

Posting Date: June 10, 2025



Closing Date: Until Filled

CRIME LABORATORY DIVISION

CAREER OPPORTUNITY BULLETIN

JOB ID: 2645

CRIME LABORATORY JOB FAMILY

POSITION AVAILABLE: Forensic Scientist Trainee
(Latent Prints)

SALARY RANGE (semi-monthly): The minimum starting salary for a Forensic Scientist Trainee is \$2,389.00; however, salary may be commensurate with experience.

Click [HERE](#) to view our employee benefits.

OFFICIAL DOMICILE: Jefferson City, Missouri

POSITION DESCRIPTION: This is a first-level professional and technical position where the employee receives comprehensive instruction, and on-the-job training, in the use of scientific methods of collection, observation, and analysis to detect, interpret, and report findings of physical evidence in Latent Prints. This section has a heavy workload, and this position requires a lengthy training period. The applicant selected will train at the Cape Girardeau Crime Laboratory for one year then transfer to the General Headquarters Jefferson City Crime Laboratory for their permanent assignment. Instruction and work are expected to adhere to established policies and operating procedures. This position requires the employee to be able to testify as an expert witness in a court of law. This position is classified as non-exempt under the Fair Labor Standards Act.

Click [HERE](#) for a more detailed job description.

APPLICATION PROCEDURE: Individuals, including current Patrol employees, interested in this position must visit our website at <https://statepatrol.dps.mo.gov/> to complete and submit an [application](#) prior to the application deadline. Positions requiring educational qualifications require all interested applicants to upload a copy of their college transcripts to the online application system. Resumes will not be accepted in lieu of the application. Individuals who have previously completed an application must access their profile in the system to re-apply.

Interviews will be scheduled as applications are reviewed.

ADDITIONAL INFORMATION: Final selection may be based upon several factors, e.g., results of an oral interview, written examination or exercise, review of past work performance, performance evaluations, and/or candidate's possession of the knowledge, skills, and abilities deemed necessary for successful performance in the job.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a polygraph examination, background investigation and Patrol administered drug test. The Missouri State Highway Patrol is a Drug Free Workplace.



CRIME LABORATORY DIVISION

CAREER OPPORTUNITY BULLETIN

JOB ID: 2645

CRIME LABORATORY JOB FAMILY

Polygraph Examination: The applicant must undergo and successfully complete a polygraph examination, administered by a Patrol polygraphist. The polygraph examination can be stressful for some applicants. Conditions such as hypertension, pregnancy, respiratory or heart ailments, etc., may affect the results of the polygraph examination. While there is no medical evidence that a polygraph examination affects a person's health, applicants are encouraged to discuss this step with their physician prior to the examination to determine if it is suitable for them to be tested. If accommodation is needed, the applicant must discuss this with the Human Resources Division at the time the examination is scheduled. Those applicants who are pregnant will not be tested until after the birth of the child. All applicants are required to sign a waiver form prior to taking the polygraph examination. The areas covered in the polygraph examination are as follows: employment history, traffic record, financial history, past and current illegal drug usage, record of criminal convictions, and basic honesty.

Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

To be eligible for employment with the Patrol, applicants must meet all dress and appearance requirements. Click [HERE](#) for more details about dress and appearance requirements.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

FACILITATOR: Michael Toomey (573) 526-6116 Michael.Toomey@mshp.dps.mo.gov



CRIME LABORATORY JOB FAMILY

CAREER PATH

Forensic Scientist Trainee

This is a first-level professional and technical position where the employee receives comprehensive instruction, and on-the-job training, in the use of scientific methods of collection, observation, and analysis to detect, interpret, and report findings of physical evidence in one of the following specialties: Combined DNA Index System (CODIS), DNA Casework, DNA Screening, Drug Chemistry, Firearms/Toolmarks, Latent Prints, Toxicology, or Trace Evidence. Instruction and work are expected to adhere to established policies and operating procedures. This position requires the employee to be able to testify as an expert witness in a court of law.

Knowledge, Skills, and Abilities

Working knowledge of and the ability to demonstrate understanding and successful interpretation, explanation, and application of all assigned areas of the crime laboratory, as well as the laws, principles, and practices as they are related to implementation within the agency.

Working knowledge of and the ability to demonstrate understanding and successful interpretation, explanation, and application of the agency's policies, procedures, rules, and regulations in the performance of duties.

Knowledge of and the ability to demonstrate successful use of computer equipment and associated software/databases in the performance of duties.

Knowledge of and the ability to demonstrate successful operation and use of designated crime laboratory equipment and associated software systems in the performance of duties.

Working knowledge of and the ability to demonstrate understanding and successful use of the principles and practices of project management techniques in the performance of duties.

Possess and demonstrate successful communication skills in English via all modes of communication.

Possess and demonstrate successful management and prioritization of work within predetermined deadlines and stressful/adverse situations.

Possess and demonstrate the ability to successfully work as a team member and positively interact with a variety of people, as well as work hours as assigned.



CRIME LABORATORY JOB FAMILY

CAREER PATH

Ability to demonstrate successful performance in the training and mentoring of junior staff.

