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## Position Description

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### Forensic Specialist I

Working Title **Forensic Specialist I - Latent Examiner**

Department/Division **Police - Investigative Division**

Job Type **Full Time**

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Requisition ID:

**29333**

Work Location:

**Police - Leroy Drive facility**

Pay Range:

**G.19, \$39,270.40 - \$58,281.60**

Starting Salary:

**Minimum of the Pay Range**

Work Schedule:

**Monday through Friday, 8:00 a.m. to 4:30 p.m.**

Part Time Hours/Wk:

Application Deadline:

**4/30/19**

### Job Duties:

The Police Department's Forensic Services Unit (FSU) provides crime scene response and latent fingerprint examination services to the citizens of Virginia Beach who have become victims of crime. The Latent Fingerprint section began in 1987 and is the largest remote Automated Fingerprint Identification System (AFIS) site in the state of Virginia, averaging approximately 1000-1250 latent print criminal cases per year. The unit is staffed by a supervisor, three latent fingerprint examiners and a public safety data services assistant.

This position will be responsible for the following:

- analyzing, comparing and evaluating fingerprint evidence associated with criminal activity under investigation
- verifying findings through peer review
- conducting proficiency testing
- independently conducting complex examinations using accepted methodology, conveying conclusions in writing
- testifying in court proceedings

Forensic Specialist I is the journey level position. Starting salary will be factored from the lower end of the salary range, commensurate with experience and qualifications. Applicants selected for the Forensic Specialist I position will be eligible for career progression to the Forensic Specialist II position classification (10% pay increase) upon demonstrating competency and proficiency in processing latent fingerprints independently, upon achieving recognition by the court as an expert witness and in obtaining International Association of Identification (IAI) certification.

### Official City Job Description:

[https://www.vb.gov/government/departments/human-resources/Employment-VBGOV/Job%20Descriptions/Forensic\\_Specialist\\_I\\_-\\_Latent\\_Fingerprint\\_Examination\\_00780.pdf](https://www.vb.gov/government/departments/human-resources/Employment-VBGOV/Job%20Descriptions/Forensic_Specialist_I_-_Latent_Fingerprint_Examination_00780.pdf)

### Minimum Requirements:

Any combination of education (above the high school level) and/or experience equivalent to five years as a latent fingerprint examiner or related position; successful completion of a police background investigation, including polygraph examination. VCIN/NCIC certification and certification as an AFIS operator must be obtained within six months of employment.

### Additional Requirements:

DMV Transcript: Not Required

CDL: Not Required

DOT History: Not Required

CPS Check: Not Required

Physical: Not Required

Respirator: Not Required

Polygraph Review: Required  
Psychological Screening: Not Required

Attachments Required:

**Preferences:**

IAI certification as a latent examiner; experience testifying in court. Completion of specialized training such as Ron Smith and Associates National Latent Print Examiner Training Academy or the Delta Forensics latent print examiner online training is a plus.

**Special Instructions:**

- Please complete the application in its entirety. The application is the primary required document used to screen qualifications and years of experience. A resume does not replace a completed application. Fields on the application left blank, including but not limited to job duties, dates of employment, and hours worked, may cause your application to be incomplete.
- You will not be able to access the details of this job ad once the closing date has passed. If you would like to retain this information, please take a screen shot or print using your browser's printing capability.
- Your responses to any "Supplemental Questions", if attached to this requisition, must be supported by the information you give us in the work experience section of this application. Be sure you are thorough in describing your skills and duties as you complete the work experience section. If the information cannot be verified you will not receive credit.
- Please provide a copy of any certifications or related professional licenses.

**VRS Contribution:** All full-time employees are required to contribute 5% of annual salary toward their retirement account; in accordance with VRS retirement provisions. This will be handled through a pre-tax payroll deduction.

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