SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

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OPENING DATE: 07/25/18 CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: TRADES SPEC V HVAC SCDC POSITION #: 010434
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM
LOCATION: RIDGELAND CORR INSTITUTION, RIDGELAND (JASPER) LEVEL 2

STATE JOB TITLE: TRADES SPECIALIST V STATE JOB CLASS: KC50
PAY BAND/LEVEL: 05 B
BAND: 05 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: $ 034157 - $ 044112 SCEIS POSITION #: 61020938

MINIMUM AND ADDITIONAL REQUIREMENTS:
A HIGH SCHOOL DIPLOMA AND TRADE EXPERIENCE THAT IS 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 TWO (2) YEARS' EXPERIENCE IN THE PRINCIPLES AND TECHNIQUES OF HVAC, REFRIGERATION SYSTEMS AND GENERAL MAINTENANCE AND REPAIRS.

DESCRIPTION OF DUTIES:
DEVELOPS GENERAL MAINTENANCE AND REPAIR PROGRAM THROUGHOUT THE FACILITY. PROVIDES ASSISTANCE IN THE HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION MAINTENANCE AND REPAIR PROGRAM. SUPERVISES AND COMPLETES GENERAL MAINTENANCE, CONSTRUCTION, AND RENOVATION PROJECTS FOR FACILITY. ESTABLISHES ON-CALL PROCEDURES TO RESPOND TO EMERGENCY GENERAL MAINTENANCE REPAIR CALLS. ASSISTS IN EMERGENCY HVAC AND REFRIGERATION MAINTENANCE AND REPAIR CALLS AND ASSURES THE WORK IS PROMPTLY AND PROPERLY PERFORMED. MUST ATTEND FOUR (4) WEEKS BASIC TRAINING. RESUME, LICENSE(S) AND CERTIFICATION(S) MUST BE SUBMITTED IN ORDER TO BE CONSIDERED FOR POSITION.
COMMENTS:
MUST ATTEND SCDC BASIC TRAINING.
THIS POSITION WILL REMAIN OPEN UNTIL FILLED.