



## **Sacramento County is an Equal Opportunity Employer**

- Title:** Supervising Criminalist (Biology Unit) Provisional
- Salary:** Approximate Monthly Salary \$6,963.48-\$8,465.10 plus Safety Retirement
- Opens:** October 2, 2009
- Filing Deadline:** October 23, 2009 at 5:00 p.m. (No Postmarks Accepted)

### **Position Description:**

The Supervising Criminalist is the supervisory class in the Criminalist series. This position is provisional in nature. A civil service exam will be offered shortly after appointment to the job class. The selected candidate must pass the civil service exam in the top three ranks in order to be eligible for permanent appointment. This position is located in the Biology Unit of the Laboratory of Forensic Services. The laboratory performs forensic analysis of physical evidence, investigation of crime scenes, and provides testimony in court as expert witnesses on the subjects of forensic analysis and crime scene investigation. Supervising Criminalists direct and supervise Criminalists and Forensic Laboratory Technicians in the laboratory. In addition, they may perform laboratory analysis and analyze casework.

### **Minimum Qualifications:**

Graduation from an accredited four-year college or university with a major in chemistry, biochemistry, physics, pharmacology, biology, microbiology, criminalistics (with emphasis in chemistry), or a closely related scientific field. Coursework must have included successful completion of 8 semester /12 quarter units of general chemistry and 3 semester / 4.5 quarter units of quantitative analysis.

### **And**

- Either:** Three (3) years full-time experience as a Criminalist Level III or above in Sacramento County service,
- Or:** Nine (9) years of full-time paid experience as an analyst in a crime laboratory, three years of which must have been at a level comparable to the Sacramento County classification of Criminalist Level III or above.

**Note:** A Master's degree in criminalistics, chemistry, biology, or a closely related scientific field may be substituted for one year of the required experience.

## **Special Requirements:**

Hours of Work: Incumbents may be required to work irregular hours, holidays, and weekends at various locations as necessary.

Background Investigation: Candidates must pass a criminal history and background check and contact of prior employers and personal references. Candidates will be fingerprinted for purposes of search of local, state, and national fingerprint files to disclose any criminal record. In addition, a classifiable set of fingerprints shall be furnished to the Department of Justice and to the Federal Bureau of Investigation.

Competency / Proficiency Testing: Incumbents are required to successfully complete competency testing prior to beginning casework in a new core or sub-discipline. Incumbents are required to successfully complete annual Proficiency Testing as required by the American Society of Crime Laboratory Directors / Laboratory Accreditation Board (ASCLD / LAB).

Physical Requirements: Stand, walk, and/or sit for long periods. Move with sufficient agility to collect and process evidence at crime scenes. Possess sufficient manual dexterity to manipulate and operate laboratory equipment. Lift and transport items weighing up to 50 pounds. Visually distinguish color, shape size, number and picture resolution quality. Withstand exposure to disagreeable elements (i.e., weather conditions, malodorous and decomposing samples, blood, bodily fluids, etc).

Licenses: All positions require possession of, or ability to obtain a valid California Driver's License, Class C or higher, prior to date of appointment. Incumbents appointed to positions whose duties include the analysis of blood alcohol are required to obtain a Forensic Alcohol Analyst /Supervisor License issued by the State of California within one year of appointment date.

Note: Failure to obtain and maintain the appropriate valid Driver's License constitutes cause for personnel action, up to and including dismissal from the class, under applicable Civil Service Rules or applicable bargaining agreement. Individuals who do not meet the Driver's License requirement due to physical disability will be reviewed on a case-by-case basis.

## **Essential Knowledge:**

- Principles and practices of supervision and training.
- Principles, methods, materials, standards, practices, equipment, and techniques of forensic science.
- Principles of chemistry, physics, biochemistry, physiology, zoology, botany, statistics, and photography as related to forensic science.
- Common types of evidence, such as narcotics, poisons, trace, firearms, and explosives.
- Laws of evidence, criminal procedure, and crimes.
- Laboratory safety.
- Principles of budget development and administration.

**Essential Abilities:**

- Supervise, train, and evaluate staff.
- Perform a variety of difficult chemical, instrumental, and other complex laboratory analyses.
- Interpret federal, state, and local regulations pertaining to physical evidence.
- Develop and maintain good working relationships with those encountered during the course of work.
- Promote and enforce safe work practices and handling of hazardous substances.
- Prepare and analyze complex reports and correspondence.
- Testify in court effectively.
- Adhere to established code of ethics.
- Handle exposure to stressful situations as a result of human behavior.

**Probationary Period:**

12 months after appointment from a civil service certification list

**Testing Process:**

To be determined.

**How to Apply:**

Submit a resume and **copies of transcripts identifying completion of required coursework** by 5:00 P.M. on the application deadline date to:

**Robert Jarzen, Director DA Forensics Lab  
4800 Broadway, Suite 200  
Sacramento, CA 95820  
M/C: 45-200  
FAX: 916-874-9620**

It is the applicant's responsibility to ensure his/her application and the required documentation are received within the filing period. Postmarks will **not** be accepted. Applications received after the application deadline will be rejected.