

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Rudy N. Garcia
Commissioner, District 3



SANTA FE COUNTY

Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Katherine Miller
County Manager

102 Grant Ave; Santa Fe, New Mexico 87501 Phone: 505-992-9880 Fax: 505-992-9895

Job Title: Crime Scene Technician

Department/Division:	Sheriff's Office	
Salary:	\$19.6457/hr. - \$29.4686/hr.	Range: 30
Position Status:	Full-Time/Classified	
FLSA Status:	Non-Exempt	
Closing Date:	November 6, 2020	
Job #:	10-2020-010	

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only to provide a summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

Primary Purpose:

Under the supervision of a law enforcement agency, this position is responsible for the processing of crime scenes, including photographic and physical collection of evidence, identification, and preservation of evidence in relation to criminal investigations and in accordance with modern investigative principles.

Essential Job Functions:

- Under general supervision, this position is expected to process crime scenes for purposes of identifying and collecting relevant evidence for use in criminal prosecution, utilizing one or all of the following techniques: digital photography, diagrams and sketches, fingerprint collection procedures, plaster casts, and assorted physical and/or chemical tests.
- Report writing documenting relevant information and testifies in criminal proceedings.
- Bio-evidence collection
- Cellular phone forensics
- Other duties as required.

Knowledge / Skills:

- Knowledge of photography preferred.
- Computer skills to include relevant software programs.
- Ability to conduct specialized tests; evaluate situations.
- Ability to communicate effectively both orally and in writing.

- Establish and maintain effective working relationships with associates and the public.
- Must have the ability to operate a motor vehicle, digital camera, latent print kits, electrostatic dust print lifter, communication radios, ladders, hand tools, shovels, casting kits, and lighting equipment.

Minimum Qualifications:

- Must be a U.S. citizen
- Must possess or obtain a valid New Mexico Class 5 or D Drivers' License, with a good driving record.
- Associates Degree (minimum) in one or more of the following: Criminal Justice, Criminology, Forensic Science, Physical Science, Chemistry, Biology, or Physics; AND three (3) years of experience in crime scene processing, digital photography, and latent fingerprints; OR a minimum of five (5) years of experience in crime scene processing, digital photography, and latent fingerprints.
- Must be certified or become certified within one (1) year of hire in at least one nationally or internationally recognized crime scene investigator certification such as: International Association for Identification, American Board of Medical Legal Death Investigators, or International Association of Blood Spatter Analysis. (Certification must be attached to application)

Working Conditions:

Work is performed inside and outdoors, sometimes under inclement weather conditions and in confined spaces. May be exposed to loud noises, gasses, fumes, chemicals, body fluids, acids, and contaminated needles. Must be able to lift and carry up to 50 pounds. Physical exertion required under vigorous and unusual conditions. Must be able to work irregular hours, nights, weekends, holidays, shift work, and on-call duty. Must be able to bend, twist, walk, climb, crawl, and kneel.

Conditions of Employment:

Selected candidate must submit to and pass a County paid pre-employment physical and drug/alcohol screening. Additionally, selected candidate must submit to and pass a county paid criminal background screening. Selected candidate may not have any felony convictions. Selected candidate must possess and maintain a valid New Mexico Class D Driver's License as incumbent shall be appointed to drive a County vehicle during the performance of his/her duties.

Apply Online at:

https://www.santafecountynm.gov/human_resources/employment_applications.

Resumes will not be accepted in lieu of the official Santa Fe County employment application. Proof of education, certificates and/or endorsements must be attached to each application.