



City of Henderson

Forensic Scientist (Controlled Substances)*

SALARY	Depends on Qualifications	LOCATION	Henderson, NV
JOB TYPE	Full Time	JOB NUMBER	1022APR24-P-TNB
DEPARTMENT	Police	OPENING DATE	04/29/2024
CLOSING DATE	Continuous		

Position Overview



***This is an open and continuous recruitment which will remain open for a minimum of seven (7) calendar days and close without notice once a sufficient pool of highly-qualified candidates has been created.**

The City of Henderson announces an examination to create an eligibility list and to fill one (1) vacancy for the classification of Forensic Scientist (**Controlled Substances**) in the Police Department. The eligibility list may be utilized to fill vacancies for this classification for up to one (1) year.

Forensic Scientist I:

Under general supervision, performs a variety of scientific laboratory examinations and analyses on physical evidence for one or more Forensic science disciplines including **Controlled Substances**, Toxicology, Latent Print Examination, Trace Chemistry-Flammables, Firearms and Toolmarks, Questioned Documents, and Biology/DNA; and performs related duties as assigned.

Forensic Scientist II:

Under general supervision, performs a variety of scientific laboratory examinations and analyses on physical evidence in a discipline of the Forensic Laboratory, (including **Controlled Substances**, Toxicology, Latent Print Examination, Trace Chemistry-Flammables, Firearms and Toolmarks, Questioned Documents, and Biology/DNA); interprets test results, formulates conclusions, and prepare reports; provides scientific assistance to external parties and testifies in court as an expert witness; and performs related duties as assigned.

Ideal Candidates for Forensic Scientist (Controlled Substances) will possess the following:

- Experience working in an ISO/IEC 17025 Accredited Laboratory
- Experience determining proper scientific testing techniques and performing chemical, instrumental, microscopic, chromatographic, and comparative laboratory tests on suspected controlled substances and illicit drugs
- Experience isolating and separating analytes (qualitatively) from various matrices, including solid dose samples

- Knowledge and experience in preparing and validating standards
- Experience with Liquid Chromatograph/Mass Spectrometer (LC/MS), Gas Chromatograph/Mass Spectrometer (GC/MS) instruments, and Fourier-transform infrared spectroscopy (FTIR)
- Knowledge of controlled substances and seized drugs
- Courtroom testimony experience

Why come work for the City of Henderson Police Department?

- Henderson Forensic Laboratory is an ISO/ICE 17025:2017 Accredited Laboratory
- A new state-of-the-art Forensic Laboratory Facility is scheduled to be opened by the summer of 2024
- Each scientist in our Laboratory is Board Certified in their respective disciplines
- Henderson is ranked the 2nd safest large City in the United States

Salary and Benefits:

- Competitive Salary Range; salary placement for non-represented positions is based on a comprehensive compensation review and takes into consideration the candidate's qualifications as well as internal equity. *The successful candidate may start above the bottom of the salary range.* Click [here](#) to View the City's Non-Represented Compensation Policy
- Base Wage increase upon successful completion of Initial Probationary or Qualifying Period**
- Pay for Performance Base Wage Increase or Lump Sum Bonus**
- **Contingent upon the City's financial performance and subject to available funding as determined by the City
- Work-Life Balance
 - Four (4)-Day, 38 hour workweek (Monday to Thursday)
- Paid Leave and Holidays
 - [Leave and Holidays Policy](#)
 - [Family and Medical Leave and Extended Leave Policy](#)
- Comprehensive benefits package*** for all full-time, regular non-represented employees including:
 - Medical, dental, vision, and life insurance
 - Health and Dependent Care Flexible Spending Accounts (FSA)
 - Long Term Disability (LTD)
 - [Employee Assistance Program \(EAP\) Policy](#)
 - Retirement Benefits
 - [Nevada PERS](#) (Public Employees' Retirement System)
 - Retirement Health Savings (RHS) Account
 - Deferred Compensation - 457(b) and 401(a) Plans
 - Voluntary Benefits: Pet Insurance, Auto/Home Insurance, Voluntary Life Insurance, SSgA Upromise 529 College Savings Plan
 - Public Service Loan Forgiveness Program (PLSF) through the Federal Government
 - [Tuition and Certification Reimbursement](#) Program, and much more!
 - ***Click [here](#) to review all City Employee Benefits

Special Note:

- *Candidates considering the Forensic Scientist position may be qualified for the Forensic Scientist I, or Forensic Scientist II position. The position offered to the successful candidate will be based on the individual's education, experience, and skill level.*

[Click here to view a complete copy of the job description and physical requirements for the Forensic Scientist I.](#)

