

**Application
Deadline**

November 18, 2024

Nature of Work

This is trainee work in the field of criminal identification. Work involves receiving on-the-job training regarding all tasks performed by Forensic Investigations and performing less complex, repetitive tasks, as well as testifying in court regarding evidence gathering. Instruction and supervision are received from the shift supervisor or designee.

**Education &
Experience
Requirement**

The knowledge, skills, and abilities may be acquired through, but are not limited to, the following combination of education and/or experience. Bachelor's degree.

**Special
Qualifications**

Must possess a valid motor vehicle operator license. Must be available to work flexible hours, weekends, holidays, and overtime. Must obtain a Class B permit issued by the Nebraska State Department of Health and Human Services to administer breath alcohol concentration tests. Must demonstrate ability to obtain Level I Crime Scene Certification from the International Association for Identification (IAI) within two years of employment..

Who Can Apply

Any person who meets the qualifications and other requirements described in this posting.

Salary Range

\$26.95 with step increases to \$38.00 Hourly

Benefits

Forty-hour work week. Paid leave per year: twelve days vacation; eighteen days sick; and fourteen holidays. Employee's group health insurance, including major medical, vision, and dental, for individual or family. Defined benefit pension plan, plus Social Security, and more. See hr.cityofomaha.org for detailed information.

**Examination
Information**

The multiple-choice/written examination will be on November 22, 2024 at the Omaha/Douglas Civic Center, 1819 Farnam Street, 7th floor, room 702. An invitation via email to the exam will be given to candidates once their application has been received, reviewed by a recruiter, and accepted to the test for the position. The test is designed to assess knowledge of the job, skills, and abilities of this position. The passing score on the examination is 65%. This will be weighted 100% in the final score.

Veteran Points

To claim five (5) points for veteran's preference, you must submit proof of service (such as a DD-214) that includes date of induction, date of honorable separation, and Social Security number. (You must have completed more than 180 consecutive days of active duty.) To receive an additional five (5) points credit for disability, you must submit proof of eligibility from the United States Department of Veterans Affairs dated within the last 12 months. This information must be submitted to the Human Resources Department by November 22, 2024.

Contact Points

City of Omaha, Human Resources Department, 1819 Farnam St., Suite 506, Omaha, NE 68183
Phone: (402) 444-5300 / Fax: (402) 444-5314 / Web: hr.cityofomaha.org / Email: employment@cityofomaha.org

**Conditions of
Employment**

Candidates must provide proof of U.S. citizenship or proof of permanent residence or authorization to work. The City of Omaha reserves the right to conduct criminal history, driving record, reference and credit checks and a background investigation on applicants for employment. Successfully passing a criminal background review, reference check, and if applicable, a credit check, is required as a condition of employment. If applicable, the City will require that you successfully pass a review of the driver's license, driving abstract, a pre-employment drug test, a hearing test and a back-screening examination as a condition of employment. Failure to provide the information requested in the application process in a truthful, accurate and complete manner may result in disqualification, revocation of conditional employment or termination. *The City of Omaha does not discriminate on the basis of disability. If you need a disability-related accommodation during the job application or selection process, advise the Human Resources Department at least 48 hours prior to the need by emailing employment@cityofomaha.org.*

Required Forms

Online Application: including Applicant's Authorization to Release Information, Equal Employment Opportunities Form (Record Keeping Only), and ADA notice.

How to Apply

Completed City of Omaha employment applications must be submitted using the online application from the City website. It is the sole responsibility of the applicant to check and ensure that any and all required application materials and supplemental forms are received by the City of Omaha Human Resources Department by the stated deadline. You may confirm receipt of any materials and forms by contacting the Human Resources Department. If the materials are not received by the Human Resources Department by the stated deadline, they will not be considered. There will be no exceptions to this rule.

For a complete description of the job classification, visit hr.cityofomaha.org
The City of Omaha is an Equal Opportunity Employer