SENIOR FORENSIC SPECIALIST

DEFINITION
Under general supervision, collects and documents evidence at crime scenes and processes and preserves evidence for use in possible criminal prosecution.

ESSENTIAL FUNCTIONS
(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class). Incumbents in this class may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

TASKS
Collects and documents evidence at crime scenes and processes and preserves evidence for use in possible criminal prosecution; maintains chain of custody for evidence collected at crime scenes; collects fingerprints, takes photographs and makes video records of possible evidence at crime scenes; collects and preserves biological samples and conducts splatter analysis at crime scenes; prepares reports of evidence collected and records crime scene observations and details; oversees assigned staff in the analysis of crime scene evidence; inputs fingerprint information into state identification system.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS
Knowledgeable of crime scene analysis and evidence chain of custody procedures
Knowledgeable of fingerprinting and biological sample collection techniques
Knowledgeable of splatter analysis procedures
Knowledgeable of personal computer hardware and software
Skilled in collecting, documenting and processing evidence at crime scenes for possible use in criminal prosecution
Skilled in analyzing, preserving, storing and safely securing forensic evidence and property
Skilled in providing and following oral and written instructions
Skilled in establishing and maintaining productive working relationships
Ability to successfully perform essential duties under minimum supervision
Ability to analyze and compare latent prints

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS
Work is performed in indoor and outdoor environments. Work may require frequent standing, walking, bending and lifting up to 20 pounds. Incumbents may be exposed to repetitive motion, vision to monitor, extreme temperatures and weather, moving traffic, hazardous chemicals and toxic fumes, infectious diseases and air, water and blood borne pathogens.

QUALIFICATIONS
Associates Degree in Administration of Justice, Chemistry, Biochemistry, Forensics or closely related field, AND a minimum of two years experience in crime scene investigation and/or crime scene analysis. Must possess at the time of application and maintain a valid California Driver’s License.