

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

**CLASSIFICATION SERIES:**  
FORENSIC PHOTOGRAPHER

**SERIES NO.:**  
8223

**MAJOR AGENCIES:**  
ATTORNEY GENERAL

**EFFECTIVE DATE**  
11/02/2000

**SERIES PURPOSE:**

THE PURPOSE OF THE FORENSIC PHOTOGRAPHER OCCUPATION IS TO PHOTOGRAPH A VARIETY OF SUBJECTS & MATERIALS INCLUDING PHYSICAL EVIDENCE PROVIDED BY VARIOUS LAW ENFORCEMENT AGENCIES, PROCESS COLOR NEGATIVE & BLACK & WHITE FILM & PHOTOGRAPHS FOR INVESTIGATIVE, SCIENTIFIC & COURT PRESENTATION PURPOSES & SPECIAL PROJECTS.

**CLASS TITLE:**

FORENSIC PHOTOGRAPHER

**CLASS NUMBER:**

82231

**EFFECTIVE DATE:**

11/02/2000

**CLASS CONCEPT:**

FULL PERFORMANCE LEVEL CLASS WORKS UNDER GENERAL SUPERVISION & REQUIRES WORKING KNOWLEDGE OF UNIT POLICIES & PROCEDURES AS WELL AS PHOTOGRAPHY METHODS & EQUIPMENT IN ORDER TO PERFORM DUTIES RELATED TO PHOTOGRAPHY LABORATORY.

**CLASS TITLE:**

SENIOR FORENSIC PHOTOGRAPHER

**CLASS NUMBER:**

82232

**EFFECTIVE DATE:**

11/02/2000

**CLASS CONCEPT:**

ADVANCED LEVEL CLASS WORKS UNDER DIRECTION & REQUIRES THOROUGH KNOWLEDGE OF UNIT POLICIES & PROCEDURES & BE PROFICIENT IN PHOTOGRAPHY METHODS & EQUIPMENT IN ORDER TO PERFORM DUTIES RELATED TO PHOTOGRAPHY LABORATORY & TRAINS FORENSIC PHOTOGRAPHERS & PERFORMS SPECIALIZED LABORATORY TASKS.

<b>CLASS TITLE</b> FORENSIC PHOTOGRAPHER	<b>CLASS NUMBER:</b> 82231	<b>BARGAINING UNIT:</b> 48
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**EFFECTIVE DATE:**

11/02/2000

**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.)**

PHOTOGRAPHS A VARIETY OF SUBJECTS IN BLACK & WHITE OR COLOR, DEVELOPS FILM & PREPARES PRINTS IN VARIOUS SIZES FOR INVESTIGATIONS, DEPARTMENTAL PUBLICATIONS & TRAINING PROGRAMS, PROCESSES PHOTOGRAPHIC NEGATIVE PRINTS TO PRODUCE PHOTOS & SLIDES ACCORDING TO SPECIFICATIONS.

PERFORMS MISCELLANEOUS DUTIES RELATED TO PHOTOGRAPHY LABORATORY (E.G., MAINTAINS & REPAIRS EQUIPMENT, PREPARES CHEMICALS & MAINTAINS SUPPLY LISTS) & ATTENDS SEMINARS.

**MAJOR WORKER CHARACTERISTICS:**

KNOWLEDGE OF PHOTOGRAPHY METHODS & EQUIPMENT, PUBLIC RELATIONS; SKILL IN PHOTOGRAPHY REPRODUCTION; ABILITY TO IDENTIFY PHOTOGRAPHIC MATERIAL.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

6 COURSES IN PHOTOGRAPHY - OR - 1 YR. EXP; 1 COURSE IN PUBLIC RELATIONS - OR - 1 MONTH EXP.

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

NOT APPLICABLE.

**UNUSUAL WORKING CONDITIONS:**

EXPOSURE TO CHEMICALS.

