



Houston Forensic Science Center, Inc.

500 Jefferson St.
Houston, TX

Forensic Analyst – Multimedia

Houston Forensic Science Center, Inc. (HFSC), is an independent organization created by Houston Mayor Annise Parker and the Houston City Council to provide forensic science services formerly delivered by the Houston Police Department. HFSC has been officially registered as a Texas Local Government Corporation* since June 26, 2012.

HFSC is now seeking a full-time Forensic Analyst in the Forensic Multimedia/Digital Section. HFSC offers a competitive salary and benefit package that is commensurate with experience.

POSITION SUMMARY

The successful candidate will be responsible for forensic examinations of computer and cell phone evidence. The basic responsibilities of the analyst include but are not limited to:

- Preserve and analyze data from electronic data sources, including computers, vehicles, and mobile devices, ensuring that the evidential integrity of the data is not compromised.
- Specialized technical work in the clarification/enhancement, conversion, repair, and authentication of audio and video evidence.
- Retrieval of evidence from analog and digital CCTV systems, both in lab and at off-site locations.
- Assist in search warrants by previewing and collecting devices.
- Conduct validation testing and performance verifications of various hardware/software tools.
- Assess and troubleshoot a variety of technical issues.
- Provide expert testimony in depositions, trials, and other proceedings.
- Must be willing to be on-call to respond to calls after hours/weekends/holidays.

MINIMUM EDUCATIONAL REQUIREMENTS

Bachelor's degree in Digital Forensics or a closely related field is required. Direct relevant working experience as a multimedia or digital forensic analyst may be considered in lieu of a degree.

MINIMUM EXPERIENCE REQUIREMENTS

A minimum of two years' experience working with analysis of digital evidence is strongly preferred. Demonstration of expertise with clarification tools and in the examination and enhancement of digital evidence is also preferred. An Master's degree may be considered as meeting partial experience requirements. Certification is strongly preferred (CCO, CCPA, GSAF, CFCE, CCME, etc.) or the ability to quickly gain certification.

KNOWLEDGE AND SKILL REQUIREMENTS

- Knowledge of ISO/IEC 17025 accreditation standards.
- Demonstrated skill in oral and written communication.
- Demonstrated skills in handling multiple tasks and prioritizing work assignments.
- Demonstrated ability to effectively handle conflict and uncertain situations.
- Demonstrated ability to work with frequent interruptions and changing priorities.
- Demonstrated ability to establish and maintain effective communications and working relationships with fellow employees, internal customers, and external customers.
- Ability to lift computers that can weigh up to 50 lbs.

CONTACT INFORMATION

Interested applicants meeting the job qualifications may apply via our website, hfscctx.gov.

Houston Forensic Science Center, Inc., is an Equal Employment Opportunity Employer

*A "local government corporation" is created to aid and act on behalf of one or more local governments to accomplish any governmental purpose of those governments.