

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 01/10/18

CLOSING DATE: 01/18/18 (4:30 PM)

SCDC INTERNAL TITLE: CPL I SCDC POSITION #: 014291
HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: D2 WORK TIME: 0700 PM - 0700 AM
LOCATION: GOODMAN CORRECTIONAL INSTITUTION, COLUMBIA (RICHLAND) LEVEL 1

STATE JOB TITLE: CORRECTIONAL OFFICER II STATE JOB CLASS: JD35
PAY BAND/LEVEL: 04 A
BAND: 04 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 032473 - \$ 034866 SCEIS POSITION #: 61019871

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND EXPERIENCE IN CORRECTIONAL,
SECURITY OR POLICE WORK.

TWELVE MONTHS EXPERIENCE IN CORRECTIONAL SECURITY OR POLICE
WORK. INCUMBENT MUST SUCCESSFULLY COMPLETE BASIC CERTIFICATION
TRAINING AT THE S.C. DEPT. OF CORRECTIONS TRAINING ACADEMY WITHIN
SIX MONTHS OF ENTRY INTO THE POSITION.

THIS IS A NEOGOV POSITION APPLY @ AGENCY.GOVERNEMNTJOBS.COM/SC

DESCRIPTION OF DUTIES:

ASSISTS SERGEANT I IN EVALUATING OFFICER DUTY PERFORMANCE. PROVIDES
DIRECT SUPERVISION TO SUBORDINATE OFFICERS. REVIEWS INCIDENT REPORTS
WRITTEN BY OFFICER I AND TAKES APPROPRIATE ACTION. INVESTIGATES
INMATE COMPLAINTS AND TAKES APPROPRIATE ACTION. INSTRUCTS AND
COUNSELS OFFICERS CONCERNING DUTY REQUIREMENTS. INSTRUCTS AND
COUNSELS INMATES AS REQUIRED. MAKES SANITATION, SAFETY AND SECURITY
INSPECTIONS OF BUILDINGS, BUILDING CONTENTS, GROUNDS AND VEHICLES AND
CORRECTS OR REPORTS SHORTCOMINGS OR DEFICIENCIES. RELIEVES SERGEANT I
AS REQUIRED. MONITORS INMATE MOVEMENT WITHIN THE INSTITUTION. PERFORMS
ALL ESSENTIAL FUNCTIONS OF THE OFFICER I POSITION AS REQUIRED.

COMMENTS:

*THIS IS A NEOGOV POSITION APPLY ONLINE @AGENCY.GOVERNMENTJOBS.COM
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