

**New York State Department of Civil Service**  
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

**Occ. Code 9212100**

<b>State Police Forensic Scientist 1, Grade 14</b>	<b>9212100</b>
<b>State Police Forensic Scientist 2, Grade 18</b>	<b>9212200</b>
<b>State Police Forensic Scientist 3, Grade 20</b>	<b>9212300</b>
<b>State Police Forensic Scientist 4, Grade 23</b>	<b>9212400</b>

Brief Description of Class Series

State Police Forensic Scientists are non-competitive, technical positions, performing the full range of analyses of various types of evidence received at the State Police Laboratories and handled in either the Drug Chemistry, Biological Sciences, Toxicology, Firearms Examination, or Trace Evidence sections. These positions are located in the Forensic Investigation Center in Albany and in the regional Crime Laboratories located in New Windsor, Port Crane and Olean, New York.

Distinguishing Characteristics

*State Police Forensic Scientist 1:* entry level for scientists with no previous forensic lab experience. State Police Forensic Scientists 1 must successfully complete training in one of the forensic lab specialties: Drug Chemistry, Biological Sciences, Toxicology, Firearms Examination, or Trace Evidence.

*State Police Forensic Scientist 2:* is proficient in all the duties of a State Police Forensic Scientist 1 but continues training in their assigned specialty; performs analysis on case work that is of limited technical complexity utilizing established procedures; plans and executes analyses using the necessary instrumentation and techniques according to proper quality control procedures so results and findings can be interpreted and reported for court purposes.

*State Police Forensic Scientist 3:* is proficient in the use of scientific techniques and instrumentation in their assigned specialty; performs analysis of complex cases exercising considerable independent judgment; reviews casework of other examiners for peer review; interprets data and results for use in court; and provides training for State Police Forensic Scientists 1.

*State Police Forensic Scientist 4:* participates in the training of State Police Forensic Scientists 1 and in-service training of all other levels of State Police Forensic Scientists; analyzes evidence in exceptionally complex cases; and must be an expert in

their forensic field and maintain technical proficiency in and awareness of the latest technical advances.

### Related Classes

State Police Computer Forensic Analysts are non-competitive, technical positions, performing a full range of complex analyses of various types of electronic and digital evidence received at the New York State Police Computer Forensic Laboratory and handled by the Computer Crime Unit. These positions are located only in the Division of State Police, Albany, New York.

Supervisors Forensic Services are non-competitive positions that administer the technical and scientific operations of specialized forensic disciplines within the State Police Laboratory System. These are administrative positions that oversee the performance of technical procedures, manage workflow, supervise the subordinate positions in their assigned unit, resolve personnel problems, casework backlogs, case prioritization, and interact with officers and District Attorneys

### Illustrative Duties

*State Police Forensic Scientist 1:* analyzes submitted evidence using instrumentation and required techniques, adhering to security protocols and policies; interprets results and findings for use in court; prepares data for interpretation by higher level State Police Forensic Scientists; uses automated systems to record results; and maintains and enhances expertise and technical proficiency in the field of forensics.

*State Police Forensic Scientist 2:* in addition to the duties of a State Police Forensic Scientist 1, performs analysis on cases of limited technical complexity with a clearly evident approach utilizing standard established procedures; when standard procedures are not applicable, will discuss alternate or modified methodology with supervisors prior to conducting analysis; executes proper quality control procedures on analyses to be interpreted and findings reported for court proceedings; and maintains and enhances expertise and technical proficiency in assigned specialty.

*State Police Forensic Scientist 3:* in addition to the duties of a State Police Forensic Scientist 2, performs analysis on more complex cases and works with little direct supervision; evaluates possible alternative methods of analysis and recommends changes to methodology to fit particular investigations; interprets data and results derived from analyses and reports findings; performs troubleshooting and maintenance tasks; and refers any unusual or unexpected developments that may occur during the analysis to the Supervisor Forensic Services.

*State Police Forensic Scientist 4:* in addition to the duties of a State Police Forensic Scientist 3, assigns cases to subordinate Forensic Scientists; analyzes and

processes evidence in exceptionally difficult cases; participates in the training of Forensic Scientists 1 and 2; conducts in-service training of other Forensic Scientists, and periodically conducts training in the latest technical advances in the field of forensics; performs technical review of complex casework; coordinates the development, validation, and implementation of new methodologies and programs; and monitors quality assurance indicators and may assist with coordination of systemwide audits.

