Firearms & Tool Mark Examiner I

**Salary**

$57,220.00 - $71,445.00 Annually

**Location**

Towson, MD

**Job Type**

MERIT

**Department**

POLICE

**Job Number**

10.513 1-26-2022

Pay Schedule I, Grade 30, Regular Schedule: 35 hours per week

A vacancy exists in Forensic Services, Police Department.

This job announcement may close at any time with little or no notice.  Applicants are advised to apply promptly.

A list of eligible applicants will be established based on the examination as outlined below.  Current and future vacancies occurring within this class may be filled from this list of eligible applicants.

All interested **transfer** and **promotional**candidates must apply at this time.

List all **promotions** and changes in job duties due to **reclassification** as separate work experiences on your application.  You must include the dates of the promotions and reclassifications.

**NOTE:**Failure to complete all fields of the "Work Experience" section of the application will result in your application not being considered.  A resume will not be considered in determining your qualifications for a position.  Applicants selected for an interview may provide a resume at that time.

**Examples of Duties**

Under general supervision, conducts forensic examinations and analyses of firearms, ammunition, and related physical evidence pertaining to law enforcement investigations. Serves as a court qualified expert witness in the field of firearms and tool mark examination.

* Examines, identifies, and analyzes firearms and related physical evidence including bullets, cartridge cases, shot shells, wadding, and live ammunition. Identifies fired bullets, cartridge cases and other ammunition components as having been fired from a specific firearm.
* Test fires firearms and recovers representative samples. Enters test fire and evidence images into regional and local databases. Accesses databases to search for and retrieve information.
* Examines fired bullets, cartridges and cartridge cases. Identifies any unique markings present on these such as striations, scratches, breech marks, firing pin impressions, extractor marks, and ejector marks. Identifies the caliber and manufacturer of ammunition and components.
* Obtains standards from firearms in question. Uses a comparison microscope to compare standards with evidentiary materials. Determines if the standards and evidentiary materials came from the same firearm. Compares firearms and fired ammunition.
* Examines firearms, identifying and documenting their condition, defects, and characteristics. Determines if altered weapons are in violation of Federal Law. Restores serial numbers on weapons. Checks submitted firearms in State file and Baltimore Police C.I.D.
* Physically and chemically examines evidence. Tests garments for gunshot residues and patterns. Identifies bullet entrance and exit holes in clothing and other materials. Determines the distance and angle traveled of fired bullets.
* Examines tools and suspected tool marks. Makes test markings and performs microscopic comparison examinations on tool marks to determine if a specific tool was used in an incident.
* Formulates and presents conclusions based on test results. Prepares detailed, technical reports. Prepares and maintains records and case files. Preserves and labels evidence. Collects and transports evidence from field sites.
* Attends courses in specialized techniques of firearms and tool mark examination. Attends armourers training programs sponsored by firearms manufacturers.

**Examples of Other Duties**  
Performs other related duties as required.  
  
(NOTE: The duties and responsibilities listed above are for the purpose of determining a common set of minimum qualifications for all positions in this class. They may not include all of the essential job functions of each position in the class. Each position may not be required to perform all of the essential job functions listed.)

**Qualifications**

**Training and Experience**   
Graduation from an accredited college or university with a bachelor's degree  
**plus**  
two years' experience in the forensic examination and analysis of firearms, ammunition, and related physical evidence. (Experience in the field of firearms, the processing or examination of forensic evidence, or the laboratory testing of materials, may be substituted on a year-for-year basis up to a maximum of four years for the required education.)  
  
**Knowledge, Skills, and Abilities (Entry Level)**  
Knowledge of the principles and practices of firearms and tool mark examination. Knowledge of firearms and ammunition. Knowledge of the principles and practices of forensic science. Knowledge of forensic laboratory operations. Knowledge of the principles and practices of law enforcement.  
  
Skill in examining, identifying, and analyzing firearms, ammunition, their components and related materials. Skill in handling, loading, and firing firearms. Skill in identifying fired bullets, cartridges cases, and other ammunition components as having been fired from a specific weapon. Skill in collecting, processing, labeling, and storing evidence. Skill in preparing and presenting reports. Skill in maintaining records.  
  
**Knowledge, Skills, and Abilities (Full Performance)**  
Knowledge of County and Departmental rules, regulations, policies, and procedures.  
  
**Character Requirements**  
All applicants must be of good moral character and emotionally stable, as determined by a comprehensive background investigation, polygraph examination and drug test.  
  
**Proof of Licenses, Certifications and Education**Applicants are required to submit proof of licenses, certifications and education beyond high school to meet the required and preferred qualifications of the position. Diplomas or transcripts must show the applicant’s major field of study. Copies and unofficial transcripts are acceptable.  
   
Failure to submit proof of Licenses, Certifications and Education will result in your application not being considered. Proof of licenses, certifications, and/or education must be submitted with each application.  
  
**Proof of Degree Equivalency**Applicants who have obtained a degree from outside the United States of America are required to submit degree equivalence documentation from World Education Services, Inc. (www.WES.org)  
  
Mail or deliver documents to:  
ATTN: Firearms & Tool Mark Examiner I  
Office of Human Resources  
Baltimore County Government  
308 Allegheny Ave.  
Towson, MD 21204  
  
You can attach your transcript(s) or license(s) to your application.  
  
