



Deputy Director of Crime Laboratory

Baltimore Police Department is seeking a results-oriented professional to plan and oversee the operations of the Baltimore City Police Department's Crime Laboratory. The Deputy Director of the Crime Laboratory Section reports directly to the Director of the Crime Laboratory Section and involves directing the activities of subordinate crime lab employees. Employees in this class work a conventional work week and are on call 24 hours a day, seven days a week. Work is performed in a laboratory where there is exposure to toxic fumes and chemicals, unknown dangerous substances and sharp laboratory instruments. Work requires minimal physical exertion.

Responsibilities include but are not limited to the following examples of work:

- Directs the daily operation of the Crime Lab Section in the Baltimore Police Department's Criminal Investigation Division.
- Ensures that the management, operations, personnel procedures, equipment, physical plant and health and safety procedures of the Crime Lab Section have met and will continue to meet the established standards set forth by COMAR.
- Recommends policies, procedures, goals and objectives for the Crime Laboratory of the Baltimore Police Department and assists in evaluating the effectiveness of same.
- Manages the quality assurance, grants management and information systems programs within the section and assists the Director in preparing the annual budget.
- Oversees the qualitative and quantitative aspects of the lab and assures the quality of work performed by the staff.
- Provides expert direction and guidance to staff involving complex technical problems related to scientific and comparative analyses.
- Interviews crime laboratory applicants and makes recommendations for hiring, disciplinary actions, terminations or promotions of crime laboratory staff.
- Maintains an awareness of the current technologies, theories and practices in the field by reviewing relevant literature, conducting research, and attending and participating in local and national development activities.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:

- Thorough knowledge of the disciplines of forensic science to include trace evidence; questioned documents; latent prints; firearms Biology (DNA and Serology).
- Ability to plan, organize, and direct the work of employees.
- Ability to analyze situations and adopt effective courses of action.
- Ability to express ideas clearly and concisely orally and in writing.
- Knowledge of police investigative practices and procedures.
- Ability to provide leadership and maintain harmonious, professional relationships with law enforcement agencies at the federal, state and local levels as well as district attorneys and the courts.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

- A Master's degree in Forensic Science, Biology, Chemistry, Physics, Criminalistics, or Natural Science and seven years of experience as a forensic analyst/scientist or criminalist with experience in a chemical or physical analytical laboratory, including at least three years supervisory laboratory management experience preferably in a law enforcement agency.
- Obtain and maintain membership in Professional Forensic Science organizations such as the American Society of Crime Laboratory Directors, the American Academy of Forensic Sciences from both local and national levels.
- Must satisfactorily complete a background investigation to be an employee of the Baltimore Police Department.

Baltimore City Government offers a competitive benefits package. Salary will be commensurate with education and experience. Interested candidates should submit a statement of interest and resume, specifically addressing the applicant's criteria and experience relevant to this position to: Baltimore Police Department, Personnel Section-Civilian Procurement Unit, 242 W. 29th Street, Baltimore, Maryland 21211-2908, Attn: Ms. Edith G. Pugh, edith.pugh@baltimorepolice.org, 410-396-2258 or 2259TTY: (410) 396-4930.

Resumes accepted through September 7, 2012

Baltimore Police Department is an Equal Employment Opportunity Employer

www.baltimorepolice.org