



Houston Forensic Science Center, Inc.

500 Jefferson St.
Houston, TX

Lead Examiner – Latent Prints

Houston Forensic Science Center, Inc. (HFSC), is an independent organization created by Houston Mayor Annise Parker and the Houston City Council to provide forensic science services formerly delivered by the Houston Police Department. HFSC has been officially registered as a Texas Local Government Corporation* since June 26, 2012.

POSITION SUMMARY

Under the general direction of the Latent Print Supervisor, the Latent Print Lead performs training of the technical and quality components of the Latent Print training programs as a primary trainer. Specific duties include, but are not limited to:

- Provide training to existing and incoming Latent Print staff as primary trainers.
- Work with the Training Coordinator and Technical Lead on training calendars, plans, and objectives.
- Assist management on providing direction to staff members on complex cases.
- Provide guidance on laboratory necessities.
- Validate and suggest new equipment and chemicals for the laboratory.
- Maintain and organize laboratory supplies and coordinate cleaning of the laboratory.
- Assist with proficiency tests.
- Participate in internal audits.
- Support the review and development/writing of standard operating procedures to reflect best practices for newly implemented procedures.
- Participate in a wide variety of special projects and compile a variety of special reports as requested.
- Assist management with resolutions, best practices, and direction in leading the section, including making recommendations to management for best ideas.
- Complete latent print examination and latent print processing casework

MINIMUM EDUCATIONAL REQUIREMENTS

Bachelor's degree in physical or natural science from an accredited college or university is required. Degrees in Forensic Science may be considered with transcript review for corresponding physical science coursework. Relevant experience with a relevant degree may be considered in lieu of a science degree. A graduate degree is a plus.

MINIMUM EXPERIENCE REQUIREMENTS

- Minimum of three years of latent print comparison and processing casework is required.
- Minimum of one year of latent print processing is strongly preferred.
- Experience with training is preferred.
- IAI Latent Print Certification is preferred.
- Leadership experience is preferred.
- Experience working in an accredited laboratory is preferred.

KNOWLEDGE AND SKILL REQUIREMENTS

- Knowledge of latent print practice and procedure
- Knowledge of evidentiary processing techniques for latent impression evidence.
- Knowledge and use of photography/ digital capturing systems and techniques.
- Knowledge in accreditation requirements, including participating in internal audits and/or external assessments.
- Demonstrated skill in oral and written communication.
- Demonstrated skill in using computers and related software applications.

CONTACT INFORMATION

- Interested applicants meeting the job qualifications may apply via our website, hfsctx.gov

Houston Forensic Science Center, Inc., is an Equal Employment Opportunity Employer

**A "local government corporation" is created to aid and act on behalf of one or more local governments to accomplish any governmental purpose of those governments.*