SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 12/14/16 CLOSING DATE: 12/21/16 (4:30 PM)

SCDC INTERNAL TITLE: BLDG/GRNDS MGR SCDC POSITION #: 010504
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0730 AM - 0330 PM
LOCATION: ELECTRICAL, COLUMBIA (RICHLAND)

STATE JOB TITLE: BUILDING/GROUNDS MGR. STATE JOB CLASS: KA30
PAY BAND/LEVEL: 06 A
BAND: 06 SALARY RANGE $ 039960 - $ 073935 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: $ 039960 - $ 051623 SCEIS POSITION #: 61022770

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 BACHELOR'S DEGREE AND THREE (3) YEARS EXTENSIVE WORKING KNOWLEDGE OF PRINCIPLES AND TECHNIQUES DIRECTLY RELATED TO THE AREA OF EMPLOYMENT, INCLUDING TWO (2) YEARS IN A SUPERVISORY CAPACITY; OR AN ASSOCIATE'S DEGREE AND FIVE (5) YEARS EXTENSIVE WORKING KNOWLEDGE OF PRINCIPLES AND TECHNIQUES DIRECTLY RELATED TO THE AREA OF EMPLOYMENT, INCLUDING TWO (2) YEARS IN A SUPERVISORY CAPACITY; OR A HIGH SCHOOL DIPLOMA AND SEVEN (7) YEARS EXTENSIVE WORKING KNOWLEDGE OF PRINCIPLES AND TECHNIQUES DIRECTLY RELATED TO THE AREA OF EMPLOYMENT, INCLUDING TWO (2) YEARS IN A SUPERVISORY CAPACITY. MUST HAVE A COMMERICAL DRIVERS LICENSE (CDL) OR OBTAIN WITHIN SIX (6) MONTHS OF EMPLOYMENT.

DESCRIPTION OF DUTIES:
PLANS, COORDINATES, SCHEDULES AND PERFORMS MAINTENANCE AND PREVENTIVE MAINTENANCE ON ALL ELECTRONIC SYSTEMS, TO INCLUDE THE FIRE ALARMS, FENCE SECURITY, PA, CCTV, ELECTRIC LOCKING AND OTHER SYSTEMS RELATING TO THE ELECTRONIC TRADE THROUGHOUT SCDC FACITILITES AND INSTITUTIONS. POSITION REQUIRES EXTENSIVE KNOWLEDGE OF ELECTRONIC SYSTEMS AND EQUIPMENT. MUST BE ABLE TO ASSIST OTHER TRADES AS NEEDED.
POSITION INVOLVES 24-HOUR EMERGENCY ON-CALL RESPONSIBILITY.
COMMENTS:
MUST ATTEND SCDC BASIC TRAINING