

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 07/14/17

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

SCDC INTERNAL TITLE: TRADES SPEC V SCDC POSITION #: 010683
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM
LOCATION: TURBEVILLE CORRECTIONAL INSTITUTION, TURBEVILLE (CLARENDON) LEVEL 2

STATE JOB TITLE: TRADES SPECIALIST V STATE JOB CLASS: KC50
PAY BAND/LEVEL: 05 B
BAND: 05 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 034157 - \$ 044112 SCEIS POSITION #: 61022229

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND TRADE EXPERIENCE THAT IS DIRECTLY RELATED TO THE AREA OF EMPLOYMENT.
(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A HIGH SCHOOL DIPLOMA AND FIVE (5) YEARS EXPERIENCE IN GENERAL MAINTENANCE, INSTALLATION AND/OR REPAIRS OF HEATING/ VENTILATING, AIR CONDITIONING AND REFRIGERATION SYSTEMS. MUST BE EPA UNIVERSAL CERTIFIED FOR REFRIGERATION SYSTEMS.

DESCRIPTION OF DUTIES:

DEVELOPS PREVENTIVE MAINTENANCE AND REPAIR PROGRAM THROUGHOUT FACILITY FOR HEATING, VENTILATION, AIR CONDITIONING AND REFRIGERATION.
ESTABLISHES ON-CALL PROCEDURES AND RESPONDS TO CALLS. DETERMINES REQUIREMENTS FOR PREVENTIVE MAINTENANCE AND REPAIR SUPPLIES AND EQUIPMENT AND PREPARES JUSTIFICATION FOR AND REQUISITIONS SUPPLIES/ EQUIPMENT. REMAINS ABREAST OF NEW TECHNIQUES/PROCEDURES/EQUIPMENT IN FUNCTIONAL AREA AND RECOMMENDS THE PROCUREMENT OF AND ASSISTS IN SUPERVISING THE INSTALLATION OF NEW EQUIPMENT. WORK INVOLVES OVERTIME AND 24-HOUR ON-CALL RESPONSIBILITIES FOR EMERGENCY REPAIRS.