



**SANTA ANA, CITY OF (CA)**  
**invites applications for the position of:**  
**Forensic Specialist I**

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**SALARY:** \$30.75 - \$37.37 Hourly  
\$1,230.00 - \$1,494.92 Weekly  
\$5,330.00 - \$6,478.00 Monthly  
\$63,960.00 - \$77,736.00 Annually

**OPENING DATE:** 08/23/17

**CLOSING DATE:** 09/13/17 05:00 PM

**TYPE OF RECRUITMENT:** Open Competitive

**DESCRIPTION:**

**The City of Santa Ana is looking for individuals who are results-oriented, possess great attitudes, demonstrate creativity and innovation, work efficiently, show a record of success and have a PASSION for public service. Having the best employees provides the best service to the community.**

Under general supervision, performs a variety of highly responsible and difficult technical forensic investigation and photographic work, both in the laboratory and in the field.

CHARACTERISTICS OF SUCCESSFUL PERFORMERS

Successful performers are thorough, methodical problem solvers. They are very precise and conscientious in gathering pertinent information at crime scenes to aid in the solution of crimes through conviction of criminals and exoneration of the innocent. These individuals are extremely attentive to detail and observant of rules and procedures. They are articulate, professional and are good verbal and written communicators. They provide general and/or detailed forensic instruction to both peers and officers. They are eager to learn and enjoy teamwork. They effectively drive and work in the community without close supervision. They willingly work day, swing or night shifts, weekends, and all holidays in inclement weather.

**ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO:**

As a crime scene investigator, identifies, diagrams, photographs, collects, and preserves evidence from crime scenes. May act as primary scene investigator and often liaison with other law enforcement agency crime scene personnel. Lifts, preserves, and compares prints taken from crime scenes and assists in the upload and printing of photographs and their preparation as exhibits for courtroom use. Photographs and obtains the fingerprints of criminal suspects and victims. Operates the Automated Biometric Identification System terminal. Prepares detailed written reports and performs related functions as required. Uses chemicals to develop or enhance blood or fingerprint evidence. Provides expert testimony in court of law. Maintains specialized forensic equipment and stays abreast of current and relative forensic technologies, procedures, and policies. May produce analytical reports. Performs other functions as assigned.

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teamwork. They effectively drive and work in the community without close supervision. They willingly work day, swing or night shifts, weekends, and all holidays in inclement weather.

**MINIMUM QUALIFICATIONS:**

Education and experience equivalent to graduation from high school, supplemented by courses in natural science, forensic science, criminalistics, or related coursework; and one year of experience in crime scene investigation, identification techniques, fingerprinting or photography; or any equivalent combination of training and experience which provides the following knowledge, skills, and abilities:

*Bachelor of Science degree in natural science or related field, as well as bilingual fluency in English and Spanish, is highly desirable but not required.*

**DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES**

Knowledge of: forensic investigation procedures, including: evidence collection techniques; identification, comparison and preservation of physical evidence; the operation of laboratory and photographic equipment related to identification and investigative techniques; and rules of evidence;

Ability to: collect, preserve, and interpret trace evidence; maintain detailed records; effectively provide testimony in a court of law; communicate effectively, both orally and in writing; prepare clear, precise, and accurate analytical reports; and follow oral and written instructions.

**Special Requirements: Must possess and retain a valid California Class C Driver's License as a condition of employment. Must be willing and able to work rotating shifts, including nights, holidays, and weekends. Must be willing and able to work outside in varying weather conditions.**

**SELECTION PROCESS:**

All applicants are required to complete and submit a City application form and supplemental questionnaire. Resumes or faxed copies will not be accepted in lieu of an original application.

**Applications must be submitted online.**

Click on the "Apply" link located at the top of this page. New users must create an account first. Click on this link for instructions on how to set up your account and apply for the first time: [Online Employment Application Guide](#).

**Applications and answers to the supplemental questionnaire will be thoroughly reviewed by the Personnel Services Department and Police Department. The applicants with the most pertinent training, education, and experience will be invited to continue in the selection process, which includes the following:**

Written Examination: (Weight of 50%) will evaluate the candidate's knowledge of criminal investigation and basic analysis, identification concepts, latent prints, chemistry, DNA and biology, photography, firearms, report writing, and reading comprehension. In addition, there will be a writing skills exercise.

Oral Examination: (Weight of 50%) will evaluate the candidate's training, experience, and personal qualifications for the position.

**Note:** *Following the completion of the aforementioned civil service recruitment process, the Police Department will receive the names of candidates eligible for hiring consideration and will contact candidates directly to schedule selection interviews with the Investigation Bureau Commander or designee.*

A minimum passing score is required in each component in order to continue in the process and to be placed on the eligible list.

**Note:** *Prior to appointment, a thorough police background investigation will be conducted. This review of suitability for employment will include an examination by a licensed psychologist, a polygraph examination, and a medical examination.*

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.santa-ana.org>

Job #24-18 NB  
FORENSIC SPECIALIST I  
NB

Personnel Services, M-24  
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