

**Title: Forensic Scientist - Biology**



**Job Number: 407**

**Salary: \$41.83 - \$62.71**

**Department: Sheriff's Office**

**Division: Crime Lab - DNA**

**Location: 13101 E. Broncos Pkwy., Centennial, CO, 80112**

**Job Type: Hourly Full-Time**

**Posting Date: 02/09/2026**

**Closing Date: 02/23/2026**

**\*\*While the full salary range for the Forensic Scientist, Biology position is \$41.83 - \$62.71 hourly / \$87,006.40 - \$130,436.80 annually, the anticipated hiring range is \$41.83 - \$52.26 hourly / \$87,006.40 - \$108,700.80 annually.\*\***

**GENERAL STATEMENT OF DUTIES:**

Under limited administrative direction, this position performs technical criminalistics work for the Arapahoe County Sheriff's Office and associated agencies in the Unified Forensic Laboratory (UFL). The work involves performing various tests and analyses on evidence to develop facts pertinent to criminal investigations, including the analysis of biological material from submitted evidence items; generating written technical reports of all examinations or analyses performed, court preparation and giving expert testimony in court proceedings.

**EXAMPLES OF ESSENTIAL FUNCTIONS:**

The following duty statements are illustrative of the essential functions of the job and do not include other non-essential or marginal duties that may be required:

- Responsible for the recognition, identification, documentation, and scientific collection of physical evidence pertinent to the investigation of a criminal act.
- Examines evidence items to discover, preserve, collect, photograph, and identify samples for analysis.
- Performs presumptive testing, confirmatory testing and DNA analysis on evidence items.
- Collects trace evidence.
- Interprets the scientific data gathered and prepares meaningful reports in a manner to be presented to a judge and jury in a court of law.
- Prepares detailed reports and documentation for investigative use and court proceedings.
- Prepares, processes and maintains a variety of written reports and records pertaining to lab processes and activities.
- Documents, handles, packages, and receives evidence to maintain chain of custody in accordance with established forensic practices under state and federal laws.
- Appears in court as an expert witness as required.

- Instructs others in forensics, DNA evidence collection, and provides training seminars, to include outside law enforcement agencies under mutual aid requests.
- May be assigned to train new employees and or act as a trainer to coworkers in specific specialty areas.
- May be asked to evaluate, apply for and/or monitor potential grant related programs and opportunities.
- Operates computers and standard office equipment, including commonly used computer software programs required by the position.
- Maintains regular and acceptable attendance.
- Is available and willing to work overtime such as weekends and holidays as the Sheriff's Office or UMFCL Management determines is necessary or desirable to meet its needs.
- May perform duties both in the office and in the field.
- Interacts effectively with others.
- Performs other duties as assigned.

#### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Extensive knowledge of modern forensic laboratory equipment and procedures.
- Extensive knowledge of the work flow of a forensic crime lab.
- Considerable knowledge of criminal law, criminal court proceedings and rules of evidence.
- Must meet the education requirements of the Quality Assurance Standards for Forensic DNA Testing Laboratories.
- Knowledge of DNA QAS documents and ISO 17025:2017 standards.
- Knowledge and use of the CODIS database systems.
- Knowledge of forensic DNA statistical calculations.
- Knowledge of computers and commonly used computer software programs.
- Ability to operate computers and commonly used computer software programs, as well as any other standard office equipment as required by position.
- Ability to give professional expert testimony in courts of law.
- Ability to establish and maintain effective working relationships with superiors, coworkers and other law enforcement/judicial personnel.
- Ability to communicate effectively both in verbal and written English, to include public speaking.
- Ability to apply sound reasoning and decision-making.
- Ability to interact in a professional manner with all staff.
- Ability to get along well with others.

#### **MINIMUM QUALIFICATIONS:**

**EDUCATION:** Bachelor's degree in biology, chemistry, forensic science or a closely related field.

**EXPERIENCE:** Two (2) years of experience in performing laboratory duties associated with the processing of biological and DNA evidence in a law enforcement agency.

**OR**

Any equivalent combination of education and experience that satisfies the requirements of the job as approved by the Sheriff's Office.

