

**SC DEPARTMENT OF CORRECTIONS**

**-JOB POSTING NOTICE (EOE)-**

OPENING DATE: 07/14/17

CLOSING DATE: 07/21/17 (4:30 PM)

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SCDC INTERNAL TITLE: FOOD SVC SPEC V SCDC POSITION #: 013969

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

LOCATION: KERSHAW CORRECTIONAL INSTITUTION, KERSHAW (LANCASTER) LEVEL 2

STATE JOB TITLE: FOOD SERVICE SPECIALIST V STATE JOB CLASS: KB25

PAY BAND/LEVEL: 05 B

BAND: 05

SPECIAL INCENTIVE: YES

HIRING SALARY RANGE: \$ 034157 - \$ 044112 SCEIS POSITION #: 61021479

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MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND SUPERVISORY EXPERIENCE IN QUANTITY AND QUALITY COOKING.

HIGH SCHOOL DIPLOMA AND SIX (6) YEARS EXPERIENCE IN QUANTITY AND QUALITY COOKING, INCLUDING FOUR (4) YEARS IN A SUPERVISORY CAPACITY.

DESCRIPTION OF DUTIES:

SUPERVISES ALL FOOD SERVICE PERSONNEL IN THE PERFORMANCE OF THEIR DAILY DUTIES; ACTS AS CORRECTIONAL OFFICER IN MAINTAINING INTERNAL SECURITY OF CAFETERIA (DISCIPLINE OF INMATE EMPLOYEES AND ALL OTHER INMATES IN ADDITION TO MAINTAINING SECURITY OF ALL FOOD, SUPPLIES, AND EQUIPMENT); TRAINS AND INSTRUCTS ALL EMPLOYEES, I.E., COOKS, BAKERS, KITCHEN AND DINNING HELP IN ALL PHASES OF THEIR DUTIES TO INCLUDE TRAINING IN DAILY SANITATION PROGRAM; HELPS TO INTERVIEW HIRE, EVALUATE AND TERMINATE ALL (CIVILIAN AND INMATE) FOOD SERVICE EMPLOYEES; RESPONSIBLE FOR THE ACCURATE PREPARATION OF ALL FOOD ORDERS ACCURATE DELIVERIES. MUST BE CERTIFIED AS HAZARD ANALYSIS & CRITICAL POINT(HACCP)AND/OR SERVESAFE MANAGER,OR MUST ATTAIN CERTIFICATION WITHIN 1 YEAR OF EMPLOYMENT.