<b>CLASS TITLE</b> SENIOR FORENSIC PHOTOGRAPHER	<b>CLASS NUMBER:</b> 82232	<b>BARGAINING UNIT:</b> 48
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**EFFECTIVE DATE**

11/02/2000

**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.)**

PHOTOGRAPHS A VARIETY OF SUBJECTS & MATERIALS INCLUDING PHYSICAL EVIDENCE PROVIDED BY LAW ENFORCEMENT OFFICIALS & AGENCIES; PHOTOGRAPHS LAB & BUREAU FUNCTIONS (E.G., AWARDS CEREMONIES & PRESENTATIONS, HONORARY VISITORS, MEETINGS & EVENTS) USING A VARIETY OF PHOTOGRAPHIC EQUIPMENT (E.G., DIGITAL, SMALL, MEDIUM & LARGE FORMAT CAMERAS, COLOR & BLACK & WHITE ENLARGERS, VARIOUS LIGHTING EQUIPMENT), PROCESSES PHOTOS USING VARIOUS EQUIPMENT (E.G., FILM/FLATBED SCANNERS, COMPUTER SOFTWARE & PRINTERS) FOR IMAGE MANAGEMENT & COURT PRESENTATION.

PROVIDES WORK DIRECTION & TRAINING OVER LOWER LEVEL FORENSIC PHOTOGRAPHER, REVIEWS ACTIVITIES TO INSURE ACCURACY & COMPLETENESS OF WORK PERFORMED; PROVIDES TRAINING PROGRAMS & DIRECTION FOR EMPLOYEES & LAW ENFORCEMENT OFFICIALS ON FORENSIC PHOTOGRAPHY TECHNIQUES (E.G., DOMESTIC VIOLENCE, CRIME SCENE, LATENT FINGERPRINTS, FOOTWEAR, BLOODSTAINS, IMAGE ENHANCEMENT, ETC.), REMAINS ABREAST OF CURRENT INFORMATION IN THE FIELD OF FORENSIC PHOTOGRAPHY METHODS, TECHNIQUES & TRENDS.

CONFERS WITH ALL LEVELS OF LAW ENFORCEMENT AGENCIES CONCERNING EVIDENCE PHOTOGRAPHED &/OR IMAGE MANAGEMENT PERFORMED.

PERFORMS MISCELLANEOUS PHOTOGRAPHIC LABORATORY DUTIES (E.G., MAINTENANCE OF PHOTOGRAPHIC EQUIPMENT, ORDER & MAINTAIN INVENTORY OF SUPPLIES & EQUIPMENT, MIXES CHEMICALS, MAINTAINS RECORDS.)

PROCESSES COLOR NEGATIVE, BLACK & WHITE FILM & PHOTOGRAPHS FOR INVESTIGATIVE, SCIENTIFIC & COURT PRESENTATION PURPOSES & SPECIAL PROJECTS.

**MAJOR WORKER CHARACTERISTICS:**

KNOWLEDGE OF PHOTOGRAPHY METHODS & EQUIPMENT, FORENSIC LABORATORY SAFETY PRACTICES & PROCEDURES, PUBLIC RELATIONS; SKILL IN OPERATION OF PHOTOGRAPHY EQUIPMENT, DIGITAL EQUIPMENT, MANAGEMENT SOFTWARE & PHOTOGRAPHY REPRODUCTION; ABILITY TOO CALCULATE FRACTIONS, DECIMALS & PERCENTAGES, UNDERSTAND TECHNICAL MANUALS, GATHER, COLLATE & CLASSIFY INFORMATION ABOUT DATA, PEOPLE & THINGS & PROVIDE COURT TESTIMONY.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

BACHELOR'S DEGREE IN PHOTOGRAPHY OR DIRECTLY RELATED FIELD WITH KNOWLEDGE OF FORENSIC PHOTOGRAPHY & DIGITAL IMAGING TECHNOLOGIES - OR - 4 YRS. EXP. AS A FORENSIC PHOTOGRAPHER WITH COURSE WORK IN PHOTOGRAPHY & DIGITAL IMAGING TECHNOLOGIES.

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

NOT APPLICABLE.

**UNUSUAL WORKING CONDITIONS:**

EXPOSURE TO CHEMICALS, ODORS, FIREARMS, DRUGS, DECOMPOSING TISSUE & PHYSIOLOGICAL FLUIDS & CONTAGIOUS DISEASES. MAY REQUIRE OVERNIGHT TRAVEL.