



**MINNESOTA**  
DEPARTMENT OF  
PUBLIC SAFETY

**Working Title: Trainee-Forensic Scientist 1 or Forensic Scientist 2 (Firearms and Toolmarks Unit)**  
**Job Class: Trainee-Forensic Scientist 1**  
**Agency: Public Safety Dept**

- **Job ID:** 76065
- **Location:** St. Paul
- **Full/Part Time:** Full-Time
- **Regular/Temporary:** Trainee
- **Date Posted:** 04/24/2024
- **Closing Date:** 05/14/2024
- **Hiring Agency/Seniority Unit:** Public Safety Dept / Public Safety-MAPE
- **Division/Unit:** BCA Lab / BCA LAB I&M 2
- **Work Shift/Work Hours:** Day Shift
- **Days of Work:** Monday - Friday
- **Travel Required:** Yes - Up to 25% of the time
- **Salary Range:** Trainee-Forensic Scientist 1: \$23.94 / hourly; \$49,986 / annually, Forensic Scientist 2: salary range \$32.71-\$48.51/hourly; \$68,298-\$101,289/annually.
- **Classified Status:** Trainee: Non-Status, Forensic Scientist 2: Classified
- **Bargaining Unit/Union:** 214 - MN Assoc of Professional Empl/MAPE
- **FLSA Status:** Trainee: Nonexempt, Forensic Scientist 2: Exempt-Professional
- **Telework Eligible:** Yes
- [Designated in Connect 700 Program for Applicants with Disabilities:](#) Forensic Scientist 2: Yes, Trainee: No

**Make a difference in the lives of Minnesotans.**

The work you'll do is more than just a job. Join the talented, engaged and inclusive workforce dedicated to creating a better Minnesota.

**Job Summary**

This position is telework eligible upon completion of training up to two (2) days per week.

This announcement will be used to fill one vacant position at either the Trainee-Forensic Scientist 1 or Forensic Scientist 2 level in the Firearms and Toolmarks Unit of the Impressions and Materials Section of the BCA Forensic Science Services in St. Paul, Minnesota.

This posting will result in hiring into the following job classifications. The classification level of the position is based on the selected applicant's qualifications and responses to the interview questions.

- Trainee - Forensic Scientist 1, salary \$23.94 hourly
- Forensic Scientist 2, salary range \$32.71-\$48.51/hourly: \$68,298-\$101,289/annually

This full-time position will provide evaluation, examination, analysis, and data interpretation for evidence collected from criminal investigations to inform and support the criminal justice system. These activities will be conducted within the firearms and toolmarks discipline which is part of the Impressions and Materials Section of the MN Bureau of Criminal Apprehension Forensic Science Services. They include the use of a variety of techniques to visualize, evaluate and compare latent prints on items of evidence submitted by law enforcement agencies as well as the utilization of applicable databases. These activities will be conducted in adherence to the agency policies and procedures in a manner that embodies the mission, vision, and values of the MN BCA. This position will also participate in the training, evaluation, continuing education, and quality assurance activities needed for the delivery of accurate and reliable results to agency stakeholders, including expert witness testimony. Following successful completion of the necessary training programs and establishment within the firearms and toolmarks discipline, this position may be eligible to participate in the crime scene processing training series for inclusion in the Crime Scene Response Program.

**Additional information for the Trainee – Forensic Scientist 1 classification:**

The duration of the training program will not exceed one year with a set salary of \$23.94/hr. Professional level experience in a laboratory or advanced level degrees may lessen the length of this time period, but satisfactory performance will govern when the trainee is appointed as a Forensic Scientist 1.

Training will be in the firearms and toolmarks discipline of the MN BCA Forensic Science Services and persons hired as a Forensic Scientist Trainee will typically be trained in topics including but not limited to:

1. Foundation and application of forensic procedures pertinent to the forensic discipline in which the trainee is employed
2. Data analysis and interpretation
3. Courtroom testimony
4. Quality assurance as it pertains to forensic science
5. Chain of custody, evidence handling, examination, and documentation
6. Criminal court procedures and practices with special reference to rules of evidence.

Trainees will work with experienced scientists within the applicable section and throughout the BCA FSS during the training program.

Upon successful performance at the Trainee-Forensic Scientist 1 classification (maximum of one year) the employee will be appointed to the position of Forensic Scientist 1 and compensated within the salary range of \$28.50-\$41.93/hourly: \$59,508-\$87,550/annually. There will be a six-month probationary period.

## Minimum Qualifications

**Trainee - Forensic Scientist 1**

1. A Bachelor's or advanced degree in a physical or life science such as biology, chemistry, biochemistry, physics, forensic science or equivalent. Current students who are within six (6) months of graduating with a bachelor's degree are encouraged to apply. Contingent offers may be made upon successful completion of degree.
2. Excellent oral and written communication skills.
3. Ability to work with a diverse clientele.

NOTE: ALL APPLICANTS MUST SUBMIT AN UNOFFICIAL COLLEGE TRANSCRIPT(S) ALONG WITH THEIR RESUME. YOU CAN ATTACH A RESUME AND A SECOND ATTACHMENT WITH YOUR TRANSCRIPTS AS A COVER LETTER OR COMBINE THE DOCUMENTS AS A SINGLE ATTACHMENT. PLEASE UPLOAD IN THE COVER LETTER SECTION OF THE ONLINE APPLICATION IN EITHER PDF OR DOCX FORMAT.

