

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 07/19/17

CLOSING DATE: 07/26/17 (4:30 PM)

SCDC INTERNAL TITLE: SGT II SCDC POSITION #: 017687
HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 01 WORK TIME: 0730 AM - 0330 PM
LOCATION: OPERATIONS, COLUMBIA (RICHLAND)

STATE JOB TITLE: CORRECTIONAL OFFICER II STATE JOB CLASS: JD35
PAY BAND/LEVEL: 04 D
BAND: 04 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 030363 - \$ 039201 SCEIS POSITION #: 61017440

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND EXPERIENCE IN CORRECTIONAL,
SECURITY OR POLICE WORK.
HIGH SCHOOL DIPLOMA AND THREE (3) YEARS EXPERIENCE IN CORRECTIONAL,
SECURITY OR POLICE WORK (OR ACCEPTANCE EQUIVALENCY AS APPROVED BY THE
DIVISION OF STATE HUMAN RESOURCES.)

DESCRIPTION OF DUTIES:

UNDER LIMITED SUPERVISION OF THE ASSISTANT PROJECT MANAGER ASSIST WITH
THE RESEARCH AND DEVELOPMENT OF NEW INITIATIVES TO ASSIST IN
COMBATING CONTRABAND THAT IS BEING INTRODUCED INTO OUR INSTITUTIONS.
INSTITUTIONAL VISITS WITH WARDENS AND STAFF TO REPORT EXTERNAL
SECURITY NEEDS/ISSUES. MAKE RECOMMENDATIONS FOR SOLUTIONS TO ADDRESS
THE INSTITUTIONAL NEEDS/ISSUES. THIS INCLUDES BUT IS NOT LIMITED TO
ASSISTING WITH THE DEVELOPMENT, RESEARCH AND IMPLEMENTATION OF A PLAN
TO COMBAT CONTRABAND ISSUES. EMPLOYEE WILL BE CROSSED TRAINED ON THE
OPERATION, MAINTENANCE AND USE OF DRONES AND OTHER VARIOUS EQUIPMENT.
ASSISTING WITH THE PROCUREMENT PROCESS FOR DIVISIONAL PROJECTS.

COMMENTS:

MUST SUBMIT RESUME WITH APPLICATION. MUST MAINTAIN A CLASS 2
LEO CERTIFICATION. WORK SCHEDULE SUBJECT TO CHANGE TO MEET THE NEEDS
OF THE DIVISION; TO INCLUDE NIGHTS, HOLIDAYS AND WEEKEND WORK.
STATEWIDE TRAVEL IS REQUIRED.