

# Collaborative Testing Services, Inc

Our company is seeking a detailed-oriented individual with a forensic pattern analysis background. In this position as a **Forensics Program Coordinator**, responsibilities include the planning and production of forensic proficiency test samples, the analysis of client results, and the creation of reports. This position may have the opportunity to take on additional forensic disciplines such as Digital Evidence. This is a full time, exempt position.

Collaborative Testing Services (CTS) is a small, employee-owned private company located in Sterling, Virginia that has operated interlaboratory testing programs for a variety of industries since 1971. Our clients include forensics, metals, polymer, agriculture, wine and forest product laboratories from more than 100 countries. CTS sets the standard for interlaboratory programs and serves a vital role in helping laboratories demonstrate the reliability of their test results. CTS is not a laboratory and the position does NOT require laboratory benchwork. Instead, we “test the testers”.

In this position you will:

- Plan and coordinate production activities for a variety of tests following CTS’ quality system
- Manage client data including review/analysis of statistical results
- Produce and disseminate client reports
- Attend technical meetings, educational opportunities, and trade shows as a vendor
- Work regularly with customers
- Research and develop new proficiency tests
- Travel domestically (2-4 times per year)

The position carries a comprehensive benefits package (medical, dental, paid time off, retirement). We have been 100% employee-owned (ESOP) for more than 10 years and provide a profit incentive bonus program. Pay is commensurate with experience/education ranging between \$50,000 - \$60,000.

Qualifications:

- Minimum of a Bachelor’s Degree in Forensic Science or equivalent
- A focus in Latent Prints, Imprint Impression (Footwear and Tire) is desirable
- Attention to detail and the ability to review and analyze data; experience with statistics is a plus
- Ability to understand technical information
- Self-motivation and the ability to work independently
- Strong customer service and written/oral communication skills
- Familiarity with laboratory accreditation or quality assurance systems is also beneficial

Requirement: New hires are required to be vaccinated against the COVID-19 virus.

Please submit your resume and cover letter stating the reasons for your interest in the position and explaining what skills or experience makes you qualified for the job. Submit via email to [fsjobs@cts-interlab.com](mailto:fsjobs@cts-interlab.com).