



**Classification:** Criminalist II - Latent Prints  
**Title Code:** V00516  
**Pay Range:** 24

**POSITION SUMMARY:**

This is a responsible professional and technical position. Work includes performing complex and technical work in the scientific analysis and development of latent prints. The employee may assist in the training of other criminalists and laboratory technicians. Work is performed under general supervision of a superior who makes assignments and provides advice and assistance in complex work methods; however, the employee is expected to work independently within the framework of established procedures and policies.

**DESCRIPTION OF DUTIES PERFORMED:**

(Any one position may not include all the listed duties, nor do the listed examples include all tasks which may be found in positions of this class.)

Reviews procedural manuals, publications, etc., within the latent print discipline.

Participates in and successfully passes practical and/or written competency exam(s) when new or amended techniques are implemented prior to performing casework responsibilities using these techniques.

Regularly processes, lifts, photographs, compares, and examines latent prints from crime scenes or parties involved in criminal activity.

Regularly works with a variety of potentially hazardous materials (e.g., evidence contaminated with HIV, hepatitis, and/or unknown pathogens; unidentified chemicals on evidence; reagents used to develop latent prints).

Examines forensic evidence that may be bloody, soil laden, maggot infested, putrefied, rank, and/or otherwise unpleasant.

Assists other criminalists and laboratory technicians in latent print processing and/or comparison.

Maintains report files; issues periodic and special reports as assigned.

Searches unsolved latent prints through the Automated Fingerprint Identification System (AFIS) and the FBI's NGI database, where applicable.

Routinely testifies as an expert witness in a court of law.

Successfully participates in the proficiency-testing program for the section.

Consults on and assists with crime scene investigations, as needed (e.g. processes, lifts, preserves, and examines evidence), upon approval of the supervisor.

Examines amputated fingers or hands with the intended purpose of developing known prints for comparisons with latent prints or other known prints.

Generates and receives requests to and from other law enforcement agencies, prosecutors, attorneys, etc., in reference to criminal evidence and crime laboratory procedures.

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Assists in conducting training of law enforcement personnel about latent print processing and collection.

Operates standard office equipment (e.g., personal computer, telephone, fax machine, copier, scanner, etc.).

Performs job-related travel, as needed.

Performs other related duties as assigned.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

Ability to read English effectively.

Ability to communicate in English clearly and concisely, both orally and in writing.

Ability to establish and maintain effective working relations with others.

Working knowledge and practice of safety rules and procedures.

Ability to properly use laboratory equipment and chemicals.

Working knowledge of the laboratory's quality assurance program.

Thorough knowledge of the accreditation compliance criteria established by the ANSI-ASQ National Accreditation Board (ANAB; formerly ASCLD/LAB).

Ability to work with restricted, highly sensitive information in a confidential and professional manner.

Ability to distinguish colors necessary to perform laboratory tests.

Ability to recognize and identify minute details.

Working knowledge of the procedures and methods used in the scientific analysis of latent prints.

Ability to maintain membership in various reputable state, national and international forensic science organizations.

Ability to perform work in accordance with prescribed procedures, makes accurate observations of test results, and prepare accurate records and reports.

Ability to assist other criminalists and laboratory technicians in latent print processing and/or comparison.

Ability to gather, assemble, correlate, and analyze facts to be incorporated into a report of laboratory work and tests.

Working knowledge of both the impact other sections' analysis can have on latent print exams and the impact latent print exams can have on other sections' analysis (e.g. DNA).

Ability to work with unpleasant items (amputated fingers and hands, maggot infested evidence, etc.) in the performance of job duties.

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Ability to work with material that may be of a sexual nature relating to criminal activity (e.g., written material, photographs, and/or verbal language, etc.).

Ability to properly utilize photography digital imaging software (e.g. Adobe Photoshop and Foray).

Working knowledge of the MSHP AFIS system and FBI NGI software.

Working knowledge of the preparation of evidence for presentation in court.

Ability to compile and prepare information for presentation (e.g. mock trials, courtroom testimony, depositions, and/or meetings).

Ability to maintain composure while under cross-examination regarding personal and scientific qualifications and defend laboratory findings in court.

Ability to transport tools, equipment, and evidence, when needed.

Ability to stand for extended periods and lift moderate loads (30 pounds).

Ability to perform job-related travel (e.g., appearing in court, assisting in crime scene investigations, and attending training meetings, seminars, etc).

Ability to work hours as assigned.

Possess or ability to obtain a valid Missouri Driver license.

**MINIMUM EXPERIENCE AND EDUCATION REQUIRED:**

(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution may be permitted in case of deficiencies in either experience or education.)

Possess a baccalaureate degree from an accredited college or university. Preference will be given to applicants possessing previous latent print comparison and/or processing experience, and/or certification by the International Association for Identification in Latent Prints, and/or college science coursework. Both overall academic record and applicable job experience will be factors for consideration; however, prior job experience or certification credentials will not replace the minimum academic requirement.

AND

Possess at least two years experience as a Criminalist I - Latent Prints or comparable experience.

**NECESSARY SPECIAL REQUIREMENTS:**

Must obtain MULES certification within one year of appointment.

Must obtain AFIS certification within two years of appointment, where applicable.

Must provide a DNA sample to be used only for forensic identification as required at the time of appointment.

Must be able to pass a polygraph examination after conditional offer of employment.

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Must successfully complete a twelve-month probationary period.

**FLSA STATUS:** Non-Exempt

**WORK SCHEDULE:** An employee in this position works an eight-hour shift as directed; however, working hours are subject to change at the discretion of the commanding authority.