



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



THIS ANNOUNCEMENT IS A REBULLETIN TO REVISE INFORMATION IN THE SELECTION REQUIREMENTS AND SUPERSEDES BULLETIN NO.: 770-2449, POSTED ON APRIL 06, 2007 WITH AN ORIGINAL FILING DATE OF APRIL 09, 2007. PERSONS WHO HAVE ALREADY APPLIED NEED NOT REAPPLY, BUT MAY SUBMIT ADDITIONAL INFORMATION, IF THEY WISH. THE INFORMATION MUST INCLUDE THE CORRECT INFORMATION TITLE AND NUMBER.

Bulletin No. 770-2540

Posting Date: November 16, 2007

JOB TITLE	<u>FORENSIC IDENTIFICATION SPECIALIST II</u>
EXAM NUMBER	J4334I
FILING DATES	April 09, 2007 until needs are met
SALARY	\$5,268.00 - \$6,543.73 MONTHLY \$5,425.82 - \$6,740.18(effective 01/01/08)
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	<p>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.</p> <p>Develops, collects, and preserves latent fingerprints by dusting, and applying various chemical processes and utilizing alternative light source technology.</p> <p>Prepares, enters, and compares latent fingerprints in the automated CAL-ID system.</p> <p>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.</p> <p>Responds to Coroner's Office to locate and collect trace evidence from deceased victims using conventional techniques and laser techniques.</p> <p>Makes impressions of shoe prints, tire tracks, and other objects at crime scenes.</p> <p>Takes aerial photographs and videotapes of crime scenes.</p> <p>Provides technically competent, expert testimony on comparisons of partial and distorted friction skin evidence and processing of crime scenes.</p> <p>Updates procedural manuals and participates in developing briefing and training videos.</p> <p>Prepares court exhibits.</p>

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**

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

Participates in training of incumbents and outside agency personnel.

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.**

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 register 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 an interview weighted 60% and a performance test weighted 40%. The performance test will consist of comparing latent prints.

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

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 REGISTER.

ELIGIBILITY INFORMATION

The names of candidates receiving a passing grade in the examination will be placed on the eligible register in the order of their score groups for a period of twelve (12) months following the date of promulgation. **NO PERSON MAY COMPETE FOR THIS EXAMINATION MORE THAN ONCE EVERY TWELVE (12) MONTHS.**

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

APPLICATION INFORMATION

All applicants are required to submit a Standard Los Angeles County Employment Application which must be submitted either on-line, in person, or by mail from 8:30 a.m. to 4:30 p.m. 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 Employment Application for this examination can be completed Online and submitted electronically. Applications electronically received after 4:30 p.m. PST on the last day of filing will not be accepted. **TO APPLY ONLINE GO TO: <https://easier.co.la.ca.us>. This examination will remain open until the needs of the service are met and is subject to closure without prior notice. Application filing may be suspended at any time without advance notice.**

Applicants who apply Online, must either upload required documents as attachments during application submission or fax a photocopy of the required documents to (323) 415-2677 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 position will be accepted on business days only from 8:30 a.m. to 4:30 p.m. A Standard County Application can be found at: <http://easier.co.la.ca.us/JobInfo/empapp.pdf>. This examination will remain open until the needs of the service are met and is subject to closure without prior notice.

Application filing may be suspended at any time without advance notice.

The acceptance of your application will depend on whether you have clearly shown that you meet the Selection Requirements. Of particular interest will be the breadth and length of experience in the areas covered under "Selection Requirements." Please be sure your application shows complete information, including dates for education and jobs held which relate to this position. 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, 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:

Personnel Administration- Professional Examinations Unit
University Centre Building
101 Centre Plaza Drive
Monterey Park, CA 91754
(323) 526-5611

**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

**EMPLOYMENT
ELIGIBILITY
INFORMATION**

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: 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.