

**CLASS SPECIFICATION****05/23/24****CRIMINALIST, 2234****Summary of Duties:**

A Criminalist searches for, collects, documents, and preserves physical evidence in the investigation of crime and suspected criminals; examines evidence by means of physical and chemical analyses; prepares reports of findings; and gives expert testimony in court. At the highest pay grade, performs analyses of physical and chemical evidence of a non-routine nature requiring advanced technology; and may serve as a head worker by providing training and supervision to criminalists working in a specialized field.

A Criminalist is subject to call at any hour and may work under unpleasant and adverse conditions, including high places, dangerous locations, and in proximity to dead bodies and biological and chemical hazards, in order to investigate crime scenes.

**Class Characteristics:**

Under the general supervision of the Supervising Criminalist, a Criminalist is trained in and performs technical and scientific work of physical evidence. The physical evidence is subject to laboratory analysis and identification in a crime laboratory. A Criminalist also testifies in court as an expert witness. Although a Criminalist has general knowledge of chemistry, biological sciences, or criminalistics, the employee must learn the specific knowledges, methods, and techniques used by the Police Department through on-the-job and off-site training.

A Criminalist receives assignments to process and analyze evidence following validated methods and procedures under the guidance of the Quality system. A Criminalist is responsible for knowing the laboratory's Standard Operating Procedures, test methods, and work instructions while performing laboratory analysis and scientific identification of evidence. In the absence of a Supervising Criminalist, an experienced Criminalist may be required to assume some of the duties of the Supervising Criminalist.

**Example of Duties:**

- Makes physical, chemical, microscopic, and instrumental examinations in the identification and comparison of evidence;
- Analyses of materials such as hair, biological samples, poisons, narcotics, fire debris, pain, glass, ink, paper, fabrics, bullets, cartridge cases, firearms, and other substances, materials and objects which may constitute physical evidence;
- Documents, collects, and preserves physical evidence from crime scenes;
- Prepares written reports of analysis;
- Presents analytical results in court;

- Consults with police officer, detectives, photographers, fingerprint examiners, private experts, criminalists, attorneys, and others involving the analysis, identification and comparison of physical evidence;
- Gives forensic training to other Departmental personnel and outside agencies;
- Performs analysis on more difficult forensic samples on a routine basis;
- Develops new analytical techniques;
- May be assigned various other laboratory duties including researching and implementing new technologies, validating equipment and methods, and instructing or participating at internal and external trainings;
- In the absence of a Supervising Criminalist, supervises the day-to-day operation of a laboratory unit;
- May occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

**REQUIREMENTS:**

Graduation from an accredited four-year college or university with a major in a physical or natural science and successful completion of 8 semester or 12 quarter units in general chemistry.

**LICENSE:** A valid California driver's license is required.

**PHYSICAL REQUIREMENTS:** Strength to perform average lifting up to 15 pounds and occasionally over 25 pounds; arm and finger dexterity with both hands involved in activities such as reaching, handling and feeling; stamina to stand for long periods of time; 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.**