



The Jacksonville Sheriff's Office is now accepting electronic applications for Latent Print Examiner at www.JoinJSO.com. The position will be posted until September 9, 2020. Please email Angela.Yager@jaxsheriff.org or call 904-885-5518 if you have further questions.

Job Description – Latent Print Examiner

This is professional work in the evaluation, analyzation, and development of friction ridge detail which includes comparison and identification of latent finger, palm, and footprints. Work requires an advanced understanding and application of the theories, principles and practices of friction ridge examinations, usually gained through formal education, specialized schools, job related training or an equivalent level of practical knowledge gained through many years of hands on experience. Contacts require skills of persuasiveness or assertiveness as well as a sensitivity to others' points of view to influence behavior, change an opinion or turn a situation around. Work is subject to well-defined procedures, practices and methods in performing the work and latitude is permitted to consider which procedure or precedent to follow and in what sequence to achieve the required results. Work is performed in an office and laboratory environment and includes the operation of standard office equipment such as copiers, telephones, and personal computers and may include operation of specialized equipment such as magnification devices, digital cameras, light sources, fingerprint powdering stations, chemical fuming hoods, fuming cabinets and related chemicals. The physical demands consist of sitting or standing at a workstation for extended periods of time, utilizing specialized equipment on an ongoing basis, and occasionally lifting and manipulating light to moderate weight items weighing less than 50 pounds. In addition, the employee could be exposed to mechanical, biological, and chemical hazards associated with a laboratory environment. The employee will be required to utilize personal protective equipment to include eye protection, and specialized clothing barriers to blood and other body fluids. Latent Print Examiners work in a specialized forensic science discipline conducting examinations of physical evidence submitted by Law Enforcement agencies involving impression evidence. The position requires advanced technical, independent research and analytical skills to evaluate evidence. Examiner provides technical and expert witness assistance to Law Enforcement partners in investigations and the Judicial System. Evidence processing includes the utilization of technology such as the Biometric Identification System to rapidly identify unidentified latent print impressions recovered at incidents.

Examples of Work

- Conducts technical and scientific examinations of exhibit material submitted by law enforcement personnel to assist with criminal investigations and to develop criminal intelligence.
- Processes evidence for the recovery of latent prints using chemical and other various techniques.
- Evaluates the quality of latent prints submitted and developed to determine suitability for comparison purposes.



- Performs analysis, comparison and identifications of inked and latent finger, palm, and footprints to known standards.
- Photographs latent prints on evidence using digital camera equipment.
- Prepares photographic enlargements to demonstrate the arrival of a conclusion.
- Utilizes the Biometric Identification System to develop candidates for latent fingerprint comparisons. Incorporates findings resulting from these comparisons into reports which form a basis for legal proceedings.
- Provides expert testimony to courts of law in the development, comparison, and identification of latent fingerprint evidence.
- Periodically attends and participates in continuing education training and professional meetings.
- Updates professional expertise through regular study of new developments in current literature and by attending courses, seminars and industry meetings.
- Conducts technical reviews of casework performed by co-workers including verification of identifications.
- Participates in annual proficiency examinations.
- Develops and conducts training programs for personnel throughout the agency and external partners as needed.
- Performs administrative responsibilities.
- Provides tours and presentations to agency personnel, external law enforcement members, prosecutors and other individuals as directed.
- Interacts with vendors and industry personnel to evaluate new technology, equipment and processes.
- Performs routine maintenance on equipment.
- Operates and maintains vehicles used to retrieve evidence and to respond to crime scenes when expertise is requested.
- Demonstrates proficiency in the City of Jacksonville's competencies.
- Performs related work as required.

Knowledge, Skills and Abilities

- Knowledge of the terminology, principles, and analytical techniques used in the analysis of evidence as it applies to the forensic laboratory.
- Knowledge of procedures and techniques used in the development and comparison of latent prints.



- Knowledge on what constitutes evidence.
- Knowledge of the procedures for the safe handling of hazardous and biologically hazardous evidence.
- Knowledge of courtroom procedures and legal requirements involving the use of fingerprint evidence and testifying as an expert witness.
- Skill in fingerprint identification.
- Skill in operating computer terminals and other office equipment.
- Ability to determine the quality of fingerprint evidence.
- Ability to withstand mental and physical exertion required for analyzing latent prints for long periods of time.
- Ability to handle deceased persons to obtain finger and palm prints.
- Ability to learn the intricate detail of minutiae plotting on the latent entry terminal of the Biometric Identification System.
- Ability to safely use chemicals and forensic equipment to locate and obtain latent print evidence.
- Ability to conduct forensic scientific examinations, analyze results, formulate conclusions, and present findings verbally and in writing.
- Ability to effectively train individuals or groups in forensic laboratory analysis techniques and procedures.
- Ability to give sworn testimony as an expert witness in court.
- Ability to plan, organize, and coordinate work assignments.
- Ability to establish and maintain effective working relationships.
- Good visual acuity.

Open Requirements/Supplemental Information

OPEN REQUIREMENTS: Three years of education from an accredited institution and/or experience in inked fingerprint identification. One year of which includes comparing and identifying latent prints.

OTHER REQUIREMENTS: The probationary period for this class is twelve (12) months. This classification performs safety-sensitive functions and is subject to pre-employment, random, and other drug/alcohol testing programs as set forth in the City of Jacksonville's Drug Free Workplace Policy (0401).

PROMOTIONAL REQUIREMENTS: All permanent employees who have served for one year in the class of Latent Print Examiner Trainee and have completed the twelve-month training program shall be advanced with probationary status to Latent Print Examiner.



LICENSING/CERTIFICATION/REGISTRATION: A valid Driver's License is required prior to appointment and must be maintained during employment in this class. Must qualify for prior to appointment, obtain, and maintain during employment in this class a City of Jacksonville Certification as a Public Driver.

The Consolidated City of Jacksonville and the Jacksonville Sheriff's Office are Equal Opportunity / Equal Access Employers. To read the [Mayor's Statement please click here](#). For more information about Equal Employment Opportunity, visit www.dol.gov/dol/topic/discrimination/ or www.eeoc.gov.