SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 11/16/16 CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: TRADES SPEC V SCDC POSITION #: 016641
HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 01 WORK TIME: 0600 AM - 0400 PM
LOCATION: LEATH CORR INSTIT (WOMEN), GREENWOOD (GREENWOOD) LEVEL 2

STATE JOB TITLE: TRADES SPECIALIST V STATE JOB CLASS: KC50
PAY BAND/LEVEL: 05 A
BAND: 05 SALARY RANGE $ 032838 - $ 060760 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: $ 032838 - $ 038350 SCEIS POSITION #: 61019663

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). ONE (1) YEAR EXPERIENCE IN INDUSTRIAL PRODUCTION
AND/OR EQUIPMENT REPAIR.

DESCRIPTION OF DUTIES:
RESPONSIBLE FOR REPAIRING INDUSTRIAL SEWING MACHINES IN THE PRODUCTION
PLANTS OF PRISON INDUSTRIES. KNOWLEDGE OF PRODUCTION METHODS AND
TECHNIQUES RELATED TO THE APPAREL INDUSTRY WITH THE ABILITY TO PLAN,
COORDINATE AND SUPERVISE INMATE WORKERS. RESPONSIBLE FOR TOOL AND
SEWING NEEDLE CONTROL. PROVIDES PREVENATIVE MAINTENANCE ON ALL
EQUIPMENT IN ACCORDANCE WITH OSHA. RESPONSIBLE FOR ORDERING AND
MAINTAINING PARTS AND SUPPLIES. MAINTAINS AN EFFECTIVE QUALITY
CONTROL PROGRAM WITH PROPER WASTE CONTROL. TRAIN AND SUPERVISE 65+
INMATES IN THE PROPER USE OF SEWING MACHINES.
REQUIRES TRAVEL TO OTHER PRODUCTION PLANTS (INSTITUTIONS) THROUGHOUT
THE STATE. SCHEDULE SUBJECT TO CHANGE TO MEET THE DEMANDS OF THE
INDUSTRY.
COMMENTS:
MUST ATTEND SCDC BASIC TRAINING