

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 11/08/17

CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: TRADES SPEC V - INDUSTRIES SCDC POSITION #: 012359

HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0600 AM - 0400 PM

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

STATE JOB TITLE: TRADES SPECIALIST V STATE JOB CLASS: KC50

PAY BAND/LEVEL: 05 A

BAND: 05

SPECIAL INCENTIVE: NO

HIRING SALARY RANGE: \$ 032838 - \$ 042420 SCEIS POSITION #: 61020032

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND TRADE EXPERIENCE THAT IS DIRECTLY RELATED TO THE AREA OF EMPLOYMENT.

A HIGH SCHOOL DIPLOMA AND FIVE (5) YEARS RELEVANT EXPERIENCE IN A PRODUCTION SETTING TO INCLUDE ONE (1) YEAR SUPERVISORY EXPERIENCE.

DESCRIPTION OF DUTIES:

UNDER GENERAL SUPERVISION, RESPONSIBLE FOR MAINTAINING AND REPAIRING INDUSTRIAL SEWING MACHINES FOR THE APPAREL PLANTS. KNOWLEDGE OF PRODUCTION METHODS AND TECHNIQUES RELATED TO THE APPAREL INDUSTRY WITH THE ABILITY TO PLAN, COORDINATE AND SUPERVISE INMATE WORKERS. PROVIDES PREVENTATIVE MAINTENANCE AND ENSURES THAT WORK ENVIRONMENT IS SAFE IN EQUIPMENT IN ACCORDANCE WITH OSHA. RESPONSIBLE FOR ORDERING AND ACCORDANCE WITH STATE AND OSHA GUIDELINES. RESPONSIBLE FOR ORDERING & MAINTAINING SUPPLIES AND TOOL CONTROL. TRAIN INMATE WORKERS IN THE PROPER USE OF SEWING MACHINES. ASSIST THE PLANT MANAGER IN THE DAILY PLANT OPERATIONS. OCCASIONAL TRAVEL REQUIRED. WORK SCHEDULE IS SUBJECT TO CHANGE TO MEET INDUSTRY DEMANDS. EMAIL RESUME TO: INDUSTRIESJOBAPPLICANTS@DOC.SC.GOV AND REFERENCE POSITION NUMBER.

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING