



# Department of Human Resources & Civil Service

Job Announcement  
Please Post Conspicuously

Adam J. Bello  
County Executive

Andrea M. Guzzetta  
Director

**TITLE: STATEWIDE AUTOMATED BIOMETRIC IDENTIFICATION SYSTEM (SABIS) MANAGER**

**SALARY:** \$68,995 - \$95,506 annually

**LOCATION:** Monroe County Sheriff's Office – Criminal Investigations

*PURSUANT TO SECTION 211 of the New York State Retirement and Social Security Law, the Monroe County Sheriff's Office is conducting a recruitment effort for the position of SABIS Manager. We are canvassing to see if there are any interested non-retirees who would meet the minimum qualifications.*

## **JOB SUMMARY:**

This is a certified Statewide Automated Biometric Identification System (SABIS) Latent Fingerprint Examiner position, located in the Police Bureau of the Monroe County Sheriff's Office, which oversees all activities regarding utilization of SABIS by police agency personnel within a twelve (12) county region. Duties include coordinating and providing expert technical assistance, expert witness testimony, and training to users of SABIS, and directing all activities relating to equipment utilization. The employee reports directly to, and works under the general supervision of a Deputy Sheriff Road Patrol-Captain or other higher level staff member. Does related work as required.

## **MINIMUM QUALIFICATIONS:**

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

- (A) Five (5) years paid full-time or its part-time equivalent work experience in latent friction skin identification with a law enforcement agency, including one (1) year paid full-time or its part-time equivalent work experience as a Statewide Automated Biometric Identification System (SABIS) 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 paid full-time or its part-time equivalent work experience as described in (A) above, including one (1) year paid full-time or its part-time equivalent work experience as Statewide Automated Biometric Identification System (SABIS) operator.

## **SPECIAL REQUIREMENTS:**

**Certified by the New York State Division of Criminal Justice Services as a Statewide Automated Biometric Identification System (SABIS) Latent Print Examiner.**

This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

**SPECIAL REQUIREMENTS:(continued)**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. Failure to meet the standards may result in disqualification.

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

**ADDITIONAL INFORMATION:**

Effective February 2023 through December 2024 Monroe County will be providing full-time employees a quarterly \$1000 retention payment.

**RESIDENCY REQUIREMENT:**

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

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES  
39 WEST MAIN STREET - ROOM 210  
ROCHESTER, NEW YORK 14614

**Posting Date:** October 9, 2020