



COUNTY OF LOS ANGELES
SHERIFF'S DEPARTMENT
OPEN COMPETITIVE JOB OPPORTUNITY



Bulletin No. 770-2785

Posting Date: November 19, 2009

JOB TITLE

FORENSIC IDENTIFICATION SPECIALIST II

EXAM NUMBER

J4334J

FILING DATES

November 20, 2009 - December 07, 2009

SALARY

\$5,588.36 - \$6,942.55 **MONTHLY**

POSITION INFORMATION

Positions allocable to this class under general supervision, perform field or laboratory analysis for processing and comparing fingerprints, and processing complex crime scenes.

ESSENTIAL JOB FUNCTIONS

Processes the most complex crime scenes requiring specialized techniques in recognizing, searching, collecting, and preserving all types of friction skin evidence, including partial distorted latent prints, and physical evidence.

Develops, collects, and preserves latent fingerprints by dusting, and applying various chemical processes and utilizing alternative light source technology.

Prepares, enters, and compares latent fingerprints in the automated CAL-ID system.

Conducts crime scene investigations to recognize, search for, collect, and preserve latent prints and physical evidence such as hairs, fibers, plant material, and biological fluids.

Responds to Coroner's Office to locate and collect trace evidence from deceased victims using conventional techniques and laser techniques.

Makes impressions of shoe prints, tire tracks, and other objects at crime scenes.

Takes aerial photographs and videotapes of crime scenes.

Provides technically competent, expert testimony on comparisons of partial and distorted friction skin evidence and processing of crime scenes.

Updates procedural manuals and participates in developing briefing and training videos.

Prepares court exhibits.

Performs detailed comparisons of partial and distorted friction skin evidence to known friction skin exemplars.

Participates in training of incumbents and outside agency personnel.

Sheriff's Department: Address: 101 Centre Plaza Drive, Monterey Park, CA 91754
24-Hour Job Line: (800)970-LIST; TTY Phone: (323) 260-5291

THE COUNTY OF LOS ANGELES IS AN ACTIVE EQUAL OPPORTUNITY EMPLOYER

**SELECTION
REQUIREMENTS**

Participates in case related research projects and evaluates new procedures.

OPTION I:

Graduation from an accredited college with a Bachelor's degree in criminalistics, police science, or a related field* **-AND-** Three years paid experience **at the level** of Los Angeles County's class of Forensic Identification Specialist I** participating in site investigations and laboratory analysis. Experience **at the level** of Forensic Identification Specialist I may be substituted for the required education on a year-for-year basis to a maximum of four years experience.

OPTION II:

Two years paid experience **as a** Forensic Identification Specialist I in the service of the County of Los Angeles.***

Physical Class: 3 - Moderate:

Includes standing or walking most of the time, with bending, stooping, squatting, twisting, and reaching; includes working on irregular surfaces, occasionally lifting objects weighting over 25 pounds, and frequent lifting of 10-25 pounds.

Licenses: A valid California Class "C" Driver License is required to perform job-related essential functions. Appointees may be required to provide automobiles and drive them in County service at the rate of compensation allowed by the Board of Supervisors. **All applicants must possess a valid California Class "C" license at the time of appointment.**

Special Requirement Information: *Applicants qualifying under Option I, **must** attach a photocopy of their diploma **or** submit copies of the official transcripts of school records confirming required field of study and successful completion of required classes **at the time of filing.**

Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as **American Universities and Colleges and International Handbook of Universities** are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited Institutions by an academic credential evaluation agency recognized by **The National Association of Credential Evaluation Services and Association of International Credential Evaluators, Inc.**

In the County Service, experience **at the level of Forensic Identification Specialist I refers to making fingerprint comparisons, processing crime scenes for evidence, utilizing automated systems to compare latent fingerprints, preparing reports, and engaging in other activities related to forensic identification.

***Applicants who expect to qualify under Option II **must** have County status as evidenced by holding such payroll title.

License Information: Successful applicants for this position will be required to obtain a copy of his/her driving record from the California State Department of Motor Vehicles before being appointed. A copy of your driving record must be presented at the time of your appointment. License must not be suspended, restricted, or revoked. **AN APPLICANT WHOSE DRIVING RECORD SHOWS (3) OR MORE MOVING VIOLATIONS WITHIN THE LAST YEAR WILL NOT BE APPOINTED.**

**SPECIAL
INFORMATION**

Shift: Any Shift
APPOINTEES **MUST** BE WILLING TO WORK ANY SHIFT INCLUDING EVENINGS, NIGHTS, WEEKENDS, AND HOLIDAYS.

SUCCESSFUL CANDIDATES MUST COMPLETE A THOROUGH BACKGROUND INVESTIGATION, INCLUDING A FINGERPRINT SEARCH. Examples of disqualifying factors include: Any felony convictions; job related misdemeanor convictions; certain serious traffic convictions or patterns of traffic violations (3 moving violations in one year; failure to appear; at fault accidents; suspended license; driving under the influence); poor credit history; poor employment history; substance abuse; anyone on probation.

**VACANCY
INFORMATION**

The eligible list resulting from this examination will be used to fill vacancies within the Los Angeles County Sheriff's Department, Scientific Services Bureau.

**EXAMINATION
CONTENT**

This examination will consist of two (2) parts:

Part I: A qualifying performance test consisting of latent print comparison.

