

**CRIMINALIST DNA Team Leader/Technical Leader
Charlotte Mecklenburg Police Department Crime Lab
Charlotte, NC**

The DNA Team Leader/Technical Leader is an advanced technical and supervisory position directing the work of a specialist section in an ANSI National Accreditation Board (ANAB) accredited forensic laboratory. The responsibilities of this position include participating in the analysis of criminal evidence using advanced laboratory techniques and assisting the Chief Criminalist with the day-to-day supervision of analysts and support staff. This position is also responsible for helping to oversee the technical operations within the Biology Section and ensuring compliance with laboratory procedures, state and federal regulations, and the accreditation standards of ANSI National Accreditation Board (ANAB) and the FBI's Quality Assurance Standards (QAS).

Major Duties and Responsibilities:

- Oversee the technical operations of the DNA laboratory.
- Initiate, suspend, and resume technical operations for the laboratory or an individual, and, when applicable, a Rapid DNA partner agency.
- Evaluate and approve all validations (including software) and new or modified methods used in DNA testing.
- Review the training records for newly qualified DNA analysts, technicians and technical reviewers and approve their qualifications prior to independent casework analysis.
- Review, verify, and approve the education (including a review of academic transcripts) and experience for newly qualified DNA analysts and technical reviewers.
- Approve any modifications to a DNA analyst's, technical reviewer's, technician's, or laboratory support personnel's required training based on the documented assessment of the individual's previous training and experience.
- Evaluate the need for and assess the extent of retraining and approve the retraining plan of a DNA analyst, technical reviewer, technician, or laboratory support personnel.
- Approve the technical specifications for outsourcing agreements.
- Review internal and external DNA Audit Documents and, if applicable, approve corrective action(s).
- Review, on an annual basis, the procedures of the laboratory.
- Review and approve the training, quality assurance, and DNA proficiency testing programs.
- Review any inconclusive conclusion on a DNA proficiency test for compliance with laboratory guidelines.
- Approve continuing education based on multimedia or internet delivery.
- Approve a program for the annual review of scientific literature.
- Review potential conflicts of interest when contract employees are employed by multiple NDIS participating and/or vendor laboratories.

- Oversee maintenance and quality control of DNA instrumentation and reagents.
- Troubleshoots technical issues with DNA instrumentation and reagents.
- Screen evidence to locate and identify body fluid and tissue stains.
- Performs complex laboratory analyses of evidence obtained from crime scenes or elsewhere; uses advanced laboratory techniques, materials, and analytical instrumentation in the analysis and typing of DNA from body fluids and tissues.
- Evaluate and formulate independent opinions concerning body fluid evidence and DNA.
- Complete reports of analyses and communicate results to appropriate department personnel.
- Provide expert court testimony relating to results of analyses and graphic illustrations for court use.
- Review the work of others for technical correctness and completeness.
- Perform on-site visits or evaluate and approve an on-site visit performed by a designated employee or coordinated by an FBI employee.
- Coordinate the outsourcing program to include the review of the vendor laboratory's compliance documentation, approval of the technical specifications and serve as the point of contact for external laboratories.
- Oversee technical operations of the Forensic Rapid DNA Program and document the interrelationship with the Laboratory Rapid DNA Administrator.
- Stay knowledgeable of topics relevant to the field of forensic DNA analysis by attending seminars, courses, professional meetings, or other documented lectures or classes in relevant subject areas for a minimum of eight cumulative hours each calendar year.
- Directly supervise Biology personnel to include administrative oversight of casework, performance evaluation, and monitoring of annual departmental goals and performance indicators.
- Performs other duties as assigned

Minimum Qualifications:

- Master's Degree in a biology-, chemistry-, or forensic science-related area
- Successfully completed at least 9 credit hours of coursework in biology- or chemistry-related areas that provide an understanding of the foundation of DNA analysis.
- Successfully completed coursework in statistics or population genetics.
- The required coursework should include at least one graduate level course.
- Minimum of three (3) years of documented, human-DNA laboratory experience as a qualified analyst on forensic samples in an ANSI National Accreditation Board (ANAB) or ISO/IEC 17025 accredited crime laboratory.

Preferred Qualifications:

- Successful completion of the FBI sponsored QAS auditor training and/or previous managerial experience.

- Five (5) years of documented, forensic human-DNA laboratory experience in an ANAB or ISO/IEC 17025 accredited crime laboratory.

Knowledge, Skills, and Abilities:

- Knowledge of the principles, methods, equipment, and current techniques used in forensic evidence testing.
- Knowledge of the methods used in collecting and preserving physical evidence, maintaining legal chain of custody and presenting such evidence in court as an expert witness.
- Knowledge of Quality Control procedures and Quality Assurance principles; knowledge of ANSI National Accreditation Board (ANAB) and ISO/IEC 17025 accreditation requirements.
- Ability to communicate effectively, to formulate and present ideas in an effective manner and to create comprehensive understandable reports of findings.
- Ability to follow oral and written procedures and policies and the ability to read and comprehend authoritative directives, laws, and ordinances.
- Considerable knowledge of statistics as related to DNA analysis of forensic samples.

HOW TO APPLY

Apply online at [Criminalist DNA Technical Leader](#)

The full job description can be found on the City of Charlotte website [Search for Jobs](#)

Close Date: Sunday, April 05, 2026

Salary: \$91,736.00 - \$114,670.00 Commensurate with Experience