



Department of Human Resources & Civil Service

Job Announcement
Please Post Conspicuously

Maggie Brooks
County Executive

Brayton M. Connard, SPHR
Director

TITLE: FORENSIC QUALITY ASSURANCE COORDINATOR

SALARY: \$44,013 - \$56,611 annually

LOCATION: Monroe County Department of Public Safety, Public Safety Laboratory

JOB SUMMARY: This is a technical position responsible for conducting quality assurance measures in a public safety forensic laboratory. The New York State Department of Criminal Justice Services, as set forth by the Commission of Forensic Science, requires that laboratories be accredited by the American Society Crime Lab Directors-LAB. Responsibilities include ensuring the laboratory is in compliance with New York State regulations. Duties may also include performing laboratory analysis. The employee reports directly to, and works under general supervision of, the Public Safety Lab Administrator or other higher-level staff member.

MINIMUM QUALIFICATIONS:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in one of the Natural Sciences or Forensic Sciences, plus two (2) years paid full-time or its part-time equivalent experience in a laboratory performing analyses, one (1) year of which must have involved performing quality assurance measures; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with a Master's degree in one of the Natural Sciences or Forensic Sciences, plus one (1) year paid experience in a laboratory performing analyses and quality assurance measures; OR,
- (C) Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

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: March 20, 2009