

CITY OF TACOMA  
invites applications for the position of:  
**Crime Scene Technician**

An Equal Opportunity Employer

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**SALARY**  
Hourly  
\$26.24 - \$31.90

**OPENING DATE:** 11/17/14

**CLOSING DATE:** 12/19/14 05:00 PM

**Position Description:**

Crime Scene Technicians perform specialized, technical work gathering, processing and preserving evidence at crime scenes in support of law enforcement activities. Examples of work include but are not limited to detecting, collecting, preserving, packaging, and transporting evidence; processing for latent fingerprints; performing forensic photography and producing crime scene diagrams. Crime Scene Technicians also prepare comprehensive written reports and testify in courts of law. The Forensic Services Section of the Tacoma Police Department currently operates 24 hours a day, 5 days a week. Crime Scene Technicians are subject to standby and call-out assignments and work a variety of shifts and days of the week. Position requires lifting objects weighing up to 50 pounds, walking, standing, sitting, pushing/pulling, balancing, climbing, kneeling, bending, stooping and dragging. Incumbents will be required to use a respirator and personal protective equipment when working around hazardous chemicals and evidence that may be biohazardous or carcinogenic.

**Qualifications:**

Graduation from high school or equivalent and **one** of the following:

Associate's Degree in police science, law enforcement, photography or a related discipline. Verification of college transcripts will be required later in the process.

A minimum of three years of paid, full time, continuous experience conducting crime scene investigations and performing lab processing/analysis of evidence for a law enforcement agency

A Bachelor's degree with significant course work in photography, chemistry, physical or natural science is highly desirable.

**LICENSES, CERTIFICATES AND OTHER REQUIREMENTS:**

Valid Washington State Driver's License at time of appointment with maintenance thereafter or evidence of equivalent mobility.

## **Knowledge and Skills:**

Respond to and participate in crime scene investigations including searching for, identifying and evaluating physical evidence.

Perform a variety of tasks in evaluating crime scenes, photographing and lifting fingerprints, obtaining suspect and elimination prints; documenting crime scenes with photography, sketches and diagrams.

Process evidence for fingerprints; process and recover fingerprints using various methods including powders, chemicals, adhesives, tapes, light sources, digital and film based photography.

Prepare casts of footwear, footprints and tool marks.

Collect, preserve and maintain integrity of evidence in the field and in the laboratory; ensure accuracy of information received; properly package, store and secure evidence; maintain chain of custody.

Process items to locate and recover trace evidence.

Knowledge of pertinent federal, state and local laws, codes and regulations related to the classification, collection and preservation of evidence.

Knowledge of the latest methods and techniques of latent fingerprint collection and processing.

Deal effectively with the public.

Work harmoniously and professionally with department personnel, representatives of other law enforcement agencies and other public or private agencies.

Use sophisticated chemical, physical, optical and computerized techniques of scientific analysis in the performance of job duties.

Operate Forensic Services van to respond to crime scenes.

## **Selection Process & Supplemental Information:**

Applicants who meet the minimum qualifications will be sent a personal history questionnaire (PHQ) by e-mail. Once the PHQ is screened and accepted, applicants will be notified by mail of the time and location for the written test which will be held on January 20, 2015. Applicants must pass the examination process to be placed on the eligible list for interview and hiring consideration. Applicants may be expected to travel up to three times to the city of Tacoma in order to complete the entire recruitment process for this position.

This position is covered by a Labor Agreement between the City of Tacoma and Local 117. An employee in this position will be required to join the union within 30 days of hire.

**NOTE:** Applicants who qualify for veteran's preference, please attach a copy of your DD214 **at the time of application.**

**Failure to follow all instructions may result in disqualification. We prefer e-mail for all communications, unless you do not have an e-mail account. This allows us the ability to send you information quickly and efficiently.**

**Please Note:** You are responsible for checking your e-mail regularly for any information coming from Human Resources and the Tacoma Police Department. Please allow your blockers to accept e-mail from the City of Tacoma. If we are unable to access or receive e-mail back undelivered, your materials may not be processed further.

**APPLICATIONS ACCEPTED ONLINE ONLY AT [WWW.CITYOFTACOMA.ORG/JOBS](http://WWW.CITYOFTACOMA.ORG/JOBS)**

