

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 Announcement for updated minimum qualifications.

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. NOTE: Foreign degrees are acceptable if they have been evaluated and deemed to be equivalent to degrees from accredited institutions in the United States. Possession of a valid California Class C Driver License.

- * **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.