

**JOB TITLE: Criminalist III**

**JOB CODE: 15.01**

**GRADE: 15**

**CLASSIFICATION: Non-Exempt**

**PURPOSE OF THE POSITION:** To perform advanced level work as a Criminalist by assisting in the investigation of crimes through the collection and analysis of evidence from crime scenes in order to help in the identification of the perpetrator and to prove and sustain any charges brought in the judicial system.

**MINIMUM QUALIFICATIONS:** Graduation from high school or equivalent with five (5) years experience in criminalistics or a related field, or an Associate Degree in Law Enforcement with two (2) years of experience in criminalistics or a related field; or the equivalent in education, training, and experience, which would provide the necessary knowledge, skills and abilities.

**SPECIAL REQUIREMENTS:**

- In-depth knowledge of specialty photography and processing.
  - a. Technical macro-photography
  - b. Photomicrography
  - c. Laser photography
  - d. Digital Photography
- Knowledge of friction ridge identification and latent print comparison.
- Advanced knowledge of fingerprint classification and filing systems.
- Proficiency in the identification and interpretation of bloodstain evidence.
- Knowledgeable in the use of the alternate light source for crime scene searches for latent prints and other trace evidence.
- A working knowledge of firearms identification and functioning.
- A working knowledge of narcotics identification and presumptive testing.
- A working knowledge of arson investigation.
- Successfully complete the American Institute of Applied Science Correspondence Course on Forensic Science or equivalent experience (by completing this course of instruction the Criminalist II will be able to fulfill the requirement for Criminalist III).
- Ability to work independently to complete duties and essential functions of the position.

**ESSENTIAL FUNCTIONS:**

- Responsible, under supervision, to make physical analysis examinations in the identification and comparison of evidence.
- Attempt to analyze, identify and compare evidence so as to connect that evidence with the perpetrator of a crime, which includes fingerprint processing, identification and comparisons.
- Analyze such materials as hair, skin, blood, poisons, narcotics, debris, paint, glass, dirt, ink, paper, fabric, bullets, cartridge cases, firearms and any other substances, materials and objects that may constitute physical evidence.
- Compare plaster and moulage casts and photographs of impressions and marks from shoes, tires, instruments and other objects.

- Examine evidence with filtered ultraviolet light and X-ray and infrared photography.
- Perform field investigations at crime scenes and other pertinent locations and to search for, collect and preserve evidence subject to laboratory analysis and comparison.
- Reconstruct situation and physical evidence of crimes in the demonstration and proof of the connection of persons, instruments, or materials with the crime.
- Testify concerning scientific facts as established in the analysis of evidence.
- Study new techniques and procedures in the field of criminalistics.
- Cooperate with other law enforcement agencies in criminalistics and related areas.
- The intent of this class description is to provide a representative summary of the types of duties and responsibilities that would be required of classifications given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Incumbent may be required to perform job-related tasks other than those specifically presented in this job description.

**PUBLIC CONTACT:** Considerable public contact relative to the gathering of evidence.

**SUPERVISION RECEIVED:** Under the direction of and responsible to the Police Chief or designated representative.

**SUPERVISION EXERCISED:** Provides lead Criminalistics Technician direction for processing of crime scenes, including all major scenes. May be appointed as an acting supervisor in the absence of the sworn supervisor.

**PHYSICAL REQUIREMENTS:** This is light work requiring exerting up to 20 pounds of force occasionally and up to 10 pounds of force frequently. Work requires considerable physical activity including walking, lifting, reaching, stooping, pulling, grasping, balancing, climbing, kneeling, standing, and crouching. Incumbent is subject to inside and outside activities with no effective protection from weather changes, noise, vibrations, job hazards, and atmospheric conditions. Incumbent is also required to hear sufficiently to perceive information at normal spoken word levels. Manual dexterity is required to operate equipment in performance of duties.

**ORGANIZATIONAL STATUS:** Under the direction of and responsible to the Police Chief or designated representative.