

**CLASS SPECIFICATION****09-12-2024****PHOTOGRAPHER, 1793****Summary of Duties:**

A Photographer takes digital photographs and video; works with a computer to develop, process, edit and enhance photos and video using industry standard applications; maintains a database of digital assets; prints, enlarges, reduces, and copies photographs; and coordinates the location, scouting, and art direction for departmental photographic requests. A Photographer may also work as a videographer and may operate commercial-type video and sound recording equipment.

**Class Characteristics:**

A Photographer performs a wide range of skilled photographic work requiring technical proficiency in the general fields of commercial, identification, portrait, aerial, crime scene, public affairs, and related video documentation. They may coordinate photo shoots, locations, scouting, and art direction. Specialized techniques such as virtual reality software, ultraviolet, infrared and 360 degrees photography may also be employed. A Photographer works with computers to digitally edit and process still and video imagery. A Photographer may also work as a videographer and may operate video cameras and editing equipment.

Some assignments involve hazardous conditions or exposure to communicable diseases. This class may be subject to 24-hour call and may be required to work regular shifts at unusual hours.

**Example of Duties:**

- Creates digital imagery using digital, still, 360 degrees, and video cameras to produce images and video for public relations, public education, television showings, recording progress of construction activities, training video and/or aids, public use or for court presentations;
- Takes aerial images using still and video equipment such as mirrorless digital single-lens reflex (DSLR) and digital video cameras to record persons, locations, construction, fires, catastrophes, and crime scenes;
- Edits, assembles, and reproduces video clips using Department approved video editing software to produce completed documentary, informational, or training video for public use;
- Dry mounts photographic prints using mount board, mounting tissue, tacking iron and mounting press to exhibit or display at events, such as a press conference, community-based event, funeral, or for court use;
- Reduces or enlarges negatives, transparencies, photographs, maps, drawings, historical items, fingerprints, checks, and other documents by using a flatbed scanner to produce a digital record for the Department;

- Composes images in studio or on location by arranging subjects, background, lighting, and other accessories to achieve proper balance, perspective, and emphasis of subject being recorded on digital media (i.e. still or video camera);
- Makes repairs and performs standard maintenance on photography and video equipment with small hand tools;
- Tests new equipment, materials, processes, computer hardware and digital software under working laboratory and field conditions to determine dependability and sustainability;
- May utilize specialized equipment such as ultra-violet lighting , infrared cameras, etc.;
- Produces surveillance, identification, and other imagery by operating special low-light equipment to provide documentation for investigative purposes;
- Plans photographic layouts and details for reports and publicity material;
- Appears in court to provide testimony on the photographic or video subject matter and processes related to Department operations;
- Makes oral and written reports of work done and results obtained;
- Keeps records of work and stores digital photographs and videos in a searchable database;
- Trains non-photographic personnel to operate digital cameras and video equipment; and
- May act as lead person when working on a project.

**REQUIREMENTS:**

Three years of full-time paid experience in still and/or digital photography or the video camera photography field.

A Bachelor's degree in Photography from an accredited four-year college or university may be substituted for a maximum of two years of the required experience.

**LICENSE:** Some positions may require a valid California driver's license.

**PHYSICAL REQUIREMENTS:** Strength to perform average lifting up to 25 pounds and occasionally over 50 pounds; body agility and equilibrium involved in activities such as climbing and balancing under precarious conditions; back and leg coordination involved in activities such as stooping, kneeling, crouching, and crawling to an unusual extent; arm, hand, and finger dexterity with both hands involved in activities such as reaching, handling, and feeling; good speaking and hearing ability, and good eyesight.

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depend, in part, on the specific requirements for the job, the limitations related to the disability, and the ability of the hiring department to reasonably accommodate the limitations.

**As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.**