BALTIMORE COUNTY
Office of Human Resources
308 Allegheny Avenue
Towson, MD 21204

http://www.baltimorecountymd.gov
Is accepting applications for the position of:
Forensic Biologist II

An Equal Opportunity Employer

SALARY
$53,396.00 - $66,671.00 Annually

OPENING DATE: 11/06/17

CLOSING DATE: Continuous

THE POSITION

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

A vacancy exists in the Baltimore County Police Department.

A list of eligible applicants will be established based on the examination as outlined below.

Current and future vacancies occurring in this classification may be filled from this eligible list.

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

List all promotions and changes in job duties due to a 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 for this vacancy. A resume will not be considered in determining your qualifications for this position. Applicants selected for interviews may provide resumes at that time.

Failure to **submit proof of Licenses, Certifications and Education will** result in your application not being considered.

EXAMPLES OF DUTIES

Under general supervision, conducts biological analyses and examinations of physical evidence pertaining to law enforcement investigations, prepares reports of analyses, and provides expert testimony in court. Conducts laboratory quality assurance, safety, and training programs.

- Receives and logs evidence from evidence custodians in accordance with rules of chain of custody.
- Examines various types of evidence to locate and identify biological stains such as blood, semen, spermatozoa or other types of body fluids.
- Selects appropriate biological stains for further DNA analyses.
- Peer reviews biology analysis casework.

- Performs periodic proficiency tests to maintain qualification.
- Instructs investigators, forensic technicians, and police officers on the proper collection, preservation, and submission of physical evidence.
- Assists and advises the Office of the States Attorney on the forensic aspects of case.
- Participates in laboratory quality assurance and quality control programs.
- Follows established laboratory standards, policies and procedures.
- Participates in program audits and lab accreditation activities.
- Leads and instructs Forensic Biologist I's.

Examples of Other Duties
May present lectures to students, citizens, and members of other judicial system branches on the role of forensics and expert witnesses in the criminal justice systems. Cleans and maintains laboratory facilities and equipment. Performs other related duties.

(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

Graduation from an accredited college or university with a bachelor's degree in biology, chemistry or a forensic science-related field which shall have **included at least twenty-four semester hours in biology and must have successfully completed college course work covering the subject areas of biochemistry, genetics and molecular biology (molecular genetics, recombinant DNA technology) or other subjects which provide a basic understanding of the foundation of forensic DNA analysis, as well as course work and/or training in statistics and population genetics as it applies to forensic DNA analysis**

plus

at least one year of **work** experience in the scientific evaluation of biological evidence.

Character Requirements
All applicants must be of good moral character and emotionally stable, as determined by a comprehensive background investigation and test for drug use.

Proof of Licenses, Certifications and Education
Applicants are required to submit proof of education to meet the required qualifications of the position. Transcripts must show the applicant's major field of study and the titles and credit hours of the courses taken in the required subject areas. Copies of unofficial transcripts are acceptable.

Failure to **submit proof of Licenses, Certifications and Education will** result in your application not being considered.

Proof of Degree of Equivalency
Applicants who have obtained a degree from outside of 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: Forensic Biologist II
Office of Human Resources

308 Allegheny Avenue
Towson, MD 21204

EXAMINATION PROCEDURE
Qualified applicants will be assigned a rating based on an evaluation of their training and experience as submitted on their applications and supplemental questionnaires. Applications should state clearly and completely for evaluation purposes the dates, duties, and responsibilities of past and present experience.

CONDITIONS OF EMPLOYMENT

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. Employees in this classification must remain competent to testify in court.

Physical and Environmental Conditions
Work environment is primarily in a laboratory. The work entails frequent walking, standing, and lifting, operating laboratory equipment, exposure to chemicals, volatile organic compounds, and biohazards such as human bodily fluids.

Medical Examination and Employment Background Investigation
Applicants selected for an appointment to a position in Baltimore County must successfully complete a physical examination and comprehensive background investigation. The examination will include urinalysis to prove the applicant is drug free.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:
http://www.baltimorecountymd.gov
OR
308 Allegheny Avenue,
Towson, MD 21204

EXAM #10.549 11-17
FORENSIC BIOLOGIST II
JG

Forensic Biologist II Supplemental Questionnaire

* 1. 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 understand the above statement.

- ❑ yes
- ❑ no

* 2.

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 understand the above instructions regarding supplemental questions.

- ❑ yes
- ❑ no

* 3. Do you possess from an accredited college or university a bachelor's or master's degree in a biology, chemistry, or a forensic science-related field? This degree must include at least twenty-four semester hours in biology and additional coursework in biochemistry, genetics, molecular biology, or other subjects which provide a basic understanding of the foundation for forensic DNA analysis. Also, coursework or training in statistics and population genetics is required.

