

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 12/06/17

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

SCDC INTERNAL TITLE: LT II SCDC POSITION #: 014023
HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: D1 WORK TIME: 0600 AM - 0600 PM
LOCATION: PERRY CORRECTIONAL INSTITUTION, PELZER (GREENVILLE) LEVEL 3

STATE JOB TITLE: CORRECTIONAL OFFICER III STATE JOB CLASS: JD40
PAY BAND/LEVEL: 05 B
BAND: 05 SPECIAL INCENTIVE: YES
HIRING SALARY RANGE: \$ 034157 - \$ 044112 SCEIS POSITION #: 61017505

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND SUPERVISORY EXPERIENCE IN
CORRECTIONAL, SECURITY OR POLICE WORK.
THREE YEARS EXPERIENCE IN CORRECTIONAL SECURITY OR POLICE WORK, TO
INCLUDE ONE YEAR OF CORRECTIONAL SUPERVISORY EXPERIENCE. CERTIFIED
BY THE SCDC TRAINING ACADEMY AND SATISFACTORY COMPLETION OF THE BASIC
SUPERVISORY COURSE WITHIN SIX MONTHS OF ENTRY INTO THE POSITION.

DESCRIPTION OF DUTIES:

UNDER GENERAL SUPERVISION, PLANS, COORDINATES AND DIRECTS THE ACTIONS
OF THE SECURITY STAFF AND OVERSEES SECURITY, CUSTODY AND CONTROL OF
INMATES IN ASSIGNED UNIT(S) OF A MEDIUM/MAXIMUM SECURITY FACILITY.
ASSUMES PRIMARY RESPONSIBILITY FOR SECURITY FOR ALL BUILDINGS AND
PUBLIC PROPERTY. MAKES ROUTINE CHECKS OF THE UNIT(S) TO ENSURE
SUBORDINATE STAFF ARE PERFORMING THEIR DUTIES PROPERLY AND SAFELY, AND
THAT CLEANLINESS AND OSHA STANDARDS ARE MAINTAINED. ASSISTS WITH ALL
INMATE COUNTS FOR ACCURACY. INVESTIGATES COMPLAINTS AND VIOLATIONS;
ARBITRATES DISPUTES AMONG INMATE POPULATION AND CORRECTIONAL STAFF.

COMMENTS:

*****SHIFT SUBJECT TO CHANGE*****