Forensic Services Technician

Starting Salary: $39,018
$0.65 per hour shift differential

Work Schedule: Permanent Shifts (36/44 hour work weeks)

Applications for the position of Forensic Services Technician are accepted only when a vacancy is posted. The application process and a job description follow:

**JOB DESCRIPTION:**

Must work varied shifts to include holidays, nights, and weekends; operates crime scene response vehicles in normal and adverse weather conditions; responds to and initiates radio communications; documents scenes and evidence through forensic photography/videography; identifies, collects, and preserves evidence utilizing appropriate forensic techniques; locates, preserves and/or lifts latent prints from physical evidence; maintains chain of custody for evidence; prepares detailed sketches and diagrams of crime scenes; obtain post-mortem finger and palm prints to establish identity; searches files to identify suspects; operates numerous computer based systems; performs administrative tasks; prepares evidence for court presentations; presenting courtroom testimony in District, State, and Federal Courts; prepares photographic line-up and images for viewing; maintains detailed filing systems and records; prepares detailed investigative and supplemental case reports of activities and investigations; effectively communicates with investigators, court personnel, suspects, and citizens; administers chemical analysis for alcohol concentration; updates demographic information, obtains photographic images and fingerprints of persons charged with criminal offenses; maintains confidentiality; remains abreast of technological and procedural advances in forensic related disciplines.

**QUALIFICATIONS:**

Minimum of Associates Degree in forensic science, biology, chemistry, criminal justice, or closely related field from an accredited institution or a combination of high school graduate/GED and work experience in a closely related field. Applicants must be at least 18 years of age and have no felony arrests or serious misdemeanors.

**KNOWLEDGE, SKILLS AND ABILITIES:**

General knowledge of methods and standards employed in forensic science; general knowledge of rules of evidence; general knowledge of photography; ability to maintain confidentiality; ability to follow complex oral and written directions; ability to use all issued equipment at the required level of proficiency; ability to communicate clearly and concisely, orally and in writing; ability to present clear and concise testimony in court; ability to work independently in the absence of direct supervision; basic knowledge of word processing and spreadsheet programs.
**PHYSICAL DEMANDS:**

Adequate physical agility and endurance to carry out duties to include climbing, standing, crawling, kneeling; sitting, etc. for extended lengths of time. Constant light to moderate lifting.

**WORK CONDITIONS:**

Exposure to blood borne pathogens; exposure to dust/dirt, fumes, smoke, adverse sights and smells, adverse weather conditions; extreme heights and environments; and confined spaces.

**TRAINING PROVIDED BY THE AGENCY:**

- 40 Hour Intoximeter EC/IR II School (certification)
- Basic Crime Scene School (In-house)
- 80 Basic/Advanced Crime Scene School (external)
- On-the-job training provided on the Records Management System and miscellaneous personal computers

**STAGES OF THE APPLICATION PROCESS:**

1. Submission of City Application
2. Review of Application by Winston-Salem Police Department Recruiting Personnel
3. Telephone Screener/ Interview *(Applicants who meet qualifications will proceed to the next stage)*
4. Preliminary Testing
   - Oral Interview
   - Multi Domain Screener
5. Background Investigation
6. Conditional Offer of Employment
7. Post-Conditional Offer of Employment Testing
   - Drug Screening
   - Medical Examination
   - Polygraph Examination
   - Suitability Interview
8. Final Offer of Employment to Selected Applicants

If you meet these qualifications and are interested in working for a professional, innovative, and progressive law enforcement agency, please contact the Recruiting Unit at (336) 773-7925 or toll free at 1-877-777-WSPD.

**You may apply online or in person.**

Visit us at [http://www.wspd.org](http://www.wspd.org)
Police Recruiting Office
Beaty Training Center
1200 N. Patterson Av
Winston-Salem, North Carolina 27101

*An Equal Opportunity Employer*