









# **Biologist**

## Highlights:

You'll be...

- Joining a dynamic forensics team with many opportunities to grow professionally
- Working with other forensic experts in various fields to support the FBI mission
- Experiencing a unique opportunity to work with the FBI laboratory
- Obtaining some or enhancing your experience working in a fully functional government laboratory working closely with other forensics experts

## Typical Day:

The Biologist-DNA Program Specialist performs specific quality assurance and quality control duties involving casework responsibilities, ensuring compliance with FBI, national, and international quality assurance and quality control guidelines and that policies and procedures are understood and followed.

#### Tasks:

- Compile, maintain, and records a variety of quality assurance and quality control data including, but not limited to, calibration, proficiency testing, and external audits, training, technical qualifications, and monitoring testimony.
- Provide written responses to observations determined during an internal and/or external quality assurance audit process.
- Develop recommendations for changes necessary based on audit to correct problems or deficiencies.
- Advise unit personnel of policy changes to be implemented as a result of audit observations.
- Conduct performance checks on analytical instrumentation and maintain equipment.
- Maintain liaison with quality assurance personnel and external vendors and contractors.
- Perform duties in support of the management and distribution of external proficiency tests.
- Provide input into the development of new guidelines and quality assurance standards.
- Inputting information into quality system databases.
- Assist in the preparation, evaluation and checking of laboratory chemicals and reagents used, and perform routine calculations to ensure compliance with quality assurance requirements.
- Prepare purchase requests and interacts with purchasing personnel in support of QA and QC functions.
- Perform duties related to safety requirements.

#### **Required Qualifications:**

- Education: B.S. degree in Biology, Chemistry, or related field of Biological Science.
- **Experience:** Prefer (1) year of experience performing laboratory work in a biological science. Prefer one (1) year of forensic DNA laboratory experience.
- **Skills:** Knowledge of related sciences such as biochemistry, chemistry, physics, molecular biology, genetics, and mathematics. Basic knowledge of quality control measures to effectively evaluate scientific data resulting from DNA analysis. Knowledge of the uses of computers and the ability to manipulate data for basic statistic evaluation and display.

Shift: Normal Day Shift

**Clearance:** US DoD/DOJ Interim Top Secret or Top Secret (US citizenship required)



**Location:** Quantico, VA









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