### Minimum Qualifications

#### *State Police Forensic Scientist 1*

Non-Competitive: a bachelor's degree in a Natural or Physical Science.

#### *State Police Forensic Scientist 2*

Non-competitive: a bachelor's degree in a Natural or Physical Science and 18 months of experience as a State Police Forensic Scientist 1 or equivalent experience in another laboratory.

#### *State Police Forensic Scientist 3*

Non-competitive: a bachelor's degree in a Natural or Physical Science and four years of experience as a State Police Forensic Scientist 1 and/or 2 or equivalent experience in another laboratory.

#### *State Police Forensic Scientist 4*

Non-competitive: a bachelor's degree in a Natural or Physical Science and six years of experience as a Forensic Scientist 1, 2, and/or 3, or equivalent experience in another laboratory.

Substitution: a master's degree in a Natural or Physical Science or Computer Science may substitute for one year of experience.

### Attachment

**Note:** Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

Date: 06/2021

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## Parenthetic Attachment

*State Police Forensic Scientist 2 (DNA):* These positions perform the same work as State Police Forensic Scientist 2, but are assigned to the Biological Sciences section, conducting analyses of DNA. State Police Forensic Scientist 2 (DNA) performs analysis on cases of limited technical complexity utilizing established procedures; executes proper quality control procedures on analyses to be interpreted and findings reported for court proceedings; and maintains and enhances expertise and technical proficiency in the field of DNA analysis.

*State Police Forensic Scientist 3 (DNA):* These positions perform the same work as State Police Forensic Scientist 3, but are assigned to the Biological Sciences section, conducting analyses of DNA. State Police Forensic Scientist 3 (DNA) handles the most complex cases in the Biological Sciences section; stays up-to-date on developments within the field of DNA analysis; implements and validates new or modified analytical procedures when necessary; ensures that the section is operating in accordance with State guidelines and that protocols meet professional standards for DNA analysis; interprets data and results derived from analyses; reports findings and conclusions; and may perform troubleshooting and maintenance tasks for equipment within the section.

*State Police Forensic Scientist 4 (DNA):* functions as a technical coordinator who has gained proficiency in the theory, application, and use of new software or a database, and implements procedures and training for these new technologies; creates and implements workflow design for new systems; implements and validates the instrument and associated software; provides training and expertise to section Forensic Scientists; peer reviews casework; prepares for expert testimony related to the theory and operation of scientific instrumentation; performs complex casework using software; coordinates with other divisions on the potential use of new software on existing projects; and performs quality assurance tasks specific to the software, instrument, and chemistries of the new technology.

## Minimum Qualifications

### *State Police Forensic Scientist 2 (DNA)*

Non-Competitive: a bachelor's degree in areas related to biology, chemistry or forensic science and must have successfully completed college course work in graduate and undergraduate levels covering the subject areas of biochemistry, genetics and molecular biology, as well as statistics and/or population genetics as it applies to forensic DNA analysis, and 18 months experience as a State Police Forensic Scientist 1 or equivalent experience in another laboratory.

### *State Police Forensic Scientist 3 (DNA)*

Non-Competitive: a bachelor's degree in areas related to biology, chemistry or forensic science and must have successfully completed college course work in graduate and undergraduate levels covering the subject areas of biochemistry, genetics and molecular biology, as well as statistics and/or population genetics as it applies to forensic DNA analysis, and four years of experience as a State Police Forensic Scientist 1 and/or 2 or equivalent experience in another laboratory.

*State Police Forensic Scientist 4 (DNA)*

Non-Competitive: a bachelor's degree in areas related to biology, chemistry, or forensic science and must have successfully completed a minimum of 12 credit hours in graduate and undergraduate course work covering the subject areas of biochemistry, genetics and molecular biology, as well as statistics and/or population genetics as it applies to forensic DNA analysis; and six years of experience as a State Police Forensic Scientist 1, 2 and/or 3 or equivalent experience in another laboratory.

Substitution: a master's degree in areas related to biology, chemistry, forensic science, or computer science may substitute for one year of experience.