

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 02/06/18

CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: TRADES MGR SHEET METAL SCDC POSITION #: 017678
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM
LOCATION: METALS/ROOFING/FIRE PROTECTION, COLUMBIA (RICHLAND)

STATE JOB TITLE: TRADES MANAGER STATE JOB CLASS: KC60
PAY BAND/LEVEL: 06 C
BAND: 06 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 043226 - \$ 055813 SCEIS POSITION #: 61022818

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 SIX (6) YEARS EXPERIENCE IN SHEET/METAL STAINLESS STEEL/ROOFING; AN ASSOCIATE DEGREE AND EIGHT (8) YEARS EXPERIENCE IN SHEET METAL/STAINLESS STEEL/ROOFING; OR A HIGH SCHOOL DIPLOMA AND TEN (10) YEARS EXPERIENCE IN SHEET METAL/STAINLESS STEEL/ROOFING; FIVE (5) YEARS OF WHICH MUST HAVE BEEN IN A SUPERVISOR CAPACITY. MUST HAVE A COMMERCIAL DRIVERS LICENSE (CDL) OR OBTAIN WITHIN SIX (6) MONTHS OF EMPLOYMENT.

DESCRIPTION OF DUTIES:

UNDER GENERAL SUPERVISION, DIRECTS THE PLANNING, DEVELOPMENT, ORGANIZATION, COORDINATION, IMPLEMENTATION AND CONTROL OF ALL PM PROGRAMS, MAINTENANCE RECORDS FOR EXPENDITURES, MONITORS TRUCK STOCK MATERIALS FOR SHOP. DETERMINES SCHEDULES AND OBTAINS ALL NECESSARY MATERIALS, EQUIPMENT AND PERSONNEL FOR FACILITIES MANAGEMENT; SCHEDULES AND INSPECTS ALL WORK TO ENSURE ACCURACY, COMPLETENESS AND COMPLIANCE WITH SPECIFICATIONS AND FIRE/SAFETY REGULATIONS ARE MET; ALTERATION/MAINTENANCE REPAIR, RENOVATION AND CONSTRUCTION PROJECTS FOR SHEET METAL/STAINLESS STEEL/ROOFING THROUGHOUT SCDC WHICH INCLUDES ALL EXISTING INSTITUTIONS, SUPPORT BUILDINGS AND FUTURE FACILITIES .

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING
UNTIL FILLED