**EXAMINATION PROCEDURE**Applicants will be qualified based on an evaluation of their training and experience, as stated on their application, which includes answers to the supplemental questions.   
Applicants must state the dates and duties of past and present experience clearly and completely for evaluation purposes.

**Conditions of Employment**

New employees will be required to provide proof of their COVID-19 vaccination at time of appointment.   
  
On appointment to this classification, an employee must provide a DNA sample to be maintained for quality assurance purposes by way of buccal swab of the inside of the employee's mouth or current standardized collection procedure to be performed by qualified police department personnel.  Provision of the DNA sample is a condition of employment and shall only be used for law enforcement purposes as a forensic laboratory or for purposes of human remains identification and request, but only to the extent that the genetic information is used for analysis of DNA identification markers for quality control to detect sample contamination.  It shall be maintained and disclosed only in a manner consistent with law, separate from the employee's personnel file as a confidential medical record, and will not be used for any other purpose.  See 75 Fed. Reg. 68912, 68936 (November 9, 2010), 42 U.S.C. 2000ff-1(b)(6), 29 CFR 1635.8(b)(6), as amended.  Provision of the DNA sample is a bona fide occupational qualification reasonably necessary to the normal operation of the police department. Failure to provide the DNA sample would prevent performance of an essential job function.  Employees in this classification are subject to call to duty in emergencies, and may be required to work overtime as needed.  
  
**Physical and Environmental Conditions**  
The work of this classification entails the operation of laboratory instruments and equipment, and the handling of firearms and ammunition.  
  
**Medical Examination and employment Background Investigation**

Applicants selected for an appointment to a position in Baltimore County must successfully complete a physical examination and drug screen and an employment background investigation, including, but not limited to a criminal background and fingerprint check.

**Agency**

Baltimore County

**Address**

308 Allegheny Avenue  
  
Towson, Maryland, 21204

**Phone**

410-887-3135

**Website**

[http://www.baltimorecountymd.gov](http://www.baltimorecountymd.gov/)

\*01

The purpose of the supplemental questions listed below is to further evaluate your experience and education to determine your eligibility for this job classification. Answer each question accurately and thoroughly. The experience you indicate in your responses to the supplemental questions must also be described, in detail, on the **Work History** section of this application. If you cite experience in your response that is not included on the Work History section of this application, your application may be considered incomplete and you may not receive further consideration for this position. Questions with text answers require you to include the name of the employer/organization and dates of the specific experience.

* I have read and acknowledge the above instructions.

\*02

Failure to complete all fields of the "Work Experience" section of the application will result in your application not being considered. **A resume will not be considered**in determining your qualifications for this position. Applicants selected for an interview may provide a resume at that time.

* I have read and acknowledge the above statement.

\*03

Select the type of driver's license you currently hold. Be sure you have provided your driver's license number, class and state in the previous section of this application.

* Commercial Driver's License equivalent to commercial, Class A Maryland Driver's License.
* Commercial Driver's License equivalent to commercial, Class B Maryland Driver's License.
* Commercial Driver's License equivalent to a Commercial Class C Maryland Driver's License with a Passenger Endorsement.
* Non-Commercial Driver's License equivalent to a non-commercial, Class C Maryland Driver's License.
* Provisional Non-Commercial Driver's License equivalent to a Provisional Non-Commercial, Class C Maryland Driver's License.
* Driver's License Learners Permit
* I do not have a driver's license.

\*04

Are you currently a merit (full-time), non-merit (part-time), or temporary employee of the Baltimore County General Government? Employees of Baltimore County Public Schools, Baltimore County Public Library, Baltimore County's court systems or Baltimore County Community College and employees of temporary services used by the County are not considered employees of the Baltimore County General Government.

* Yes
* No

\*05

Applicants selected for an appointment to a position in Baltimore County must successfully complete an employment background investigation and a medical examination. Are you willing to accept these conditions of employment?

* Yes, I am willing to accept these conditions of employment
* No, I am not willing to accept these conditions of employment and therefore I understand I will not be considered for this position with Baltimore County Government

\*06

The position you are applying for requires proof of education and/or licenses beyond high school in order to qualify. You must submit this proof as instructed on the job posting. If you do not submit the transcript(s) or license(s) by the closing date, your application will not be considered further.

* I have read and acknowledge the above instructions.

\*07

Select the option that best describes your level of education and experience.

* Bachelor's degree plus two years' experience in the forensic examination and analysis of firearms, ammunition, and related physical evidence.
* Associate of Arts degree plus four years' experience in the field of firearms, the processing or examination of forensic evidence, or the laboratory testing of materials.
* High school diploma plus at least six years' experience in the field of firearms, the processing or examination of forensic evidence, or the laboratory testing of materials.
* None of the above.

\*08

Provide specific example(s) of the experience you cited in the previous question. Include the employer(s) and date(s) you performed these duties. Be certain that this experience is also described, in detail, on the Work History/Experience section of this application. If you chose "None of the above" in the previous question, respond by entering N/A to this question.

\*09

Baltimore County requires that new employees must be vaccinated for COVID-19 at time of appointment.

* I have read and acknowledge the above statement.

\*Required Question