

DEPARTMENT OF JUSTICE  
DIVISION OF LAW ENFORCEMENT  
BUREAU OF FORENSIC SERVICES  
SACRAMENTO LABORATORY  
420-579-8460-xxx

**Vacant**

**Job Title:** Latent Print Analyst I

**Statement of Duties:** Under the general direction of a Latent Print Supervisor or Criminalist Supervisor, a Latent Print Analyst I in a crime laboratory performs field and office work in developing, evaluating, comparing and identifying latent prints.

**Supervision Received:** Under the supervision and direction of a Latent Print Supervisor or Criminalist Supervisor.

**Supervision Exercised:** May assume lead responsibilities in the absence of a Latent Print Analyst II.

**Typical Physical Demands:** Be able to lift up to 60 pounds; work odd and late hours and in variable weather and terrain conditions; handle foreign substances and chemicals; ability to differentiate color shades; provide courtroom testimony.

**Typical Working Conditions:** While working in the laboratory, latent print analysts are in a controlled environment; however, while responding to clandestine and other crime scenes, they are in an uncontrolled and potentially stressful and hazardous environment; additionally, courtroom testimony can be a stressful work environment.

**EXAMPLES OF DUTIES:**

**Essential Functions**

- 55% Conducts difficult examination of latent print evidence and identifications of suspects. Development, evaluation, comparison, and identification of latent prints from objects of evidence, structures or natural materials, through the use of developing powders, chemicals, dyes, casting material, special photographic equipment, lasers or other special equipment as needed. Prepares investigative reports and dictates correspondence. Utilizes lasers, laser dyes and photographic digital equipment for the development and enhancement of marginal latent prints on difficult surfaces.
- 20% Assists local peace officers in the investigation of crime scenes for the purpose of gathering physical evidence for latent print analysis.
- 5% Evaluate, analyze and prepare latent impressions developed on items of physical evidence for input into the Cal-ID Automated Latent Print System, along with other available databases. Compare computer-generated lists of candidates as a result of automated queries. Register unidentified latent impressions into the Unsolved Latent Database.
- 5% Testifies as an expert witness in court.

- 5% Photographs latent prints. Prepares enlargements of latent print for court exhibits.
- 5% Instructs local law enforcement personnel in latent print techniques and crime scene investigations.

**Marginal Functions**

- 5% Researches, evaluates, and tests new methods, products and equipment.

I have read and understand the essential functions and typical physical demands required of this job (please check one of the boxes below regarding a Reasonable Accommodation):

- I am able to complete the essential functions and typical physical demands of the job without a need for a reasonable accommodation.
- I am able to complete the essential functions and typical physical demands of the job, but will require a reasonable accommodation. I will discuss my reasonable accommodation request with my supervisor.
- I am unable to perform one or more of the essential functions and typical physical demands of the job even with a reasonable accommodation.
- I am not sure that I will be able to perform one or more of the essential functions and typical physical demands of the job, and will discuss the functional limitations I have with my supervisor.

\_\_\_\_\_  
Employee Signature                      Date

\_\_\_\_\_  
Supervisor Signature    Date

DEPARTMENT OF JUSTICE  
DIVISION OF LAW ENFORCEMENT  
BUREAU OF FORENSIC SERVICES  
SACRAMENTO LABORATORY  
Latent Print Program

**Job Title:** Latent Print Analyst II

**Statement of Duties:** Under the general direction of a Latent Print Supervisor or Criminalist Supervisor, a Latent Print Analyst II in a crime laboratory performs field and office work in developing, evaluating, comparing and identifying latent prints.

**Supervision Received:** Under the supervision and direction of a Latent Print Supervisor or Criminalist Supervisor.

**Supervision Exercised:** May assume lead responsibilities in the absence of a Latent Print Supervisor or Criminalist Supervisor.

**Typical Physical Demands:** Be able to lift up to 60 pounds; work odd and late hours and in variable weather and terrain conditions; handle foreign substances and chemicals; ability to differentiate color shades; provide courtroom testimony.

**Typical Working Conditions:** While working in the laboratory, latent print analysts are in a controlled environment; however, while responding to clandestine and other crime scenes, they are in an uncontrolled and potentially stressful and hazardous environment; additionally, courtroom testimony can be a stressful work environment.

### Examples of Duties

#### Essential Functions

- 55%      Independently conducts difficult examination of latent print evidence and makes the most complex identification of suspects. Development, evaluation, comparison, and identification of latent prints from objects of evidence, structures or natural materials, through the use of developing powders, chemicals, dyes, casting material, special photographic equipment, lasers or other special equipment as needed. Prepares investigative reports and dictates correspondence. Utilizes lasers, laser dyes and photographic digital equipment for the development and enhancement of marginal latent prints on difficult surfaces.
- 15%      Assists local peace officers in the investigation of crime scenes for the purpose of gathering physical evidence for latent print analysis.

**Essential Functions (continued)**

- 5% Evaluate, analyze and prepare latent impressions developed on items of physical evidence for input into the Cal-ID Automated Latent Print System, along with other available databases. Compare computer-generated lists of candidates as a result of automated queries. Register unidentified latent impressions into the Unsolved Latent Database.
- 5% Testifies as an expert witness in court.
- 5% Photographs latent prints. Prepares enlargements of latent prints for court exhibits.
- 5% Training local law enforcement personnel in latent print techniques and crime scene investigations; and may also assist in the training of the Latent Print Analyst I or Criminalist/Senior Criminalist classifications.
- 5% Takes fingerprint impressions from unknown deceased persons through chemical or physical processes.

**Marginal Functions**

- 5% Researches, evaluates, and tests new methods, products and equipment.

I have read and understand the essential functions and typical physical demands required of this job (please check one of the boxes below regarding a Reasonable Accommodation):

- I am able to complete the essential functions and typical physical demands of the job without a need for a reasonable accommodation.
- I am able to complete the essential functions and typical physical demands of the job, but will require a reasonable accommodation. I will discuss my reasonable accommodation request with my supervisor.
- I am unable to perform one or more of the essential functions and typical physical demands of the job, even with a reasonable accommodation.
- I am not sure that I will be able to perform one or more of the essential functions and typical physical demands of the job, and will discuss the functional limitations I have with my supervisor.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature Date