

# SC DEPARTMENT OF CORRECTIONS

## -JOB POSTING NOTICE (EOE)-

OPENING DATE: 07/11/18

CLOSING DATE: 07/18/18 (4:30 PM)

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SCDC INTERNAL TITLE: CPL II

SCDC POSITION #: 012867

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: D1 WORK TIME: 0700 AM - 0700 PM

LOCATION: TYGER RIVER CORRECTIONAL INSTITUTION, ENOREE (SPARTANBURG) LEVEL 2

STATE JOB TITLE: CORRECTIONAL OFFICER II

STATE JOB CLASS: JD35

PAY BAND/LEVEL: 04 B

BAND: 04

SPECIAL INCENTIVE: YES

HIRING SALARY RANGE: \$ 028074 - \$ 036260 SCEIS POSITION #: 61017346

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MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND EXPERIENCE IN CORRECTIONAL,  
SECURITY OR POLICE WORK.

(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE  
HUMAN RESOURCES)

EIGHTEEN MONTHS OF EXPERIENCE IN CORRECTIONAL SECURITY

OR POLICE WORK. MUST SUCCESSFULLY COMPLETE

BASIC CERTIFICATION TRAINING AT THE S.C. DEPT. OF CORRECTIONS

TRAINING ACADEMY WITHIN SIX MONTHS OF ENTRY IN THE POSITION.

THIS IS A NEOGOV POSITION ONLY. APPLY AT WWW.JOBS.SC.GOV

DESCRIPTION OF DUTIES:

UNDER DIRECT SUPERVISION OF THE SHIFT SERGEANT, PROVIDES DIRECTION  
AND INSTRUCTION TO INMATES AND OFFICERS IN A PROGRAM OF DISCIPLINE,  
SAFETY, SECURITY AND REHABILITATION OF INMATES IN A MEDIUM  
SECURITY FACILITY. ASSISTS SERGEANT II IN EVALUATING OFFICER  
PERFORMANCE; PROVIDES DIRECT SUPERVISION TO SUBORDINATE OFFICERS.  
REVIEWS INCIDENT REPORTS WRITTEN BY OFFICERS. INSTRUCTS AND COUNSELS  
OFFICERS CONCERNING DUTY REQUIREMENTS. INVESTIGATES INMATE COMPLAINTS  
AND TAKES APPROPRIATE ACTION; INSTRUCTS AND COUNSELS INMATES AS  
REQUIRED. MONITORS INMATE MOVEMENT WITHIN THE INSTITUTION. PERFORMS  
ESSENTIAL AND MARGINAL DUTIES OF AN OFFICER II; PERFORMS ALL OTHER  
RELATED DUTIES AS ASSIGNED BY THE SHIFT SUPERVISOR.

COMMENTS:

FILLING TWO (2) POSITIONS FROM THIS POSTING.