Crime Laboratory Specialist I

Salary Group: B15

Class Code: 6120

CLASS TITLE	CLASS CODE	SALARY GROUP	SALARY RANGE
CRIME LABORATORY SPECIALIST I	**6120**	**B15**	**$32,976 - $52,045**
CRIME LABORATORY SPECIALIST II	6121	B16	$34,918 - $55,130
CRIME LABORATORY SPECIALIST III	6122	B17	$36,976 - $58,399

GENERAL DESCRIPTION

Performs routine (journey-level) crime laboratory, firearm, or latent print identification work. Work involves collecting, identifying, classifying and analyzing physical evidence related to criminal investigations, as well as latent prints, firearms, and deoxyribonucleic acid (DNA) identification work. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Enters latent print cases into the automated fingerprint identification system and identifies the axis and core of each latent print entered into the system.

Operates, maintains, and performs minor repairs on crime laboratory equipment, hardware, and apparatus.

Prepares solutions, reagents, and sample formulations needed for crime laboratory work.

Assists in the preparation of chemical compounds and solutions used in the analysis of evidence, including print and DNA identification.

Assists with instrument and inventory transfers and installs new or transferred equipment.

Assists with maintenance and handling of evidence, including receipt, bar coding, storage, return, destruction, and inventory.

Assists with the training of law enforcement agency personnel in evidence collection and automated latent print system operations.

Assists in the evaluation of latent prints and photographs of latent prints submitted by law enforcement agencies.

Assists in the evaluation of firearms, bullets, and cartridge cases submitted by law enforcement and enters images of those items into computer imaging database.

Assists with crime scene investigations.

Assists with performing side-by-side comparisons of each fingerprint candidate that the automated fingerprint identification system identifies as a possible match to the submitted latent print; or each bullet or cartridge case candidate that the database identifies as a possible match to the submitted sample.

Assists with performing side-by-side comparisons of latent prints against inked-rolled impressions in the unidentified latent print database that the system identified as possible matches.

Assists with the maintenance of records and the preparation of reports concerning results of analysis performed.

May testify in court about investigative and analytical methods and findings.

May deliver evidence to court when needed.

May assign a transaction code and laboratory case number to each latent print case and enter alpha data.

May assist with the examination of DNA samples to determine whether they match other samples.

May maintain, order, and inventory crime laboratory supplies and chemicals.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in crime laboratory, firearm, and/or fingerprint identification work. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of criminal records systems, of automated fingerprint identification systems, and of rules of evidence.

Skill in recognizing and comparing patterns on a fingerprint terminal, in researching and identifying prints of subjects, in recognizing and comparing bullet and cartridge case markings, in operating a computer imaging system, and in the use of a computer and applicable software.

Ability to follow standardized procedures, to compare and classify fingerprint and firearms data, to make fingerprint identifications, to effectively process latent prints, to safely operate and fire a firearm, to capture images for database entry, and to communicate effectively.