

# County of Monterey FORENSIC EVIDENCE TECHNICIAN

<b>SALARY</b>	\$35.12 - \$47.96 Hourly \$2,809.60 - \$3,837.12 Biweekly \$6,087.47 - \$8,313.76 Monthly	<b>LOCATION</b>	CA 93906, CA
<b>JOB TYPE</b>	Regular Full-Time	<b>JOB NUMBER</b>	23/34E22/08JL
<b>DEPARTMENT</b>	Sheriff-Coroner	<b>OPENING DATE</b>	08/28/2023
<b>CLOSING DATE</b>	9/10/2023 11:59 PM Pacific		

## Position Description



### FORENSIC EVIDENCE TECHNICIAN

Final Filing Deadline: September 10, 2023  
Exam #: 23/34E22/08JL

The Sheriff's Office is comprised of the Administration, Corrections and Enforcement Operation Bureaus. The Sheriff's Office delivers public safety to the residents of Monterey County by providing 24-hour uniformed patrol, investigations, custody services, court security, and law enforcement support.

The Sheriff's Office seeks a Forensic Evidence Technician to work in the Enforcement Operations Bureau. This non-safety position is assigned to the Investigations Division - Forensics Services Unit, works with sworn personnel collecting and preserving evidence associated with major criminal cases and offers expert testimony in court; and performs other duties as is required.

The ideal candidate will have a heart for public service, and the citizens of our County. They will be a team player, with a strong work ethic, and the ability to work in challenging conditions.

The Eligible List established by this recruitment process may be used County-wide to fill current and future vacancies on a regular full-time, part-time, or temporary basis.

### Examples of Duties

- Compares unknown latent prints to known inked prints; examines, prepares and develops latent fingerprints both chemically and with the conventional dusting techniques; enlarges and traces usable prints collected at or off of evidence collected at crime scenes, and searches files for comparisons with those of known persons, both manually and by scanning into the automated fingerprint system; consults on latent fingerprint identification problems; and prepares complete reports of findings/results
- Responds to major crime scenes and provides specialized support by searching for, collecting, preserving, transporting and processing physical evidence (i.e., latent fingerprints, blood samples, tool marks, footprints, tire impressions and plaster casts) gathered at crime scenes
- Operates digital recording equipment such as 3D Scanner and software, cameras, and video recording to record evidence at crime scenes and takes and processes digital crime scene and identification photographs of victims, suspects, evidence items, latent fingerprints, and questioned documents

- Collects, preserves and photographs evidence (i.e., hair, fingerprint, clothing, fingernail scrapings, saliva and other physical samples) on and from persons at crime scenes
- Prepares physical evidence and exhibits for court; and appears in court to offer expert testimony regarding laboratory examination of evidence, fingerprint identification and scene investigation
- Takes measurements at crime scenes, prepares scaled drawings, and diagrams evidence locations
- Documents all activities during investigations and prepares detailed written reports
- Maintains laboratory areas in a safe, sanitary, and orderly manner
- Classifies inked fingerprints

To view the complete classification description, please visit the County of Monterey website: [Forensic Evidence Technician \(Download PDF reader\)](#)

#### **THE SUCCESSFUL CANDIDATE**

Will have a proven track record demonstrating the following knowledge, skills and abilities:

##### **Working Knowledge of:**

- Federal/State laws regarding search and seizure of physical evidence
- Methods and techniques of criminal identification, latent print comparison and crime scene investigation
- Fingerprint identification and other technical and scientific instruments, equipment, supplies and procedures used to search for, collect, preserve and process latent fingerprints
- Methods and techniques of various chemical, laser and physical processes and related safety requirements
- Rules of evidence regarding chain of custody and methods to preserve and safeguard evidence
- Applicable laws and regulations, health and safety codes and precautions for handling and preparing deceased persons and for contagious disease control
- Modern cleaning and disinfection methods and practices for cleaning of persons, floors, walls, fixtures and equipment
- Fingerprint classification
- Digital computer enhancement software, such as Adobe Photoshop and Microsoft Office Applications

##### **Skill and Ability to:**

- Interpret and apply applicable Federal, State and local laws and regulations
- Operate and maintain various fingerprint identification and other technical and scientific instruments, equipment and supplies to search for, collect, preserve and process latent fingerprints
- Operate photography, audio and video recorder equipment; and take and develop digital photographs
- Prepare clear and concise reports and keep accurate records, and prepare physical evidence and exhibits for court; testify in court as an expert witness
- Operate computers for preparation of sketches, reports and evidence/photo logs and data entry of fingerprint and/or firearms evidence
- Search, document, collect and preserve evidence gathered at crime scenes
- Testify in Court
- Maintain confidentiality
- Maintain facilities and equipment in a safe, sanitary and orderly manner
- Follow written and oral instructions of a technical nature
- Establish and maintain effective working relationships with those encountered in the course of work
- Deal tactfully with persons from a variety of cultural, educational, and occupational backgrounds who may be experiencing stressful situations
- Take and classify fingerprints in accordance with established methods and standards
- Use current safety equipment and take safety precautions in carrying out duties
- Work independently with minimal supervision
- Correlate, interpret and draw sound conclusions from information received from a variety of sources

#### **Examples of Experience/Education/Training**

Any combination of training, education and/or experience which provides the knowledge, skills and abilities and required conditions of employment is qualifying. An example of a way these requirements might be acquired is:

**Experience:** Two years of progressive fingerprint identification and crime scene investigation experience to qualify as court expert in latent fingerprint and crime scene testimony; or

**Education:** One year of above experience with one year education in Administration of Justice with emphasis in Evidence Technology.