[Click here to view a complete copy of the job description and physical requirements for the Forensic Scientist II.](#)

[Click here to learn more about the Henderson Police Department.](#)

[Click here to learn what it's like to live in Henderson.](#)

<https://www.youtube.com/embed/GOAa8MVSKoY?&wmode=opaque&rel=0>

Minimum Qualifications

- **Minimum Qualifications for Forensic Scientist I (Salary Range: \$36.26 to \$54.38):**
 - Bachelor's degree from an accredited college or university in a natural or applied science.
 - Three (3) years of full-time professional work experience related to a particular laboratory discipline, as a forensic scientist or equivalent, in a forensic laboratory conducting scientific laboratory analyses.
 - Must pass a nationwide fingerprint-based record check, and a wants/warrants check.
 - Must complete Security Awareness and National Crime Information Center (NCIC)/Nevada Criminal Justice Information System (NCJIS) certification within six months of hire/transfer and be recertified every two years. Must maintain certifications in NCIC/NCJIS as a condition of continued employment.
 - Must possess and maintain a valid Nevada or "border state" driver's license, as defined by NRS 483.

- **Minimum Qualifications for Forensic Scientist II (Salary Range: \$39.77 to \$59.66):**
 - Bachelor's degree from an accredited college or university with science courses.
 - Six (6) years of full-time professional work experience related to the particular laboratory discipline, as a forensic scientist or equivalent, in a forensic laboratory conducting scientific laboratory analyses.
 - Must possess and maintain a valid Nevada or "border state" driver's license, as defined by NRS 483.
 - Must pass a nationwide fingerprint-based record check, and a wants/warrants check.
 - Must complete Security Awareness and National Crime Information Center (NCIC)/Nevada Criminal Justice Information System (NCJIS) certification within six months of hire/transfer and be recertified every two years. Must maintain certifications in NCIC/NCJIS as a condition of continued employment.
 - Controlled Substances, Toxicology, or Trace Evidence/ Trace Chemistry-Flammables, and Biology/DNA disciplines: Must be certified in one of the following areas within three years of employment or promotion to this position:
 - Certified Diplomate, Fellow, or Technical Specialist from the American Board of Criminalists
 - Certified Diplomate or Certified Fellow from the American Board of Forensic Toxicology (ABFT)
 - Certification(s) in drug chemistry or toxicology from other recognized and accepted forensic certifying organizations
 - Desirable: A Bachelor's degree from an accredited college or university in a natural or physical science or a forensic science-related field

Required Documents/Assessment Information

DOCUMENTS REQUIRED AT THE TIME OF APPLICATION:

- 1) Completed Employment Application
- 2) Supplemental Questionnaire ***Your responses to these questions will be read and scored by Subject Matter Experts and will determine your placement on the eligibility list for this classification.**

ASSESSMENT DATES:

Scored Supplemental Question Assessment* (Weighted 100%)

(Candidates who meet the minimum qualifications for this classification)

***The Scored Supplemental Question Assessment will be the only scored examination and is weighed 100% for placement on an eligibility list. Candidates must receive at least 70% (or higher) on their Scored Supplemental Question Assessment in order to be considered for either position. Additional information will not be accepted after the closing date.**

Selection Interview (Weighted 100%) - Date to be Determined
(Best Qualified Candidates)

All applicants will be notified by email or telephone of their application status and the assessment dates/times/locations after the closing date of this announcement.

IMPORTANT INFORMATION ON SCHEDULING ASSESSMENTS:

If you are invited to participate in the assessment process, you will be required to self-schedule through the City of Henderson online application system. Please check your email and/or text messages on a regular basis after submitting

your application for complete instructions, which include where and when to report.

The assessment and selection process for this position will take place on the dates listed above. All candidates who wish to be considered for this position will need to be in Henderson, Nevada, and make themselves available to participate in the testing process at any time on any of the dates listed above.

Selection Process

The selection process will entail Subject Matter Experts reading and scoring your responses to supplemental questions 12-16 and your answers will be the sole determining factor for placement on the eligibility list for this classification.

Subject Matter Experts will NOT have access to any information besides the answers to questions 12-16. This means that they will not have access to applications, resumes or any other identifying information when scoring. Candidates who have been placed on the eligibility list will be invited to participate in a selection interview.

The selection process will begin with an employment application package screening, with the best-qualified candidates being invited to participate further in the assessment process. This process may include any combination of written, performance, and oral assessments to evaluate job-related education, experience, knowledge, skills, and abilities. The City will provide reasonable accommodation to qualified individuals with disabilities. It is the responsibility of the candidate requiring accommodation to contact the Human Resources Department (preferably in writing) at the time of application.

