

**SC DEPARTMENT OF CORRECTIONS**

**-JOB POSTING NOTICE (EOE)-**

OPENING DATE: 12/06/17

CLOSING DATE: 12/13/17 (4:30 PM)

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SCDC INTERNAL TITLE: LIEUTENANT SCDC POSITION #: 012936  
HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 02 WORK TIME: 0600 AM - 0600 PM  
LOCATION: AGENCY SEARCH TEAM, COLUMBIA (RICHLAND)

STATE JOB TITLE: CORRECTIONAL OFFICER III STATE JOB CLASS: JD40  
PAY BAND/LEVEL: 05 B  
BAND: 05 SPECIAL INCENTIVE: NO  
HIRING SALARY RANGE: \$ 034157 - \$ 044112 SCEIS POSITION #: 61020047

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MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND SUPERVISORY EXPERIENCE IN  
CORRECTIONAL, SECURITY OR POLICE WORK.  
HIGH SCHOOL DIPLOMA AND FIVE (5) YEARS OF CORRECTIONAL SECURITY OR  
POLICE WORK, TO INCLUDE ONE (1) YEAR OF CORRECTIONAL SUPERVISORY  
EXPERIENCE.

DESCRIPTION OF DUTIES:

CONDUCTS UNANNOUNCED SEARCHES IN CONJUNCTION WITH AGENCY SEARCH TEAM OF  
SCDC INSTITUTIONS. RESPONSIBLE FOR THE CARE OF  
ASSIGNED K-9, TO INCLUDE HOUSING, FEEDING, GROOMING & OVERALL SAFETY.  
PROVIDES WEEKLY INTELLIGENCE TO DIRECTOR OF DIVISION OF SECURITY  
INVOLVING INSTITUTIONS ASSIGNED AREA OF COVERAGE.  
ASSISTS WITH LOCATING ESCAPED INMATES ON AN AS-NEEDED BASIS.  
PREPARES REPORTS AND OTHER DOCUMENTATION FOR COURT PROCEEDINGS IF  
NEEDED. MAINTAINS ASSIGNED STATE VEHICLE AND EQUIPMENT IN ACCORDANCE  
W/AGENCY POLICY.  
PROVIDES ASSISTANCE TO AST (AGENCY SEARCH TEAM) AND RESPONDS  
TO INSTITUTIONAL EMERGENCIES PROVIDING SUPPORT TO RRT (RAPID RESPONSE  
TEAM) AS DIRECTED.  
MAYBE REQUIRED TO RESPOND AFTER HOURS AND ON WEEKENDS.