



Office of Human Resources
Criminalist III - CE3184
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General Statement of Duties

Performs professional lead level forensic crime scene investigation, training, and analysis work conducting field casework collecting, analyzing, and processing complex crime scene evidence and testifying in courts of law.

Distinguishing Characteristics

This class performs professional level forensic crime scene investigation and forensic video and imaging analysis work conducting field casework collecting, analyzing, and processing complex crime scene evidence and testifying in courts of law. This position is a senior trainer within the unit and is responsible for the training and evaluation of new Criminalist Technicians, Criminalist I, and Criminalist II positions. Provides and organizes internal training to Criminalists and actively seeks to bring external training opportunities to the unit. This class may lead internal validations, verifications, and research projects with peers. This class is distinguished from the Criminalist II who performs professional level forensic work.

This class is distinguished from the Criminalist Technician who are not responsible for training new incumbents, organizing internal training to peers, seeking to bring external training to the Unit, or overseeing validation, verifications, or research projects. This class is distinguished as the senior trainer for the Criminalist Technician, Criminalist I, and Criminalist II positions.

This class is also distinguished from the Criminalist Supervisor, who performs professional and supervisory work over Criminalists, provides leadership and direction, devises and evaluates performance standards for the assigned area, and develops long range and short-term goals and objectives for the assigned area in conjunction with departmental plans and goals.

Essential Duties

Works independently and in teams to identify, collect, preserve, package, document and present biological evidence, trace evidence, impression evidence, and other physical evidence on routine and complex cases.

Performs advanced crime scene processing, to include bloodstain pattern documentation, crime scene reconstruction, trajectory analysis, and other specialized techniques that require detailed technical knowledge and training.

Provides training in the field of Crime Scene Investigation as the senior trainer, documents and evaluates trainees on their progress in the training program, provides performance feedback to trainees, and provides training updates to Criminalist Supervisors. Consistently provides internal training to employees within the Criminalist series and actively seeks to bring external training to the unit.

Performs verifications and validations on crime scene equipment.

Leads research projects within the unit.

Assists with the completion of the Competency Assessment Program.

Analyzes evidence to determine suitability for submission.

Prepares detailed technical departmental reports.

Transports and submits evidence to the Property and Evidence Section.

Maintains proper chain of custody on evidence and proper packaging to preserve and prevent contamination.

Prepares for and testifies in court as a witness in connection to their involvement with crime scene processing.

By position, provides work instruction and assists employees with difficult and/or unusual assignments.

By position, reviews work for accuracy and completeness, and returns assignments with recommendations for proper completion.

By position, resolves problems encountered during daily operations and determines appropriate solutions.

Performs other related duties as assigned.

Employees may be re-deployed to work in other capacities in their own agencies or in other City agencies to support core functions of the City during a City-wide emergency declared by the Mayor.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Attention to Detail – Is thorough when performing work and conscientious about attending to detail.

Decision Making - Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the best alternative to make a determination, draw conclusions, or solve a problem.

Oral Communication - Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Problem Solving – Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.

Reading – Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

Working with People - Shows respect for the views and contributions of other team members. Shows empathy, listens, supports, and cares for others, and reconciles conflict

Writing – Writes in a clear, concise, organized, and convincing manner for the intended audience.

Knowledge & Skills

Knowledge of the proper use of latent print powders, chemicals, alternate light sources, and specialized equipment to search for, locate, recover, and preserve trace evidence, impression evidence, and biological fluids.

Knowledge of the scientific principles, methods, and processes used to conduct a systematic and objective inquiry including study design, collection, analysis, and interpretation of data, and the reporting of results.

Excellent interpersonal and observation skills.

Comprehensive experience as a trainer with proven skills to effectively teach others.

Level of Supervision Exercised

By position, performs lead work.

Education Requirement

Bachelor's Degree.

Experience Requirement

Five (5) years of experience at the Criminalist II level.

Education & Experience Equivalency

One (1) year of the appropriate type and level of experience may be substituted for each required year of post-high school education.

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid Driver's License at the time of application.

Ability to obtain IAI Certified Crime Scene Analyst certification, within two years of employment.

Ability to obtain a Commercial Driver's License within one year of employment.

By position, ability to complete LEVA Levels 1-4 training within 3 years of employment.

It is a condition of employment that the Denver Police Forensics & Evidence Division form for consent for collection of a DNA sample be completed at the time of hire.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Subject to varying and unpredictable situations.

Subject to many interruptions.

Pressure due to multiple calls and inquiries.

Potential exposure to chemicals, gas and low-level radiation.

Potential exposure to cold weather conditions (indoor/outdoor).

Potential exposure to hazardous anesthetic agents, body fluids, and bio-wastes.

Potential exposure to hazardous conditions where there is danger to life, body, and/or health.

Potential exposure to hazardous/toxic chemicals.

Potential exposure to hazards from electrical/mechanical/power equipment.

Potential exposure to hot and humid work environment.

Potential exposure to housekeeping/cleaning agents/chemicals.

Potential exposure to infections and contagious diseases.

Potential exposure to odorous chemicals and specimens.

Potential exposure to pesticides or fertilizers.

Potential exposure to risk of blood-borne diseases.

Potential exposure to unpleasant elements (accidents, injuries, and illnesses).

Handles emergency or crisis situations.

Noise: sufficient noise to cause distraction.

Subject to hazards of flammable or explosive gases.

Subject to long, irregular hours.
Subject to: traffic, roadways, and pedestrians.
Subject to precarious or high locations.
Wet: frequent contact with water or other liquid.
Works in confined, uncomfortable or awkward locations.

Level of Physical Demand

3-Medium (20-50 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Accommodation: Ability to bring objects into focus.
Balancing: Maintaining equilibrium.
Carrying: Transporting or moving an object.
Climbing: Ascending or descending an object or ladder.
Color vision: Ability to distinguish and identify different colors.
Crawling: Moving about in a low or crouched position.
Crouching: Positioning body downward and forward.
Depth Perception: Ability to judge distances and space relationships.
Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.
Feeling: Perceiving attributes of objects by means of skin receptors, communication, or otherwise.
Field of Vision: Ability to sharply detect or perceive objects peripherally.
Fingering: Picking and pinching, through use of fingers or otherwise.
Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.
Hearing: Perceiving and comprehending the nature and direction of sounds.
Kneeling: Assuming a lowered position.
Lifting: Moving objects weighing no more than 50 pounds from one level to another.
Pulling: Exerting force upon an object so that it is moving to the person.
Pushing: Exerting force upon an object so that it moves away from the person.
Reaching: Extending the hands and arms or other device in any direction.
Repetitive motions: Making frequent or continuous movements.
Smell: Ability to perceive or detect a variety of odors.
Standing: Remaining in a stationary position.
Stooping: Positioning oneself low to the ground.
Talking: Communicating ideas or exchanging information.
Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.
Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.
Walking: Ability to move or traverse from one location to another.

Background Check Requirement

Criminal Check
Education Check
Employment Verification
By position, Motor Vehicle Record

Assessment Requirement

Psychological, Polygraph, Vision, and Physical assessments prior to hire.

Probation Period

Six (6) months.

Class Detail

Pay Grade: NE-19

FLSA Code: N

Established Date: 7/14/2019

Established By: SO

Revised Date: 11/29/2023

Revised By: SO

**Class History: 3/7/22 Updated Essential Duties, Knowledge & Skills, Education, Licensure & Certification;
11/29/23 Updated Education Requirement to Bachelor's Degree and Assessment Requirement adding Vision.**