

*Code: 3256*

*Title: FORENSIC TECHNICIAN*

**SUMMARY:** Forensic Technicians identify, gather, secure, process and photograph physical evidence for investigations and prosecution of criminal and civil cases.

**DUTIES/RESPONSIBILITIES:** (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Photographs crime and accident scenes, autopsies, assault victims and suspects to record the condition and appearance of evidence as found;  
Locates, identifies, collects, photographs and preserves evidence at crime scenes using sophisticated photographic and evidence-gathering techniques;  
Identifies, gathers and secures physical evidence such as blood, body fluids, hair and fibers, firearms and narcotics for laboratory testing as evidence in criminal and civil cases;  
Safely and correctly handles potentially hazardous materials encountered in the performance of assigned duties;  
Searches for, develops and preserves latent prints at crime scenes and in the laboratory;  
Photographs and fingerprints suspects, victims, witnesses and applicants;  
Produces plaster castings of toolmarks and other impressions;  
Searches for, retrieves and provides security information on fingerprint cards and mug shots for law enforcement personnel and authorized agencies;  
Establishes and maintains records to ensure proper chain of custody of physical evidence;  
Offers technical testimony in criminal and civil cases;  
Assists in securing crime scenes and interacts with victims and witnesses;  
Instructs law enforcement personnel in crime and accident scene photography and the collection and preservation of evidence and latent fingerprint processing;  
Performs routine maintenance and repairs on equipment and stocks supplies for identification vehicles;  
Tests and evaluates new photographic and latent fingerprint techniques and equipment;  
Utilizes computer programs to enlarge (1:1) photographs of latent fingerprints or enhancement of photographs;  
Downloads digital images from various types of media to an image management system;  
Accepts vehicles to be impounded in the Departments impound lot;  
Public relations and portrait photography;  
May be required to operate a photographic laboratory;  
May record, classify and retrieve fingerprint cards from files;  
May utilize specialized equipment for surveillance video enhancement.

**KNOWLEDGE & SKILLS:**

Knowledge of:

- Advanced photographic computer applications;
- the techniques for gathering and preserving evidence;
- photographic techniques and methods including the use of a variety of film, lighting, filtration and alternate light sources;
- advanced techniques for development of fingerprints using powders and chemicals;
- hazards and safety precautions related to materials, chemicals and equipment used in handling and processing of evidence and related materials;
- the rules of evidence, court methods and procedures.

Skill in:

- the use of photographic equipment (digital and film) including still and video cameras, and flash

- equipment in a variety of circumstances;
- the use of advanced photographic computer applications;
  - the development and printing of color photographs;
  - collecting, securing and processing evidence;
  - maintaining chain-of-custody of evidentiary materials;
  - safely and correctly handling potentially hazardous materials encountered in performance of assigned duties;
  - communicating effectively orally and in writing.

MINIMUM QUALIFICATIONS:

One (1) year of work experience in a photographic field.

OTHER REQUIREMENTS:

Licenses and Certificates: Possession of a valid Class D Arizona Driver's License is required at the time of appointment.

Physical/Sensory Requirements: Incumbents are required to: lift and carry objects weighing up to fifty pounds; work in extremes of heat, moisture and humidity; properly wear required safety clothing/equipment; perceive the full range of the color spectrum, and accurately focus photographic lenses.

Special Notice Items: All positions require the successful completion of a background investigation by law enforcement agencies due to need for access to law enforcement, courts, detention and/or correctional facilities and associated confidential information, documents, communications, evidentiary and like materials. Department of Labor regulation CFR Part 1910.1030 requires notification that this category may have a high risk of exposure to blood-borne pathogens. Hepatitis B vaccine, training and personal protective equipment will be provided.

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.