER JOB VOUCHERS FOR EMPLOYEES WORKING
OUT OF TOWN, COORDINATES WITH ENGINEERS & ARCHITECTS TO ASSIST IN
DESIGN/DRAWINGS OF CONSTRUCTION PROJECTS.