



Physical Scientist/Evidence Analyst 2

Highlights:

- You'll be joining a dynamic forensics team with many opportunities to grow professionally and working with other forensic experts in various fields to support the FBI and TEDAC missions.
- This is a unique opportunity to work with the FBI laboratory.
- You'll obtain some or enhance your experience working in a fully functional government laboratory working closely with other forensics experts.

Tasks:

- The Evidence Analyst / Physical Scientist provides forensic evidence services to properly inventory items, check-in evidence, perform data entry into multiple database systems, follow proper classification guidelines, mailing/shipping evidence, proper serialization and storage of all case records and maintain case records, and the chains-of-custody for all evidence and forensic materials. EA personnel must complete an internal training program for working with evidence.
- Receive evidence submissions.
- Open and inventory contents of evidence submissions.
- Create appropriate laboratory examination plans; enter accurate data (laboratory number, case ID number, item numbers, and descriptions) into various database tracking systems.
- Create and utilize either electronic or paper chain-of-custody forms for all evidence transfers.
- Utilize Sentinel and other USG database tracking and record systems for researching incidents and determining appropriate classification designations.
- Enter data into EXPeRT, Forensic Advantage (FA), and / or other database systems; create examination plans; generate barcode labels, packaging, and shipping of evidence.
- Photograph contents of submission so that accurate records are maintained for casefiles.
- Upload photographs to local hard drives and backup hard drives.
- Upload photographs to appropriate databases.
- Stage evidence submissions and documentation for processing by the forensic and technical exploitation teams.
- Prepare evidence submissions for return to contributor or central repository and / or packaging / shipping to other designated locations.
- Review documents and photographs to ensure that appropriate classification and dissemination marking are present. If not, then add the appropriate markings to the records, as appropriate.
- Prepare all administrative case records for final closure by ensuring they are compiled, marked and serialized in Sentinel
- Support activities, functions, or duties, as defined in future TOs.

Requirements:

- BS degree in the sciences with coursework in forensics
- One (1) year of related work experience
- Computer data entry experience
- Attention to detail
- Familiarization with QA/QC
- Experience with a Laboratory Information Management System (LIMS)

Clearance: US Secret Clearance

Location: Quantico, VA & Huntsville, AL (multiple slots at each location)

Apply: Online <https://idealinnovations.com/careers>

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