The following candidates are **NOT** required to take the qualifying performance test:

Candidates who have passed the Los Angeles Sheriff's Department Latent Print Examiner Competency Test **and** are currently certified for latent print examinations. Proof of certification must be provided **at the time of filing.**

Candidates who have passed the International Association for Identification Latent Print Certification Test **and** are currently a Certified Latent Print Examiner as declared by the Certification Board of the International Association for Identification. Proof of certification must be provided **at the time of filing.**

ONLY THOSE CANDIDATES WHO PASS THE PERFORMANCE TEST WITH A SCORE OF 70% OR HIGHER WILL PROCEED TO PART II.

THE PERFORMANCE TEST IS NOT REVIEWABLE BY CANDIDATES PER CIVIL SERVICE RULE 7.19.

Part II: An interview covering training, experience, and general abilities to perform the duties of the position weighted 100%.

Note: If you have taken the FORENSIC IDENTIFICATION SPECIALIST II, (J43341) exam interview within the last twelve (12) months, you are NOT eligible to retake the interview. However, interview scores can be transferred by advising in writing to Professional Exams Unit staff at the time of application filing.

CANDIDATES MUST ACHIEVE A PASSING SCORE OF 70% OR HIGHER ON EACH WEIGHTED PART OF THE EXAMINATION IN ORDER TO BE PLACED ON THE ELIGIBLE LIST.

**ELIGIBILITY
INFORMATION**

The names of candidates receiving a passing grade in the examination will be placed on the eligible list in the order of their score groups for a period of twelve (12) months following the date of promulgation.

***** IMPORTANT INFORMATION *****

APPLICATION INFORMATION

All applicants are required to submit a Standard County of Los Angeles Employment Application, which must be submitted either on-line, in person, or by mail beginning on **Friday, Nov. 20, 2009 through Monday, Dec. 7, 2009**. You have the option of filing your application either hard copy submission -OR- Online (via electronic submission). **Please select only one method to file your application.**

Instructions for Filing Online: The Standard County of Los Angeles Employment Application for this examination can be completed Online and submitted electronically. Applications received electronically after 4:30 p.m., PST, on the last day of filing will not be accepted. **TO APPLY ONLINE, click on the link below the filing address.**

Applicants who apply Online, must either upload required documents as attachments during application submission or fax a photocopy of the required documents to (323) 415-2580 within five (5) business days of filing Online or by 4:30 p.m. on the last day of filing, whichever comes first. Please include your Name, the Exam Number and the Exam Title on faxed documents.

Instructions for Hard Copy Submission: A Standard County Employment Application for this examination will be accepted either in person or by mail on business days only between 8:00 a.m. and 4:30 p.m., at the address listed below. A Standard County Employment Application can be found at:
<http://easier.co.la.ca.us/JobInfo/empapp.pdf>.

Applications filed at any other County location will not be accepted if they are not received at the below location by the last day of filing. Facsimiles of the application will not be accepted. For further information concerning this examination, please call Personnel Administration, Professional Examinations Unit at (323) 526-5611, TTY (323) 260-5291 or (323) 267-6669.

The acceptance of your application will depend on whether you have clearly shown that you meet the Selection Requirements **at the time of filing**. Please be sure your application shows complete information, including dates for education and jobs held which relate to this position. It is to your advantage to fill out your application completely and correctly so that you will receive full credit for your related education and experience. In the space provided for education include the names and addresses of schools/colleges attended, titles of courses completed, dates completed and number of credits/units earned, degree(s) earned, dates completed and specialized field of study. For each job held, give the name and address of your employer, your job title, beginning and ending dates, number of hours worked per week, description of work performed and salary earned. Attach an additional page(s) to your application, if necessary, to describe fully your related education and experience. All information supplied by applicants is subject to verification. Applications may be rejected at any stage of the selection process.

Submit completed application and any required supplemental (if any) in person or by U.S. Mail to the following address:

Sheriff's Department
University Centre Building, Professional Examinations Unit
101 Centre Plaza Drive
Monterey Park, CA 91754
(323) 526-5611

On-Line Filing: To file On-Line,
https://easier.co.la.ca.us/easier/Applicant/applicant_logon.cfm?exid=1790.

**DISABILITY
ACCOMMODATIONS**

Americans with Disabilities Act of 1990: All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA coordinator at (323) 526-5671.

Contact the Coordinator of Personnel Services for Disabled Persons by calling (323) 526-5671. Hearing impaired applicants with telephone teletype equipment may leave messages by calling (323) 260-5291 or (323) 267-6669 . The County will attempt to meet reasonable accommodation requests whenever possible.

**AN EQUAL
OPPORTUNITY
EMPLOYER**

Equal Employment Opportunity: It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

**CHILD SUPPORT
COMPLIANCE**

Los Angeles County Child Support Compliance Program: In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

**VETERAN'S
CREDIT**

VETERANS' PREFERENCE CREDIT of 10 points will be added to the final passing grade in any open competitive examination if you are an honorably discharged veteran who served in the Armed Forces of the United States:

- During a declared war; or
- During the period April 28, 1952 through July 1, 1955; or
- For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; or
- In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded.

This also applies to the spouse of such person who, while engaged in such service was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans' preference. If you are unable to provide any documentation at the time of filing, the 10 points will be withheld until such time as it is provided.

**EMPLOYMENT
ELIGIBILITY
INFORMATION**

Employment Eligibility Information: Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that **all** persons hired after November 6, 1986, are required to present original documents to the County, **within three (3) business days** of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

**RECORD OF
CONVICTIONS**

A full disclosure of all convictions is required. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers' compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). **ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.**

**SOCIAL SECURITY
ACT OF 2004**

Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website www.socialsecurity.gov, or call toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.