

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

**CLASSIFICATION SERIES:**

Criminalist

**SERIES NO.:**

8614

**MAJOR AGENCIES:**

Commerce & Highway Patrol only

**EFFECTIVE DATE:**

12/26/2004

**SERIES PURPOSE:**

The purpose of the criminalist occupation is to perform forensic analyses & develop conclusions relating to evidence submitted in arson & criminal cases or to test evidence from other possible criminal situations.

This classification is to be used by the Department of Commerce & Highway Patrol only.

**CLASS TITLE**

Criminalist

**CLASS NUMBER**

86141

**PAY RANGE**

33

**EFFECTIVE**

12/26/2004

**CLASS CONCEPT:**

The full performance level class works under general direction & requires thorough knowledge of chemistry in order to perform forensic analyses & develop conclusions relating to evidence submitted in criminal cases or other suspected criminal activity, prepare findings, testify in court & provide technical information to arson/fire investigators & law enforcement officers.

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY RANGE</u>
Criminalist	86141	13	12/26/2004	33

**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.)**

Utilizes analytical techniques (e.g., gas chromatography, high-performance liquid chromatography, infra-red spectroscopy, mass spectrometry, wet chemical methods, microscopy, fingerprint development methods) to conduct forensic analysis on evidence (e.g., arson debris, latent prints, blood, urine, drugs, pre & post explosion samples, petroleum products, alcohol, clothing, human tissue, glass, hazardous materials) collected from crime scenes or hazardous situations & submitted to laboratory by arson/fire investigators & law enforcement officers.

Operates video display terminal & computers to monitor testing, interpret data & enter results; evaluates data & formulates scientific conclusions based on knowledge, skills, sound analytical processes & scientific principles; prepares findings of laboratory analyses for use by law enforcement agencies & courts of law; testifies before courts concerning analysis of evidence; explains substance of reports & technical items to fire investigators, police investigators, highway patrol, prosecutors, defense attorneys & courts; assists in developing testing & evidence handling policies/procedures.

Coordinates tests requested following State Fire Marshal Forensic or State Highway Patrol Laboratory methodology, guidelines & procedures, whichever is applicable, & other resources available for most effective method of testing; researches & interprets forensic & technical journals for information & to keep current on trends & techniques in forensic science; conducts laboratory tours; provides instruction & training to other state employees & investigators (e.g., provides information on proper evidence collection, accelerant behavior in fire & interpretation of laboratory results); attends seminars & meetings; conducts research & experiments in forensic science & quality assurance; assists with supply purchases; maintains laboratory equipment; assists in maintaining quality assurance tests on equipment & reagents.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of chemistry; chemical analyses; standard operating procedures & guidelines & standard methods applicable to State Fire Marshal Forensic Laboratory\* or State Highway Patrol Crime Laboratory\*; laboratory safety practices; employee training & development\*. Skill in use & operation of laboratory equipment such as gas chromatograph, mass spectrometry, infra-red spectroscopy & microscope techniques; computer keyboard with video display terminal. Ability to understand abstract field of study; prepare meaningful, concise & accurate reports; handle sensitive inquiries from & contacts with officials & general public; demonstrate manual dexterity.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Completion of undergraduate core program in forensic science, biology or chemistry with coursework to include forensic science, analytical chemistry & law enforcement; 2 yrs. pertinent laboratory experience commensurate with job duties to be performed as outlined per approved position description on file; valid driver's license.

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

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

In Highway Patrol, must obtain Ohio Department of Health licensure and certification per OAC 3701-53-07 within twelve (12) months of employment. Failure to obtain &/or maintain licensure & certification is cause for removal.

**UNUSUAL WORKING CONDITIONS:**

Exposed to hazardous chemicals; may be exposed to human body parts; may be exposed to explosives; may be exposed to bio-hazardous materials (e.g., blood, urine); requires travel; may be on-call 24 hours/day, 7 days a week.