Ability to demonstrate successful performance in the research, gathering, correlating, and analyzing of facts to develop statistical reports, charts, recommendations, and/or solutions in the performance of duties.

Ability to demonstrate successful performance and adherence to the rules of conduct for Patrol employees in accordance with General Order 26-02, as well as all other applicable agency policy and procedures.

Ability to demonstrate successful performance and adherence to policy and procedure in the care and maintenance of restricted and confidential information in the performance of duties.

Ability to work with material that may be of a sexual nature relating to criminal activity (e.g., written material, photographs, and/or verbal language, etc.)

Ability to maintain impartiality and objectivity in the performance of duties and responsibilities.

Ability to testify as an expert witness in a court of law.

Minimum Requirements *(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in experience; however, prior job experience will not replace the minimum academic requirement. A minimum acceptable grade of C or equivalent in the listed core coursework is required.)*

Applicants with completed coursework with titles other than those listed below shall provide supporting documentation (e.g., syllabus, letter from instructor) detailing the course content. These courses must comply with the current FBI Quality Assurance Audit Document. Official college transcripts and supporting coursework documentation must be provided prior to start of employment.

Must be a United States Citizen, or a legal resident of a country participating in the Visa Waiver Program (VWP).



CRIME LABORATORY JOB FAMILY

CAREER PATH

Discipline Specific Minimum Requirements (see below):

CODIS

Possess a bachelor's degree (or equivalent) or an advanced degree from an accredited college or university in a biology, chemistry or forensic science related field. College coursework must include 20 semester hours in biology and successfully completed courses (graduate or undergraduate level) in biochemistry, genetics, molecular biology, and statistics and/or population genetics.

DNA CASEWORK AND DNA SCREENING

Possess a bachelor's degree (or its equivalent) or an advanced degree from an accredited college or university in a biology, chemistry or forensic science related field. College coursework must include 20 semester hours in biology and successfully completed courses (graduate or undergraduate level) in biochemistry, genetics, molecular biology, and statistics and/or population genetics.

DRUG CHEMISTRY

Possess a bachelor's degree (or equivalent) or an advanced degree from an accredited college or university in one of the natural sciences or closely related fields. College coursework must include 20 semester hours of chemistry, including two semesters of general chemistry with laboratory, two semesters of organic chemistry, and one semester of organic chemistry laboratory. Survey or introductory coursework intended for non-chemistry majors will not satisfy the above requirements.

FIREARMS/TOOLMARKS

Possess a bachelor's degree (or equivalent) or an advanced degree from an accredited college or university in one of the natural sciences or closely related fields. College coursework must include one semester of chemistry with lecture and laboratory components.

LATENT PRINTS

Possess a bachelor's degree (or equivalent) or an advanced degree from an accredited college or university in one of the natural sciences or closely related fields. College coursework must include 24 total semester hours of science, technology, engineering, and/or mathematics.

TOXICOLOGY



CRIME LABORATORY JOB FAMILY

CAREER PATH

Possess a bachelor's degree (or equivalent) or an advanced degree from an accredited college or university in one of the natural sciences or closely related fields. College coursework must include 25 semester hours of chemistry, including two semesters of general chemistry with laboratory, two semesters of organic chemistry with laboratory, and one semester of quantitative analysis or analytical chemistry. Survey or introductory coursework intended for non-chemistry majors will not satisfy the above requirements.

TRACE EVIDENCE

Possess a bachelor's degree (or equivalent) or an advanced degree from an accredited college or university in one of the natural sciences or closely related fields. College coursework must include 25 semester hours of chemistry, including two semesters of general chemistry with laboratory, two semesters of organic chemistry with laboratory, and one semester of quantitative analysis, analytical chemistry, instrumental analysis, or equivalent. Survey or introductory coursework intended for non-chemistry majors will not satisfy the above requirements.

Minimum Requirements specific to the Crime Laboratory Job Family that may apply and are dependent on assigned discipline and/or areas of responsibility:

- ❖ Must obtain and/or possess and maintain a valid driver license.
- ❖ Must submit to periodic random drug testing.
- ❖ Must provide a DNA sample to be used only for forensic identification as required.
- ❖ Must be able to pass a polygraph examination after conditional offer of employment.
- ❖ Must be able to obtain and maintain an FBI background investigation to become a CODIS user.
- ❖ Must possess or obtain, and maintain, MULES certification within one year of appointment.
- ❖ Must possess or obtain, and maintain, AFIS certification within two years of appointment, where applicable.
- ❖ Must possess or obtain, and maintain, a Missouri Department of Health Type 1 Permit (Alcohol and Drug Testing).



CRIME LABORATORY JOB FAMILY

CAREER PATH

Necessary Special Requirements

Documented successful completion of at least 26 hours of professional skill development and leadership training each calendar year.

Pay grade: 25

FLSA Status: Non-Exempt

Work Schedule: An employee in this position works an eight-hour shift as directed; however, working hours are subject to change at the discretion of the commanding authority.

Effective: 07/01/2024

Reviewed: 02/15/2025

Revised: 02/15/2025