SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE-

OPENING DATE: 05/08/08 CLOSING DATE: 05/20/08 (4:30 PM)

SCDC INTERNAL TITLE: FOOD SVC SPEC IV SCDC POSITION #: 013957

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM

LOCATION: LEE CORRECTIONAL INSTITUTION, BISHOPVILLE (LEE) LEVEL 3

STATE JOB TITLE: FOOD SERVICE SPEC. IV STATE JOB CLASS: KB20

BAND: 04 SALARY RANGE $ 024635 - $ 045578 SPECIAL INCENTIVE: YES

LEVEL: C SALARY RANGE $ 026647 - $ 042170

STATE OF SC MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND SUPERVISORY EXPERIENCE IN QUANTITY
AND QUALITY COOKING.

ADDITIONAL SCDC REQUIREMENTS:

HIGH SCHOOL GRADUATION AND SIX (6) YEARS OF EXPERIENCE IN QUANTITY
AND QUALITY COOKING, INCLUDING TWO (2) YEARS IN A SUPERVISORY
CAPACITY.

DESCRIPTION OF DUTIES:

ASSISTS IN THE DIRECTION AND MANAGEMENT OF THE TOTAL FOOD PROGRAM
OPERATION IN A LARGE MEDIUM/MAXIMUM INSTITUTION. ENSURES THE REGULAR,
THERAPEUTIC AND RELIGIOUS DIETS ARE PROPERLY ADMINISTERED. THIS
INCLUDES USING SYSTEMS OF PROGRESSIVE COOKING AND SPLIT PREPARATION
IN STRICT COMPLIANCE WITH SCDC MASTER MENUS AND MEDICALLY PRESCRIBED
MENUS. ENSURES ADHERENCE TO FOOD SERVICE POLICIES.

COMMENTS:

MUST SATISFACTORILY COMPLETE SCDC BASIC TRAINING