



**SPOKANE COUNTY**  
invites applications for the position of:

## **Forensic Technician (Civil Service)**

**SALARY:** \$18.25 - \$24.62 Hourly  
\$3,162.96 - \$4,267.96 Monthly  
\$37,955.52 - \$51,215.52 Annually

**CLOSING DATE:** 08/07/20 12:00 PM

### **JOB SUMMARY:**

TOTAL COMPENSATION: \$48,583.07 - \$65,555.87 Total compensation is an estimate based upon base compensation, median retirement fund contributions, and current employer-paid health and related benefit contribution rates (including medical, dental, life insurance, long term disability, and leave). The actual total will vary depending upon each employee's enrollment choices.

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The Forensic Technician is an entry-level technical, criminal identification position in the Spokane County Sheriff's Office responsible for latent print processing and crime scene investigation.

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### **REQUIRED ADDITIONAL DOCUMENTS CHECKLIST- ALL DOCUMENTS MUST BE UPLOADED WITH YOUR APPLICATION:**

- Copy of valid driver's license** (Must be uploaded with your application; front side only)
- Copy of DD-214 - Member Form 4** (if applicable; Must be uploaded with your application; See RCW 41.04.010 as to how Veteran's Preference is applied.)
- Copy of Permanent Resident Card AKA "Green Card"** (if applicable; MUST be uploaded with your application; front side only)
- Copies of any training records or certifications relevant to the position**
- **Sealed official transcripts** from the school of your highest level of education or the school showing proof of your degree. All transcripts must be sealed official copies. They cannot be uploaded with your application. Please mail or hand deliver sealed-official copies to: Spokane County Civil Service, 6011 N Chase Rd., Newman Lake, WA 99025. If your school only distributes electronic transcripts, have the registrar email the official transcripts directly to: tmoore@spokanecounty.org. Electronic transcripts will only be accepted if sent directly by the school. *If you have already submitted official transcripts to Civil Service, please do not resubmit. Do make sure to verify Civil Service has your transcripts on file.*

### **DO NOT SUBMIT RESUME**

**\*\*IF ALL ADDITIONAL REQUIRED DOCUMENTS ARE NOT UPLOADED WITH APPLICATION OR SUBMITTED TO CIVIL SERVICE BY THE CLOSING DATE, APPLICATION WILL NOT BE ACCEPTED. NO EXCEPTIONS. \*\***

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### **TESTING DATES:**

**Written Exam: Thursday, August 20, 2020 at 8:30 a.m. OR 1:30 p.m.**

Complete applications that meet the minimum requirements will be sent instructions to self-schedule for one of the two written exam sessions. Suggested study subjects for written: Pattern recognition, general crime scenes, photography, fingerprinting, general forensics.

**Oral Board Interviews:** Will be held at a later date.

**PLEASE NOTE: All written exams, oral board interviews, or any other interview involved with this position must be conducted in-person at the applicant's expense. No Skype, over-the-phone, or outside testing facilities are permitted. No exceptions.**

## **EXAMPLES OF DUTIES:**

### **Duties may include, but are not limited to the following:**

Process and document crime scenes with or without the assistance of additional Forensic staff by taking all necessary photographs and/or video, searching for latent fingerprints, collecting items of evidence and preserving them for further analysis.

Recognize evidence and have a working knowledge of the potential evidentiary value of ballistics, soils, blood, DNA, poisons, fibers, document examinations, etc.

Process evidence for latent fingerprints using techniques such as powders, chemicals, various light sources, and photography.

Photograph individuals to document injuries and appearance.

Attend autopsies and photograph various phases for court purposes.

Perform employee portrait and public relations photography.

Maintain accurate documentation and generate reports of findings.

Provide expert testimony in court.

Required to be available for callouts on evenings and weekends.

Perform related duties as assigned.

## **MINIMUM REQUIREMENTS:**

At least 21 years of age and a citizen of the United States of America, or a lawful permanent resident, who can read and write the English language. Successful completion of a Bachelor's degree from an accredited college or university with major studies in forensic science, criminal justice or other areas having a close bearing on forensics OR current employment with a law enforcement agency working within the criminal justice field with knowledge of either basic crime scene or latent prints and possess a Bachelor's degree from an accredited college or university in any area of study. This degree requirement is not intended to disqualify friction ridge examiners and crime scene investigators who are already trained to competency. Vision correctable to 20/20 with normal color vision and hearing correctable to normal ranges. Must possess and retain a valid motor vehicle operator's license at hire and throughout employment.

## **SELECTION FACTORS:**

### **Knowledge of:**

- Friction ridge skin - pattern types and the use of fingerprints for identification
- Processing and documentation of latent fingerprints
- Crime scene processing and documentation to include photography

### **Skilled in:**

- Exercising independent judgment and thinking on your feet
- Working as a team and performing duties in concert with other investigators

### **Ability to:**

- Communicate effectively, both orally and in writing
- Operate computer using specialized programs such as Adobe Photoshop or other photographic reproduction systems
- Become Crime Scene Certified through International Association for Identification