

**CRIMINALIST Trainee – Firearms and Toolmark Examiner**  
**ANNUAL SALARY \$46,758 to \$60,860**

**POSITION INFORMATION**

The recruitment for Criminalist Trainee is an open competitive/Countywide promotional recruitment being conducted to fill a current vacancy in the Sheriff's Office Crime Lab Firearms and Toolmark section. The list established from this recruitment may be used to fill future vacancies as they occur.

Under supervision, performs professional laboratory analysis of physical evidence in a general or specialized field of Criminalistics, such as Firearms and Toolmark examination; and performs related work as required.

**A Written Essay exam must be completed and submitted with your application. Please see page 3 below for more information.**

**[All applications must include a copy of your college transcripts.](#)**

**EXPERIENCE AND TRAINING REQUIREMENTS**

Graduation from an accredited college or university with a Bachelor's degree in Chemistry, Molecular Biology, Criminalistics, Physics, Pharmacology, or a closely related science; OR four years of full time technical experience in applying scientific laboratory techniques; OR an equivalent combination of education and experience.

This is the entry level and training class in the Criminalist class series, which provides for progression to the next level in the series upon meeting the requirements of the class and recommendation of the appointing authority. Incumbents perform basic assignments and receive continuous training in the assigned area of professional laboratory analysis of physical evidence in a general or specialized field of Criminalistics. It is distinguished from the Criminalist I class by the fact that incumbents performs narrower range of duties under closer supervision. If the requisite proficiency is not demonstrated during the probationary period and incumbent will not be retained, but will return to his/her former status.

**CONDITIONS OF EMPLOYMENT**

- A valid driver's license is required at time of appointment.
- Background checks will be conducted on selected applicants on conditional offer of employment.
- Ability to sit for extended periods.
- Ability to lift and move objects weighing up to 50 lbs.
- Ability to distinguish basic colors and shades of colors.
- Ability to use scientific equipment such as microscopes, digital camera systems, and standard office equipment such as computers and FAX machine.
- Ability to work under conditions involving exposure to noise, electrical energy, and chemicals.

Applicants who do not meet the qualifications will receive a notice and have five (5) working days to request a review of their qualifications.

## **SPECIAL REQUIREMENTS**

### **Firearm/Toolmark**

A Criminalist in this area performs examination of firearms and tools and performs comparative analysis on a variety of firearms and toolmark evidence. A Criminalist in this section is also expected to utilize a variety of databases in the analysis of evidence. Writes analytical reports and participates in technical review. Testifies in court as to findings on criminal casework. Provides training to investigators on firearms/toolmark related evidence collection.

## **THE IDEAL FIREARM/TOOLMARK CRIMINALIST CANDIDATE**

The ideal candidate for the Firearms/Toolmark Examiner Criminalist would have a BS/BA degree, possess certification by the Association of Firearms and Toolmark Examiners (AFTE), have at least 5 years of experience as a Firearm and Toolmark Examiner and be familiar with the American Society of Crime Lab Directors – Laboratory Accrediting Board (ASCLD-LAB) criteria.

## **SELECTION PROCESS**

The examination will be weighted 100% Written Essay exam and will evaluate the knowledge, skills and abilities needed to be successful in the position including technical knowledge, analytical skills, and oral and written communications skills.

## **DEADLINE FOR APPLYING**

**Friday, February 12, 2010**

Please read all information posted on the job and click the “Apply Online” link. Applicants must attach any additional information required to the online application including written essay.

## **QUESTIONS**

Contact Margaret Brindzak the Recruiting Analyst at (775) 328-6383 or [mbrindzak@washoecounty.us](mailto:mbrindzak@washoecounty.us)

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## **CRIMINALIST TRAINEE ~ FIREARM/TOOLMARK SUPPLEMENTAL WRITTEN ESSAY EXAM**

The following five (5) questions must be answered and submitted with your application.

**All information provided in this written essay exam is subject to verification.**

Your grade and rank will depend upon the information you provide in your answers to each of the questions on the Written Essay Exam. No information listed on your application will be used during the scoring process. If you over-rate your experience you may be subject to removal from the eligibility list and/or dismissal from the position. After the list has been established, no adjustment to your grade can be made for information that was not initially provided

On your response pages, provide only your last name and applicant ID number at the top of each page and number responses according to the question being answered. Your responses should be specific, accurate, complete, and detailed, including time frames.

**You will need to complete your application first and then attach your Word document. Please take the following steps to ensure that your Written Essay Exam is received along with your application:**

- 1. Respond to the following questions and save as a Word document**
- 2. Follow the instructions to complete your application and apply on-line**
- 3. Attach the Word document as an attachment to the application and submit by the filing deadline**

### **Written Essay Questions:**

1. List the training you have successfully completed that is applicable specifically to the field of forensic Firearm/Toolmark examination.
2. Describe what "CMS" is, how it is utilized in forensic Firearm/Toolmark examinations, and the significance to the field of Firearm/Toolmark examination.
3. Describe your experience with firearms and ammunition.
4. Describe your experience with public speaking to include courtroom testimony, teaching, presentations etc.
5. Describe your knowledge of the field of forensic science.