

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 11/14/17

CLOSING DATE: 11/21/17 (4:30 PM)

SCDC INTERNAL TITLE: CPL II

SCDC POSITION #: 012179

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: D2 WORK TIME: 0700 PM - 0700 AM

LOCATION: BROAD RIVER CORRECTIONAL INSTITUTION, COLUMBIA (RICHLAND) LEVEL 3

STATE JOB TITLE: CORRECTIONAL OFFICER II

STATE JOB CLASS: JD35

PAY BAND/LEVEL: 04 B

BAND: 04

SPECIAL INCENTIVE: YES

HIRING SALARY RANGE: \$ 028074 - \$ 036260 SCEIS POSITION #: 61018395

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND EXPERIENCE IN CORRECTIONAL,
SECURITY OR POLICE WORK.

EIGHTEEN MONTHS EXPERIENCE IN CORRECTIONAL SECURITY

OR POLICE WORK. INCUMBENT MUST SUCCESSFULLY COMPLETE

BASIC CERTIFICATION TRAINING AT THE S.C. DEPT. OF CORRECTIONS

TRAINING ACADEMY WITHIN SIX MONTHS OF BEING IN THE POSITION.

DESCRIPTION OF DUTIES:

ASSISTS SERGEANT II IN EVALUATING OFFICER DUTY PERFORMANCE. PROVIDES

DIRECT SUPERVISION TO SUBORDINATE OFFICERS. REVIEWS INCIDENT REPORTS

WRITTEN BY OFFICER II AND TAKES APPROPRIATE ACTION. INVESTIGATES

INMATE COMPLAINTS AND TAKES APPROPRIATE ACTION. INSTRUCTS AND

COUNSELS OFFICERS CONCERNING DUTY REQUIREMENTS. INSTRUCTS AND

COUNSELS INMATES AS REQUIRED. RELIEVES SERGEANT II AS REQUIRED.

MONITORS INMATE MOVEMENT WITHIN THE INSTITUTION.

COMMENTS:

SHIFT WORK SCHEUDLE SUBJECT TO CHANGE