

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 08/29/17

CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: TRUCK DRIVER SCDC POSITION #: 010399
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM
LOCATION: INDUSTRIES ADMINISTRATION, COLUMBIA (RICHLAND)

STATE JOB TITLE: PROGRAM ASSISTANT STATE JOB CLASS: AH30
PAY BAND/LEVEL: 04 E
BAND: 04 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 031575 - \$ 032838 SCEIS POSITION #: 61016781

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND RELEVANT PROGRAM EXPERIENCE.
A BACHELOR'S DEGREE MAY BE SUBSTITUTED FOR THE REQUIRED
PROGRAM EXPERIENCE.

HIGH SCHOOL GRADUATE WITH THREE (3) YEARS EXPERIENCE IN VEHICLE
MAINTENANCE OR EQUIVALENT IN EDUCATION AND TRAINING. MUST POSESS
COMMERCIAL DRIVER'S LICENSE - CLASS A. MUST BE ABLE TO OPERATE A
TRACTOR TRAILER.

DESCRIPTION OF DUTIES:

UNDER GENERAL SUPERVISION, RESPONSIBLE FOR DELIVERY, PICK UP AND
INSTALLATION OF CUSTOMERS PRODUCTS, AS WELL AS MAINTENANCE & SECURITY
OF DELIVERY VEHICLES IN A CORRECTIONAL SETTING (INDUSTRIES WAREHOUSE)
PROVIDES SERVICE TO OUR CUSTOMERS AND PLANTS IN THE MOST EFFICIENT
AND ECONOMICAL MANNER. SUPERVISES INMATE WORK CREW IN THE DELIVERY
OF INDUSTRIES PRODUCTS & SERVICES WHILE TEACHING THEM SKILLS THAT CAN
BE UTILIZED UPON THEIR RELEASE. MAY BE REQUIRED TO SUPERVISE INMATES
IN OTHER INDUSTRIES PLANTS.

WORK SCHEDULE SUBJECT TO CHANGE BASED ON INDUSTRY NEEDS.

**** MUST HAVE A CLASS A COMMERCIAL DRIVERS LICENSE ****

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING

****UNTIL FILLED****