- ❑ yes
- ❑ no

* 4. If you answered "yes" to the previous question, provide the name of the college or university which awarded the degree, the type of degree received, and the major program of study. If you answered "no" to the previous question, enter "n/a" in this space.

* 5. List the titles and number of credit hours of college courses you have taken in the fields of biochemistry, genetics, molecular biology, statistics, or other subjects that provide a basic understanding of the foundation of forensic DNA analysis. If you have not completed coursework in any of these areas, enter "n/a" in this space.

* 6. Do you possess one year of experience in independent criminal casework through the scientific evaluation of biological evidence in an accredited forensic lab?

- ❑ yes
- ❑ no

* 7. If you have at least one year of experience in independent criminal casework through the scientific evaluation of biological evidence in an accredited forensic lab, and indicated so by responding "yes" to the previous question, **provide the name of the employer for whom you do or did this work, your job title, and your dates of employment, using a month/year format.** Briefly describe your job duties. This work experience MUST appear on the "Work Experience" section of your application. Failure to include this information on your application will result in the disqualification of your application.

* 8. Do you have experience receiving and logging evidence in accordance with rules of chain of custody?

- ❑ yes
- ❑ no

* 9. If you have experience receiving and logging evidence in accordance with rules of chain of custody and indicated such by your response to the previous question, provide the name

of the employer for whom you do or did this work, your job title, and your dates of employment. **Briefly** describe this experience. If you do not have experience performing this work, enter "n/a" in this space.

* 10. Do you have experience examining various types of forensic evidence to locate and identify biological stains such as blood, semen, saliva or other types of body fluids?

- ❑ yes
- ❑ no

* 11. If you have experience examining various types of evidence to locate and identify biological stains such as blood, semen, saliva or other types of body fluids and indicated such by your answer to the previous question, provide the name of the employer for whom you do or did this work, your job title, and your dates of employment. **Briefly** describe this experience, including what type of serological testing procedures you used. If you do not have experience performing this work, enter "n/a" in this space.

* 12. Do you have experience selecting appropriate forensic biological stains for DNA analyses?

- ❑ yes
- ❑ no

* 13. If you have experience selecting appropriate forensic biological stains for DNA analyses and indicated such by your response to the previous question, provide the name of the employer for whom you do or did this work, your job title, and your dates of employment. **Briefly** describe this experience. If you do not have experience performing this work, enter "n/a" in this space.

* 14. **Briefly** describe your work experience participating in laboratory quality assurance/quality control programs and audits, **provide the name of the employer for whom you do or did this work, your job title, and your dates of employment.** If you do not have experience performing this work, enter "n/a" in this space.

* 15. Have you ever qualified in a criminal court as an expert witness in forensic biology or serology?

- ❑ yes
- ❑ no

* 16. If you have qualified in a criminal court as an expert witness in forensic biology or serology, provide the name of the employer for whom you do or did this work, your job title, and your dates of employment. **Briefly** describe this experience and estimate the number of times you have testified as an expert witness. If you do not have experience performing this work, enter "n/a" in this space.

* 17. Employees in this classification must remain competent to testify in criminal proceedings. Are you willing to accept this condition of employment?

- ❑ yes
- ❑ no

* 18.

Persons appointed to this position must be of good moral character and emotionally stable as determined by a comprehensive background investigation, drug test and polygraph. Are you willing to submit to both a background investigation, drug test and polygraph?

- ❑ yes
- ❑ no

* 19. Employees in this classification are subject to call to duty in emergencies, and may be required to work overtime as needed. Are you willing to accept this condition of employment?

- ❑ yes
- ❑ no

* 20. The work of this classification entails frequent walking, standing, lifting, and exposure to hazardous conditions, such as chemicals, and bio-hazards, such as human body fluids. Are you willing and able to accept this condition of employment?

- ❑ yes
- ❑ no

* 21. This position works in the crime lab which requires applicants to provide a DNA sample at time of appointment. Are you willing and able to accept this condition of employment?

- ❑ yes
- ❑ no

* 22. I understand I am responsible for maintaining the accuracy of my contact information, including my street address, my e-mail address, and my contact telephone numbers. My failure to maintain accurate contact information may result in my not receiving information regarding this job announcement and/or may result in my not being further considered for this employment opportunity. To update this information visit www.governmentjobs.com, click on the "career seekers" link, and then follow the prompts.

❑ I have read this statement and understand I am responsible for maintaining up-to-date contact information.

* 23. I understand that I must submit a copy of my transcript indicating at least 24 semester hours in either chemistry or biology to be considered for this position. I also understand by checking "No" my application will not receive further consideration.

- ❑ yes
- ❑ no

* Required Question