

Thurmont Police Department
Job Description

Crime Scene Technician

Kind of Work:

The Crime Scene Technician is a sworn officer position responsible for the difficult and skilled specialized work of identifying, collecting, and preserving evidence at crime scene investigations in support of law enforcement activities. This person reports directly to patrol supervisors/commanders.

Examples of Work include but are not limited to:

- Photograph crime scenes including burglaries, robberies, deaths, thefts, autopsies, and assault victims to record the appearance of evidence.
- Identifies, collects, and secures physical evidence such as: blood, body fluids, hair and fibers, firearms, and narcotics for laboratory testing and use as evidence in criminal prosecutions.
- Searches for and develops fingerprints at crime scenes and participates in laboratory processing.
- Photographs and fingerprints suspects, victims, witnesses.
- Prepares court presentations and testifies in court.
- Establish and maintain records to ensure proper chain of custody of physical evidence, which is critical to the successful prosecution of a case.
- Communicates with sworn officers, co-workers, supervisors, and a demanding and diverse public in answering questions, processing crime scenes, and explaining procedures.
- Downloads and archives photographs for the department.
- Works with chemicals, powders, and body fluids using normal protective equipment according to prescribed safety standards and regulations.
- Conducts crime scene investigations by analyzing the details of the case, matching found and stolen property, conducting photo line-ups for identification purposes, and forwarding supplements and information to the police officer or investigator when action is needed.
- Determines procedures/methodology to be used when identifying, collecting, and processing evidence.
- Learns job-related materials in a classroom setting and through on-the-job training regarding the processing and preservation of physical and photographic evidence.
- Performs additional duties as assigned.

Qualifications and Requirements:

- Certified Police Officer with the State of Maryland, recognized by the Maryland Police and Corrections Training Commission.
- High school diploma or equivalent GED.
- Possession of valid driver's license.
- Knowledge of law enforcement activities and the organization of the department.
- Working knowledge of federal, state, and local law enforcement procedures and practices, as they pertain to required reports and evidence handling.
- Ability to complete Basic Evidence Collection Training Course approved by MPCTC.
- Ability to perform duties rapidly and accurately.
- Ability to keep privileged information confidential.
- Ability to observe and recall details.
- Ability to learn photographic techniques and methods including the use of a variety of film, lighting, filtration, infrared, and ultraviolet techniques.
- Ability to learn to use powders and chemicals to process scenes for latent fingerprints and subsequent lifting/photographing.
- Ability to learn standard techniques for classification, development, transfer, and chemical processing of fingerprints.
- Ability to learn the techniques for gathering and preserving physical evidence.
- Ability to learn the rules of evidence and courts methods and procedures.
- Ability to learn the hazards and safety precautions related to chemicals and equipment used in processing evidence.
- Ability to learn gunshot residue testing and field drug testing.
- Ability to present accurate and professional testimony in court.
- Ability to bend, stoop, and work in small cramped areas to gather evidence.
- Able to use a respirator when performing duties requiring exposure to dangerous chemicals and evidence that may be bio-hazardous.
- Able to work in a variety of weather conditions while performing crime scene evidence collection.
- Maintain in-service training requirements in accordance with standards of the Department and the Maryland Police and Corrections Training Commission.

Date: 12/2009