

CIVIL SERVICE COMMISSION  
WATERBURY, CONNECTICUT

**OPEN COMPETITIVE EXAM #1735**  
**CRIME LAB SUPERVISOR**

**OPEN COMPETITIVE EXAMINATION FOR:**  
**SALARY: \$44,290 ~ \$54,590 / yr.**

**FRINGE BENEFITS:** Choose from available health insurance plans (employee contributions vary), Prescription Drug Rider, Dental Plan; Group Life Insurance for Individual; Retirement Plan; paid Holidays; paid Vacation; paid Sick Leave; Personal Days.

**LAST DAY FOR FILING APPLICATIONS**

**Applications,** which may be obtained at the Civil Service Office or by visiting [www.waterburyct.org](http://www.waterburyct.org) must be on file at the Civil Service Office, Chase Municipal Building, 236 Grand St., Waterbury, CT 06702 by 4:50 p.m. on:

**MARCH 10, 2006**

**IMPORTANT:**

1. **Veterans** - Veteran's points will be awarded in accordance with the Connecticut State Statute. Five (5) for non-disabled veterans, ten (10) for disabled veterans. Proper documentation must be submitted to the Personnel Director before the date of the examination.
2. **Residents** - Residency points shall be added in accordance with the amendment to the Civil Service Rules and Regulations. Proper documentation (Civil Service Office Request for Residency Points) must be submitted with application of employment. **THIS POSITION IS NOT ELIGIBLE FOR RESIDENCY POINTS!**

**EXAMPLES OF DUTIES:** Develops and implements forensic laboratory procedures investigates crime scenes, performs examinations of evidence and testifies in court; assesses crime scenes using knowledge of weapons, stains, patterns and fingerprints to direct technicians to collect evidence; examines physical and biological evidence (both on the scene and in the lab), using sophisticated magnifying devices and chemical analyses, to identify and/or link material to a victim or suspect; write laboratory procedures, using knowledge of serology and forensic laboratory techniques, to maintain a reference manual; assigns tasks to, and reviews work of, Forensic Technicians to aide the investigation of a crime; takes and develops photographs and videotapes using knowledge of forensic techniques, to produce pictures to be offered as evidence in court; obtains and examines fingerprints, using Henry and AFIS techniques, to compare with known suspects; collects blood specimens and hair samples from suspects, using chain of custody procedures, to secure materials for biological and chemical analysis; testifies in court and establishes credibility as an expert witness to support cases; prepares and submits reports to inform superiors; order supplies and oversees the equipment maintenance program to keep the lab operational; maintains relationship with bureaus and officials, using effective communication and database skills, to facilitate evidence collecting and provide technical advice.

**REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:** Thorough knowledge of the principles and practices necessary to completely and credibly investigate crime scenes; knowledge required to use and troubleshoot crime lab equipment such as stereo microscopes, enlarging and enhancing devices, and cameras; skill using forensic techniques such as stain identification, blood grouping, and comparative analyses; skillful management of computerized database; ability to present as an expert in court and ability to support investigatory procedures and processes used. Ability to communicate effectively orally and in writing. Ability to maintain and protect the confidentiality and security of gathered evidence.

**IN ORDER TO BE CONSIDERED FOR THIS POSITION YOU MUST INDICATE ON YOUR APPLICATION THAT AS OF THE CLOSING DATE YOU HAVE THE FOLLOWING EXPERIENCE:**

Master's degree in a natural science of forensic science, or a bachelor's degree in natural science or forensic science and three (3) years experience (at least one year in a supervisory capacity) or a bachelor's degree with sufficient experience (minimum three (3) years) to meet the required knowledge skills and abilities.

**MENTAL AND PHYSICAL DEMANDS:** Must prioritize request, manage multiple tasks, meet deadlines and display professional detachment from sensitive situations. Works primarily in a laboratory with exposure to biological and chemical hazards and firearms. Will occasionally carry photography equipment weighting up to 70 lbs. and will occasionally work outdoors in inclement weather.

**SPECIAL REQUIREMENT:** On-call and available for duty on a 24-hour basis.

This position is covered under the written agreement between the City of Waterbury and the WMAA.

The Parts and Weights for this examination will be determined prior to conducting the exam.

Individuals appointed shall be required to serve a working test period which will be, in effect, the final phase of the examination.

**APPEAL PROCESS:** An applicant may appeal a notice of rejection of his/her application to the Civil Service Commission within seven (7) days of receipt of such notice.

Please notify the Civil Service Office of a change in address. Notification of examination will be mailed to the address written on your application.

**THE CITY OF WATERBURY IS AN EQUAL OPPORTUNITY EMPLOYER**

**E.O.E. M/F/H/V**