

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 10/31/17

CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: TRADES SUP KITCHEN EQUIP SCDC POSITION #: 021108
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 #: 61022548

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). HIGH SCHOOL DIPLOMA AND TWO (2) YEARS EXPERIENCE IN THE PRINCIPLES AND TECHNIQUES OF FEED SERVICE OR HVAC SYSTEMS. A UNIVERSAL EPA CERTIFICATION IS REQUIRED OR MUST BE OBTAINED WITHIN SIX (6) MONTHS OF EMPLOYMENT.

DESCRIPTION OF DUTIES:

PLANS, DEVELOPS, COORDINATES, SUPERVISES AND ADMINISTERS MAINTENANCE AND REPAIR PROGRAM, FOR THE FOOD SERVICE EQUIPMENT AT TURBEVILLE CORRECTIONAL INSTITUTION; ENSURES COMPLIANCE WITH HEALTH AND ENVIRONMENTAL STANDARDS.
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. PRESCRIBED BY THE SCDHEC. DETERMINES REQUIREMENTS FOR PLUMBING SUPPLIES AND EQUIPMENT AND PREPARES JUSTIFICATION FOR AND REQUISITIONS ALL SUPPLIES. REMAINS ABREAST OF NEW PLUMBING TECHNIQUES, PROCEDURES AND EQUIPMENT IN FUNCTIONAL AREA AND RECOMMENDS THE PROCUREMENT OF AND ASSISTS IN SUPERVISING THE INSTALLATION OF NEW PLUMBING AND SEWAGE DISPOSAL EQUIPMENT.

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING
PLEASE POST AS "UNTIL FILLED".