

**Job Title:** Forensic Scientist (Crime Scene) / Crime Scene Analyst

**Grade:** CS-401-12 / CS-301-12

**Salary:** \$76,082 - \$97,340 Annually

**Union Position:** (Y)

**Requirements:** Safety Sensitive, Essential Designation, Shift, weekend, and holiday work is required

**Forensic Scientist, CS-401-12:** Degree in biological sciences, agriculture, natural resource management, chemistry, or related disciplines appropriate to the position. OR Combination of education and experience: Courses equivalent to a major, as shown in Degree requirement above, plus appropriate experience or additional education. Professional knowledge of statistics as they relate to analytical laboratory work or experience working in a crime scene laboratory. Knowledge of safety practices and procedures that apply to field analysis, particularly in the forensic laboratories; and knowledge, skill and ability to maintain research methods and techniques, keep informed of current literature and/precedence relevant to the forensic scientific or crime scene fields. Knowledge of and skill in collecting and processing crime scene evidence utilizing a variety of technical equipment, materials, methods and photographic processes; and ability to perform scientific analyses and adhere to quality assurance standards and processes with these methods.

**Crime Scene Analyst, CS-301-12:** No Basic Degree Requirement

Incumbent must be able to successfully complete the DFS Crime Scene Sciences Competency Testing. Certification from the International Association for Identification is preferred.

**Qualifications:** In addition to the basic education and experience above, the individual must also have one (1) year of specialized experience equivalent to the grade 11 level. Specialized experience is experience which is directly related to the position which has equipped the individual with the knowledge, skills and abilities to successfully perform the duties of the position to include such work as: investigating and analyzing crime scenes; protecting and preserving important and critical evidence; or performing similar crime scene work.

The individual must have one (1) year of specialized experience equivalent to the grade 11 level. Specialized experience is experience which is directly related to the position which has equipped the individual with the knowledge, skills and abilities to successfully perform the duties of the position to include such work as: investigating and analyzing crime scenes; protecting and preserving important and critical evidence; or performing similar crime scene work.

Incumbent must be able to successfully complete the DFS Crime Scene Sciences Competency Testing. Certification from the International Association for Identification is preferred.

**Job Description:** Work involves performing case related examinations on samples submitted for forensic analysis. Maintains quality control measures and prepares detailed documentation of crime scene evidence. Applies procedures, identifies problems and anticipates discrepancies in the results of examination; modifies and adapts various methods to satisfy requirements and to arrive at sound conclusions. The incumbent is subject to handling dead and decomposed bodies and bodies that may pose health risk, strong odors, insects, hostile and emotionally charged situations and animals. Manual dexterity, flexibility, and considerable strenuous physical exertion is required to carry boxes/cases and lifting/moving objects up to fifty (50) pounds; long periods of standing, walking, stretching, bending and sufficient eye sight and hand coordination is required. Work is performed in the field at the crime scenes; in the laboratory during testing, analysis, and autopsies, as well as in an office setting when preparing documentation/reports, etc. Also work in a variety of weather conditions with exposure to the elements and travel/walk over rough, uneven, or rocky surfaces. The incumbent may be exposed to hazardous materials, toxic substances, and blood borne pathogens and is required to follow safe field and laboratory practices and wear protective clothing, including facial masks, safety glasses, gloves, etc. Additionally, may be exposed to various objectionable materials (e.g., pornography, etc.) This position's duty station will be housed within the Consolidated Forensic Laboratory (CFL) which is a protection-sensitive facility. As such, incumbents of this position are designated as safety-sensitive and shall be subject to criminal background checks, background investigations, and pre-employment drug and alcohol testing, and other requirements as applicable. Due to the handling of primary evidence, the applicant will be required to submit a buccal swab for the purposes of the DNA Quality Control database for the DFS.

**Job Title:** Forensic Scientist (Crime Scene)

**Grade:** CS-401-11

**Salary:** \$61,491 - \$79,275 Annually

**Union Position:** (Y)

**Requirements:** Safety Sensitive, Essential Designation, Shift, weekend, and holiday work is required

A Bachelor of Science degree in a natural or forensic science from an accredited university; graduates of programs accredited by the Forensic Science Educational Program Accreditation Commission are preferred; and successful completion of the DFS Crime Scene Scientist Training Program and two (2) years of experience or equivalent experience and training at another forensic laboratory. A Bachelor's degree in another course of study may be substituted with a minimum of three (3) years of experience in a relevant, equivalent full-time crime scene position.

**Qualifications:** Three (3) years of experience in a relevant, equivalent full-time crime scene position  
Has demonstrated competency (by DFS training & competency standards) in the following areas:

1. Latent Print Processing
2. Collection of Biological/DNA evidence
3. Processing of vehicles
4. Processing of Crime Scenes

In addition to this competency, must have two years of documented experience performing these tasks independently.

Or

Must have equivalent documented training and competency with another forensic laboratory/organization and have two years documented experience performing these tasks independently. IAI (Int'l Assoc. of Identification) crime scene certification may substitute for one year of this experience. The individual must meet the DFS crime scene competency requirements within the first six months of employment.

