

# SC DEPARTMENT OF CORRECTIONS

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OPENING DATE: 11/03/18

CLOSING DATE: 12/18/18 (4:30 PM)

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SCDC INTERNAL TITLE: TRADES MANAGER

SCDC POSITION #: 011392

HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM

LOCATION: ELECTRICAL, COLUMBIA (RICHLAND)

STATE JOB TITLE: TRADES MANAGER

STATE JOB CLASS: KC60

PAY BAND/LEVEL: 06 A

BAND: 06

SPECIAL INCENTIVE: NO

HIRING SALARY RANGE: \$ 039960 - \$ 051623 SCEIS POSITION #: 61022776

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MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND PROFESSIONAL EXPERIENCE DIRECTLY RELATED TO THE AREA OF EMPLOYMENT.

(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A BACHELOR'S DEGREE AND FIVE (5) YEARS EXTENSIVE WORKING KNOWLEDGE OF PRINCIPLES AND TECHNIQUES DIRECTLY RELATED TO THE AREA OF EMPLOYMENT, INCLUDING TWO YEARS IN A SUPERVISORY CAPACITY; OR AN ASSOCIATE'S DEGREE AND SEVEN (7) YEARS EXTENSIVE WORKING KNOWLEDGE OF PRINCIPLES AND TECHNIQUES DIRECTLY RELATED TO THE AREA OF EMPLOYMENT, INCLUDING TWO YEARS IN A SUPERVISORY CAPACITY; OR A HIGH SCHOOL DIPLOMA AND NINE (9) YEARS EXTENSIVE WORKING KNOWLEDGE OF PRINCIPLES AND TECHNIQUES DIRECTLY RELATED TO THE AREA OF EMPLOYMENT, INCLUDING TWO YEARS IN A SUPERVISORY CAPACITY.

DESCRIPTION OF DUTIES:

PLANS, COORDINATES, SCHEDULES AND PERFORMS MAINTENANCE AND PREVENTIVE MAINTENANCE ON ALL ELECTRONIC SYSTEMS, TO INCLUDE THE FIRE ALARMS, FENCE SECURITY, PA, CCTV, ELECTRIC LOCKING AND OTHER SYSTEMS RELATING TO THE ELECTRONIC TRADE THROUGHOUT SCDC FACILITIES AND INSTITUTIONS. POSITION REQUIRES EXTENSIVE KNOWLEDGE OF ELECTRONIC SYSTEMS AND EQUIPMENT. MUST BE ABLE TO ASSIST OTHER TRADES AS NEEDED. POSITION INVOLVES 24-HOURS EMERGENCY ON-CALL RESPONSIBILITY. MUST ATTEND FOUR (4) WEEK BASIC TRAINING. RESUME, LICENSE(S) AND CERTIFICATION(S) MUST BE SUBMITTED TO BE CONSIDERED FOR POSITION.

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING.