



STATE OF IDAHO
invites applications for the position of:

ISP Forensic Scientist 3 Discipline Lead

SALARY: \$30.70 - \$44.27 Hourly
\$63,856.00 - \$92,081.60 Annually

DEPARTMENT: Idaho State Police

OPENING DATE: 06/22/21

CLOSING DATE: 07/13/21 11:59 PM

DESCRIPTION:



The Forensic Scientist 3 (FS3) Firearms/Toolmark Discipline Lead is an experienced scientist who serves as the firearm toolmark technical lead with ISP Forensic Services. This position manages and directs the technical aspects of the firearms, toolmark, serial number restoration, distance determination casework and NIBIN database. The scientist will perform examinations and complete reports following the Idaho State Police Forensic Services approved methods and procedures in all sub disciplines (firearms, toolmark, serial number restoration, distance determination) of the firearms/toolmark discipline.

Additionally this position will train in one of the following disciplines and must meet the minimum educational criteria for a Forensic Scientist 1 in those disciplines: Chemistry, Toxicology, or Alcohol; the discipline will be chosen by the lab based casework needs. An experienced scientist who meets the minimum qualifications and *qualifying work experience of the FS3 Firearms/Toolmark Discipline Lead must successfully complete a six-month probationary period of 1,040 hours.

You must also submit a copy of your official transcripts to the Idaho State Police for verification by attaching them to your application. Applications without supporting transcripts will not be accepted and deemed incomplete.

All Idaho State Police Forensic Laboratories are accredited by A2LA and to the ISO 17025:2017 Standard. State Police Forensic Laboratories serve state, local, and federal law enforcement agencies; state and county prosecutors; and public defenders.

PLEASE NOTE: The successful applicant will be required to complete a background investigation and polygraph examination, which includes drug screening. Please review the [ISP Drug Policy](#) and [ISP Grooming and Appearance Standards](#).

EXAMPLE OF DUTIES:

Discipline Lead

- Develop and maintain analytical methods for performing examinations
- Develop and maintain training plans
- Mentor, oversee, and evaluate training of new analysts

- Assume a role in case planning, development, and work flow/management
- Consult with quality manager on proficiency test scheduling and evaluation
- Review and evaluate requests for deviations from analytical methods
- Review, and create validation plans, maintain validation and performance verification records
- Develop yearly training objectives for the analysts working in the discipline
- Keep current on quality standards related to the discipline and inform management of changes
- Evaluate and monitor uncertainty budgets (as applicable)
- Collaborate as requested on corrective and preventive actions
- Evaluate supplies and services for the discipline
- Perform technical audits and/or evaluate the results of technical audits
- All duties of the Forensic Scientist 1, and 2

Scientific Analyses

- Conduct complex examinations of evidence and/or individual characteristic database samples
- May respond to crime scenes, clandestine laboratories, and autopsies to provide assistance, knowledge and expertise; this may include assistance with recognizing, documenting, and collecting evidence/samples. If approved for crime scene or clandestine laboratory response must complete the specialized training program associated with approval to respond

Training

- Complete any required training on new techniques or instrumentation
- Train police officers in collection and packaging of evidence
- Provide background information and training for police officers, attorneys, and the general public
- May give public relations and legislative presentations

Communication/Courtroom Testimony

- Interpret findings for prosecutors and defense attorneys
- Prepare attorneys for presentation of expert's findings
- Testify as an expert witness in trials and other criminal hearings
- Qualified to offer opinions and answer hypothetical questions
- Train police officers in collection and packaging of evidence; provide background information training for police officers, attorneys, medical personnel and general public as assigned
- Mentor the courtroom testimony training of new analysts in the discipline

Administrative Duties

- Respond to supervisors, other discipline leads and headquarters staff for review and planning of programs, policies, manuals, and quality audits
- Provide statistical information
- Create goals and objectives for employee development plan as requested by employee supervisor

Firearms/Toolmark

- Performs firearms operability, distance determination, and comparison analysis
- Performs technical verification of the work of other firearm/toolmark examiners
- Authors reports on firearms and toolmark analyses
- Performs technical review of firearms and toolmark reports
- Performs NIBIN (National Integrated Ballistic Information Network) entries
- Testifies in court about firearms and toolmark analysis

MINIMUM QUALIFICATIONS:

Education:

- A Forensic Scientist 3 Discipline Lead must hold a baccalaureate, master's, or doctoral degree in a physical or biological science from an accredited U.S. or Canadian institution
 - Acceptable institutions are those accredited by or those which have pertinent educational programs accredited by commissions or agencies recognized by the U.S. Office of Education

