



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

<http://www.baltimorecountymd.gov>

Is accepting applications for the position of:

**Forensic Identification Examiner - Latent Prints - Non-Merit**

*An Equal Opportunity Employer*

**SALARY**

\$50.00 Hourly

**OPENING DATE:** 11/20/17

**CLOSING DATE:** Continuous

**THE POSITION**

Regular Schedule: 20 hours per week

Non-Merit vacancies exist in the Police Department.

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 copies of your transcripts and/or certifications 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, examines, analyzes and identifies latent prints in support of police investigations, and prepares and gives expert testimony in court.

- Compares known finger, palm, and foot prints with latent print impressions to determine identity for use in police investigations.
- Follows established procedures for maintaining chain of custody.
- Testifies in court proceedings as an expert in latent print analysis.
- Prepares charts, photographs, and other materials for court presentations. Maintains reference files of latent prints of value in outstanding cases.
- Participates in both internal and external proficiency test.

**EXAMPLES OF OTHER DUTIES**

Obtains prints from deceased persons. Classifies fingerprint cards. Searches manual and automated fingerprint files. Gives lectures and presentations to police recruits, community and school groups, and other interested parties. Performs other related duties as required.

**QUALIFICATIONS**

Certification by the International Association for Identification in latent print identification

**OR**

Possession of a high school diploma or an appropriate equivalent

**Plus**

completion of advanced technical or college level coursework or training equivalent to the F.B.I.'s advanced latent fingerprint techniques training, **and** at least two years' work experience performing casework in latent fingerprint examinations.

Additional experience in a law enforcement analysis of department methods, policies, systems, procedures and techniques may be substituted on a year-for-year basis up to a maximum of four years for the required education.

**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.

**Preferred Qualifications**

Work experience performing casework in latent fingerprint examinations.

**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**

The work of this classification entails frequent walking, standing, lifting, and exposure to hazardous conditions, including chemicals and bio-hazards, 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 drug screen and an employment background investigation, including, but not limited to a criminal background, education, and fingerprint check.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.baltimorecountymd.gov>

OR

308 Allegheny Avenue,  
Towson, MD 21204

EXAM #10.573 11-17

FORENSIC IDENTIFICATION EXAMINER - LATENT PRINTS -

NON-MERIT

JG

### Forensic Identification Examiner - Latent Prints - Non-Merit 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 acknowledge the above statement.
- \* 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 acknowledge the above instructions.
- \* 3. Graduation from a recognized High School or an appropriate equivalent and completion of advanced technical or college level coursework in fingerprint classification; or training equivalent to the F.B.I.'s advanced latent fingerprint techniques training,
  - yes
  - no
- \* 4. Do you have two year's **work** experience performing casework in latent fingerprint examinations? (Comparing known finger, palm, and foot prints with latent print impressions).
  - yes
  - no
- \* 5. 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 "No" in the previous question, respond by entering N/A to this question.
- \* 6. Do you hold a certification by the International Association for Identification in latent print identification? **If you answer yes to this question, be sure to attach with your application or send a copy of your certification to: ATTN: Forensic Identification Examiner Office of Human Resources, 308 Allegheny Avenue, Towson, MD 21204.**
  - yes
  - no
- \* 7. Describe briefly your **WORK** experience examining Latent Fingerprints. Be sure to include the employer(s) for whom you do or did this work and the date(s) of employment. If you do not have any of the experience listed enter "N/A" in the box provided.
- \* 8. The work of this classification entails frequent walking, standing, lifting, bending, and the operation of motor vehicles. Some work requires exposure to hazardous conditions such as

chemicals, human body fluids, and adverse weather conditions. Are you willing and able to accept these conditions of employment?

- yes
- no

- \* 9. 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

- \* Required Question