



Disability Services
Safety and Claims Management
 Department of Executive Services
 Human Resources Management Division
 P.O. Box 80283
 Seattle, WA 98108
 (206) 205-8575
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JOB ANALYSIS

| | | | |
|--------------------------|--|--------------------------------|---|
| Job Title: | Latent Print Examiner | DOT Title: | Fingerprint Classifier |
| SVP: | 4.0 < 6.0 | DOT #: | 209.367-026 |
| Location of Analysis: | 516 3 rd Ave, Seattle, WA 98014 | Name of Employee: | |
| Analyst: | Aliza Hauser, MA, CRC | JA Source: | Michele Triplett, Forensic Operations Manager |
| Presenting VRC: | Carol Gordon, MA, CRC, CDMS | Employer Contact: | Carol Gillespie |
| Date Analysis Completed: | 9/18/13 | Supervisor Contact Information | Phone: (206) 263-2721 E-mail: carol.gillespie@kingcounty.gov |

On-Site
 Interview
 Representative

Job Description:

JOB DUTIES: Professional position with responsibilities processing, identifying, collecting, and comparing latent prints in connection with the investigation of crimes, preparing and presenting evidence for judicial proceedings, and serving as a technical expert in court on all phases of latent print identification. The physical requirements of the position may include: bending, lifting, kneeling, crawling and standing for extended periods of time while processing crimes scenes, as well as, working in confined and enclosed spaces.

Essential Functions according to the employer:

All King County jobs require ability/essential function to:

- Demonstrate predictable, reliable, and timely attendance.
- Follow written and verbal directions to complete assigned tasks on schedule.
- Read, write, and communicate in English & understand basic math.
- Learn from directions, observations, and mistakes and apply procedures using good judgment.
- Work independently or as part of a team and interact appropriately with others.

1. Recover latent prints at crime scenes and in a laboratory environment, environments can be cramped, closed or be exposed to weather elements.
2. Recover, preserve, and examine evidence following defined analytical methods which may include the use of chemicals, optical and computerized scientific techniques.
3. Maintains established standards of laboratory safety, cleanliness, and efficiency.
4. Independently provides written documentation and expert testimony regarding scientific findings in judicial proceedings. May be called upon to assist prosecuting and defense attorneys in preparing evidence for presentation of findings.
5. Independently conduct complex examinations of recovered evidence and develop analytical findings using industry standard methodologies. This may include the use of various computer systems in multiple specialized databases, including the use of Automated Fingerprint Identification System (AFIS).
6. Interpret meaning of evidence, where information can be used in court of law.
7. Prepare testimony and testify as an expert witness regarding the validity of scientific techniques,



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- the identification of specific fingerprints, fingerprint and photo process and crime scene evidence.
8. May act as a point of contact for detectives requesting latent fingerprint processing, including coordinating callout response and keeping detailed notes regarding methods used, and maintain chain of custody rules.
 9. Train less experienced staff; may provide educational presentations for citizen's academies, local schools and tours of the units.

EXPERIENCE, QUALIFICATIONS, KNOWLEDGE, SKILLS:

MINIMUM QUALIFICATIONS:

- Ability to successfully pass a latent print comparison test prior to employment, and the ability to successfully pass yearly latent print comparison proficiency test during employment.
- Ability to effectively use proper scientific methodology in conducting complex examinations of latent print evidence.
- Ability to clearly communicate and present scientific findings and methodologies in judicial proceedings.
- Ability to maintain professional demeanor and strict confidentiality when dealing with attorneys, court officers, defendants, and the public concerning high profile cases, and/or emotionally charged information/issues.
- Experience in communicating effectively in written and oral reports.
- Valid Washington State Driver's License or the ability to travel throughout King County in a timely manner.

DESIRABLE QUALIFICATIONS:

- A Bachelor's degree or higher from an accredited college or university.
- Certification by International Association for Identification (IAI) as a Latent Print Examiner, or any other discipline.

NECESSARY SPECIAL QUALIFICATIONS:

This is a Civil Service classification. Candidates must work with deceased bodies, body fluids, biologic materials and firearms in a professional and safe manner. All incumbents must be United States citizens and be able to read, write, and speak the English language. Offers of employment are contingent on passing a thorough background investigation, physical exam, and polygraph examination.

- **Machines, Tools, Special Equipment, Personal Protective Equipment Used:** Desktop computers, laptop, alternate light source, telephone, copy/fax/printer/scanner, paper shredder, digital cameras, magnifiers, county vehicles, ink fingerprint station and rollers, fingerprint capture device, exam gloves, various cleaning products. Occasionally may use eye protection, respiratory mask, disinfectant, high-risk gloves, and biohazard suits. -Examples of chemicals used: Acid Yellow 7, Amido Black (methanol base), Amido Black (water), Ardrex, Basic Red 28, Basic Yellow 40, Conventional Powders, Cyanoacrylate Fuming, DFO (1,8-Diazafluoren-9-one), Fluorescent Powders, Gentian Violet, Indanedione, LCV, Liqui-Drox, Liqui-Nox Formula, MBD, Metal Bluing, MRM 10, Nile Red, Ninhydrin, Physical Developer, Rhodamine 6G, Small Particle Reagent, Sticky Side Powder, Sudan Black, TapeGlo, WetPrint, Wetwop

PHYSICAL REQUIREMENTS

| Frequency Scale | Strength | Work Pattern |
|---|--|---|
| N = Never | <input type="checkbox"/> Sedentary | <input checked="" type="checkbox"/> Full-time |
| S = Seldom (1-10 %, up to 48 min) | <input checked="" type="checkbox"/> Light | <input type="checkbox"/> Part-time |
| O = Occasional (11-33%, 48 min. – 2 hr 25 min) | <input checked="" type="checkbox"/> Medium | <input type="checkbox"/> Seasonal |
| F = Frequent (34-66%, 2 hr 26 min – 5 hr 35 min) | <input type="checkbox"/> Heavy | 8/10 Hours Per Day |



