CITY OF FORT LAUDERDALE
invites applications for the position of:
CRIME SCENE INVESTIGATOR

SALARY: $23.31 - $36.15 Hourly

OPENING DATE: 09/14/20

CLOSING DATE: 09/25/20 11:59 PM

POSITION SUMMARY:

In accordance with Article 24 of the Collective Bargaining Agreement between the City of Fort Lauderdale and Teamsters Local Union 769, for posting purposes this open-competitive job posting shall be considered as a simultaneous internal and external posting (it is open to both internal City employees and external applicants). Additionally, this job classification is subject to the terms and conditions of the Collective Bargaining Agreement between the City of Fort Lauderdale and Teamsters Local Union 769.

The City of Fort Lauderdale employees possess a passion for public service demonstrated by a high degree of enthusiasm, self-reliance, and job proficiency. They effectively convey the vision and mission of the organization and provide excellent service and satisfaction to our internal and external customers.

Responds to crime scenes and identifies and documents evidence on scene; collects, processes, and preserves evidence. Identifies potential suspects. Reconstructs crime scene events and testifies to findings in court. This is a non-sworn position.

The City offers a wide variety of benefits to their employees. In addition to the competitive benefits package and salary, the City offers 401(a) participation with a 9% City contribution and no employee match!!
Say "Hello" to the City of Fort Lauderdale and Say "Goodbye" to Your Student Loan!
That's right! Under the U.S. Department of Education's Public Service Loan
Forgiveness (PSLF) program, the remaining balance on your student loan may be
given after you have made 120 qualifying monthly payments while working fulltime
at the City of Fort Lauderdale! Please visit StudentAid.gov/publicservice for
more information or to see if you qualify.

NOTE: The duties of this position will include all of those duties set forth in the official job
description.

ESSENTIAL JOB FUNCTIONS:
Essential functions are the basic job duties that an employee must be able to perform, with or
without reasonable accommodation. The list of essential functions, as outlined herein, is
intended to be representative of the tasks performed within this classification. The omission of
a function does not preclude management from assigning essential duties not listed herein if
such duties relate to the position.

- Photographs and videotapes major crime scenes using 35 mm cameras, video cameras,
  and digital camera imagery; develops and prepares photographic enlargements for latent
  prints, shoe impressions, etc.
- Collects, packages, transports and submits evidence within prescribed standard operating
  procedures; transports evidence to appropriate crime labs - City of Fort Lauderdale Police
  Department, Broward Sheriff's Office, Florida Department of Law Enforcement or the
  Federal Bureau of Investigation, for scientific laboratory analysis; ensures that the
  necessary forms are prepared and processed
- Attends and documents autopsies via photography/video tape; collects and packages
  evidence such as hairs, fibers, clothing, finger and palm prints, fingernails, and body fluids
  from decedent at autopsy to be placed into evidence
- Locates and recovers latent prints using fuming techniques, powders and chemicals, and
  photographic techniques
- Locates, collects and enhances blood and body fluids, including blood splatter diagrams
  and photographs
- Locates and recovers projectile evidence, including the determination of origin of the
  projectile
- Casts impressions of tire, tool and shoe impressions
- Prepares exhibits for case prosecution including photographs, crime scene diagrams, casts
  of impressions, etc.
- Produces crime scene drawings and sketches manually to record location of all evidence;
  utilizes Crime Zone computer software program for final drawing of crime scene
- Prepares written reports of crime scene investigation and submits findings to law
  enforcement superior
- Maintains continuity of evidence
- Testifies in depositions and court proceedings regarding the finding and processing
  methods used to gather evidence at the crime scene
- Operates crime scene investigation van to perform assigned duties
- Performs related work as required

JOB REQUIREMENTS & WORK ENVIRONMENT:

1. Have successfully graduated from a standard high school or possess an acceptable GED
   certificate from an accredited issuing agency, preferably with college level coursework in law
   enforcement or a closely related field.

2. Have at least five (5) years of work experience in a paraprofessional capacity with a law
   enforcement agency, including at least one (1) year in crime scene investigation work.

3. An Associate's Degree in forensic science from an accredited college or university may be
   substituted for four (4) years of the required law enforcement paraprofessional experience
noted in #2 above; however, no substitution is allowed for the required one (1) year of crime scene investigation work experience.

4. Possess or be able to obtain a valid Florida Driver's License and have an acceptable driving record.

**Special Requirements:**

**Essential Employees** may be required to work during a declared emergency. The employee's Department Head will determine who will be required to work.

**Non-Essential Employees** will not be required to work during a declared emergency but may be required to work in some capacity after the declared emergency. The employee's Department Head will determine when the employee will be required to work.

**PHYSICAL STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:**

The position is generally sedentary. Employees sit most of the time, but may walk or stand for brief periods of time.