**Forensic Scientist 2**

1. A Bachelor's or advanced degree in a physical or life science such as biology, chemistry, biochemistry, physics, forensic science or equivalent. Current students who are within six (6) months of graduating with a bachelor's degree are encouraged to apply. Contingent offers may be made upon successful completion of degree.
2. Two years full-time professional level experience as a Firearm and Toolmark Examiner in a forensic laboratory.
3. Experience testifying in a court of law as an expert witness in forensic firearms and toolmarks analysis.

4. Excellent oral and written communication skills.
5. Ability to work with a diverse clientele.

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## **Preferred Qualifications**

### **Trainee - Forensic Scientist 1**

1. A Master's degree or Ph.D. in a physical or life science such as biology, chemistry, biochemistry, physics, forensic science or equivalent.
2. Demonstrated knowledge and use of laboratory quality assurance procedures and evidence handling.
3. Experience in a forensic laboratory gained through an internship or work experience; or work experience performing examinations similar to those conducted in a forensic or analytical laboratory.
4. Experience with standard computer software (e.g. word processing, spreadsheets).

### **Forensic Scientist 2**

1. A Master's degree or Ph.D. in a physical or life science such as biology, chemistry, biochemistry, physics, forensic science or equivalent.
2. Two years full-time professional level experience as a Firearm and Toolmark Examiner in an ISO/IEC 17025 accredited forensic laboratory.
3. Operational knowledge of the ANAB Forensic Laboratory Accreditation Program.
4. Discipline specific certification such as The Association of Firearm and Tool Mark Examiners (AFTE) certification.
5. Experience with a variety of section specific techniques, instrumentation, and specialized computer software.
6. Experience with standard computer software (e.g. word processing, spreadsheets).

## **Physical Requirements**

Requires occasionally moving and transporting 50-pound items and frequently moving and transporting objects such as heavy tools and heavy file boxes. This job may require positioning self to a significant degree across rough terrain or may involve maintaining a stationary position for extended periods.

## **Additional Requirements**

For all classifications:

A Criminal History Background check and reference checks will be completed on the prospective employee. Additional components to the background check for this position will include the following:

- 1) Criminal history
- 2) Reference check
- 3) Fingerprinting (MNJIS/CJIS)
- 4) Psychological evaluation
- 5) Driver's license check
- 6) Education verification
- 7) Drug screen

The BCA will not sponsor applicants for work visas. All applicants must be legally authorized to work in the US.

## How to Apply

Select “Apply for Job” at the top of this page. If you have questions about applying for jobs, contact the job information line at [651-259-3637](tel:651-259-3637) or email [careers@state.mn.us](mailto:careers@state.mn.us). For additional information about the application process, go to <http://www.mn.gov/careers>.

If you have questions about the position, contact Madison Markgraf at [madison.markgraf@state.mn.us](mailto:madison.markgraf@state.mn.us).

To receive consideration as a Connect 700 Program applicant, apply online, email the Job ID#, the Working Title and your valid Proof of Eligibility Certificate by the closing date to Madison Markgraf at [madison.markgraf@state.mn.us](mailto:madison.markgraf@state.mn.us).

## About Public Safety Dept

The Minnesota Department of Public Safety (DPS) is a diverse, complex agency dedicated to serving communities across the state. DPS has 10 public facing and four support divisions with about 2,200 dedicated employees operating programs statewide that all have one goal: Building a safer Minnesota.

## Why Work for Us

### Diverse Workforce

We are committed to continually developing a workforce that reflects the diversity of our state and the populations we serve. The varied experiences and perspectives of employees strengthen the work we do together and our ability to best serve the people of Minnesota.

#### A recent engagement survey of State of Minnesota employees found:

- 95% of employees understand how their work helps achieve their agency’s mission
- 91% of employees feel trusted to do their jobs
- 88% of employees feel equipped to look at situations from other cultural perspectives when doing their job
- 87% of employees report flexibility in their work schedule

## Comprehensive Benefits

Our benefits aim to balance four key elements that make life and work meaningful: health and wellness, financial well-being, professional development, and work/life harmony. As an employee, your benefits may include:

- Public pension plan
- Training and professional development
- Paid vacation and sick leave
- 11 paid holidays each year
- Paid parental leave
- Low-cost medical and dental coverage
- Prescription drug coverage

- Vision coverage
- Wellness programs and resources
- Employer paid life insurance
- Short-term and long-term disability
- Health care spending and savings accounts
- Dependent care spending account
- Tax-deferred compensation
- Employee Assistance Program (EAP)
- Tuition reimbursement
- [Federal Public Service Student Loan Forgiveness Program](#)

**Programs, resources and benefits eligibility varies** based on type of employment, agency, funding availability, union/collective bargaining agreement, location, and length of service with the State of Minnesota.

### **AN EQUAL OPPORTUNITY EMPLOYER**

The State of Minnesota is an equal opportunity, affirmative action, and veteran-friendly employer. We are committed to providing culturally responsive services to all Minnesotans. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

We provide reasonable accommodations to all qualified applicants with disabilities throughout the application and interview process.

If you need alternative access to the online applications system, please email the job information line at [careers@state.mn.us](mailto:careers@state.mn.us) or call [651-259-3637](tel:651-259-3637).

For accommodations or questions about accessibility specifically relating to this job announcement, please email the Affirmative Action Division at [angela.geraghty@state.mn.us](mailto:angela.geraghty@state.mn.us) or call [651-201-7136](tel:651-201-7136).