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C = Constant (67-100%, more than 5 hr 35 min) Very Heavy 5/4 Days Per Week

This is classified as a **SEMDENTARY** job by the US Department of Labor.

| PHYSICAL DEMANDS | FREQUENCY | | | | | | ACTIVITY DESCRIPTION |
|------------------|-----------|---|---|---|---|---|---|
| | % Time | N | S | O | F | C | |
| Sitting | | | | | X | | Most work conducted in office setting |
| Standing | | | X | | | | in the field, laboratory |
| Walking | | | | X | | | 2 weeks, three times a year processing print in field |

| Lifting | N | S | O | F | C | Weight | Description |
|------------------------|---------------|---|---|---|---|-------------|--|
| | floor – waist | | X | | | | |
| Lifting waist–shoulder | N | S | O | F | C | 30 lbs. | Crime Scene Kits 3X a year, 2 weeks at a time |
| | | X | | | | | |
| Lifting above shoulder | N | S | O | F | C | 41 lbs. | 5 Gallon jugs, from shelving, not a daily task |
| | | X | | | | | |
| Carry (Dist.) .25 Mile | N | S | O | F | C | 30 lbs. | Crime Scene Kits 3X a year, 2 weeks at a time |
| | | X | | | | | |
| Pushing/ Pulling | N | S | O | F | C | Minimal | |
| | | X | | | | 5 lbs force | |

| | N | S | O | F | C | |
|----------------------|---|---|---|---|---|---|
| Climbing | | X | | | | Stairs in Field, office |
| Balancing | | X | | | | In Field or filing |
| Stooping / Bending | | | X | | | In Office, from chair to low filing shelves |
| Twisting* | | | X | | | In Office, Filing |
| Squatting / Kneeling | | X | | | | In Field work |
| Crawling | | X | | | | In Field or process or move evidence |

| | N | S | O | F | C | |
|--------------------------|----------------|---|---|---|---|--|
| Reaching (Level) | Forward | | | X | | For files, processing prints |
| | Below Waist | | X | | | Filing, print processing |
| | Above Shoulder | | X | | | Filing, print processing, for gathering chemicals for processing |
| Handle/Grasp | | | | | X | Using mouse, pointer, powder brushes, lights and magnifiers |
| Fine Finger Manipulation | | | | X | | Typing, writing |
| Hand Controls | | | X | | | Cameras, ALS, Light Sources |
| Repetitive Motion | | | | | X | Body part: Head, Neck Cycles/hr. 100 |
| Vibratory Tasks | X | | | | | |



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| | N | S | O | F | C | |
|---------|---|---|---|---|---|--|
| Talking | | | | X | | To customers, in person, on phone, in court |
| Hearing | | | | X | | Communications, for safety cautions when in field. |

Visual:

Depth perception, color vision, and field of vision needed constantly. Uses dual computer monitors
Visual Fatigue possible.

| ENVIRONMENTAL CONDITIONS | FREQUENCY | | | | | | ENVIRONMENTAL CONDITIONS | FREQUENCY | | | | |
|--------------------------------------|-----------|---|---|---|---|--|---------------------------------------|-----------|---|---|---|---|
| | N | S | O | F | C | | | N | S | O | F | C |
| Exposure to Weather | | | X | | | | Noise Intensity | | X | | | |
| Extreme Cold | | | X | | | | Atmospheric Conditions | | X | | | |
| Extreme Hot | | | X | | | | Exposed Heights | | X | | | |
| Wet and / or Humidity | | | X | | | | Exposure to Electricity | X | | | | |
| Proximity to Moving Mechanical Parts | | X | | | | | Exposure to Toxic / Caustic Chemicals | | X | | | |
| Exposure to Explosives | | X | | | | | Exposure to Radiation | | | | X | |
| Other: | | | | | | | | | | | | |

Analyst's Comments:

80% of work is completed in office setting.

Exposures to Weather, cold, hot, humidity, explosives, heights, electricity, are 3 times a year for a two week possible exposure window.

Travel can be outside of King County (Peirce, Snohomish Counties)

Possible Employer Modifications:

Viewing screens can be used to reduce neck / spine fatigue.

A cart can be used to reduce carrying.

Magnifiers can be used to assist with visual fatigue.

Note: The information for this job analysis was gathered by either on-site observation, interview and / or is representative of the labor market as indicated on page one. Additional data may have been obtained from standardized industry resources such as the DOT, GOE, COJ, OOH, WOIS and O-NET. On occasion, practicality and feasibility prevent the direct observation and/or gathering of objective, quantifiable data. For this reason, a "best estimate" may have been used.



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Analyst:

Presenting VRC signature:

Vocational Consultant

Date

Vocational Consultant

Date

Employer Verification:

Employee Verification: (optional)

Name

Date

Name

Date



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MEDICAL PROVIDER:

I agree that the employee can perform the physical activities described in this job analysis and can return to work.

State date employee is released to return to work if different from today's date _____

I agree the employee can perform the described job but only with modifications (describe in comments section). Modifications are needed on a permanent or temporary basis.

The employee **temporarily** cannot perform this job based on the following physical limitations:

Anticipated release date: _____

Treatment plan: _____

The employee is **permanently** restricted from performing the physical activities described in this job analysis based on the following physical limitations (state objective medical findings):

Comments:

Signature

Date

Print Name

- Attending Physician Consulting Physician Pain Program Physician
- IME Physican PCE Therapist OT / PT Therapist
- PEP Physician