

# 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 #: 010962

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM

LOCATION: LEE CORRECTIONAL INSTITUTION, BISHOPVILLE (LEE) LEVEL 3

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 #: 61021811

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MINIMUM AND ADDITIONAL REQUIREMENTS:

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

TRAINING ACADEMY WITHIN SIX MONTHS OF ENTRY IN THE POSITION.

THIS IS A NEOGOV POSITION ONLY. APPLY AT [WWW.JOBS.SC.GOV](http://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:

ASSIGNED TO RHU