Forensic Identification Examiner - Firearms and Tool Mark Examiner - Non-Merit

**Salary**

$75.00 Hourly

**Location**

Towson, MD

**Job Type**

NON MERIT

**Department**

POLICE

**Job Number**

20.573 12-19

* [**DESCRIPTION**](https://www.governmentjobs.com/careers/baltimorecounty/jobs/2638511/forensic-identification-examiner-firearms-and-tool-mark-examiner-non-merit?keywords=Forensics&pagetype=jobOpportunitiesJobs#details-info)
* [**BENEFITS**](https://www.governmentjobs.com/careers/baltimorecounty/jobs/2638511/forensic-identification-examiner-firearms-and-tool-mark-examiner-non-merit?keywords=Forensics&pagetype=jobOpportunitiesJobs#details-benefits)
* [**QUESTIONS**](https://www.governmentjobs.com/careers/baltimorecounty/jobs/2638511/forensic-identification-examiner-firearms-and-tool-mark-examiner-non-merit?keywords=Forensics&pagetype=jobOpportunitiesJobs#details-questions)

Regular Schedule: 20 hours per week

Non-Merit vacancies exist in the Police Department, Forensics Services Section.

Non-Merit positions are not classified within the Baltimore County Government Classification and Compensation Plan.

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

Current and future vacancies occurring in any Office or Department of Baltimore County General Government may be filled from the list of eligible applicants.

All interested candidates must apply at this time.

List all **promotions** and changes in job duties due to **reclassification** as separate work experiences on your application.  Applicants 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.

You can attach your transcript(s) or license(s) to your application.

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.

**Examples of Duties**

Under general supervision, conducts forensic examinations and analysis 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.
* Utilizes a national database (NIBIN) to associate firearms and/or fired cartridge case evidence to other criminal incidents by conducting digital microscopic comparison examinations.
* 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.

**EXAMPLE 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**

Graduation from an accredited college or university with a bachelor's degree

**plus**

at least 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.

**Must have successfully completed training in the field of Firearms and Tool Mark Identification and acquired authorization to conduct independent comparison examinations in an accredited forensic laboratory.**

**Knowledge, Skills, and Abilities**
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.

**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](http://www.wes.org/))

Mail or deliver documents to:
ATTN:Forensic Identification Examiner
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.

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**

**Physical and Environmental Conditions**
The work of this classification entails the operation of laboratory instruments and equipment, and the handling of firearms and ammunition.

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.

**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, education, and fingerprint check.  May be required to complete an expanded background investigation, polygraph examination, and psychological examination.

**Agency**

Baltimore County

**Address**

308 Allegheny Avenue

Towson, Maryland, 21204

**Phone**

410-887-3135

**Website**

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

**Employment Benefits** **for Non-Merit or Non-Classified, Part-Time Employees**

Baltimore County General Government offers the following benefits to part-time, non-merit or non-classified employees. New employees are eligible for benefits upon hire, unless noted otherwise.

**Equal Opportunity Employer**
Baltimore County is an equal opportunity employer and encourages minority, female and disabled applicants.

**Smoke free workplace**
All Baltimore County offices are smoke free.

**Drug free workplace**
Baltimore County provides a drug free workplace. Prospective employees are required to submit to urinalysis drug testing as part of the pre-employment physical examination.

**Employee Assistance Program**
Our Employee Assistance Program provides confidential and professional assessment and referral assistance for employees and eligible dependents in the household who are experiencing personal problems that may be affecting work performance, job satisfaction, or overall quality of life.

**Health Insurance**
In order to qualify for health insurance benefits (medical, prescription, dental and vision insurance), part-time employees must be scheduled for four (4) full work days plus two (2) hours each week.

Health Insurance benefits elected become effective the first day of the month following the date of hire if the employee has completed online enrollment prior to that date. New employees must enroll within thirty (30) calendar days of hire.  Plans offered include:

Medical, Prescription, Dental and Vision insurance.

**Flexible Spending Accounts**
Opportunity to set aside pre-tax dollars, through payroll deduction, for eligible unreimbursed medical care expenses and/or dependent care costs.

**Life Insurance**
In order to qualify for life insurance benefits, part-time employees must be scheduled for four (4) full work days plus two (2) hours each week.

Employees may elect basic term life insurance for themselves equal to one time the employee's annual salary, rounded to the next higher $1,000. Employees contribute a portion of the premium through monthly payroll deductions.  The County also offers an Additional/Employee paid Life Insurance plan with coverage up to $100,000.

**Retirement**
Part-time civilian employees can waive enrollment for up to sixty days, then may join or waive permanently.  Newly hired employees at least 55 years of age may opt not to join the ERS.

**Paid Leave**
**Sick Leave** - Monthly sick leave earnings prorated based on the number of hours worked per week. No maximum on accrual. Accrued balance can be applied toward service credit at retirement.

**Vacation Leave** - Monthly vacation leave earnings prorated based on the number of hours worked per week. Earnings increase after five, ten and fifteen years of service generally.

**Holidays** - Part-time 30 to 39 hour non-merit or non-classified employees will generally be paid for ten holidays per calendar year. Other part-time, non-merit or non-classified employees working 29 hours per week or less will receive two paid holidays per calendar year. These holidays are the Christmas holiday and the Independence Day holiday.

**Bereavement Leave
Jury Leave
Military Leave**

**Baltimore County Employees Federal Credit Union**
Membership in Baltimore County Employees Federal Credit Union offers a full range of savings programs, loans, checking, direct deposit, payroll deduction, savings bonds, and other financial services.

**Direct Deposit**
Payroll through direct deposit to the financial institution selected by employee is required.

**Deferred Compensation**
Nationwide Retirement Solutions offers a 457 retirement plan allowing for payroll contributions of tax deferred dollars to investment options of your choice.

**Disclaimer**

This is only a summary of benefits and policies in Baltimore County. Any benefit or policy may be changed at any time at the discretion of the administration. This summary does not constitute an express or implied contract, nor does it constitute a guarantee that your employment relationship will continue for any specified period of time or end only under certain conditions.

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 option that best describes your education and experience.

* Bachelor's degree or higher plus at least two years' experience in the forensic examination and analysis of firearms, ammunition, and related physical evidence.
* AA degree plus at least four years' experience in the forensic examination and analysis of firearms, ammunition, and related physical evidence.
* High School diploma or an appropriate equivalent, plus at least six years' experience in the forensic examination and analysis of firearms, ammunition, and related physical evidence.
* I do not have any of the combinations of education and experience listed above.

04

Briefly describe two years of work experience in the forensic examination and analysis of firearms, ammunition, and related physical evidence. **Be sure to indicate the employer(s) for whom you do or did this work and the dates of employment.** If you do not have this experience, respond by entering N/A in the space below.

05

Have you successfully completed training in the field of Firearms and Tool Mark Identification and acquired authorization to conduct independent comparison examinations in an accredited forensic laboratory?

* yes
* no

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.

 Required Question