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## MuniProg, Professional - Forensic Serology

### Position Information

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#### Position Information

<b>Posting Title</b>	MuniProg, Professional - Forensic Serology
<b>Job Requisition Number</b>	COA073771
<b>Position Number</b>	T93502
<b>Job Type</b>	Full-Time
<b>Division Name</b>	Police
<b>Minimum Qualifications</b>	<p>Minimum Qualifications should state the following:            Graduation from an accredited four-year college or university with major course work in Biology, Chemistry, Forensic Science, Natural Science, or a field related to the job.</p> <p><b>Licenses and Certifications Required:</b>            Valid Texas Class C Driver's License</p>

#### Notes to Applicants

Licenses and Certifications:  
 Valid Texas Class C Driver's License

The position is funded through the Federal DNA Backlog grant and is expected to be funded for a two year period at a minimum. Exact funding time frame cannot be guaranteed.

Please provide transcripts showing coursework taken in Biology, Chemistry, Forensic Science, Natural Science or other scientific fields.

Candidates will be tested for the Nelson Denney.

This position requires tasks that involve bending, lifting, walking and carrying or using a force equal to lifting fifty pounds or heavier.

In addition, you must be able to work outdoors and in extreme weather conditions.

The top candidates must pass a comprehensive pre-employment background investigation that will be comprised of:

- A grammar comprehension test
- Drug Screen
- Polygraph Examination
- Criminal Background Check
- Background History Check (Comprehensive Reference check)

<b>Pay Range</b>	\$21.50 per hour
<b>Hours</b>	Monday – Friday, 7:30 AM to 4:00 PM
<b>Job Close Date</b>	05/27/2015
<b>Type of Posting</b>	External

<b>Department</b>	Police
<b>Regular/Temporary</b>	Temporary (No benefits)
<b>Grant Funded or Pooled Position</b>	Grant Funded
<b>Category</b>	Professional
<b>Location</b>	812 Springdale Rd, Austin, TX 78702
<b>Preferred Qualifications</b>	Preferred experience in crime scene investigation or in a crime laboratory or in law enforcement.
<b>Duties, Functions and Responsibilities</b>	<p><b>Essential duties and functions, pursuant to the Americans with Disabilities Act, may include the following. Other related duties may be assigned.</b></p> <ol style="list-style-type: none"> <li>1. Analyzes evidence for the detection of body fluids by employing forensic biological testing methods</li> <li>2. Successfully pass regular proficiency testing for serological analysis</li> <li>3. Prepares detailed analysis reports.</li> <li>4. Creates and maintains records and/or documents generated for each case according to established standard operating procedures.</li> <li>5. Assists in the maintenance and cleaning of laboratory instruments, and reagent preparation.</li> <li>6. Testifies as an expert witness in court</li> <li>7. Trains police personnel in evidence collection and preservation.</li> <li>8. Performs technical and administrative reviews.</li> <li>9. Participates in ongoing education in accordance with FBI guidelines and requirements.</li> <li>10. Assists with validations and QC of equipment and reagents.</li> </ol>
<b>Knowledge, Skills and Abilities</b>	<p><b>Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.</b></p> <ul style="list-style-type: none"> <li>•Basic knowledge of the theory and application of genetic and molecular biology to forensic testing.</li> <li>•Basic knowledge of instrumental analysis including capillary electrophoresis and Polymerase Chain Reaction (PCR).</li> <li>•Knowledge of city practice, policy, procedure, statutes, ordinances, and criminal law.</li> <li>•Skill in oral and written communication.</li> <li>•Skill in handling multiple tasks and prioritizing.</li> <li>•Skill in handling conflict and uncertain situations.</li> <li>•Skill in using computers and related software applications.</li> <li>•Skill in data analysis and problem solving.</li> <li>•Ability to work with frequent interruptions and changes in priorities.</li> <li>•Ability to train others.</li> <li>•Ability to establish and maintain effective communication and working relationships with laboratory, legal and law enforcement personnel, city employees, and the public.</li> </ul>

### Does this job require

**a criminal background investigation?** This position requires a criminal background investigation

**EEO/ADA**

City of Austin is committed to compliance with the American Disabilities Act. If you require reasonable accommodation during the application process or have a question regarding an essential job function, please call (512) 974-3210 or TTY (512) 974-2445.

**Information For City Employees: If you are an employee within**

the department, are in good standing and meet both the minimum and preferred qualifications, then you will receive an initial interview.

## Supplemental Questions

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Required fields are indicated with an asterisk (\*).

1. \* This position requires graduating from an accredited four-year college or university with major course work in Biology, Chemistry, Forensic Science, Natural Science, or a field related to the job. Do you meet the following requirements.
  - Yes
  - No
2. \* Do you have a valid Texas Class C driver's license or the ability to acquire by hire date?
  - Yes
  - No
3. \* Please explain your experience in crime scene investigation, in a crime laboratory or in law enforcement. (Open Ended Question)
4. \* If identified as a top candidate, do you agree to a criminal background check (CBI)?
  - Yes
  - No

## Optional & Required Documents

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### Required Documents

1. Resume

### Optional Documents

1. Cover Letter
2. Other Document
3. Other Document #2
4. Media Presentation