

**STATE OF OHIO (DAS)**  
CLASSIFICATION  
SPECIFICATION

**CLASSIFICATION SERIES:**  
Arson Crime Laboratory Chief

**SERIES NO.:**  
2658

**MAJOR AGENCIES:**  
Commerce

**EFFECTIVE DATE**

**SERIES PURPOSE:**

The purpose of the arson crime laboratory chief occupation is to direct all activities of arson crime laboratory & supervise all laboratory staff.

**CLASS TITLE:**

Arson Crime Laboratory Chief

**CLASS NUMBER:**

26589

**EFFECTIVE DATE:**

06/22/1990

**CLASS CONCEPT:**

The managerial level class works under administrative direction & requires thorough knowledge of fire related forensic chemistry in order to direct all activities & supervise all employees of arson crime laboratory.

<b>CLASS TITLE</b> Arson Crime Laboratory Chief	<b>CLASS NUMBER:</b> 26589	<b>BARGAINING UNIT:</b> EX
----------------------------------------------------	-------------------------------	-------------------------------

**EFFECTIVE DATE:**

06/22/1990

**JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)**

Directs all activities of arson crime laboratory to include evidence processing, examination & quality assurance & development sections, makes recommendations for & plans laboratory budget & responsibilities, designs & executes technical & operational procedures & safety policies, reviews & approves all analytical & forensic data & results prior to generating final lab reports, supervises all staff of laboratory & develops research to improve methods of analysis.

Coordinates & directs laboratory programs & activities with other agency bureaus & develops & provides educational programs for law enforcement & fire service organizations.

Prepares &/or directs preparation of correspondence & reports, maintains evidence analyses records.

Represents state fire marshal & department in contacts with administrative & elected officials, firefighting associations, civic groups & organizations throughout state, authors publications & laboratory manuals & testifies in court or gives depositions.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of management; chemistry; chemical laboratory practices & procedures; chemical laboratory safety practices; budgeting\*. Ability to understand somewhat abstract field of study (i.e., chemistry); write &/or edit technical or scientific publications; handle sensitive inquiries from & contacts with officials & general public.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Completion of graduate core program in chemistry; 2 yrs. trg. or 2 yrs. exp. in fire related forensic chemistry; 12 mos. trg. or 12 mos. exp. in management.

-Or equivalent of Minimum Class Qualification for Employment noted above.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Not applicable.

**UNUSUAL WORKING CONDITIONS:**

On call 24 hrs./day; exposed to loud noises & toxic substances; often works in tight or confined area.