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## Employment

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**Job Title:** CRIMINALIST (FIREARMS)

**Salary:** \$1,283.00 - \$2,650.00 Biweekly  
\$33,358.00 - \$68,900.00 Annually

**Job Type:** Full-Time

**Location:** 1200 Travis, Texas

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### DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS Benefits Supplemental Questions

**PN#09314**

HOUSTON POLICE  
CRIME LABORATORY  
N/A

1200 TRAVIS

MONDAY – FRIDAY, 8AM – 4 PM\*

\*Subject to change

#### DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Analyst will complete a period of supervised casework to include the following roles: Primary analyst, second analyst, and reviewing analyst. Employee actively participates in the section's IBIS program. Employee will follow the training program and schedule provided. Make daily trips to the property room to return and pick firearms and fired evidence specimens for the IBIS program. Maintaining the necessary documentation to preserve the chain of custody. Receive and log in evidence for casework submission. Test fire firearms brought from the property room and evaluate test fired specimens for imaging into IBIS. Routinely image specimens into the IBIS system. Continue the formal training program to become a firearms examiner.

#### WORKING CONDITIONS

The position requires stooping, bending and/or lifting of items of up to 30 pounds with occasional periods of walking on rough surfaces

#### MINIMUM REQUIREMENTS:

#### MINIMUM EDUCATIONAL REQUIREMENTS

Requires a thorough understanding of both theoretical and practical aspects of an analytical, technical or professional discipline. Bachelor's degree in a physical science or a closely related field. Transcripts are required.

#### MINIMUM EXPERIENCE REQUIREMENTS

None at entry level.

#### MINIMUM LICENSE REQUIREMENTS

None.

#### PREFERENCES:

##### PREFERENCES

Prefer applicants experienced and court qualified in firearms examinations in an accredited lab. Salary based on experience as a criminalist.

#### GENERAL INFORMATION:

##### SELECTION/SKILLS TESTS REQUIRED

None, however, the Department may administer a skill assessment evaluation. If recommended, you will be required to pass a background check and polygraph.

##### SAFETY IMPACT POSITION **YES**

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

##### SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification.

Pay Grade 20

##### APPLICATION PROCEDURES

Only online applications will be accepted for this City of Houston job and must be received by the Human Resources Department during posting opening and closing dates shown. Applications must be submitted online at: [www.houstontx.gov](http://www.houstontx.gov).

For application status inquiries or special accommodations, please call (713) 308-1300. Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471.

All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided

An equal opportunity employer