SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 11/22/16 CLOSING DATE: 12/01/16 (4:30 PM)

SCDC INTERNAL TITLE: SGT II SCDC POSITION #: 014354

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: D2 WORK TIME: 0700 PM - 0700 AM

LOCATION: BROAD RIVER CORRECTIONAL INSTITUTION, COLUMBIA (RICHLAND) LEVEL 3

STATE JOB TITLE: CORRECTIONAL OFFICER II STATE JOB CLASS: JD35

PAY BAND/LEVEL: 04 D

BAND: 04 SALARY RANGE $ 026988 - $ 049932 SPECIAL INCENTIVE: YES

HIRING SALARY RANGE: $ 030363 - $ 039201 SCEIS POSITION #: 61022653

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND EXPERIENCE IN CORRECTIONAL,
SECURITY OR POLICE WORK.
TWO YEARS EXPERIENCE IN CORRECTIONAL, SECURITY OR POLICE WORK.
CERTIFIED BY THE SCDC TRAINING ACADEMY AND COMPLETION OF THE BASIC
SUPERVISORY COURSE WITHIN SIX MONTHS OF ENTRY INTO THE POSITION.

DESCRIPTION OF DUTIES:

IMPLEMENTS, MONITORS AND EVALUATES POLICIES AND PROCEDURES. MAKES
ASSIGNMENTS AND CONDUCTS INSPECTIONS TO ENSURE PROPER PERFORMANCE
OF EMPLOYEES AND ADHERES TO SAFETY AND SANITATION STANDARDS OF THE
INSTITUTION. ORIENTS, TRAINS, EVALUATES, COUNSELS, AND DISCIPLINES
INMATES ASSIGNED TO THE INSTITUTION. ASSISTS IN INSTRUCTING AND
DIRECTING OFFICERS IN A PROGRAM OF DISCIPLINE, SAFETY, SECURITY, AND
REHABILITATION OF INMATES IN A MINIMUM SECURITY CORRECTIONAL FACILITY.
INVESTIGATES AND DOCUMENTS INCIDENTS AS PROVIDED IN POLICY. ASSIGNED
TO THE CRISIS STABILIZATION UNIT (CSU).

COMMENTS:

SHIFT/SCHEDULE SUBJECT TO CHANGE. **-RE-ANNOUNCEMENT**
THIS POSITION IS ASSIGNED TO CSU (GREENWOOD)