

**CLASS TITLE: Criminalist III**

**CHARACTERISTICS OF THE CLASS:** Under direction, performs supervisory and administrative duties in a specialized area such as microanalysis or chemistry within a police crime laboratory, may perform complex and technical laboratory examinations of physical evidence submitted in connection with police criminal investigations; and performs related duties as required.

**EXAMPLES OF DUTIES:** Directs the receipt, preservation and analysis of physical evidence submitted for examination, ensuring that the proper chain of custody is maintained; conducts and supervises subordinate staff conducting chemical, biological and microscopic examinations and instrumental analyses in the identification, comparison and analysis of evidence; prepares work schedules; prioritizes and assigns casework and reviews formal laboratory reports; trains and supervises the training of new personnel in laboratory reports; trains and supervises the training of new personnel in laboratory operating procedures and analytical techniques and methods.

Functions as a liaison between the unit, other units within the crime laboratory and the court system; testifies in court as an expert witness; prepares unit budget including supply and equipment purchase requisitions and additional personnel requests; may assist in preparing grant and lease proposals for the acquisition of specialized instrumentation; develops and revises analytical techniques, methods and laboratory procedures; attends seminars and researches published materials to remain abreast of new technology and new applications in the area of forensic analysis; serves as a lecturer and an instructor in department in-service training sessions.

**DESIRABLE MINIMUM QUALIFICATIONS:**

Training and Experience. Graduation from an accredited college or university with a Bachelor's degree in Chemistry, Biology or a related field with a minimum of twenty-five hours in chemistry and/or biology supplemented by a minimum of four years of progressively responsible experience in an appropriate area of forensic science, or an equivalent combination of training and experience.

Knowledge, Abilities and Skill. Thorough knowledge of modern methods and practices utilized in microanalysis, chemical analysis and biochemistry; thorough knowledge of modern laboratory instrumentation and equipment.

Ability to plan, organize, assign and review work of subordinates; ability to maintain accurate technical records and prepare clear and concise reports.

Considerable skill in the application of operating procedures, techniques and methods utilized in forensic analysis.