CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

DNA TECHNICAL MANAGER – 1414

DEFINITION:

Under direction, to provide DNA technical expertise in the Police Crime Laboratory; to perform a wide variety of complex professional DNA analyses; to lead the work of professional laboratory personnel conducting DNA analyses; and to perform related work.

* EXAMPLES OF DUTIES:

- Reviews, revises, approves, and proposes new DNA-related technical policies and procedures;
- Trains professional laboratory personnel in DNA analysis;
- Oversees, reviews, and approves DNA method validation;
- Writes DNA validation reports;
- Recommends new DNA technical equipment and supplies;
- Troubleshoots and resolves DNA equipment issues;
- Serves as a technical reference regarding DNA analyses;
- Reviews DNA analyses for technical accuracy;
- Prepares evidence for presentation in court and testifies as an expert witness;
- Acts as a mediator in the technical review of DNA analyses;
- Leads the work of professional laboratory personnel conducting DNA analyses;
- Reviews DNA proficiency tests completed by professional laboratory personnel;
- Conducts DNA analyses.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: https://www.governmentjobs.com/careers/sandiego/classspecs.

A Master's Degree from an accredited institution in Criminalistics, Forensic Science, Biochemistry, Chemistry, Biology, Microbiology, or other physical or biological science. Course work must include a minimum of: 8 semester or 12 quarter units of General Chemistry, AND 3 semester or 4 quarter units in each of the following areas: Organic Chemistry, Genetics, Biochemistry, Molecular Biology, and either Population Genetics or Statistics.

* EXAMPLES OF DUTIES performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.