**Job Description:** The position is responsible for recognizing, recording, and recovering evidence in criminal investigations at the scene(s) of crime(s) by analyzing, photographing, collecting, preserving, and presenting physical evidence. Crime scenes include person crimes, such as homicides, sexual assaults, and robberies, as well as property crimes and traffic crashes, etc. Investigates assigned crime scenes in various locations in the city; assists with sealing the crime scene to protect and preserve important evidence. Collects fingerprints/palm prints, tire and shoe prints, tool mark impressions, firearms) to facilitate positive identification and/or elimination, hair, clothing, fibers, and biological evidence; and analyzes and records crime scenes showing correlation between evidence and the scenes. Performs various chemical and photographic processes in the field or laboratory. Uses digital cameras to photograph evidence at the crime scene that specifically correlates with collected data and other evidence deemed appropriate for the case. Ensures that all persons who enter/visit the crime scene do not tamper with any evidence to avoid "evidence tampering" which might become an issue in court proceedings. Processes evidence in the laboratory using latent print powders, chemical solutions, forensic light sources, and various cameras, lenses, and filters in order to develop and preserve evidence. Attends autopsies to photograph injuries and fingerprint the deceased for identification purposes, and collect relevant physical evidence. Assists with improving operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly with other scientists/staff members or the public to provide seamless customer service; also researches to determine if new and/or revise methods for performing analyses are warranted or determines the effectiveness of current analytical methods. Follows evidence control procedures to maintain proper chain-of-custody of evidence, proper packaging, storage and integrity and ensures evidence is locked securely in a designated location before and after analysis. Testifies in court in connection with the evidence processed, developed and preserved as well as any examinations or analyses performed. Prepares detailed reports and supplements; accepts documents, and bar-codes evidence associated with each crime scene case.

Performs other related duties as assigned.

**Job Title:** Forensic Scientist (Crime Scene) / Crime Scene Analyst

**Grade:** CS-401-13 / CS-301-13

**Salary:** \$87,657 - \$112,956 Annually

**Union Position:** (Y)

**Requirements: Safety Sensitive, Essential Designation, Shift, weekend, and holiday work is required**

**Forensic Scientist, CS-401-13:** Degree in biological sciences, agriculture, natural resource management, chemistry, or related disciplines appropriate to the position. OR Combination of education and experience: Courses equivalent to a major, as shown in Degree requirement above, plus appropriate experience or additional education. In addition to the basic education and experience above, the individual must also have one (1) year of specialized experience equivalent to the grade 12 level. Specialized experience is experience which is directly related to the position which has equipped the individual with the knowledge, skills and abilities to successfully perform the duties of the position to include such work as: investigating and analyzing crime scenes; protecting and preserving important and critical evidence; or performing similar crime scene work.

**Crime Scene Analyst, CS-301-13:** No Basic Degree Requirement

Incumbent must be able to successfully complete the DFS Crime Scene Sciences Competency Testing. Certification from the International Association for Identification is preferred.

**Qualifications: Forensic Scientist, CS-401-13:** In addition to the basic education and experience above, the individual must also have one (1) year of specialized experience equivalent to the grade 12 level. Specialized experience is experience which is directly related to the position which has equipped the individual with the knowledge, skills and abilities to successfully perform the duties of the position to include such work as: investigating and analyzing crime scenes; protecting and preserving important and critical evidence; or performing similar crime scene work.

**Crime Scene Analyst, CS-301-13:** The individual must have one (1) year of specialized experience equivalent to the grade 12 level. Specialized experience is experience which is directly related to the position which has equipped the individual with the knowledge, skills and abilities to successfully perform the duties of the position to include such work as: investigating and analyzing crime scenes; protecting and preserving important and critical evidence; or performing similar crime scene work.

**Job Description:** Work is performed in the field at the crime scenes; in the laboratory during testing, analysis, and autopsies, as well as in an office setting when preparing documentation/reports, etc. Also work in a variety of weather conditions with exposure to the elements and travel/walk over rough, uneven, or rocky surfaces. The incumbent may be exposed to hazardous materials, toxic substances, and blood borne pathogens and is required to follow safe field and laboratory practices and wear protective clothing, including facial masks, safety glasses, gloves, etc. The position is a senior analyst responsible for recognizing and recovering evidence in criminal investigations at the scene(s) of crime(s) by analyzing, photographing, collecting, preserving, and presenting physical evidence. Crime scenes include person crimes, such as homicides, sexual assaults, and robberies, as well as property crimes and traffic accidents, etc. Investigates crime scenes in various locations in the city; assists with sealing the crime scene to protect and preserve important and critical evidence(s), and ensures that all persons who enters/visits the crime scene do not tamper with any evidence to avoid "evidence tampering" which might become an issue in court proceedings. Collects fingerprints/palm prints, tire and shoe prints, tool mark impressions, firearms, wound imprints of the deceased person(s), hair, clothing, fibers, and biological evidence to facilitate positive identification and/or elimination; and analyzes and records crime scenes showing correlation between evidence and the scene, and performs various chemical and photographic processes in the field or laboratory. Attends autopsies to photograph injuries and fingerprint the deceased for identification purposes. Photographs evidence at the crime scene that specifically correlates with collected data using digital cameras and other evidence deemed appropriate for the case. Processes evidence in the laboratory using special powders, chemical solutions, forensic light sources, and various cameras, lenses, and filters in order to develop and preserve evidence. Analyzes the current methods, procedures, and workflows and recommends ways to improve operations, decrease turnaround time and streamline work processes. Examines/reviews the current systems or methods in performing analysis and researches and recommends ways to further improve the effectiveness and efficiencies.