



CITY OF CHULA VISTA
invites applications for the position of:

Latent Print Examiner (Hourly)

SALARY: \$34.57 - \$42.02 Hourly

OPENING DATE: 04/20/18

CLOSING DATE: 05/07/18 05:00 PM

DESCRIPTION AND ESSENTIAL FUNCTIONS:

NOTES: (1) This recruitment is for a part-time, non-benefited position limited to 919 hours of employment in a fiscal year (July 1 through June 30) with an average of less than 30 service hours per work week. Hours may vary, dependent upon the needs of the department. Unclassified hourly employees are paid on an hourly or per diem basis and shall not be eligible for benefits nor be subject to Civil Service Rules. Although hourly employees are at-will, they are still subject to all other City policies and procedures. (2) Final candidates must complete and pass a thorough criminal background investigation prior to starting employment.

To perform a variety of complex tasks in the identification, classification, automation and comparison of latent prints in connection with the investigation of crimes; prepare presentation of evidence for court and serve as an expert on all phases of latent print identification; and to perform other related duties as assigned.

Essential Functions: Functions may include, but are not limited to, the following: analyze, compare, evaluate and verify (ACE-V method) latent fingerprints using all three levels of identification; classify fingerprints; compare latent to known prints; evaluate latent prints to determine integrity and evidentiary value; maintain logs and records of examinations; evaluate all latent print cards submitted and enter latent prints into an automated fingerprint identification system (AFIS); compare known prints of suspects with latent prints to establish positive, negative and inconclusive results; compare latent friction ridge structure to known individuals to determine identity; serve as an expert witness in court on all phases of latent print processing and identification; prepare photographs and other materials for evidence demonstrations in the courts; perform in-house photography using digital camera equipment; process submitted evidence for latent prints and assist on occasion with crime scene call-outs where assistance is needed with latent print evidence gathering and processing; respond when called upon to assist with the documentation, collection and preservation of latent print evidence at major crimes and autopsies; locate and develop latent prints on a wide variety of materials and surfaces by using sequential processing including physical, chemical, digital and optical or any combination of techniques appropriate to the substance being examined; recover and preserve developed latent prints using appropriate physical, optical, or electronic techniques and equipment, including infrared, ultraviolet, laser and other special forensic photographic procedures as well as digital camera and computer scanning devices; prepare, enter, and compare latent prints in the automated California Identification System (CAL-ID), Automated Fingerprint Identification Systems (AFIS), Next Generation

Identification (NGI) Biometric Interoperability, and related systems; take major case inked print exemplars on suspects, victims and witnesses; write comprehensive reports on latent print examination results; perform latent print comparison verifications and CAL-ID verifications for outside agencies; conduct live scan presentations and training for outside agencies at their locations; and perform related duties as assigned.

MINIMUM QUALIFICATIONS:

Any combination of education and/or experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be **three years** of responsible technical experience in the classification, identification, and comparison of latent fingerprints **AND** training equivalent to an associate's degree from an accredited college with major course work in criminal justice, evidence technology or a related field.

A valid California driver's license is required; possession of a letter or court transcript of court acceptance as a qualified expert in latent print examination and/or possession of an International Association of Identification (IAI) Certified Latent Print Examiner or other recognized professional organization certificate are highly desirable.

KNOWLEDGE, SKILLS AND ABILITIES / PHYSICAL DEMANDS AND WORKING CONDITIONS:

Knowledge, Skills and Abilities:

Knowledge of: methods and techniques used in latent print identification; rules and procedures of providing testimony in court; principles and practices of evidence collection; evidence collection techniques; crime scene investigation procedures; applicable laws, codes, ordinances and regulations; English usage, spelling, grammar, and punctuation; computer and digital imaging equipment and software applications related to assignment; chain of custody of evidence. Ability to: analyze, compare, evaluate and verify (ACE-V method) latent fingerprints; apply laboratory safety rules and procedures; mix and use fingerprint chemicals; teach and assist forensic and police staff; prepare accurate written reports and maintain accurate legible logs and records; effectively testify in a court setting as an expert witness; operate latent print equipment; prepare latent print demonstration for court evidence; classify fingerprints; maintain evidence and latent print logs and records; operate computer equipment and software applications related to assignment; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work; and work with various cultural and ethnic groups in a tactful and effective manner.

