

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 07/10/18

CLOSING DATE: 07/17/18 (4:30 PM)

SCDC INTERNAL TITLE: CPL II

SCDC POSITION #: 013733

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: E1 WORK TIME: 0700 AM - 0700 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 #: 61021994

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 SC DEPARTMENT OF CORRECTIONS TRAINING ACADEMY WITHIN SIX MONTHS OF
ENTRY INTO THE POSITION.

NEGOV POSITION APPLY ONLINE @ 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 MAXIMUM SECURITY
FACILITY. ASSISTS SHIFT SERGEANT IN EVALUATION OFFICER PERFORMANCE;
PROVIDES DIRECT SUPERVISION TO SUBORDINATE 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; PERFORMS ALL OTHER RELATED DUTIES
AS ASSIGNED BY THE SHIFT SUPERVISOR.

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