- The education of each employee shall be verified prior to being hired by Forensic Services
- A copy of the college transcript (including specific required coursework) and proof of graduation for all personnel with education requirements listed in the Minimum Qualification (MQ) Specialties section must be provided to ISPFS. Successful completion of a course means a college or university defined passing grade

Experience:

- Three (3) years of qualifying work experience in the specified discipline. Qualifying work experience includes:
 - Working independently, planning, managing, and prioritizing caseloads or individual characteristic database samples (as applicable), successfully engaging in independent research, evaluation, and validation activities
 - Performing and documenting a range of examinations regarding forensic evidence
 - Providing training and consultation services to professional criminal justice and scientific audiences
 - Testifying as an expert regarding the forensic examinations performed in the specified discipline

MQ Specialties

Firearms/Toolmark:

- Must have successfully completed a minimum of seventeen (17) semester (or 26 quarter) units of college level chemistry course work. Chemistry coursework must include laboratory and cover general chemistry, organic chemistry and quantitative/instrumental analysis (coursework hours as required/stipulated by the current ISPFS Quality Manual)
- Must have a minimum of three (3) years' experience performing forensic firearms and/or toolmark casework
- Will be required to obtain certification by the Association of Firearm and Toolmark Examiners within one (1) year of being selected for or promoted to a Forensic Scientist 3 Discipline Lead position
- Depending on workload and the needs of the laboratory may be required to train in and perform independent casework in another discipline. This may additionally require obtaining and maintaining the required certification for that discipline

Desirable Qualifications which will provide extra credit:

The following are not requirements for this position. However, if you do have qualifications/experience in any of these areas include that information in your resume:

- Graduate degree in a physical or biological science
- Experience as a technical lead in an accredited forensic laboratory
- Formal training and/or experience as a supervisor or manager
- Certification with the Association of Firearm and Toolmark Examiners or with the American Board of Criminalistics
- Experience performing audits under ISO 17025 standards
- Experience using NIBIN in one or more of the following functions: acquisitions, correlations, or approved trainer
- Training or journey level experience in one or more of the following disciplines, controlled substance analysis, toxicology, alcohol, fire debris, or breath alcohol calibration

SUPPLEMENTAL INFORMATION:

ISP has a salary plan called Project CHOICE (Creating Hope, Oppportunity, and Incentive for Career Employment) designed to provide incentives for recruitment and retention. The Project CHOICE plan distributes pay increases to employees for the attainment of certificates and other achievements relevant to their job class and the ISP mission. The purpose of Project CHOICE is to attract potential applicants to the ISP workforce, retain the workforce already in place, and reward employees who take on additional duties or tasks, and who work to better themselves in academic and professional settings.

Forensic scientists and lab management personnel earn CHOICE pay increases for a variety of discipline specific achievements related to skill acquisition. A few of these are listed below:

- Bachelor Degree - \$1.25/hour
- Master Degree - \$1.75/hour
- Doctorate - \$2.25/hour (only the highest college degree attained is awarded)
- Completion of Probation/Independent Casework- \$1.00/hour
- Proficiency Test in two Disciplines - \$.30/hour
- Clan Lab/Crime Scene - \$.45/hour
- Serve as an ISO 17025 or ISO 17020 Assessor - \$.30/hour
- Forensics Specialty Areas Certification: \$.50/hour for up to 2 areas of expertise
 - American Board of Criminalistics (ABC) Diplomate
 - ABC Fellow in a Specialty
 - International Association for Identification (IAI) Latent Fingerprint Analyst
 - Association of Firearm & Tool Mark Examiners (AFTE) Firearms Examiner or equivalent
 - American Board of Forensic Toxicology (ABFT) or equivalent
 - IAI Footwear Examiner
- Lab Safety Officer - \$.30/hour
- Deputy Quality Manager - \$.30/hour
- CODIS Administrator - \$.30/hour

Please make sure your resume and personal information contained in your profile supports your answers to the questions.



jobs@isp.idaho.gov



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<https://isp.idaho.gov/hr/>



(208) 884-7018

Hiring is done without regard to race, color, religion, national origin, sex, age or disability. If you need special accommodations to satisfy testing requirements, please contact the Division of Human Resources at (208) 334-2263.

Preference may be given to veterans who qualify under state and federal laws and regulations.

