

LATENT PRINT FORENSIC SPECIALIST (TECHNICAL LEADER)

DISTINGUISHING FEATURES OF THE CLASS: This is a highly technical administrative position involving the responsibility for identifying individuals using fingerprints and/or other biometric data points, for the purpose of determining criminal history. The position requires performing administrative and quality reviews of latent print evidence, developing training materials and providing training to Latent Print Examiners and State Automated Biometric Identification System (SABIS) users. The work is performed under the direction of a Patrol Lieutenant (Detective) and supervision may be exercised over staff performing latent print functions. Does related work as required.

TYPICAL WORK ACTIVITIES:

Collects, assesses and analyzes friction ridge evidence by ensuring proper documentation and preservation of custody using a range of comparison methodologies;

Conducts quality assessments, classifying fingerprint patterns and chart minutiae using the State Automated Biometric Identification System (SABIS) and the FBI's Next Generation Identification (NGI) system;

Performs technical reviews and confirms identifications for casework submitted by external agencies and may handle complex, sensitive latent fingerprint cases by processing them through (SABIS) and FBI (NGI) systems;

Prepares and issues detailed reports on latent print evidence following the completion of comparisons and identifications;

Ensures proper handling of forensic evidence by maintaining accurate tracking, secure storage and strict adherence to chain of custody protocols;

Processes all duties in accordance with Latent Print Laboratory policies and procedures established under the National Accreditation Board standards;

Oversees and conducts quality assurance functions of the laboratory ensuring all standards required by New York State are met;

Conducts quality assurance activities, including administrative reviews and casework verification, to ensure accuracy and compliance with applicable laws, regulations, laboratory policies and forensic standards;

Maintains the integrity of evidence by overseeing proper chain-of-custody procedures and coordinating with local police agencies to facilitate accurate and timely submission of crime scene print evidence;

Diagnoses and resolves technical issues related to the (SABIS) and the FBI (NGI) system;

Prepares detailed technical reports that include analysis, interpretation of findings and recommended actions based on investigative outcomes;

Investigates system and procedural issues, identifies corrective measures and confirms successful implementation;

Supports the development, evaluation and refinement of operational policies and procedures governing the Latent Print Laboratory to ensure alignment with accreditation and best practices;

(over)

Provides instruction and administrative support for training programs directed at Latent Print Examiners and (SABIS) system users;
Reviews and updates procedural documentation and monitors laboratory operations for regulatory compliance and recommends corrective actions and continuous improvements;
Ensures all forensic outputs adhere to the Analysis, Comparison, Evaluation and Verification (ACE-V) methodology to meet contributor expectations;
Designs and delivers training curricula for Latent Print Examiners and (SABIS) users and maintains comprehensive training records and recommends professional development opportunities to enhance staff performance and ensuring all training and development activities comply with regulatory standards and support staff;
Oversees the implementation of new programs in response to statutory mandates or agency policies;
Develops, enforces and continuously improves laboratory policies, procedures and operational practices to ensure compliance with accredited standards and alignment with legislative and organizational goals;
Prepares and submits reports and proficiency testing outcomes, as required;
Performs a wide range of administrative and supervisory responsibilities with Latent Print laboratory;
May testify in a court of law as an expert witness in the field of latent prints.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the terminology, principles and analytical techniques used in the analysis of evidence as it applies to a forensic laboratory; thorough knowledge of the procedures and techniques used in the development and comparison of latent prints; thorough knowledge of powders, chemicals and alternate light sources used to reveal prints on various surfaces; thorough knowledge of the Analysis, Comparison, Evaluation and Verification process used in finger print identification (ACE-V); thorough knowledge of forensic laboratory accreditation standards; ability to understand the formation, structure and uniqueness of fingerprints, palm prints and footprints; ability to conduct thorough technical and administrative case reviews; ability to supervise the work of others; ability to validate and implement new forensic methods; ability to possess strong technical writing skills; ability to communicate effectively, both orally and in writing; ability to process excellent organizational and leadership skills.

MINIMUM QUALIFICATIONS:

1. A Bachelor's degree or higher and ten (10) years of paid work experience reviewing latent evidence in a law enforcement forensic laboratory comparing and identifying latent prints, at least five (5) years of which must have included managerial or supervisory experience serving as a technical leader.
2. Must possess Latent Print Examiner (CLPE) certification by the International Association for Identification (IAI) at the time of application.

(over)

SPECIAL REQUIREMENTS:

1. Possession of a valid motor vehicle license or accessibility to transportation to meet field work requirements in a timely and efficient manner.
2. Satisfactory completion of a performance examination given annually designed to test competency and proficiency of latent print analysis required by the State of New York.
3. Candidates must successfully complete a background check prior to appointment.