



Police Crime Scene Specialist

PUBLIC SAFETY - POLICE

SALARY: \$20.25 - \$29.44 Hourly

CLASSIFICATION: Classified

STATUS: Full-Time Regular

FLSA: Non-exempt position, eligible for overtime compensation.

OPENING DATE: 10/15/18

CLOSING DATE: 10/29/18 11:59 PM

INTRODUCTION:

There will be a written exam included in this selection process scheduled for November 28th (by invitation only).

Notifications are tentatively scheduled to be emailed by the Week of November 19, 2018.

Those who successfully pass the written exam, will be invited to the Oral Board interviews on November 29th and 30th (by invitation only).

Located in the beautiful Sonoran Desert, Scottsdale, Arizona is bordered by Phoenix to the west and the McDowell Mountains on the east. Scottsdale is annually rated among the nation's most desirable communities to live in, visit and do business in. Check out more about [Scottsdale](#).

To learn more about working for the City of Scottsdale and meet a few of our employees, [click here](#).

About The Position

The Police Crime Scene Specialist conducts technical investigations of all types of crime scenes; duties include photography and the collection, examination and preservation of evidence.

Selection Process

Applicants whose education, training and experience most closely meet the needs of the position may be invited to participate in a selection process to include a panel interview and an assessment exercise. Successful candidates will receive a post-offer, pre-employment background screening to include:

- Fingerprinting
- Criminal Background screening for the past 7 years
- Motor Vehicle Department Records Check
- Drug Screening
- Physical Examination
- Psychological Testing
- Background Investigation to include Polygraph

PLEASE NOTE THAT ALL COMMUNICATION WITH APPLICANTS WILL BE DONE VIA EMAIL AND NO COMMUNICATION WILL BE SENT PRIOR TO THE CLOSING DATE.

MINIMUM QUALIFICATIONS:

Education and Experience

- An Associate's Degree in crime scene investigations, crime scene technology, criminalistics, or closely related field from an accredited educational institution with coursework in forensic science, crime scene technology, or chemistry.
- An equivalent combination of education and job related experience may substitute for the educational requirements on a year-for-year basis.
- Must be at least 21 years of age at the time of application.

Licensing, Certifications and Other Requirements

- Must possess and maintain a valid, unrestricted Arizona driver's license with no major citations within the past 39 months prior to the start date.
- Must be able to complete an extensive training program and successfully pass all competency testing components within a year of the date of hire or promotion.

Other pertinent licenses and/or certifications may be required of some positions depending on department/section assignment.

ESSENTIAL FUNCTIONS:

Performs duties and responsibilities commensurate with assigned functional area which may include, but are not limited to, any combination of the following tasks:

- Distinguish the full range of the color spectrum in order to visually and physically examine and investigate all types of crime scenes including, but not limited to: burglaries, vehicle crimes, thefts, assaults, abuse, thefts, criminal damage, and death investigations, for the recognition, collection and preservation of physical evidence such as latent fingerprints, shoe prints and tire tracks, body fluids (such as blood, semen, saliva, etc.), hair and fibers, weapons and other materials in sometimes stressful and unpleasant environments.

- Utilizes a two-way radio, MDC, and phone in order to communicate with diverse groups of people, both verbally and in writing, often under stressful circumstances.
- Photographs various types of crime scenes and evidence as well as postmortem examinations.
- Utilizes specialized equipment and procedures to determine the presence of body fluids and to collect body fluids, hair, fibers, gunshot residue and other trace evidence and materials.
- Drives to crime scenes to conduct investigations.
- May assist Patrol Officers and Police Aides at traffic accident scenes; assist in traffic direction as needed.
- May provide specialized field training in Unit, Division and Police Department policies and procedures to newly hired Crime Scene Specialist.
- May render an opinion and draw conclusions utilizing skills in a respective sub-discipline such as footwear comparisons, bloodstain pattern interpretation and bullet trajectory paths.
- Completes and passes annual proficiency testing in various aspects of crime scene processing.

WORK ENVIRONMENT/PHYSICAL DEMANDS:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this position or that an employee encounters while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Stands for extended periods of time in all kinds of weather conditions while moving hands and arms above the shoulders.
- Bends, stoops, or picks up traffic cones and other objects; climb barriers while carrying objects.
- Moves or drags up to 165 lbs. and can carry up to 50 lbs. short distances without assistance.
- Use visual and muscular dexterity to operate a motor vehicle and various crime scene tools and equipment.
- Able to perceive the full range of color spectrum.
- Visual and muscular dexterity to operate a marked police motor vehicle.
- Visual and muscular dexterity to operate a mobile computer within a marked police motor vehicle.
- Work around and come into contact with deceased individuals in various stages of decomposition.
- Concentrate on and complete tasks in the presence of distractions in a timely manner.
- Operate a variety of standard office equipment including: computer, telephone, calculator, copy and fax machines requiring continuous and repetitive arm, hand, and eye movement.

Click [here](#) to review the entire job description.

The City of Scottsdale reserves the right to change this process at any time.

EQUAL EMPLOYMENT OPPORTUNITY: It is the policy of the city to provide employment opportunities to all persons based solely on ability, regardless of race, color, religion, sex, national origin, age, sexual orientation, gender identity or disability.

When advised, reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the recruitment process. Please contact Human Resources to request an accommodation. Persons with a disability may request a reasonable accommodation by contacting HR Receptionist at (480) 312-2491. Requests should be made 24 hours in advance or as early as possible to allow time to arrange the accommodation. For TTY users, the Arizona Relay Service (1-800-367-8939) may contact HR Receptionist at (480) 312-2491.

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

FILE APPLICATIONS ONLINE AT:
<http://www.scottsdaleaz.gov>

Position #FY1819-0009
POLICE CRIME SCENE SPECIALIS

OUR OFFICE IS LOCATED AT:
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Scottsdale, AZ 85258
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