

# **SC DEPARTMENT OF CORRECTIONS**

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

OPENING DATE: 10/31/17

CLOSING DATE: UNTIL FILLED

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SCDC INTERNAL TITLE: TRADES SPEC V

SCDC POSITION #: 010683

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

LOCATION: TURBEVILLE CORRECTIONAL INSTITUTION, TURBEVILLE (CLARENDON) 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 #: 61022229

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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 FIVE (5) YEARS EXPERIENCE IN GENERAL MAINTENANCE, INSTALLATION AND/OR REPAIRS OF HEATING/ VENTILATING, AIR CONDITIONING AND REFRIGERATION SYSTEMS. MUST BE EPA UNIVERSAL CERTIFIED FOR REFRIGERATION SYSTEMS.

DESCRIPTION OF DUTIES:

DEVELOPS PREVENTIVE MAINTENANCE AND REPAIR PROGRAM THROUGHOUT FACILITY FOR HEATING, VENTILATION, AIR CONDITIONING AND REFRIGERATION. ESTABLISHES ON-CALL PROCEDURES AND RESPONDS TO CALLS. DETERMINES REQUIREMENTS FOR PREVENTIVE MAINTENANCE AND REPAIR SUPPLIES AND EQUIPMENT AND PREPARES JUSTIFICATION FOR AND REQUISITIONS SUPPLIES/ EQUIPMENT. REMAINS ABREAST OF NEW TECHNIQUES/PROCEDURES/EQUIPMENT IN FUNCTIONAL AREA AND RECOMMENDS THE PROCUREMENT OF AND ASSISTS IN SUPERVISING THE INSTALLATION OF NEW EQUIPMENT. WORK INVOLVES OVERTIME AND 24-HOUR ON-CALL RESPONSIBILITIES FOR EMERGENCY REPAIRS.

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING  
PLEASE POST AS "UNTIL FILLED".