



City of Los Angeles

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City of Los Angeles Personnel Department

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SENIOR FORENSIC PRINT SPECIALIST

Class Code: 2201

Open Date: 05-08-15

Revised: 05-21-15

(Exam Open to Current City Employees)

ANNUAL SALARY

\$81,014 to \$118,452

Additional compensation may be available for certain assigned work hours.

NOTE:

The current salary is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.

DUTIES

A Senior Forensic Print Specialist provides supervision, training, and technical advice to latent print personnel; applies sound supervisory principles and techniques in building and maintaining an effective work force; fulfills equal employment opportunity and employee relations responsibilities; and performs related work.

REQUIREMENT

Two years of full-time paid experience as a Forensic Print Specialist III or IV with the City of Los Angeles.

SELECTIVE CERTIFICATION

In accordance with Charter Section 1010 (b) and Civil Service Rule 5.31, selective certification will be used for some positions that require special skills and/or training. Only persons possessing the following at the time of filing may be considered for appointment to fill such positions.

Some positions may require the ability to speak or write a language other than English.

NOTES:

1. A valid California driver's license is required. Candidates will be disqualified and not eligible for hire if their record within the last 36 months reflects three or more moving violations and/or at-fault accidents, or a conviction of a major moving violation (such as DUI).
2. Applicants who lack six months or less of the required experience may file for this examination. However, they cannot be appointed until the full experience requirement is met.

WHERE TO APPLY

Applications **WILL ONLY BE ACCEPTED ON-LINE**. When you are viewing the online job bulletin of your choice, simply scroll to the top of the page and select the "Apply" icon. On-line job bulletins are also available at <http://agency.governmentjobs.com/lacity/default.cfm?promotionaljobs=1> for Promotional Examinations.

NOTE:

Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.

APPLICATION DEADLINE

Applications must be received by **THURSDAY, MAY 28, 2015.**

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

SELECTION PROCESS

Examination Weights: Essay.....Advisory
Interview.....100%

The examination will consist entirely of an evaluation of professional and personal qualifications by interview. Emphasis will be placed on: the evaluation of the candidates' technical background and analytical skills; understanding of the Los Angeles Police Department organizational structure; ability to interact effectively with others; knowledge of supervisory principles and practices including equal employment opportunity; knowledge of applicable MOU provisions; ability to communicate effectively orally and in writing; and other necessary knowledge, skills, and abilities related to the supervision of personnel engaged in latent fingerprint collection, comparison, and identification work.

At the time of the interview, candidates will be required to respond to an advisory essay exercise related to the duties and responsibilities of a Senior Forensic Print Specialist. This material will not be separately scored, but will be provided to the interview board for discussion with each candidate and for consideration in the overall evaluation of the candidate's qualifications. Candidates who fail to complete the advisory essay will be disqualified. Candidates may anticipate that PCs (personal computers) will be made available to type their advisory essay responses.

Candidates will be notified later by e-mail of the date, time, and location of the interview, which will be held in Los Angeles. It is anticipated that the interviews will be held in late **JUNE 2015** through early **JULY 2015**.

NOTES:

1. As a covered entity under the Fair Employment and Housing Act and Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodations to ensure equal access to its programs, services, and activities. To request a disability accommodation, please complete the Disability Verification Form within 14 calendar days of the submittal of the City application. The Disability Verification Form can be obtained at http://per.lacity.org/exams/verify_disability.pdf.
2. Applications are accepted subject to review to ensure that minimum qualifications are met. Candidates may be disqualified at any time if it is determined that they do not possess the minimum qualifications stated on this bulletin.
3. This examination is based on a content validation study.
4. Seniority credit at the rate of 0.25 of a point for each year of continuous service will be added to the final general average of each candidate.
5. A final average score of 70% is required to be placed on the eligible list.
6. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.

THIS EXAMINATION IS TO BE GIVEN ONLY ON AN INTERDEPARTMENTAL PROMOTIONAL BASIS

The City of Los Angeles does not discriminate on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, gender expression, disability, creed, color, ancestry, medical condition (cancer), or Acquired Immune Deficiency Syndrome.