SC DEPARTMENT OF CORRECTIONS

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OPENING DATE: 08/17/18 CLOSING DATE: 10/01/18 (4:30 PM)

SCDC INTERNAL TITLE: INDUSTRIES PROD MGR I SCDC POSITION #: 013690
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 01 WORK TIME: 0700 AM - 0400 PM
LOCATION: WATEREE FARM OPERATIONS, REMBERT (SUMTER) LEVEL 2

STATE JOB TITLE: PROGRAM COORDINATOR I STATE JOB CLASS: AH35
PAY BAND/LEVEL: 05 B
BAND: 05 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: $ 034157 - $ 044112 SCEIS POSITION #: 61016905

MINIMUM AND ADDITIONAL REQUIREMENTS:
A BACHELOR'S DEGREE AND RELEVANT PROGRAM EXPERIENCE.
(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A BACHELOR'S DEGREE AND ONE (1) YEAR EXPERIENCE IN EDIBLE/ROW CROP OPERATIONS AND ONE (1) YEAR SUPERVISORY EXPERIENCE; OR AN ASSOCIATE DEGREE AND THREE (3) YEARS EXPERIENCE IN EDIBLE/ROW CROP OPERATIONS AND ONE (1) YEAR SUPERVISORY EXPERIENCE; OR A HIGH SCHOOL DIPLOMA AND FIVE (5) YEARS EXPERIENCE IN EDIBLE/ROW CROP OPERATIONS AND ONE (1) YEAR SUPERVISORY EXPERIENCE.

DESCRIPTION OF DUTIES:
UNDER LIMITED SUPERVISION OF THE WATEREE FARM MANAGER (PROGRAM COORDINATOR I) SUPERVISED THE DAY TO DAY OPERATIONS OF THE ROW CROP OPERATION, TO INCLUDE BUT NOT LIMITED TO PLANTING, HARVESTING, LAND PREPERATION, EQUIPMENT MAINTENANCE, PLANNING, AND REPORTING AS NEEDED TO VARIOUS FEDERAL AND STATE AGENCIES. MUST HAVE A VALID CDL LICENSE OR OBTAIN WITHIN ONE YEAR OF EMPLOYMENT. MUST HAVE A VALID PESTICIDE LICENSE OR OBTAIN WITHIN ONE YEAR OF EMPLOYMENT.
COMMENTS:
MUST ATTEND SCDC BASIC TRAINING
WORK HOURS WILL FLUCUATE DURING PEAK FARMING SEASONS.