**CERTIFICATIONS / LICENSES:** None

#### **PREFERRED QUALIFICATIONS:**

**EDUCATION:** Master's degree in biology, chemistry, forensic science, or a closely related field.

**EXPERIENCE:** Three (3) to five (5) years of experience performing DNA Analyses in an accredited forensic laboratory. Experience with grant research, writing, and application.

#### **NECESSARY SPECIAL REQUIREMENTS:**

- Must obtain CPR and First Aid certification within the initial probationary period.

- Must possess a valid Colorado Driver's License.
- This position is subject to call for assignments that require working nights, weekends and holidays as deemed necessary by the Sheriff's Office and/or the management of the UMFCL.
- Must successfully complete the initial probationary period and training.

#### **PHYSICAL DEMANDS:**

The following are some of the physical demands commonly associated with this position. They are included for informational purposes and are not all inclusive.

Occasionally: Activity exists less than 1/3 of the time.

Frequently: Activity exists between 1/3 and 2/3 of the time.

Constantly: Activity exists more than 2/3 of the time.

- Spends 60% of the time sitting and 40% of the time either standing or walking while in the field or office.
- Must possess sufficient strength to lift and carry equipment and/or evidence up to 50 lbs.
- Frequently pushes, pulls, climbs, balances, stoops, kneels, crouches, reaches, handles and feels while in the field and office.
- Constantly uses oral and auditory capacity enabling interpersonal communication as well as communication through automated devices such as the two way radio, intercom system and telephone.
- Constantly uses visual and fine/gross motor skills enabling the use of office and field equipment.
- Occasionally uses visual and fine/gross motor skills enabling the safe operation of a vehicle during normal, and hazardous weather situations.
- Frequently uses visual capacity, including color vision in order to distinguish color/descriptions of evidence items.
- Frequently uses olfactory sensory capabilities to detect hazardous situations.

#### **JOB-RELATED CONTACTS:**

Personal contacts with individuals occur on a daily basis. Contacts include interaction with supervisors, subordinates, co-workers, other law enforcement/judicial personnel and the public.

#### **WORK ENVIRONMENT:**

Work environment includes primarily indoor locations, but may also include outdoor locations. Exposure to inclement weather and the elements may exist during crime scene examinations and analyses. Other hazards may include exposure to harmful chemicals, carcinogenic substances and fumes, although safeguards are provided.

#### **BIO-HAZARD NOTICE:**

This position has been determined to be an EXTREME exposure risk to "biohazards" including, but not limited to, viruses, toxins, and blood-borne pathogens, such as HIV/AIDS (human immunodeficiency virus/acquired immunodeficiency syndrome), HBV (hepatitis B virus), and air-borne transmissions of TB (tuberculosis). Members are advised that exposure to a "biohazard" may result in severe illness and/or death. Members are required by agency policy to use protective equipment and clothing. Inoculation may be required to prevent and/or treat exposures to "biohazards".

**YOU MUST PROVIDE A CURRENT VALID EMAIL ADDRESS FOR APPLICATION STATUS NOTIFICATIONS (only one email address is accepted by the system).**

#### **BENEFITS:**

Arapahoe County Sheriff's Office employees are provided benefits to include, but not limited to, medical insurance, dental insurance, vision insurance, retirement plan and paid time off. For a complete summary of

benefits review them at: **2026 Benefits Summary**

#### **401(a) DEFINED BENEFIT RETIREMENT PLAN:**

Arapahoe County Sheriff's Office employees participate in a mandatory defined benefit program designed to help employees establish a source of income for retirement years. Through the Plan, eligible employees must set aside 9.00 percent, which is subject to change in the coming years, on a pretax basis of which the County matches at 9.75%. The County also contributes 6.2% to Social Security.