ISP Forensic Scientist 3 Discipline Lead Supplemental Questionnaire

- * 1. Forensic Scientist I have baccalaureate, masters, or doctoral degree in a physical or biological science from a accredited U.S. or Canadian institution. (If your degree has not been awarded but will be awarded by the closing date on this announcement, you may mark "yes" below.) You must have a qualifying degree by the closing date on this announcement to be considered for this position. A copy of my official transcript is attached to this application.
 Yes
 No
- * 2. List the title and degree field of all your scientific degrees and date awarded.
- * 3. List the name of the regionally accredited college or university from which you were awarded your highest scientific degree.
- * 4. Forensic Scientist 3 Discipline Lead I have a minimum of three (3) years of qualifying work experience in the specified discipline. Qualifying work experience includes: Working independently, planning, managing, and prioritizing caseloads or individual characteristic database samples (as applicable), successfully engaging in independent research, evaluation, and validation activities. Performing and documenting a range of examinations regarding forensic evidence. Providing training and consultation services to professional criminal justice and scientific audiences. Testifying as an expert regarding the forensic examinations performed in the specified discipline. My attached resume includes detailed information that substantiates this experience.
 Yes
 No
- * 5. Forensic Scientist 3 Discipline Lead Provide the name of the accredited forensic laboratory or laboratories (and the applicable date ranges) where you gained three years of *qualifying work experience as outlined below. Three (3) years of qualifying work experience in the specified discipline. Qualifying work experience includes: Working independently, planning, managing, and prioritizing caseloads or individual characteristic database samples (as applicable), successfully engaging in independent research, evaluation, and validation activities Performing and documenting a range of examinations regarding forensic evidence Providing training and consultation services to professional criminal justice and scientific audiences Testifying as an expert regarding the forensic examinations performed in the specified discipline
- * 6. Forensic Scientist 3 Discipline Lead MQ Specialty I have successfully completed a minimum of seventeen (17) semester (or 26 quarter) units of college level chemistry course work. Chemistry coursework includes laboratory and covers general chemistry, organic chemistry and quantitative/instrumental analysis (coursework hours as required/stipulated by the current ISPFs Quality Manual). A copy of my official transcripts are attached to this application.
 Yes
 No
- * 7. Forensic Scientist 3 Discipline Lead MQ Specialty Provide the name and course number from your transcripts for the course or courses that meet the requirement for

a minimum of seventeen (17) semester (or 26 quarter) units of college level chemistry course work (i.e. Chemistry 105--General Chemistry--4 Semester Units). Chemistry coursework must include laboratory and cover general chemistry, organic chemistry and quantitative/instrumental analysis (coursework hours as required/stipulated by the current ISPFs Quality Manual). You must specify courses to receive a passing score.

- * 8. Forensic Scientist 3 Discipline Lead MQ Specialty I have a minimum of three (3) years' experience performing forensic firearms and/or toolmark casework. My attached resume includes detailed information that substantiates this experience.
 Yes
 No
- * 9. Forensic Scientist 3 Discipline Lead MQ Specialty Provide the name of the accredited forensic laboratory or laboratories (and the applicable date ranges) where you gained three years of experience performing firearms and/or toolmark casework.
- * 10. Forensic Scientist 3 Discipline Lead MQ Specialty I understand I will be required to obtain certification by the Association of Firearm and Toolmark Examiners within one (1) year of being selected for or promoted to a Forensic Scientist 3 Discipline Lead position. I understand and agree to this requirement.
 Yes
 No
- * 11. Forensic Scientist 3 Discipline Lead MQ Specialty Depending on workload and the needs of the laboratory, I may be required to train in and perform independent casework in another discipline. This may additionally require obtaining and maintaining the required certification for that discipline. I understand and agree to this requirement.
 Yes
 No
- * 12. EXTRA CREDIT I have a graduate degree in a physical or biological science. This information must be included in your resume and your transcript attached to this application.
 Yes
 No
- * 13. EXTRA CREDIT I have experience as a technical lead in an accredited forensic laboratory. My attached resume includes detailed information that substantiates this experience.
 Yes
 No
- * 14. EXTRA CREDIT You may receive extra credit for formal training and/or experience as a supervisor or manager. Please indicate your answer below and ensure the details regarding your role and appropriate dates are included in your detailed resume.
 I have formalized training and experience as a supervisor and/or manager
 I have experience as a supervisor and/or manager
 I have formal training as a supervisor and/or manager
 No experience
- * 15. EXTRA CREDIT I am currently certified with the Association of Firearms and Toolmark Examiners or with the American Board of Criminalistics.
 Yes, I am certified with one of these organizations.
 Yes I am certified with both of these organizations.
 No, I am not certified.
- * 16. EXTRA CREDIT I have experience performing audits under ISO 17025 standards. My attached resume includes detailed information that substantiates this experience.

Yes

No

- * 17. EXTRA CREDIT I have experience using NIBIN in one or more of the following functions: acquisitions, correlations, or approved trainer. My attached resume includes detailed information that substantiates this experience.

Yes

No

- * 18. EXTRA CREDIT I have training or journey level experience in one or more of the following disciplines: controlled substance analysis, toxicology, alcohol, fire debris, or breath alcohol calibration. My attached resume includes detailed information that substantiates this experience.

Yes

No

- * Required Question