



City of Phoenix

Employment Opportunity

Forensic Science Section Supervisor

www.phoenix.gov/jobs

The Phoenix Police Department Laboratory Services Bureau is a nationally accredited forensic laboratory that provides technical assistance and training, evaluates and analyzes evidence, interprets results and provides expert testimony related to the full spectrum of physical evidence recovered from crime scenes. Some of the scientific procedures utilized by the laboratory have the potential for linking a suspect to a crime, victim, or a scene.

The Phoenix Police Department Laboratory Services Bureau consists of over 100 professional staff and is comprised of eight specialized sections which include Evidence Processing, Latent Prints, Crime Scene Response, Forensic Biology, Controlled Substances, Questioned Documents, Trace / Arson, Toxicology, and Firearms.

RECRUITMENT DATES

Recruitment may close when we have received a sufficient number of qualified applications.

SALARY

\$22.48 - \$50.20 hourly / \$69,950 - \$104,416 annualized.

BENEFITS

The City of Phoenix offers a wide variety of comprehensive benefits programs. For information on the benefits offered with this position, please visit: <http://phoenix.gov/jobs/supvr.html>

QUALIFICATIONS

To meet the minimum qualifications for this recruitment, you must have:

- Six years of progressively responsible experience in a forensic science laboratory, performing laboratory analyses;
- Two years at a supervisory, acting supervisory, or lead level; and
- Bachelor's degree in a natural science, criminalistics, or a closely related field.
- An equivalent combination of relevant experience and education may be considered.
- Working irregular hours, shifts, weekends, holidays, and evenings may be required.
- Positions in the Police Department must meet the polygraph and background standards that are appropriate to non-sworn positions. The general factors for disqualification are listed at: <http://www.phoenix.gov/joinphxpd/civildisq.html>

DUTIES

Vacancies for this position may open in any section including Evidence Processing, Latent Print Comparative, Forensic Biology, Controlled Substance, Questioned Documents, Toxicology, Trace and Arson, and Firearms.

The Forensic Science Section Supervisor position supervises and manages the activities of the Police Department's Laboratory Services Bureau and performs highly specialized forensic science evaluations. Incumbents plan, schedule, supervise, and evaluate work and activities of Laboratory Services Bureau Sections; assign cases and perform scientific analyses; prepare technical and management reports; provide expert testimony in court; provide technical advice and guidance to Section personnel and to members of the criminal justice system; approve scientific methodology and purchase of sophisticated scientific instrumentation; acts as a liaison between assigned Section and other bureaus and agencies; and performs related work as requested. Work requires expertise in at least one of the following forensic specialty areas:

- 1) controlled substances,
- 2) toxicology,
- 3) forensic biology,
- 4) firearms and tool marks,
- 5) trace/comparative analysis,
- 6) arson analysis,

AA/EEO/D Employer - 135 N 2nd Ave, Phoenix, AZ 85003 Job Line: (602) 534 – JOBS (5627)

This publication can be provided in an alternative format upon request.

Call: (602) 495-5703 Fax (602) 495-5498 TTY: (602) 261-8687



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- 7) questioned documents,
- 8) latent comparative,
- 9) evidence processing, and
- 10) quality assurance.

The areas of specialty assignments vary with the immediate needs of the forensic science laboratory. The incumbent must be qualified to appear in court as an expert witness. Supervision is exercised over Forensic Scientists.

HOW TO APPLY

Apply on-line by completing the required information and attaching your cover letter and resume. In your cover letter or resume, please provide sufficient detail to clarify your qualifications for the education and forensic laboratory experience requirements in one or more of the following disciplines INCLUDING your supervisory experience:

- Controlled Substances
- Evidence Processing
- Forensic Biology
- Latent Print Comparison
- Toxicology
- Trace Evidence and Arson
- Questioned Documents
- Firearms Examination

YOUR COVER LETTER AND RESUME, PLUS ANY OTHER REQUESTED MATERIAL, MUST BE IN ONE ATTACHMENT. Only online applications are accepted for this position. The results of the initial resume screening process will be sent to the primary email address you provide when you apply.

WHAT YOU NEED TO KNOW

- The City of Phoenix conducts pre-employment screening for all positions. The screening may include a drug screening, criminal background check, verification of work history, academic credentials, licenses, personal references and certifications. Other screenings may be conducted based the level of responsibility, access and requirements of the position or Department.
- For more important information related to employment with the City of Phoenix, please visit: www.phoenix.gov/jobs
- If you need assistance applying for this job, please contact our Application Office at 602-262-6277.

REFERENCE

AM, 62950 Forensic Science Section Supervisor ~CB~

City of Phoenix employees demonstrate continuous effort to improve operations, decrease turnaround time, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.

City of Phoenix Vision & Values

We are dedicated to serving our customers.
We work as a team.
We learn, change & improve.
We work with integrity.

We value and respect diversity.
We each do all we can.
We focus on results.
We make Phoenix better!

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