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*MONTANA DEPARTMENT OF JUSTICE*

*The State of Montana Department of Justice Forensic Science Division is recruiting for the MT State Crime Lab Forensic Science Administrator. This is a rare opportunity located in beautiful western Montana – the city of Missoula. Missoula is a historic, modern, high-talent and growing city located in the heart of the mountain west. The “Garden City” is treasured for quick access to several rivers, hiking, bicycling and ski trails, green belt walking and parks, breweries and fine dining, and a quick drive to world-class fishing. Missoula is a great place to raise kids and boasts the University of Montana and both public and private K-12 school options. Performing arts, vibrant sports events, the Farmer’s Market, participatory community events and the beauty of a city encircled by mountains augment most lifestyles. An international airport and I-90 provide quick access to the West Coast, Denver, Las Vegas, and the Midwest.*

Everyday **Montana Department of Justice (DOJ)**, employees are dedicated to ensuring the well-being and rights of the people of our great state. At the Department of Justice, we do the right thing for the right reason. If you are looking for an opportunity to be part of a team that builds a culture of character and excellence, demonstrates collaboration and selfless public service, and upholds the law to pursue public safety, the Department of Justice may have a career for you!

The **Montana Forensic Science Division (FSD)** is aninternationally accredited state **Forensic Laboratory**, processing crime scene evidence received from law enforcement agencies across the state of Montana. FSD’s mission is to provide ***accurate, objective, and timely forensic analysis*** in support of the Montana criminal justice community and the public.

The Department of Justice employs more than 35 FSD forensic analysts who complete complex and intricate work such as: identifying unknown powders or pills, determining quantities of various substances in a person’s body, extracting DNA from a blood stain, matching fired bullets to a gun, or finding fingerprints on an ATM machine - to name just a few examples.

The FSD is also home to the State Medical Examiner’s office. More than 700 autopsies are performed each year in Missoula and Billings labs to determine cause and manner of death in unattended or suspicious circumstances. The Montana State Crime Lab proudly serves the criminal justice community and the people of Montana.

A secondary mission is dedicated to providing training and outreach to law enforcement, attorneys, judges, county coroners and the public.

The **DNA Technical Lead** position is a rare and special opportunity to work with a friendly and skilled team of biologists dedicated to forensic science efforts on behalf of Montanans, statewide. The person in this position reports directly to the DNA Supervisor.

Managing and accounting for technical assurance relevant to DNA lab operations supports the efforts of the DNA supervisor in a section comprised of 10 additional analysts. This position is an important quality control position for the DNA section and is required for to meet FBI Quality Assurance Standards. Job duties include evaluating, recommending and documenting laboratory validation methods; reviewing analyst qualifications prior to authorizing independent casework; approving technical specifications for outsourcing agreements; organizing, reviewing and documenting DNA audit documents; may recommend corrective actions; trouble-shoots lab process technical issues and coordinates problem-solving; oversees technical and analytical training, quality assurance, proficiency testing and safety in the lab; reviews policy and recommends revisions to maintain technical process compliance as pertains to FBI Quality Assurance Standards. The Technical Lead has the authority to initiate, suspend and resume DNA analytical operations when compliance is jeopardized.

DNA casework comprises approximately 50% of this position and includes providing expert testimony; preparing analysis reports; managing exhibits and evidence; delivering presentations; conducting research; preparing reports.

**Minimum Qualifications:**

* Master’s degree in chemistry or a biological science to include: a minimum of 12 credit hours undergraduate and graduate coursework covering the subject areas of biochemistry, genetics and molecular biology, statistics and/or population genetics. Of the minimum 12 credit hours, at least one graduate-level course must have registered for 3 or more credit hours.3 years’ experience of independent human DNA casework
* 3 years’ experience as a court-qualified forensic scientist
* Member in good standing in field of expertise

**Preferred Qualifications:**

* 5+ years forensic analytical experience
* Has passed the FBI QAS assessor training course

**Special Instructions:** The selection procedures used in evaluating the applicant's qualifications include but are not limited to an evaluation of the application materials, a structured interview, academic transcripts, an intensive background investigation, and fingerprint checks.

Successful applicant(s) will be subject to:

* Criminal History Fingerprint Check
* Intensive Background Investigation
* Driving History
* Pre-employment Drug Testing

*Apply at* <https://statecareers.mt.gov> .

**Posting Dates:**

*On-going, until filled. Applications received by June 20, 2021 will receive priority consideration.*