City of Henderson

Forensic Chemistry Supervisor*

SALARY	$3,603.42 - $5,405.13 Biweekly $93,688.90 - $140,533.34 Annually	**LOCATION**	Henderson, NV
JOB TYPE	Full Time	**JOB NUMBER**	0962OCT26-P-IR
DEPARTMENT	Police	**OPENING DATE**	10/12/2026
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 Chemistry Supervisor in the Police Department. The eligibility list may be utilized to fill vacancies for this classification for up to one (1) year.

Under general supervision, plans, directs, and coordinates the activities and operations of the Forensic Toxicology and Seized Drug Units within the Chemistry Section of the Henderson Police Department Forensic Laboratory; and performs related duties as assigned.

The ideal candidate for this position will possess:

- Extensive experience in toxicology, drug analysis, and forensic laboratory operations.
- Demonstrated supervisory and leadership skills, including personnel management, training, mentoring, performance evaluation, and staff development.
- Strong technical expertise in analytical instrumentation, method development, validation, and interpretation of forensic results.
- Thorough knowledge of ISO/IEC 17025 accreditation requirements, quality assurance, and laboratory compliance.
- Ability to plan, direct, and prioritize laboratory operations, manage resources, and maintain operational efficiency.
- Hands-on technical experience troubleshooting instrumentation, developing procedures, and implementing forensic testing capabilities.

- Commitment to scientific integrity, employee safety, accountability, and continuous improvement.

Salary and Benefits:
The City of Henderson offers a competitive compensation package that includes a four-day workweek, retirement benefits through Nevada PERS, tuition reimbursement, deferred compensation matching, and more.

For complete details, please click the **Benefits** tab at the top of this posting.

Click here to familiarize yourself with the job and its physical requirements.
Click here to learn more about the Police Department.
Click here to see what it's like to live in/visit Henderson.
Click here to visit our Candidate Success page.

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.

Minimum Qualifications

- Bachelor's Degree from an accredited college or university with a major in a Natural Science, Criminalistics, Toxicology, or a closely related field, which included coursework in chemistry or analytical chemistry
- Five (5) years of full-time practical experience working in a laboratory conducting scientific laboratory analyses. Experience must include: court testimony experience as an expert witness and professional research; experience interpreting forensic toxicology and drug chemistry results; method development and method validation in a toxicology, blood/alcohol, and drug chemistry lab; and servicing and troubleshooting related analytical instruments; experience of direct case work using the following: Enzyme-Linked Immunosorbent Assay (ELISA), Gas Chromatograph/Mass Spectrometer (GC/MS), Liquid Chromatograph/Mass Spectrometer (LC/MS), and Fourier Transform Infrared (FTIR & IR) Spectrometer
- Experience in an ISO/IEC 17025 based FQS/ACLASS or ASCLD/LAB-International accredited forensic laboratory; or ABFT accredited forensic toxicology laboratory
- Operational forensic laboratory experience calculating measurement of uncertainty in regard to blood alcohol, toxicology, and drug chemistry analysis; experience developing analytical and administrative laboratory SOPs and policies for operational forensic laboratories; and related experience as a LIMS user and administrator
- Must be eligible to obtain Board Certification through the American Board of Forensic Toxicology (ABFT) and full membership in the Society of Forensic Toxicologists (SOFT) within one (1) year of appointment.
- Must maintain active membership in the American Academy of Forensic Sciences (AAFS)
- Must be a court-qualified expert in forensic toxicology and chemistry and remain qualified to testify as an expert witness in Forensic Toxicology and Forensic Chemistry for the duration of employment
- 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 obtain and maintain Security Awareness and National Crime Information Center (NCIC)/Nevada Criminal Justice Information System (NCJIS) certification upon hire/transfer and recertify as needed. Must maintain certifications in NCIC/NCJIS as a condition of continued employment.
- Desirable: Master's degree, or higher, in forensic toxicology, pharmacology, toxicology, biochemistry, forensic chemistry, pharmaceutical chemistry, microbiology, or biology
- Desirable: American Board of Forensic Toxicology Certification

Required Documents/Assessment Information

DOCUMENTS REQUIRED AT THE TIME OF APPLICATION:

1) Completed Employment Application

2) Resume*

*Please attach your documents to the "Attachments" section of your application, click here for attachment instructions.

ASSESSMENT DATES:
Scored Supplemental Question Assessment* (Weighted 100%)
(Best-Qualified Candidates)

***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 the position. Additional information will not be accepted after the closing date.**

Selection Interview - Date to be Determined
(Top-Scoring 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 established.

Selection Process

The selection process will entail Subject Matter Experts reading and scoring your responses to supplemental questions 16-20, 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 16-20. This means they will not have access to applications, résumés, or any other identifying information when scoring.

Please ensure that your responses are written entirely in your own words and reflect your own knowledge and experience. The use of AI-generated or non-original responses may be considered grounds for disqualification from this process.

Candidates who are 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.

Appointment may be subject to the successful and timely completion of a post offer pre-employment background

investigation and medical/physical examination, including a drug/alcohol test. Please see the job description to view the physical requirements. The City reserves the right to modify selection devices and test instruments in accordance with accepted legal, ethical, and professional standards.