IMPORTANT: Appointment is subject to the successful and timely completion of a post-offer pre-employment background investigation, polygraph examination, medical/physical examination, drug and alcohol test. Please see the job description to view the physical requirements of the job. As part of the background investigation, all claims of education and experience made in the employment application process, as well as other information submitted, will be verified.

NOTE: The City reserves the right to modify selection devices and test instruments in accordance with accepted legal, ethical, and professional standards. The selection process should be completed within four (4) months of the closing date. Candidates may reapply when there is a vacancy and a posting to establish an eligibility list. Some candidates may be disqualified indefinitely due to the results of their background investigation.

Agency

City of Henderson

Phone

702-267-1940

702-267-1900

Forensic Scientist (Controlled Substances)* Supplemental Questionnaire

*QUESTION 1

For my application to be considered it must be fully complete, accurate and truthful, including:

- The dates listed for each employer have been reviewed and are accurate (end dates are listed for positions I no longer hold).
- My current employer is listed on my application.
- Multiple positions held at one employer are listed separately (with corresponding dates from/to for each position held).
- Any additional required documents or certifications are attached to the application.
- All supplemental questions have been answered fully.
- I did not list "see resume" or "refer to application" on my application or in the supplemental questions (this will be viewed as an incomplete response).

Not completing the application as directed, unanswered questions, incomplete responses, false statements, omissions,

or partial information may result in disqualification from the selection process.

I have read and understand the above instructions regarding completing my application.

- Yes
- No

***QUESTION 2**

Do you currently possess a valid Nevada or "border state" driver's license or the ability to obtain one upon hire as defined by NRS 483?

- Yes
- No

***QUESTION 3**

Which best describes your highest level of completed education from an accredited college or university with major course work in natural, physical, or applied science or a closely related field?

- High School Diploma or G.E.D. equivalent.
- Associate's Degree
- Bachelor's Degree
- Master's Degree or higher
- The degree I possess is not in natural, physical, or applied science or a closely related field.
- I do not possess any of the above diplomas or degrees.

***QUESTION 4**

Please list your degree type and area of study. If none, please enter N/A.

***QUESTION 5**

Please list the dates of initial certification, expiration dates, and certifying body for all certifications you possess relevant to this field.

***QUESTION 6**

How many years of full-time professional level experience related to the particular laboratory discipline of Controlled Substances, as a forensic scientist or equivalent, in a forensic laboratory conducting scientific laboratory analyses do you possess?

Your answer will be compared to the work history information on your application to determine if you meet minimum qualifications.

1 year of full-time experience = 1976 hours

- I do not possess this experience
- Less than 1 year
- More than 1 year to less than 2 years
- More than 2 years to less than 4 years
- More than 4 years to less than 6 years
- More than 6 years to less than 8 years
- More than 8 years

***QUESTION 7**

If selected to move forward, do you acknowledge and understand that you must pass a nationwide fingerprint-based record check, and a wants/warrants check as a condition of continued employment?

- Yes
 No

***QUESTION 8**

If selected to move forward, do you acknowledge and understand that you must complete Security Awareness and National Crime Information Center (NCIC)/Nevada Criminal Justice Information System (NCJIS) certification within six (6) months of hire/transfer and be recertified every two (2) years as a condition of continued employment?

- Yes
 No

***QUESTION 9**

I understand that if I move forward to the background phase of this recruitment process, I must submit to an extensive Police Department background check which includes, but is not limited to, a polygraph which will include questions about my criminal history, employment history, drug use, tattoos, piercings, etc.

- Yes
 No

***QUESTION 10**

Supplemental Question Examination: I have read and understand that Questions 11-15 will serve as the assessment for this recruitment. I understand that my responses to these questions will be read and scored by Subject Matter Experts and my answers to these questions will determine if my qualifications support placement on the eligibility list for this classification. I understand the Subject Matter Experts who will NOT have access to any information besides my answers to these questions and they will not have access to my application, resume or any other information identifying me.

- I have read the statement above and understand.

***QUESTION 11**

Please detail your education and training as it relates to this position.

***QUESTION 12**

Please describe in detail your work or in-lab experience as it relates to this position.

***QUESTION 13**

Please detail your experience using any/all of these systems: Laboratory Information Management Systems (LIMS), GC/FID, LC/MS, and Dynex.

***QUESTION 14**

Explain in detail any courtroom testimony and/or testimony training you possess.

***QUESTION 15**

Explain your experience in handling and testing illicit and controlled substances in a workplace or lab environment.

* Required Question