

Investigator-Medical Examiner's Office – Fort Bend County



Location - Rosenberg, TX
Job Requisition ID JR114-10-24

Fort Bend County is ranked as one of the fastest growing counties in the nation. We have capitalized on not only the creed of our location, but on the "quality of life" for our families to call home. Our employees are the key to our success and the heartbeat of our foundation. The diversity and inclusivity of our community is our strength and at the forefront of a workplace environment welcoming to all. Live Here! Work Here!

Responsibilities and Job Duties:

- Conducts death scene investigations, which includes visiting death scene, drawing diagrams, taking photographs, interviewing witnesses, family members, police or other pertinent individuals to obtain information about circumstances surrounding death; examines decedent for wounds or other evidence pertinent to death; Serves subpoenas enforceable by law; Enforces the law pertaining to hindering or obstructing a lawful death inquest
- Prepares written investigative reports on investigative findings and observations
- Contacts physicians and medical facilities to obtain medical information pertinent to death investigation
- Coordinates identification measures in all cases, particularly in cases of unidentified decedents
- Contacts next of kin regarding disposition of decedent
- Receives calls from news media and releases appropriate information regarding cases
- Serves as a liaison with law enforcement agencies, coordinating exchange of information regarding cases
- Consults with Medical Examiners regarding necessary follow-up information required for case investigation
- Maintains the safety and security of the building and its occupants; Addresses issues with the public, issue warning and make arrest if necessary
- Performs other duties as required.
- Participates in activities and duties related to emergency management during a local state of disaster as directed by appropriate county managers.

Requirements:

- High School Diploma/GED.
- 5 years of investigative experience.

- Must have knowledge of Texas State Medical Examiner Act and related statutes along with knowledge of crime scene investigation and procedures.
- Knowledge of criminal justice system.
- Knowledge of human anatomy, health care systems, basic pathophysiology and medical terminology.
- Skills in identification and assessment of wounds; photography; fingerprinting and other identification techniques.
- Good written and oral communication skills required, along with excellent computer skills, including word processing required.
- Ability to maintain security of work area, evidence, and information is required and must be able to respond to inquiries from public and official agencies with pleasant, effective and professional manner.
- Ability to work well with other agencies to facilitate effective investigation and appropriate services for decedents and their families.
- Master TCOLE Certification and at least 5 years investigative experience preferred, OR 5 years' directly related experience in death investigations or an RN with a minimum of 5 years' medical nursing experience.
- Certification through the American Board of Medicolegal Death Investigators (ABMDI), or obtain within 6 months of employment.

SALARY RANGE: \$36.56-\$45.70/ Hourly, Night Shift/Weekends

CLOSING DATE: Upon filling position

To be considered for employment, all interested candidates must complete the required Fort Bend County online employment application located at www.fortbendcounty.jobs

All full-time and part-time employees are members of the Texas County District Retirement System (TCDRS). Full-time employees also enjoy a wide-range of great benefits.

Fort Bend County is an equal opportunity employer, committed to non-discrimination in employment on any basis including race, color, religion or creed, sex, sexual orientation, gender, gender identity, gender expression, pregnancy status (including childbirth and related medical conditions), national origin, ethnicity, citizenship status, age (40 and over), physical or mental disability, genetic information, protected military and veteran status, political affiliation or beliefs, or any other classification protected by state, federal and local laws, unless such classification is a bona fide occupational qualification.

For more information on Fort Bend County's Title VI / Nondiscrimination Statement, visit www.fbctx.gov/comply

Fort Bend County is committed to providing equal opportunity and reasonable accommodations to employees with disabilities. FBC complies with the Americans with Disabilities Act and all other applicable federal, state and local laws regarding disability discrimination and accommodation.