

PURPOSE OF THE CLASSIFICATION: Under general direction is responsible for testing evidence and accurately reporting results for the adjudication of criminal matters in courts of record and performs other related duties.

ESSENTIAL TASKS:

- Obtains, examines, and analyzes evidence (e.g., blood, seminal fluid, saliva, fire debris, seized drugs, friction ridge impressions, firearms, and ammunition), and evaluates, interprets, and compares resultant data
- Utilizes specialized equipment, instrumentation, and software pertinent to the forensic science discipline (e.g., comparison microscope, gas chromatography-mass spectrometry, genetic analyzer, measuring instruments, reference materials, and reagents)
- Accurately reports results of testing through written laboratory certificates of analysis and explains laboratory examinations and results to law enforcement personnel and court officials
- Testifies in municipal, tribal, state, and federal courts of law as needed
- Manages assignments to meet deadlines, and maintains a reasonable caseload by planning, scheduling, and coordinating laboratory work and is responsible for the integrity and strict security of evidence and chain of custody records
- May perform work in more than one forensic discipline
- Develops analytical procedures, technical manuals, and training programs pertinent to the assigned forensic discipline(s) and maintains laboratory equipment and supplies
- Conducts training activities for new employees and customers
- Organizes, plans, and completes validations, presentations, and research projects and assists with maintaining the quality assurance program for the pertinent forensic discipline(s)
- Attends meetings, workshops, seminars, continuing education classes, and other training as required and must report to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Must meet one of the following:

1. (a) Graduation from an accredited college or university with a bachelor's degree in one of the physical, chemical, forensic, or biological sciences; **and**,
(b) Three (3) years of experience relevant to the essential tasks listed in this job description; **including**
(c) Three (3) years of authorized casework experience as a forensic scientist with an accredited forensic science laboratory
2. (a) Graduation from an accredited college or university with a master's degree in one of the physical, chemical, forensic, or biological sciences; **and**,
(b) Two (2) years of experience relevant to the essential tasks listed in this job description; **including**
(c) Three (3) years of authorized casework experience as a forensic scientist with an accredited forensic science laboratory
3. (a) Graduation from an accredited college or university with a PhD degree in one of the physical, chemical, forensic, or biological sciences; **and**,
(b) One (1) year of experience relevant to the essential tasks listed in this job description; **including**
(c) Three (3) years of authorized casework experience as a forensic scientist with an accredited forensic science laboratory

Knowledge, Abilities and Skills:

Substantial Knowledge of:

- Substantial knowledge of forensic science in relation to laboratory testing
- Substantial knowledge of equipment and technology used in a forensic science laboratory
- Substantial knowledge of scientific principles and laboratory procedures

Ability to:

- Ability to successfully perform laboratory procedures
- Ability to safely handle hazardous materials and weapons
- Ability to understand the critical importance of complete, accurate, and thorough documentation
- Ability to effectively communicate in speech and in writing

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to grasp and operate handheld laboratory equipment and utensils. Frequent lifting and carrying up to 20 pounds with occasional lifting and carrying up to 50 pounds; frequent reaching, grasping, talking, hearing, and seeing. Moderate standing, bending, twisting, completing repetitive motions, and feeling. Occasional pushing and pulling up to 50 pounds.

Licenses and Certificates: Obtain and maintain the following;

1. A valid Class "D" Oklahoma Driver license; **and**,
2. Completion of, or actively working to complete, ISO/IEC 17025 internal auditor or technical assessor training; **and**,
3. Active membership in a relevant professional organization.
4. Graduate degree in a chemical, physical, or biological science or forensic science *preferred*.

WORKING ENVIRONMENT: Working environment is primarily indoors in a laboratory setting and, depending on the forensic science discipline, may be exposed to various hazardous materials, including chemicals and bodily fluids exposure to toxic fumes/vapors/odors; loud noises; and hazardous physical conditions, including mechanical parts and electrical currents

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