A Bachelors Degree in Chemistry, Biology, Criminal Justice, or a related field is highly desirable, but not required.

## Additional Information

### CONDITIONS OF EMPLOYMENT

The required conditions of employment include, but are not limited to the following:

- Work with bodies of deceased persons to include those associated with traumatic deaths and those infested with insects and vermin
- Tolerate unpleasant odors such as those from chemicals used to preserve and process evidence and from decomposed bodies
- Successfully pass a complete background investigation, which includes a voice stress analysis (similar to a polygraph examination)
- Be available to work a flexible schedule, including evenings, weekends, holidays, and during times of disaster and/or emergency; wear a pager and be subject to holdover and call back duty
- Possess a valid California Class C driver license at the time of appointment and possess and maintain a satisfactory driving record

### BENEFITS

The County of Monterey offers an excellent benefits package. Please visit our website to view the [Unit J Benefit Summary Sheet](#). This information is not legally binding, nor does it serve as a contract. The benefits listed in the Monterey County Personnel Policies and Practices Resolution or Memorandum of Understanding (MOU) prevail over this listing.

### NOTES

- As a condition of employment, prospective employees may be required to submit to a background review which may include a review of information concerning present and/or prior employment, driving record, and record of any criminal convictions.
- Employment is contingent upon acceptable documentation verifying identity and authorization for employment in the U.S.; a list of acceptable documents is available on the USCIS Form I-9.
- If you are hired into this classification in a temporary position, your rate of pay will be hourly, and you will not be eligible for the benefits listed in the summary.

### Application and Selection Procedures

Apply On-Line at <https://www.governmentjobs.com/careers/montereycounty>

by September 10, 2023, 11:59 PM(PST)



OR

**Hard copy applications** may be obtained from and submitted during normal business hours.

Monday - Friday, 8:00 AM - 5:00 PM by contacting:

Attn: Human Resources

1414 Natividad Road

Salinas, CA 93906

Phone: (831) 755-3744

The selection process is tentative, and applicants will be notified if changes are made. To assess applicants' possession of required qualifications, the examination process may include an oral examination, pre-examination exercises, performance examination, and/or written examination. The competitive examination process includes submittal of required application materials. A complete application package will include:

- **A completed County of Monterey Employment Application**
- **Responses to the Supplemental Questions**

Applicants who fail to provide all required materials by the final filing deadline will not be considered. Resumes, cover letters, letters of interest, and other correspondence will not be accepted as a substitute for required application materials. All required application materials will be competitively evaluated. Those applicants that are determined to be the most appropriately qualified will be invited to participate further in the selection process.

**EQUAL OPPORTUNITY AND REASONABLE ACCOMMODATION**

Monterey County is a drug-free workplace and an equal opportunity employer. The County seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Monterey County is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. To request reasonable accommodation, contact Jovany Luna, Human Resources Analyst, at [LunaCorreaJ@co.monterey.ca.us](mailto:LunaCorreaJ@co.monterey.ca.us) or 831-755-5395.

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**Agency**

County of Monterey

**FORENSIC EVIDENCE TECHNICIAN Supplemental Questionnaire****\*QUESTION 1**

Please answer the following questions. Completion of the following supplemental questions is **REQUIRED** and is an integral part of the evaluation process. Your responses to the questions will be reviewed and scored in a Qualifications Appraisal evaluation process based on pre-determined rating criteria. Your answers should be as complete as possible, as this information will be critical in the competitive assessment to identify those candidates to be invited to continue in the examination process. A response of "see resume" or "see application" will deem your responses to the supplemental questions as incomplete. Note: All application materials submitted will be reviewed along with your supplemental questions and County of Monterey application.

I have read and understand these instructions.

**\*QUESTION 2**

Are you willing to complete a thorough background investigation, which includes a polygraph examination or a voice stress analysis?

Yes

No

**\*QUESTION 3**

Are you willing to work flexible hours, shifts, weekends, holidays and be subject to holdover and call back duty?

Yes

No

**\*QUESTION 4**

Please describe your experience, education and/or training that demonstrates your knowledge, skill and ability to perform latent print comparisons, including examining, preparing, and developing latent fingerprints and enlarging and tracing usable prints collected, to search files for comparisons with those of known persons, both manually and by scanning into the automated fingerprint systems.

**\*QUESTION 5**

Please describe your experience, education, and/or training that demonstrate your knowledge, skills, and ability to respond to crime scenes to provide specialized support by searching for, documenting, collecting, preserving, transporting, and processing physical evidence.

\* Required Question