Physical Demands and Working Conditions:

On an intermittent basis, sit at a desk for long periods of time; intermittently walk, stand, bend, squat, twist and reach while examining latent prints; perform simple grasping and fine manipulation while using related tools and equipment (to include a microscope); use a telephone and a keyboard to communicate through written means, review information and enter/retrieve data; see and read characters on a computer screen; and lift 25 lbs of weight. Primary work is performed indoors in a carpeted and air-conditioned office or environment with fluorescent lighting and moderate noise level. Some movement is required from office to office and there is exposure to the external environment when going to outlying offices and storage areas. Occasional exposure to hazardous items such as firearms, drugs, body fluids, and chemicals while performing duties related to latent print examination. Work is frequently disrupted by the need to respond to in-person and telephone inquires.

ADDITIONAL INFORMATION:

Recruitment No. 18511204H

To be considered for this position, applicants must submit a City Application and Supplemental Questionnaire by 5:00 pm of closing date listed. Candidates whose applications indicate the required education and experience most directly related to the position will be invited to participate in the selection process. All notices will be sent via email. The examination materials for this recruitment are validated, copyrighted and/or inappropriate for review.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.chulavistaca.gov>

Position #18511204H
LATENT PRINT EXAMINER (HOURLY)
AM

276 Fourth Avenue
Chula Vista, CA 91910
619-691-5096

humanresources@ci.chula-vista.ca.us

Latent Print Examiner (Hourly) Supplemental Questionnaire

- * 1. The supplemental questionnaire is used to further evaluate your experience and education to determine your eligibility for this position. Please answer each question accurately and thoroughly. To be considered for this position, the experience you indicate in your responses to the supplemental questions must also be described, in detail, on the **Work History/Experience** section of your Employment Application. Failure to complete the "Work History/Experience" section of the employment application will result in your application not being considered. Please do not refer your response to your resume. A resume will **not** be considered in determining your qualifications.

I have read and acknowledge the instructions stated above.

- * 2. Which of the following best describes your **highest** level of education completed?

- High School / GED
 Associate's degree
 Bachelor's degree
 Master's degree
 None of the above

- * 3. From above, please indicate your major field of study (If none or not applicable, please type "N/A".)

- * 4. Which of the following best describes your technical experience in the classification, identification, and comparison of latent fingerprints?

- No experience
 Less than 1 year of experience
 At least 1 year but less than 3 years of experience
 3 or more years of experience

- * 5. Do you possess a letter or court transcript of court acceptance as a qualified expert in latent print examination?

Yes No

- * 6. Please identify which of the following automated systems you have knowledge of and experience with:

- California Identification System (CAL-ID)
 Automated Fingerprint Identification Systems (AFIS)
 Next Generation Identification (NGI)
 None of the Above

- * 7. APPLICANT'S ACKNOWLEDGMENT - NOTIFICATION VIA ELECTRONIC MAIL (E-MAIL)

The City of Chula Vista's Human Resources Department uses electronic mail (e-mail) to notify applicants of important information relating to the status and processing of your application. We do so as part of our ongoing efforts to increase operational efficiency, promote the conservation of green resources, and minimize delays and costs. Therefore, as an applicant, you are hereby advised of the following:

1. Ensure that the email address and contact information you provide is current,

secure, and readily accessible to you. Do not share email addresses. Spam or other filters should be adjusted to accept our emails. **We will not be responsible in any way if you do not receive our emails**, i.e., for the non-delivery of email or if you fail to check your email-box on a timely basis, etc.

2. Read any notices we send carefully and in a timely manner. Follow further instructions, if any. We recommend that you print and keep a hard copy of our notices for your records.

I acknowledge that I have read, understand, and agree to the above.

Yes No

* Required Question

