



SEMINOLE COUNTY SHERIFF'S OFFICE
invites applications for the position of:

CRIME LAB ANALYST- CRIME SCENE UNIT

SALARY: \$20.59 - \$27.28 Hourly
\$42,827.20 - \$56,742.40 Annually

DEPARTMENT: LAW ENFORCEMENT

DIVISION: FORENSIC SERVICES

OPENING DATE: 07/29/20

CLOSING DATE: 08/11/20 11:59 PM

**CLASSIFIED
SERVICE:** Yes

GENERAL DESCRIPTION:

The Seminole County Sheriff's Office is now accepting pre-screen questionnaires for the position of **Crime Lab Analyst assigned to the Crime Scene Unit of the Forensic Laboratory Services Division**. This position is non-sworn and is responsible for search, recognition, collection, processing and preservation of evidence at crime scenes and within the laboratory. This position responds to assignments twenty-four hours a day, seven days a week, including holidays.

All pre-screen questionnaires require a *NOTARIZED* [Background Waiver](#) included in the link provided and are to be uploaded to your pre-screen questionnaire.

Pre-screen questionnaires must be submitted before the closing date of August 11, 2020.

TYPICAL DUTIES:

The principal responsibilities of the position include, but are not limited to the following:

- Process crime scenes, including the identification, documentation, collection, preservation and submission of evidence
- Generate detailed reports
- Photograph, videotape and laser scan crime scenes
- Process evidence for DNA and latent prints
- Photograph latent prints and enhance latent prints using Adobe Photoshop
- Attend autopsies and collect major case prints
- Test fire handguns and utilize Brasstrax to enter cartridge cases into NIBIN
- Testify in court
- Complete specialized classroom and on-the-job training as required
- Perform other duties as assigned

MINIMUM QUALIFICATIONS:

- Applicant must have a Bachelor's Degree in Forensic Science or closely related scientific field
- A Master's Degree in Forensic Science is desirable
- Applicant must have a minimum one (1) year full-time experience in crime scene investigations
- Active IAI Certification as a Crime Scene Investigator is preferred; however, the successful applicant must be able to achieve certification within one (1) year of hire. Certification must be maintained throughout employment
- Must possess and maintain a valid Florida Driver's license

KNOWLEDGE, SKILLS, ABILITIES & OTHER:

- Ability to interact effectively with others during traumatic events such as a horrific crime
- Ability to work unsupervised or in a small group after the completion of appropriate training, completing complex tasks and procedures with minimal or no guidance
- Exceptional written and verbal communication skills
- Ability to meet the physical requirements with or without accommodations
- Ability to stand and walk around for extended periods of time
- Willingness to work extended hours with little or no advance notice
- Ability to respond to crime scenes after hours and arrive within a short period of time
- Ability to complete tasks regardless of the weather or temperature
- Ability to complete tasks regardless of foul odors or insect activity
- Ability to lift up to 25 pounds

Successful applicants will be required to complete and submit an entire employment application, which will be provided to the applicant by the Human Resources Division. The applicant will then submit to a thorough background investigation, which includes, but not limited to, past employment/education verification, driver license review, credit history, prior drug use history, arrest/conviction record, and computerized voice stress analysis (CVSA) testing. A certified examiner administers the CVSA with questions addressing illegal drug use and general questions of honesty and criminal history. Any dishonesty or deception on the Pre-Screen Questionnaire or Employment Application will disqualify your application.

Candidates must comply with the Body Ornamentation policy, which includes tattoos, brands, intentional body/tongue piercing (not including normal piercing of the earlobe for earrings) or mutilation and dental ornamentation. "Visible" is defined as body ornamentation that is visible on the arm below the sleeve of a short sleeve or golf-style shirt or above the collar of a short sleeve or golf-style shirt. Any visible body ornamentation must be disclosed at the time of application.

Applicants not selected for employment will receive notification from the Human Resources Division, to include justification based on the following disqualifiers: negative background, failure to meet minimum qualifications as outlined in the specific job description, or any additional information discovered during the interview process.

Classified Position
Please direct any questions to:
Seminole County Sheriff's Office
Human Resources Division
100 Eslinger Way
Sanford FL 32773
joyjackson@seminolesheriff.org
(407) 665-6621

The Sheriff's Office is committed to a diverse work force, is a drug free workplace and is an equal opportunity employer. We strongly support our military veterans and their families, and encourage them to consider applying to agency job announcements for which they may qualify.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.seminolesheriff.org/>

Position #00227
CRIME LAB ANALYST- CRIME SCENE UNIT
JJ

100 ESLINGER WAY
SANFORD, FL 32773
407-665-6621

APPLICANTS@SEMINOLESHERIFF.ORG

CRIME LAB ANALYST- CRIME SCENE UNIT Supplemental Questionnaire

* 1. Have you been arrested for a DUI within the last ten (10) years prior to today?

☐ Yes

☐ No

- * 2. Have you used or purchased any type of illegal or controlled substance, **excluding marijuana**, (i.e. cocaine, ecstasy, heroin, LSD, prescription medications not prescribed to you, steroids) within the last ten (10) years prior to today? NOTE: This question pertains to outside the realm of law enforcement. Do not answer "Yes" to this question if you dealt with controlled substances in the line of duty as a law enforcement officer.

☐ Yes☐ No

- * 3. Have you sold any type of controlled substance (i.e. marijuana, cocaine, ecstasy, heroin, LSD, prescription medications) to others within the last ten (10) years prior to today? NOTE: this question pertains to outside the realm of law enforcement. Do not answer "Yes" to this question if you dealt with controlled substances in the line of duty as a law enforcement officer.

☐ Yes☐ No

- * 4. Have you been convicted of a misdemeanor (including but not limited to where adjudication was withheld) or participated in a pretrial diversion program for any offense involving moral character, false statements, perjury or domestic violence within the last five (5) years prior to today?

☐ Yes☐ No

- * 5. Have you ever been convicted of a felony crime (including but not limited to where adjudication was withheld) or participated in a pretrial diversion program for any felony offense?

☐ Yes☐ No

- * 6. Do you have a bachelor's degree in Forensic Science or a closely related scientific field

☐ Yes☐ No

- * 7. Do you have a minimum of one (1) year full-time experience in crime scene investigations?

☐ Yes☐ No

- * Required Question