



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Maggie Brooks
County Executive

Brayton M. Connard, SPHR
Director

TITLE: Forensic Attendant – Part time

SALARY: \$11.40 - \$14.58 hourly

LOCATION: Monroe County Department of Public Health – Medical Examiner’s Office (2 Positions)

JOB SUMMARY:

This is an entry level, skilled position in the Medical Investigator’s Office responsible for assisting with the removal, logging, and processing of human remains. The work also involves maintaining and cleaning equipment and the facilities of the Medical Examiner’s Office, as well as answering the office phone to obtain preliminary information. Employees must be able to lift and hold a maximum of 150 pounds. The employee reports directly to and works under the general supervision of a Senior Medical Investigator. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma plus EITHER:

- A)** One (1) year paid full time or its part time/volunteer equivalent experience in an emergency medical service field such as, but is not limited to, ambulance attendant, firefighter or paramedic; OR,
- B)** One (1) year experience as a Funeral Director and licensed by New York State; OR,
- C)** One (1) year paid full-time or its part time equivalent experience as a *health care provider; OR,
- D)** Graduation from a regionally accredited or New York State registered college or university with an Associate’s degree in Criminal Justice or Police Science; OR
- E)** Graduation from a regionally accredited or New York State registered college or university with an Associate’s degree in a natural science and a minimum of nine (9) credit hours in biomedical studies; OR,
- F)** Graduation from a regionally accredited or New York State approved School of Practical Nursing or Registered School of Nursing; OR,
- G)** Any equivalent combination of training and experience as defined by the limits of A), B), C), D), E) and F) above.

*Experience as a health care provider (giving direct medical care) would be a position as a nurse aide, ambulance crew member, etc.

SPECIAL REQUIREMENTS:

If you are appointed, you will be required to possess a valid license to operate a vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADDITIONAL INFORMATION:

Candidates for employment with Monroe County will be required to pass a pre-employment drug test.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

Send Civil Service Application to: Monroe County Department of Public Health
111 Westfall Rd – Human Resources Room 752B
Rochester, NY 14620

Posting Deadline: February 4, 2011

210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471

PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

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An Equal Opportunity Employer