



YUMA COUNTY

RECRUITMENT ANNOUNCEMENT

This recruitment is to establish an eligibility list.

Position: Forensic Investigator
Department: Sheriff's Office
Classification: Non-Exempt, Eligible for overtime compensation
Salary: \$24.62 - \$30.78 / hr. D.O.Q.
Grade: 11
Close Date: Open until filled

THE COUNTY OF YUMA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY

NATURE OF WORK: Under general supervision, performs work of moderate difficulty in conducting forensic operations and investigations within the Medical Examiner's section of the Sheriff's Office. This position has department specific responsibility.

EXPERIENCE & EDUCATION: Associate's Degree in Criminal Justice, forensic science, medicine/health care, or related field and one (1) year of investigative experience; OR an equivalent combination of education and experience.

ADDITIONAL REQUIREMENTS: May be required to successfully complete a background check, polygraph examination, and drug test prior to appointment; must possess and maintain a valid driver's license.

The above information is intended to describe the general nature of this position and **is not** to be considered a complete statement of duties, responsibilities and requirements.

****NOTE****

Reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any stage of the recruitment process. Requests for accommodation must be made through the Yuma County Human Resources Department in advance of the event, or as soon as practical, so that necessary arrangements can be made (928) 373-1013 OR TDD (928) 373-1013.

Apply:
Yuma County Human Resources - 198 S. Main St., Yuma, AZ 85364
Phone: (928) 373-1013 Fax (928) 373-1153 Job Line (928) 373-6090
Website: www.yumacountyaz.gov
See Reverse Side For More Information

Forensic Investigator

EXAMPLES OF WORK: (*Illustrative Only*) Responds to death scenes; investigates the cause and manner of death in cases of unattended natural death, accident, suicide, or homicide; conducts interviews with family members, law enforcement personnel, medical professionals and others regarding circumstances of death; determines what scenes to investigate and what evidence to examine and/or collect; examines and photographs crime scenes; conducts an external examination of body and document findings; collects, submits, retrieves, and documents pathological, toxicological/histological specimens; removes deceased body from the death scene and transports to designated location; documents transfer of body and property; obtains or coordinates positive identification of bodies through visual personal identification affidavit, x-ray, dental records, descriptive evidence, and fingerprint records; files paperwork internally and to the Arizona Office of Vital Records, to include certified death certificates; prepares and maintains records and reports, including unidentified decedent data; collects, inventories, and preserves all evidentiary materials and personal effects of the deceased; maintains logs for cremation death certificates and removals; may assist the Pathologist or Medical Examiner with the evaluation and postmortem examination; maintains sanitary conditions of the facility, equipment and instruments and properly disposes biological and biohazardous materials; performs routine clerical duties, such as, filing, answering phones and working with a variety of office and technical equipment; comply with all HIPAA regulations and related policies and regulations; maintains regular and reliable attendance; performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Yuma County and Sheriff's Office Policies and Procedures; Federal and state laws pertaining to forensic operations/activities; human anatomy and medical terminology, forensic investigative methods and laws in criminology; law enforcement principles, practices, methods, techniques and equipment; practices and procedures of evidence collection, including specimen and tissue retrieval; geography, roads, and streets of Yuma County.

Skills in: Applying forensic principles, and determining cause and manner of death; collecting, processing, and preserving death scene evidence; packaging and organizing property and evidence in an orderly fashion for storage and retrieval; use of autopsy/forensic, safety, and personal protective equipment; safety handling and disposal of biological and biohazardous materials; preparing complete and accurate reports and records; dealing impartially with people of different social economic, and ethnic backgrounds; operating computerized technology and job-related software applications.

Ability to: Read, learn, understand, apply and follow rules, regulations, instructions and forensic practices and procedures; exercise initiative and independent judgment in selecting proper field forensic techniques; obtain and analyze information/factors regarding a death and to determine cause/manner of death; plan, organize and prioritize multiple investigations; follow written and verbal instructions; communicate effectively verbally and in writing; establish and maintain effective working relationship with supervisors, employees, other agencies, and the public, including law enforcement and physicians; perform the essential functions of the job specifications with or without reasonable accommodation.

Work Environment/Physical Demands:

- Work is performed in general office environment, and in the field at death scenes, and in a laboratory/morgue setting.
- Work a variety of scheduled shifts, irregular hours, and/or on-call status, as necessary.
- May work non-standard hours, to include shift work, holidays, and weekends.
- Exposure to dirt, dust, pollen, inclement weather, temperature extremes, body fluids, communicable diseases; hazardous materials/chemical, various evidence, and unpleasant odors.
- Exposure to remote and isolate areas when examining a scene.
- Climb rocks and other uneven terrain to access a scene.
- Walk, stand and sit for long period of time.
- Crawl, kneel, bend, stoop, twist, crouch, and reach to gather evidence during an investigation.
- Move, lift, carry, drag, push and/or pull objects weighing up to 100 pounds.
- Prolonged periods of attention to detail information.
- Visual and muscular dexterity to operate: a motor vehicle, computer equipment, and two-way radio.
- Utilized two-way radio to hear and respond to: radio communications, voice instructions, and/or commands.
- Operate a motor vehicle and travel to/from various locations.

EOE/AA/ADA/M/F/V/D
DRUG FREE WORKPLACE

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