

Class Concept

This is administrative work in directing the Crime Laboratory in the Department of Justice.

The employee is responsible for planning, organizing, and supervising all activities of the Crime Laboratory including: Quality Assurance and Quality Control, Digital/Latent Evidence, Forensic Biology, DNA Database, Physical Evidence, Drug Chemistry/Toxicology, Evidence Control, Logistical Unit, the Western Lab, the Triangle Lab, continued compliance with accreditation by Forensic Quality Services and the American Society of Crime Lab Directors – Lab Accreditation Board, the acquisition and implementation of grants, the oversight of all budgets, and completion of special projects assigned by the Attorney General. The laboratory conducts scientific examinations of physical evidence by processing and analyzing evidence from local, state, and federal law enforcement agencies. Duties include developing policies, procedures, and work operations for effective and efficient laboratory function; and planning and supervising the development and direction of the laboratory. The Director makes decisions on hiring and assignment of all lab personnel, and identifies and makes available to all Forensic Scientists both internal and external training opportunities. Work is administered on a statewide basis through subordinate supervisory personnel.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of modern intelligence methods, procedures, and techniques applicable to criminal investigations.
- Thorough knowledge of the criminal laws of North Carolina, of the methods and procedures of criminal investigations.
- Thorough knowledge of management principles and techniques.
- Considerable knowledge of forensic biology, evidence control, firearms and tool marks, forensic chemistry, and latent, digital and trace evidence techniques.
- Considerable knowledge of the organization, function, and responsibilities of the criminal justice system.
- Ability to supervise and direct a large staff of forensic personnel in a variety of specialties.
- Ability to formulate or initiate, and implement effective policies and operational procedures of the division and to determine division priorities and objectives.
- Ability to administer State policies regarding administrative matters of personnel, budgeting, and purchasing.
- Ability to establish and maintain effective working relationships with criminal justice system stakeholders and the public

Minimum Education and Experience

Bachelor's degree preferably in the physical or biological sciences from an appropriately accredited institution and eight years of varied laboratory experience including three years in a supervisory or administrative role; or an equivalent combination of education and experience.