#### **APPLICANT DISQUALIFICATION FACTORS:**

Applicants are advised that areas for disqualification from further consideration include, but are not limited to, the following:

- **Illegal Drug Use** – *Marijuana use will be evaluated on a case-by-case basis.* Applicants who have used any other illegal drug use within the past five (5) years will be disqualified.
- **Any felony conviction**
- **Any conviction involving an act of Domestic Violence**
- **Driving Record** - This includes receiving a DUI within the past five (5) years, having your driver's license suspended for any reason within the past five (5) years, and having five (5) or more tickets within the past five (5) years.
- Outside activities which may be deemed a conflict of interest
- Revelation or discovery of assaultive behavior
- Documented record of prior poor work performance
- Unsuccessful completion of any basic requirement
- Inability to perform the essential functions of the position
- Police history - type, frequency and nature of contact(s)
- Providing false or misleading information during the application/selection process

It is the policy of the Sheriff's Office to not discuss the reasons why applicants were not selected for hire. There is no flexibility to this policy. Applicants may be notified of their disqualification at any point in the selection process. If you receive such a notice, it simply means that you do not meet our standards at this time. Receiving this notice does not indicate that you are ineligible to apply with other agencies.

#### **REQUIRED EXAMINATIONS:**

The screening process for any position within the Sheriff's Office may include written test(s), an oral interview, skills test(s) and/or other selection methods designed to measure applicants' ability to perform the essential functions of the job they are seeking.

Additional required tests/examinations also include:

- Phase I Suitability Exam
- Polygraph Examination

Additional screening may include:

- Psychological Evaluation
- Medical Examination, including a drug screen
- Background Investigation - This will include, but is not limited to, contact with the applicant's former employers, associates, neighbors and other pertinent sources. Applicant's military history, school records, police records and driving record will also be investigated. All examinations are conducted by qualified/licensed individuals designated by the Sheriff's Office at the Sheriff's Office expense.

#### **EXPECTED DURATION OF THE APPLICATION PROCESS:**

Due to the nature of the application and selection process for the Sheriff's Office, applicants can reasonably expect the application process to take a significant amount of time to complete before a decision is made to hire or not to hire. Typically, it takes approximately six (6) to twelve (12) weeks from the date of application to complete the entire selection process. The length of time it takes to complete the process can vary

depending on a variety of factors. Please note that this is an estimated duration of the selection process.

### **WORK SCHEDULES:**

Employees are required to work the time periods and/or shifts, rotational and/or stationary, and location assignment, consistent with the needs of the Sheriff's Office.

### **DUTY ASSIGNMENTS:**

All applicants hired by the Sheriff serve at the pleasure of the Sheriff of Arapahoe County and may be assigned to any of the agencies bureaus, sections or units at the discretion of the Sheriff or his duly appointed representative. Employment is at the will and pleasure of the Sheriff, per Colorado State Statute: 30-10-506. Written policies and other manuals do not alter the at will status of employment.

### **COMMUNITY POLICING:**

The Arapahoe County Sheriff's Office is committed to the implementation of the community-policing concept. Community policing is an organizational strategy and philosophy which emphasizes problem solving partnerships between the Sheriff's Office, neighborhoods, and businesses working together to create a better quality of life within the community.

### **INITIAL STATUS PERIOD OF EMPLOYMENT:**

Successful applicants are subject to an initial status period of employment. This initial status period is twelve (12) months for all positions. The initial status period is regarded as part of the applicant's examination process and will be utilized for purposes of employee evaluation, training and adjustment to the demands of the profession. New employees, who fail to perform satisfactorily during the period, may be separated from the Sheriff's Office, depending on the circumstance of each case.

### **POLICY ON REAPPLICATION:**

Applicants who failed a written test may reapply and retest no sooner than three (3) or six (6) months (position dependent) from the date they took the written test. Applicants who failed an interview may reapply and retest no sooner than six (6) months from the date they received notification of non-selection. All other applicants who are disqualified can reapply with the Sheriff's Office no sooner than one (1) year from the date of notification of non-selection.

**This job announcement does not constitute a contract of employment. Should there be any discrepancy or error in this job announcement, the applicable policy or pay rate will apply. The Sheriff's Office retains the right to amend this job announcement at any time without notice.**

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran.

Should you require an accommodation to apply for this position, please contact Human Resources.

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