The position involves medium physical demands, such as exerting up to 50 lbs. of force occasionally, and/or up to 20 lbs. of force frequently, and/or up to 10 lbs. of force constantly to move objects.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**WORKING ENVIRONMENT:**

<table>
<thead>
<tr>
<th>Work Environment</th>
<th>Frequency Working in Designated Environment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office or similar indoor environment</td>
<td>Sometimes</td>
</tr>
<tr>
<td>Outdoor environment</td>
<td>Frequently or Often</td>
</tr>
<tr>
<td>Street environment (near moving traffic)</td>
<td>Frequently or Often</td>
</tr>
<tr>
<td>Construction site</td>
<td>Sometimes</td>
</tr>
<tr>
<td>Confined Space</td>
<td>Sometimes</td>
</tr>
<tr>
<td>In the community (homes, businesses, etc.)</td>
<td>Frequently or Often</td>
</tr>
<tr>
<td>Correctional facility, detention center or jail</td>
<td>Seldom or Never</td>
</tr>
<tr>
<td>Clinical healthcare environment</td>
<td>Sometimes</td>
</tr>
<tr>
<td>Warehouse environment</td>
<td>Sometimes</td>
</tr>
<tr>
<td>Shop environment</td>
<td>Frequently or Often</td>
</tr>
<tr>
<td>Other: Insect infested</td>
<td>Sometimes</td>
</tr>
</tbody>
</table>

**HOW TO APPLY/ VETERAN INFORMATION:**

Depending on the number of applicants and the quality of their education and experience, the examination may consist of one or more of the following tests: Evaluation of Training and Experience, Oral Interview, Written Examination, or other assessment methods. Applicants must attain a minimum score of 70 in each part of the examination in order to qualify. All successful applicants will be required to pass a medical examination, including drug screening, prior to appointment.

An eligible veteran who enters an open-competitive examination shall receive preference points added to the total passing score earned in the examination as provided for in the Florida Statutes. To obtain veteran’s preference, candidates MUST submit a copy of separation papers and the City of Fort Lauderdale's veteran's preference claim form (1204).
**CRIME SCENE INVESTIGATOR Supplemental Questionnaire**

*1. This application supplement is an integral part of the application process and must be completed together with the formal application in order for you to be considered as an applicant. Answer each question as thoroughly as possible as your responses will be rated as to how they relate to the position to be filled. Responses that are incomplete and illegible will be difficult to evaluate completely and fairly. I understand that if I did not upload my current and valid certifications and licenses, I will not be able to proceed to the next step of the employment process. Please initial the space below. Please initial the space below.*

*2. Are you currently employed with the City of Fort Lauderdale? If yes, indicate status.
   - [ ] Full-time
   - [ ] Part-time
   - [ ] I am not employed with the City of Fort Lauderdale

*3. If your answered FULL-TIME to Question 2, is your current position covered by the Teamsters Local Union 789 Bargaining Unit?
   - [ ] Yes
   - [ ] No
   - [ ] N/A

*4. Please select the choice below which represents your highest level of education completed.
   - [ ] High School/GED
   - [ ] Associate's Degree
   - [ ] Bachelor's Degree
   - [ ] Master's Degree or higher
   - [ ] Certificate of Training
   - [ ] None of the above

*5. Is your degree in Forensic Science?
   - [ ] Yes
   - [ ] No
   - [ ] I currently do not have a college degree

*6. If you answered NO to Question 3, please indicate your field of study. Put N/A if not applicable.

*7. What is your level of paid work experience in crime scene investigation and analysis involving the identification, collection, preservation, record keeping and evaluation of evidence in the support of law enforcement activities?
   - [ ] No Experience
   - [ ] Less than one (1) year
   - [ ] 1 - 2 years
   - [ ] 3 - 4 years
   - [ ] 5 - 10 years
   - [ ] More than 10 years
8. When did you last work in the field of crime scene investigations (CSI)?
   - I have never worked in CSI
   - 1 - 3 years ago
   - 4 - 6 years ago
   - 7 - 10 years ago
   - More than 10 years ago

9. Do you hold or will you be able to obtain the International Association for Identification certification within 12 months of employment?
   - I currently have a valid certification
   - Yes, I can obtain it within twelve months of employment
   - No, I will not be able to obtain this certification

10. How proficient are you with using a Digital SLR Camera?
    - No Experience
    - Basic
    - Intermediate
    - Advanced

11. What photographic enhancement software have you worked with? Put N/A if not applicable

12. What is your proficiency level using Microsoft EXCEL?
    - No Experience
    - Basic
    - Intermediate
    - Advanced

13. Have you testified in a Court of Law regarding your actions as a Crime Scene Investigator?
    - Yes
    - No

14. Have you been certified as an expert witness for court testimony in any area in forensic investigations?
    - Yes
    - No

15. Please explain your response as it relates to Question Number 14.

16. Are you able to work a flexible schedule including working on call out status, nights, weekends and holidays?
    - Yes
    - No

17. Describe any other experience you have had and software products you have used that you feel would be relevant to this position. Put N/A if not applicable

18. All certifications and licenses must be included in the "Certifications and Licenses" section of the on-line application. Initial the space below.