

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

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OPENING DATE: 10/02/18

CLOSING DATE: 11/19/18 (4:30 PM)

SCDC INTERNAL TITLE: TRADES MANAGER

SCDC POSITION #: 013303

HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM

LOCATION: HEADQUARTERS COMPLEX-GROUNDS MAINT, COLUMBIA (RICHLAND)

STATE JOB TITLE: BUILDING/GROUNDS MGR.

STATE JOB CLASS: KA30

PAY BAND/LEVEL: 06 A

BAND: 06

SPECIAL INCENTIVE: NO

HIRING SALARY RANGE: \$ 039960 - \$ 051623 SCEIS POSITION #: 61022800

MINIMUM AND ADDITIONAL REQUIREMENTS:

AN ASSOCIATE'S DEGREE AND PROFESSIONAL EXPERIENCE DIRECTLY RELATED TO THE AREA OF EMPLOYMENT.

(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A HIGH SCHOOL DIPLOMA AND EXPERIENCE IN OPERATING HEAVY EQUIPMENT. SUPERVISORY EXPERIENCE IS PREFERRED.

DESCRIPTION OF DUTIES:

MUST BE ABLE TO PLAN, ORGANIZE, PERFORM & SUPERVISE THE DELIVERY OF HEAVY EQUIPMENT, MATERIALS, SUPPLIES, ETC. MUST BE ABLE TO ORGANIZE, INVENTORY & MAINTAIN LAYDOWN YARD. MUST BE KNOWLEDGEABLE IN THE REPAIR OF HEAVY EQUIPMENT, ROAD REPAIR AND PARKING LOT REPAIR. MUST BE ABLE TO OPERATE AND MAINTAIN HEAVY EQUIPMENT TO INCLUDE CRANE OPERATION. NEEDS TO BE ABLE TO OPERATE A COMPUTER (MICROSOFT OFFICE). MUST HAVE A CDL CLASS (A) LICENSE. MUST COMPLETE FOUR (4) WEEKS BASIC TRAINING. RESUME, LICENSE(S) AND CERTIFICATION(S) SHOULD BE SUBMITTED TO BE CONSIDERED FOR POSITION.