



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Maggie Brooks
County Executive

Brayton M. Connard, SPHR
Director

TITLE: Statewide Automated Fingerprint Identification System (SAFIS) Manager

SALARY: \$56,908 - \$73,387 annually

LOCATION: Monroe County Sheriff's Office

JOB SUMMARY: This position, located in the Police Bureau of the Monroe County Sheriff's Office, oversees all activities regarding utilization of the Statewide Automated Fingerprint Identification System (SAFIS) by police agency personnel within a twelve county region. Coordinates and provides expert technical assistance and training to users of SAFIS and directs all activities relating to equipment utilization. Work is performed under direct supervision from a Deputy Sheriff Road Patrol-Captain.

MINIMUM QUALIFICATIONS: Possession of a high school or an equivalency diploma plus EITHER:

- (A) Five (5) years paid full-time or its part-time equivalent paid work experience in latent friction skin identification with a law enforcement agency, including one (1) year of full-time or its part-time equivalent paid work experience as an Automated Fingerprint Identification System (AFIS) operator; OR,
- (B) Graduation from a regionally accredited or New York State recognized college or university with an Associate's degree in Criminal Justice PLUS three (3) years experience as described in (A), including (1) year of full-time or its part-time equivalent paid work experience as an AFIS operator.

SPECIAL REQUIREMENTS:

1. Successful completion of the FBI Basic and Advanced Fingerprint Identification courses, and the Administrative Advanced Latent Fingerprint School at the FBI Academy at the time of appointment. Five (5) years of fingerprint identification experience after completion of the Basic and Advanced (Fingerprint 1&2) schools may be substituted in lieu of Administrative Advanced Latent Fingerprint School.
2. Must be certified by the New York State Division of Criminal Justice Services as a Latent Print Examiner or be in the process of obtaining certification at the time of appointment.

Depending on position duties, candidates for employment with Monroe County Government will be required to pass a pre-employment drug test and physical. Applicants may be required to undergo a state and national criminal history background investigation, which will include a fingerprint check, to determine suitability for appointment. Failure to meet the standards for the background investigation may result in disqualification.

RESIDENCY REQUIREMENT:

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

Send Civil Service Application to: Monroe County Department of Human Resources
39 W. Main Street – Room 210
Rochester, NY 14614-1471

Posting Deadline: January 25, 2011