

**OFFICE OF CHIEF MEDICAL EXAMINER
GRANT FUNDED POSITION**

Civil Service Title: Criminalist- detailed to Assistant Director of Lab
Title Code No: 2184C

Level: M-I

Salary: \$90,000

Office Title: Supervisor of the Special Investigations Unit (SIU)

Work Location: 421 East 26th Street

Division/Work Unit: Special Investigations Unit

Number of Positions: 1

Hours/Shift: Thirty-five hours over a seven day period; may work evenings and a rotating weekend day.

JOB DESCRIPTION

Under the direction of the Director of Special Operations, the selected candidate for this position will be assigned to Special Investigations Unit (SIU) and will be directly responsible for conducting scene reconstruction of crimes committed within New York City. This includes scientific analysis at the scene, in the laboratory and morgue for the Office of Chief Medical Examiner (OCME). The selected candidate will serve as the Supervisor responsible for overseeing scene reconstruction criminalists involved in the reconstruction, identification and evaluation of evidence in support of law enforcement activities. A major aspect of the duties include writing detailed reports and maintaining records to ensure proper chain of custody of physical evidence. Additional responsibilities require training the OCME Forensic Biology, Medical Examiner and Medicolegal Investigation staff and other personnel outside of the department in the forensic disciplines and functions of SIU and acting as a liaison to other criminal justice agencies. The duties include but are not limited to:

- Oversees and performs crime scene reconstruction techniques.
- Collects and supervises the collection of evidence at crime scenes and in the laboratory.
- Supervises a wide range of serology based scientific analysis.
- Performs blood spatter interpretation.
- Supervises and trains less experienced Criminalists in crime scene techniques and expert witness testimony
- Performs photographic techniques and methods including the use of a variety of film, lighting, filtration, infrared, and ultraviolet techniques.
- Assists in developing, implementing and validation of new crime scene techniques.
- Evaluates and recommends modifications of existing testing procedures.
- Assists as a forensic expert to the civil and criminal justice system in the City of New York in the areas related to responsibilities.
- Testifies before grand juries and Supreme Court in the City of New York relating to the scientific analyses.
- Provides lectures to criminal justice clients.
- Coordinates work with other supervisors from Special Operations and Forensic Biology to assist in crime scene reconstruction.
- Assists in formulating and monitoring goals and objectives for the Unit and will identify ways to improve team effectiveness.
- Assists in overseeing the purchase of equipment and supplies.
- Reads maps and learns the geography of the city.
- Other duties as assigned.

QUALIFICATION REQUIREMENTS

1. A Baccalaureate degree from an accredited college, with specialization in criminalistics, forensic science, chemistry, biology, physics, molecular genetics, genetics, biochemistry, molecular biology, entomology, anthropology, ecology or a closely related scientific or engineering field and at least one year of satisfactory full-time experience in criminalistics, forensic science or analytical chemistry or a satisfactory equivalent combination of education and experience, and at least 18 months of executive, managerial, administrative or supervisory experience.
2. In addition to "1" above, all candidates must have one of the following:
 - a) Four years of experience gained as a Criminalist at Assignment Level I-B, II, III, and/or IV; **OR**
 - b) Four additional years of experience in criminalistics or forensic science, for a total of four years of such experience; **OR**
 - c) A satisfactory combination of education and experience totaling five years of experience, as described above.

*****SPECIAL NOTE*****

1. If you were educated in a foreign school you must submit an evaluation of your foreign education from an approved organization with your resume.

PREFERRED SKILLS

Candidates with the following background or experiences are strongly preferred:

▪Strong initiative and independent judgment in implementing established work methods and procedures ▪Strong oral and written skills▪ Demonstrated courtroom testimony experience and qualification as an expert witness▪ Teaching experience in forensic techniques with demonstrated knowledge of law enforcement policies/procedures and crime scene reconstruction. ▪Experience in motor vehicle and evidence processing, impression, autopsy evidence, and trajectory/shooting reconstruction.

Certification by the American Board of Criminalistics

TO APPLY, PLEASE SUBMIT RESUME AND COVER LETTER TO:

Recruiter1
Human Resources
The Office of Chief Medical Examiner
421 East 26th Street, 10th floor
New York, NY 10016

Resumes may be emailed in a WORD format to Recruiter1@ocme.nyc.gov. Title/Level & Job Vacancy number must be indicated in the subject line.

NO PHONE CALLS

POST DATE: 10/13/09	POST UNTIL: 10/27/09	JVN: 816/ 10/ CME/ 023 (Agency Code/ Fiscal Year/Number)
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