

PROPERTY AND EVIDENCE TECHNICIAN

DEFINITION

Under general direction, identifies, collects, secures, processes, photographs and preserves physical evidence for investigation and prosecution of criminal and civil cases; performs related duties as required.

REPRESENTATIVE DUTIES

The duties listed below are examples of the work typically performed by the employee of this class. Not all assigned duties may be listed. Marginal duties are those which are non-essential job functions for this class.

1. Photographs crime and accident scenes, autopsies, assault victims and suspects to record the condition and appearance of evidence as found.
2. Locates, identifies, collects, photographs, and preserves evidence such as blood; bodily fluids, hair and fibers, firearms and narcotics for laboratory testing.
3. Searches for, develops, and preserves latent prints at crime scenes and in the laboratory.
4. Photographs and fingerprints suspects, victims, witnesses and applicants.
5. Produces plastic castings for tool marks and other impressions.
6. Searches for, retrieves and provides security information on fingerprint cards and mug shots for law enforcement personnel and authorized agencies.
7. Establishes and maintains records to ensure proper handling of physical evidence.
8. Offers technical testimony in criminal and civil cases.
9. Instructs law enforcement personnel in crime and accident scene photography and the collection and preservation of evidence and latent fingerprinting processes.
10. Assists in retention, processing, transporting, retrieving and disposal of evidence.
11. Manually compares latent print impressions with known finger and palm prints.

EMPLOYMENT STANDARDS

Education and/or Experience

Any combination of training and experience that provides the desired knowledge and abilities.

Knowledge of:

Procedures for processing and preserving crime scenes and evidence; photographic techniques and methods including the use of a variety of film, lighting, filtration and alternative light sources, digital photography and related printing and storage of images; standard techniques for development of fingerprints using powders and chemicals; standard techniques for recording and classifying fingerprints; procedures of personal safety when handling evidence; hazards and safety precautions related to chemicals and equipment used in processing; rules of evidence, court methods and procedures, basic computer operations.

Ability to:

Read, understand, apply laws, regulations, department policies, rules and procedures; identify problems and determine solutions; communicate effectively with individuals in a variety of emotional states from a variety of different backgrounds and with different educational and mental capabilities; rapidly shift among communication styles; observe and recall details of incidents; understand and follow verbal and written directions; write clear, concise and accurate reports; use and care of photographic equipment, including digital cameras, still and video cameras and flash equipment; work independently and demonstrate initiative; communicate effectively, both verbally and in writing and by any form of communication device; maintain confidentiality; establish and maintain effective relationships with superiors, peers, subordinates, and the general public; operate a computer; collect, secure and process evidence.

Special Requirements

Possession of or ability to obtain a valid California Driver's License may be required.

Ability to pass an extensive background investigation.

Physical Demands

Strength, stamina, coordination and balance to stand and walk for long periods; bend and reach to collect evidence; take photographs; carry equipment and supplies; vision to see details in low light; occasionally lift objects weighing in excess of 50 lbs.; strength to move the weight of an adult human body.

WORKING CONDITIONS

Shift work with periodic change in shift; work in confined spaces; stress of working with detainees, persons under the influence of alcohol and drugs, emotional individuals, and resistive and combative persons; stress of exposure to dangerous individuals and circumstances including dead, injured and sick individual; exposure to individuals with communicable diseases; exposure to hazardous materials.

Date Adopted: