

CRIME SCENE SUPERVISOR – CITY AND COUNTY OF DENVER POLICE DEPARTMENT

About Our Job

The Denver Police Crime Laboratory Crime Scene Unit investigates criminal cases from Property Crimes to Sexual Assault, Homicide and other major crimes within the City and County of Denver. Each year the unit responds to over five thousand crime scenes.

The City and County of Denver is currently seeking a Crime Scene Supervisor to work within the Denver Police Department Crime Laboratory. This is the third level in the Crime Scene Investigations classification series. This class performs professional and supervisory work over forensic crime scene investigation staff members, provides leadership and direction, devises and evaluates performance standards for the assigned area, and develops long term and short term goals and objectives for the assigned area in conjunction with departmental plans and goals.

Job responsibilities include:

- Directs and reviews the casework of crime scene investigators who identify, collect, preserve, package, document and preserve biological evidence, friction ridge evidence, impression evidence, trace evidence, firearm evidence and several other types of physical evidence.
- Oversees processing of evidence in the laboratory to develop and preserve evidence.
- Writes and reviews departmental reports and supplements.
- Maintains proper chain of custody on evidence and proper packaging to preserve and prevent contamination.
- Testifies in court as a witness and provides guidance to staff in connection to the scenes processed and evidence recovered and preserved.
- Reviews, develops or modifies work plans, methods and procedures, determines work priorities and develops work schedules to provide adequate staff coverage.
- Provides work instruction and assists employees with difficult and/or unusual assignments; encourages innovation.
- Assigns and distributes work, reviews work for accuracy and completeness and returns assignments with recommendations for proper completion.
- Conducts hiring interviews and selects candidate(s) for job opening(s).
- Resolves problems and mediates conflicts encountered during daily operations and determines appropriate solutions; promotes teamwork.
- Encourages regular communication, informs staff of relevant business issues and their impact on the organization.
- Develops the performance enhancement plan, documents performance, provides performance feedback and formally evaluates the work of the employee.
- Provides reward and recognition for proper and efficient performance and encourages/guides others toward goals.
- Develops and implements training and development plans and opportunities for subordinate staff.
- Ensures quality, effectiveness, and efficiency of unit activities and safety measures.
- Documents causes for disciplinary action and initiates letters of reprimand and makes formal recommendations for disciplinary action.
- Responds to formal and informal employee grievances and prepares written responses.
- By position, participates in planning and managing budget systems; prepares and presents budget recommendations to higher management; operates within budget parameters; adjusts work plans/activities as a result of budget changes.

About You

The Ideal candidate will have:

- Demonstrated experience and technical competence in processing a variety of crime scenes, including property crimes, persons crimes,, and major crimes, which includes advanced crime scene analysis such as chemical processing, shooting reconstruction, creating scene diagrams, and bloodstain pattern analysis.
- Excellent interpersonal and teamwork skills that demonstrate collaboration with customers, peers, and employees.
- Problem solving skills to use sound reasoning, to find alternative solutions to complex problems, and to make logical judgments.
- Demonstrated managerial experience with two or more direct reports
- Ability to work days, nights, weekends and holidays, as determined by the appointing authority.

We realize your time is valuable so please do not apply if you do not have at least the following required minimum qualifications:

- Education Requirement: Bachelor's Degree in Criminal Justice or a related field.

- Experience Requirement: Three years of experience at the Crime Scene Investigator II level. (The Crime Scene Investigator II performs full performance professional level forensic crime scene investigation and analysis work conducting independent field casework collecting, analyzing, and processing complex crime scene evidence and testifying in courts of law).
- Licensure and/or Certification: Completion of required Office of Human Resources supervisory training courses prior to completion of the probationary period. By position, requires a valid driver's license at the time of application. Ability to obtain IAI Certified Crime Scene Analyst certification, within one year of employment.
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- Condition of Employment: It is a condition of employment that the Denver Police Forensics & Evidence Division form for consent for collection of a DNA sample be completed at the time of hire.
- Education/Experience Equivalency: Additional appropriate education may be substituted for the minimum experience requirement. Additional appropriate experience may be substituted for the minimum education requirement.

TO APPLY VISIT OUR WEBSITE AT WWW.DENVERGOV.ORG/JOBS



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