**ABOUT THIS POSITION**

The Forensic Science Section Supervisor position supervises and manages the activities of the Police Department’s Forensic Science Laboratory and performs highly specialized forensic science evaluations in the areas of controlled substances, toxicology, forensic biology, firearms and tool marks, trace/comparative analysis, arson analysis, evidence processing, quality assurance, and latent comparative.

Supervisors plan, schedule, supervise, and evaluate work and activities of Laboratory Services Bureau Sections; assign cases and perform scientific analyses; prepare technical and management reports; provide expert testimony in court; provide technical advice and guidance to Section personnel and to members of the criminal justice system; approve scientific methodology and purchase of sophisticated scientific instrumentation; act as a liaison between assigned Section and other bureaus and agencies; and perform related work as requested.

Work shift days and times: This is a full-time position with predominately day-shift work schedule. Schedule hours and regular days off will be determinined by the Assistant Crime Lab Administrator based on the needs of the section.

This recruitment may be used by any department for any current or future vacancies over the life of the eligible list.

**RECRUITMENT DATES**

Recruitment closes June 3, 2019. All materials must be received by 11:59 p.m. on this date.

**SALARY**

$69,950 - $104,416 annually.

A comprehensive benefits package is offered which includes traditional pension with employer and employee contributions; choice of medical HMO, PPO, or HSA plan; dental; vision; life insurance; long-term disability; 401(a) and 457 plans; medical enrollment includes a monthly $150 City contribution to a Post-Employment Health Plan; bus/light rail pass; tuition reimbursement program; paid time off includes 11.5 paid holidays, 12 vacation days, and 15 sick days.  For more details, visit:

[Unit 7 Benefits](https://www.phoenix.gov/hrsite/Benefit%20Category/007.pdf)

**JOB REQUIREMENTS**

* Bachelor’s degree in a natural science (i.e., Biology, Chemistry, Cellular and Molecular Biology, Biological Physics, Forensic Science), criminalistics, or a closely related field. Unrelated fields will not be considered;
* Six years of experience at the skilled/journey level in a forensic discipline performing advanced laboratory analyses;
* Two years at a supervisory, acting supervisory, or lead level.
* An equivalent combination of related experience and education may be considered.
* The City job description can be found [here.](https://www.phoenix.gov/hrsite/JobDescriptions/62950.pdf)
* Positions in the Police Department must meet the polygraph and background standards that are appropriate to non-sworn positions. The general factors for disqualification are listed at <https://www.phoenix.gov/hrsite/Documents/disqualifierscivilian.pdf>

**PREFERRED QUALIFICATIONS –** The job requirements listed above, plus experience in one of the following disciplines:

* Professional certification may be required dependent upon the forensic discipline.
* Working irregular hours, shifts, weekends, holidays, and evenings may be required.
* **Controlled Substances:**  Includes the analysis of drug evidence such as marijuana, heroin, cocaine, methamphetamine, diverted prescription drugs, and steroids.  Having documented competency in the above examinations is highly desirable.
* **Evidence Screening:** Involves the chemical processing and photographing of latent prints and / or the examination of forensic evidence for the presence of biological materials including blood, semen, saliva, cells, urine, and fecal material.  Knowledge and experience of principles, methods, materials, equipment, and current techniques used in chemical processing for latent prints, forensic serology, and / or friction ridge analysis is highly desirable.
* **Forensic DNA:**  Involves the examination of forensic evidence for the presence of biological materials including blood, semen, saliva, cells, urine, and fecal material.  DNA analysis involves the extraction, quantitation, analysis, and interpretation of forensic DNA samples isolated from materials listed above.  Knowledge and experience of principles, methods, materials, equipment, and current techniques used in forensic biology screening and / or DNA is highly desirable.
* **Latent Print Comparison:**  Performs all work related to the comparison of latent prints recovered from crime scenes and evidence submitted to the Laboratory Services Bureau.  Knowledge and experience of principles, methods, and current techniques used in friction ridge analysis is highly desirable.
* **Toxicology**:  Performs analysis on blood and urine samples for alcohol, illicit drugs, prescription drugs, and other substances. In addition, this position provides support for the breath testing program by maintaining and performing calibration checks on the instruments, and provides expert testimony in these areas. Having documented competency in at least two or more of the above areas of analyses is highly desirable. Additional preferences include either a State of Arizona Blood Alcohol Analyst permit or a minimum of 15 credit hours in chemistry (including 3 credits in organic chemistry) in order to qualify for the Analyst permit.
* **Trace Evidence**:  Involves the examination and comparison of evidence to include, but not limited to, fibers, paint, glass, hair, tape, explosives, soil, and gunshot residue (GSR).  Having documented competency in at least one or more of the above examinations is highly desirable.
* **Firearms Examination**:  Includes the examination and testing of firearms, the comparison of fired cartridge components, and scene reconstruction such as muzzle to target estimations.  Having documented competency in at least one or more of the above examinations is highly desirable.

**ADDITIONAL INFORMATION TO CONSIDER**

You may also want to consider applying for the similar titles Forensic Scientist III and Forensic Scientist IV at the same time.  To do so, return to the job listing by clicking on Return to Previous Page.  Then check the boxes next to the job titles, and click on “Apply Now.”

Apply on-line by completing the required information and attaching your cover letter and resume.  In your cover letter or resume, please provide sufficient detail to clarify your qualifications for the education and forensic laboratory experience requirements in one or more of the following disciplines INCLUDING your supervisory experience:

* Controlled Substances
* Evidence Screening
* Forensic Biology
* Latent Print Comparison
* Toxicology
* Trace Evidence and Arson
* Firearms Examination

**HOW TO APPLY**

Apply online by completing the required information and attaching, **as one document**, your cover letter and resume. Please include your experience as it relates to the qualifications stated above. Only the highest qualified may be posted to the eligible to hire list.

YOUR COVER LETTER AND RESUME, PLUS ANY OTHER REQUESTED MATERIAL, **MUST BE IN ONE ATTACHMENT**. Only online applications are accepted for this position. The results of the resume screening process will be sent to your primary email address.

**WHAT YOU NEED TO KNOW**

* All finalists for positions are subject to a criminal background check applicable to the department or position.
* For other important information related to employment with the City of Phoenix, please [click here.](https://www.phoenix.gov/hrsite/Documents/Talent-Acquisition/Employment-Information.pdf)
* [Link to All City of Phoenix Employment Opportunities](https://www.phoenix.gov/employment)
* If you need assistance applying for this job, please contact our HR Connection Center at (602) 495-5700.

**REFERENCE**

Forensic Science Section Supervisor, JC: 62950, ID# 31921, 5/19/19, 12 mos, SA, Benefits: 007

City of Phoenix employees commit to Work Smart, Be Kind, Spend Wisely.

City of Phoenix is an equal opportunity employer. AmeriCorps, Peace Corps, and other national service alumni who meet the required qualifications are encouraged to apply.