

County of Santa Cruz

INVITES YOU TO APPLY FOR:



CRIMINALIST I Biology/DNA Specialty

Supplemental Questionnaire Required

Open and Promotional
Job # 24-BMI-01

Salary: \$7,382 – 9,341 / Month

Closing Date: Friday, January 10, 2025

County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion.

Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

THE JOB: Under general supervision, performs chemical, physical, and microscopic analyses in the laboratory and at crime scenes; performs DNA analysis methods; interprets the results of findings; prepares materials for presentation in criminal court; appears in court as an expert witness. This position will cross-train in crime scene response and will participate in an on-call rotation.

The current vacancy requires Biology/DNA specialization, this vacancy is in the Sheriff's Office Forensic Services Division Crime Laboratory. The Santa Cruz County Sheriff's Office Forensic Services Division is adding Biology Screening and DNA Analysis to the services provided by the laboratory. In this challenging and rewarding assignment, the incumbent will have the opportunity to work closely with forensic services team members to create a forensic DNA laboratory that will be tailored to meet the needs of the residents of Santa Cruz County. Start-up duties will include participation in the validation and implementation of DNA testing methods including probabilistic genotyping software and assisting in the development of policies and procedures to meet FBI QAS and ISO 17025:2017 accreditation requirements.

Criminalist I is the entry level for the criminalist series. Incumbents initially work under supervision, and as experience is gained, they perform a broader range of duties. Incumbents perform routine forensic scientific casework, and receive a substantial amount of on-the-job training, working closely with senior staff member(s). **The list established will be used to fill the current vacancy and it may be used to fill other vacancies during the life of the eligible list.**

Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060

Apply online at: www.santacruzcountyjobs.com

EQUAL OPPORTUNITY EMPLOYER



THE REQUIREMENTS: Any combination of education and experience which would provide the required knowledge and abilities is qualifying, unless otherwise specified. A typical way to obtain the knowledge and abilities would be:

Education requirements vary depending on discipline assignment. At a minimum, graduation from an accredited college or university with a bachelor's degree in forensic science, criminalistics, natural sciences, biological anthropology, computer science, or a closely related field is required.

For Forensic Anthropology specialization: a master's or PhD degree in anthropology with graduate level coursework in human and non-human osteology, forensic anthropology, archaeology, human variation, statistics, and dental anthropology is required.

For DNA assignment: a bachelor's degree (or its equivalent) or an advanced degree related to biology, chemistry or forensic science is required and must have evidence of successful completion of coursework covering the following subject areas: biochemistry, genetics, molecular biology; and coursework and/or training in statistics and/or population genetics as it applies to forensic DNA analysis.

DESIRED QUALIFICATIONS: Active certification through the International Association for Identification (IAI) as a crime scene investigator, crime scene analyst, crime scene reconstructionist or senior crime scene analyst is highly desirable.

SPECIAL REQUIREMENTS/CONDITIONS: Mentally and physically capable of performing the classification's essential functions as summarized in the typical tasks section of this job specification with or without reasonable accommodations.

Physical Ability: Tasks require the ability to exert up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects; typically involving some combination of climbing and balancing, stooping, kneeling, crouching and crawling; and may involve some lifting, carrying, pushing and/or pulling of objects and materials.

Sensory Requirements: Requires the ability to recognize and identify similarities and differences between shade, degree or value of colors, shapes, sounds, forms, textures, or physical appearance associated with job-related objects, materials, tasks, or people.

Environmental Factors: Exposure to variable temperatures, confined work spaces, and heights; strong unpleasant odors; infectious bio-hazardous materials, such as blood, urine and semen, which might cause chronic disease or death; dust, pollens, chemical irritants; toxic substances; individuals who may be hostile and abusive; evidence that may be disturbing such as homicide evidence.

Hours: May be required to work flexible hours, shifts, weekends, and holidays and be subject to holdover and callback duty; and to provide a telephone number or means by which employee can be reached.

License Requirement: Possession and maintenance of valid Class C California Driver License issued by the California State Department of Motor Vehicles by the time of appointment.

Background Investigation: Ability to pass a full background investigation.

Knowledge: Some knowledge of subject matter and practices within an area of specialization, such as Crime Scene Investigation, Photography, Latent Prints, Digital Evidence, Biology/DNA, Firearms & Toolmarks or Forensic Anthropology; principles of forensic science, chemistry, physics, biochemistry, photography, and natural sciences as related to criminalistics; electronic search methods and examination techniques sufficient to access, preserve, and extract appropriate evidence from a variety of media; and basic laboratory safety procedures.

Ability to: Conduct chemical, biological, physical, microscopic, digital, and other comparative laboratory analysis as required; conduct crime scene investigations and collect evidence in the field; relate pieces of evidence to each other and draw logical conclusions; prepare and maintain clear, accurate and concise reports, records, and case statistics/findings; operate personal computers, Laboratory Information Management Systems and related software; follow oral and written technical instructions; perform assigned tasks according to prescribed procedures; meet timelines and handle multiple and changing priorities, projects, and schedules; comply with laws, regulations, and professional practices governing law enforcement services and operations; research regulations, procedures, and/or technical reference materials; work in a safe and prudent manner; communicate effectively, both verbally and in writing; maintain confidentiality of information; read, understand, and follow departmental policies, rules, instructions, laws, and ordinances; establish and maintain good working relationships with those contacted in the course of work, demonstrating tact diplomacy, patience, and compassion; adhere to employing agency's code of ethics.

THE EXAMINATION: Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require fingerprinting and/or background investigation.

CRIMINALIST I - SUPPLEMENTAL QUESTIONNAIRE

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your response must also be included in the Employment History section of the application.

NOTE: Please answer the question(s) below as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for movement to the next step in the recruitment process.

1. How have you prepared yourself for a career as a forensic scientist? Please include a listing of all college level science classes you have completed.
2. Describe the scientific method and how it relates to Criminalistics/Forensic Science.
3. Describe your training and experience (if any) in forensic human DNA analysis methods, including your experience analyzing and interpreting data.

EMPLOYEE BENEFITS:

ANNUAL LEAVE - 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.

HOLIDAYS - 14 paid holidays per year.

BEREAVEMENT LEAVE - 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN - County pays for employee and eligible dependent coverage.

VISION PLAN - County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT - Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

LIFE INSURANCE - County paid \$20,000 term policy. Employee may purchase additional life insurance.

DISABILITY INSURANCE - Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

DEPENDENT-CARE PLAN - Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

H-CARE PLAN - Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) - Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION - A deferred compensation plan is available to employees.

Note: Provisions of this bulletin do not constitute an expressed or implied contract.

County of Santa Cruz

www.santacruzcountyjobs.com

LIVE Here WORK Here PLAY Here