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.

Employer
City of Henderson

Phone
702-267-1940
702-267-1900

Forensic Chemistry Supervisor* Supplemental Questionnaire

*QUESTION 1

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

- Employment Dates: All dates listed for each employer are accurate. End dates are provided for positions I no longer hold.
- Current Employer: My current employer is included in my work experience.
- Contract Work: If I work(ed) for a contractor, the contractor is listed as my employer.
- Multiple Positions: Each position held at the same employer is listed separately, with corresponding start and end dates.

Application Requirements

- Required Documents: All additional required documents are attached to the application using the instructions linked here
- I have not listed “see resume” or “refer to application” in any section.

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, understand, and agree to the above instructions regarding completing my application.

- ◯ Yes
- ◯ No (NOTE: By answering no, I understand that my application may be disqualified from consideration.)

*QUESTION 2

Do you have a Bachelor's Degree, or above, from an accredited college or university with a major in a Natural Science, Criminalistics, Toxicology, or a closely related field, which included coursework in chemistry or analytical chemistry?

- ◯ Yes
- ◯ No

*QUESTION 3

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

*QUESTION 4

How many years of full-time practical experience working in a forensic laboratory conducting scientific laboratory analyses do you possess? Experience must include: Court testimony experience as an expert witness and professional research; experience interpreting forensic toxicology and drug chemistry results; method development and method validation in a toxicology, blood/alcohol, and drug chemistry lab; and servicing and troubleshooting related analytical instruments; experience of direct case work using the following: Enzyme-Linked Immunosorbent Assay (ELISA), Gas Chromatograph/Mass Spectrometer (GC/MS), Liquid Chromatograph/Mass Spectrometer (LC/MS), and Fourier Transform Infrared (FTIR & IR) Spectrometer; experience in an ISO/IEC 17025 based FQS/ACLASS or ASCLD/LAB-International accredited forensic laboratory; or ABFT accredited forensic toxicology laboratory. Operational forensic laboratory experience calculating measurement of uncertainty in regard to blood alcohol, toxicology, and drug chemistry analysis; experience developing analytical and administrative laboratory SOPs and policies for operational forensic laboratories; and related experience as a LIMS user and administrator. ***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 3 years
- ◯ More than 3 years to less than 5 years
- ◯ More than 5 years to less than 7 years
- ◯ More than 7 years to less than 9 years
- ◯ More than 9 years

*QUESTION 5

Regarding Question #4, please list each position where you gained your professional level experience. For each position where you gained this experience, please use the following format: **1. Employer Name 2. Job Title 3. Dates of Employment** If you do not possess this experience, please enter N/A. ***Note: The work experience section of your application must include all relevant job duties. The positions listed below will be compared to the work experience section and will be utilized to evaluate qualifications.***

*QUESTION 6

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 7

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 8

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 9

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 upon hire/transfer and recertified every year as a condition of continued employment?

- ◯ Yes
- ◯ No

*QUESTION 10

Desirable: Are you a Board Certified Toxicologist through the American Board of Forensic Toxicology (ABFT)?

- ◯ Yes
- ◯ No

*QUESTION 11

Do you understand that you must be eligible to obtain Board Certification through the American Board of Forensic Toxicology (ABFT) and full membership in the Society of Forensic Toxicologists (SOFT) within one (1) year of appointment?

- ◯ Yes
- ◯ No
- ◯ N/A - Currently possess certification

*QUESTION 12

Are you a court-qualified expert in forensic toxicology and chemistry?

- ◯ Yes
- ◯ No

*QUESTION 13

Do you understand that you must be a court-qualified expert in forensic toxicology and chemistry and remain qualified to testify as an expert witness in Forensic Toxicology and Forensic Chemistry for the duration of employment?

- ◯ Yes
- ◯ No

*QUESTION 14

Do you understand that you must maintain active membership in the American Academy of Forensic Sciences (AAFS)?

- ◯ Yes
- ◯ No

*QUESTION 15

Supplemental Question Examination: I have read and understand that Questions 16 - 20 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 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. Furthermore, I understand that my responses must be written entirely in my own words and reflect my own knowledge and experience. I understand that the use of AI-generated or non-original responses may be considered grounds for disqualification from this process.

- ◯ I have read the statement above and understand.

*QUESTION 16

Please describe in detail your practical experience working in a forensic laboratory conducting scientific laboratory analyses. If you do not possess this experience, please enter N/A.

*QUESTION 17

Please explain your experience performing ISO/IEC 17025 and ANAB AR3125 accreditation assessments and internal audits. If you do not possess this experience, please enter N/A.

*QUESTION 18

Please explain your experience conducting methodology development for validation of analytical forensic laboratory instruments. If you do not possess this experience, please enter N/A.

*QUESTION 19

What is quality assurance and how does it differ from quality control? If you do not possess this experience, please enter N/A.

*QUESTION 20

Please describe your experience with court testimony as an expert witness. If you do not possess this experience, please enter N/A.

* Required Question