PIMA COUNTY
invites applications for the position of:

4249 - Forensic Autopsy Technician

**SALARY:**  $17.31 Hourly

**OPENING DATE:**  07/01/22

**CLOSING DATE:**  07/08/22 11:59 PM

**POSITION DESCRIPTION:**

This position, with rotating and weekend shifts, is in the Forensic Science Center Department.

Salary Grade: 35

Forensic Autopsy Technicians participate in the medico-legal activities of the Office of the Medical Examiner by assisting in procedural examinations and other morgue related activities.

Please note: Successful candidates offered employment with Pima County, including current employees who have applied for new positions, are required to provide proof of COVID-19 vaccination prior to their scheduled start date. If you are unable to become fully vaccinated due to a medical disability or religious observance/practice, you must request an accommodation – accommodation forms are located online.

**DUTIES/RESPONSIBILITIES:**

(Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Assists pathologist with clinical pathological procedures;
Receives, prepares, stores, and releases cadavers;
Records physical information about cadavers such as height, weight, and temperature;
Participates in autopsy procedures by making and closing incisions, eviscerating organs, fingerprinting, and collecting specimens at the direction of a pathologist;
Verifies and documents all human remains, property, and evidence received;
Obtains and labels trace collections, specimens, and evidence for law enforcement agencies;
Takes clinical, surgical, and other photographs as directed by the pathologists;
Maintains sanitary conditions of the facility, equipment and instruments, and ensures safe disposal of biological and biohazardous materials;
Operates various equipment such as scales, autopsy saw, aspirator, x-ray machine, cameras, scalpels, and forklift;
Maintains inventory of supplies, keeps records and files, and performs other routine clerical duties.

**KNOWLEDGE & SKILLS:**

Knowledge of:
- human visceral anatomy, physiology, and pathology;
- autopsy procedures;
• special instruments and equipment used in a forensic laboratory including standard x-ray procedures and darkroom techniques;
• procedures and techniques used to collect, process, and store specimens.

Skill in:
• assisting pathologists with technical autopsy procedures;
• understanding and following oral and written instructions;
• communicating effectively, both orally and in writing;
• working with medical instruments and laboratory equipment;
• maintaining logs and records;
• basic computer data entry.

**MINIMUM QUALIFICATIONS:**

One year of experience in a medical setting assisting with surgeries or autopsies, pathological laboratory, funeral home, criminal justice, veterinarian work, emergency medicine, organ recovery or a closely related field.

OR

A high school diploma/GED or higher with nine (9) college or technical school semester credits in courses that focus on biology, human anatomy, physiology, zoology or criminal justice.

Qualifying education and experience must be clearly documented in the "Education" and "Work Experience" sections of the application. Do not substitute a resume for your application or write "see resume" on your application.

**Preferred Qualifications:** (Be specific in describing your experience in your application. Ensure the descriptions provided illustrate your competencies, specifically addressing the required and preferred qualifications.):

1. One (1) year experience in a medical setting, pathological laboratory, funeral home, criminal justice, veterinarian work, emergency medicine, organ recovery, or closely related field to the Medical Examiners Office.

**Selection Procedure:**

Pima County Human Resources Department reserves the right to admit to the selection process only those candidates that meet the minimum/desired qualifications. All applications will be assessed based on an evaluation of the listed education and experience. Candidates meeting the minimum/desired qualifications may be further evaluated/scored against any advertised Preferred Qualifications. The hiring authority will interview and select the successful candidate from a referral list provided by Human Resources. Additional assessments/testing may be required as part of the selection process.

**SUPPLEMENTAL INFORMATION:**

**Special Requirements:** Ability to independently move and manipulate heavy objects of up to 100 pounds and work with noxious odors.

**Licenses and Certificates:** A valid driver license is required at time of application. Valid AZ driver license is required at time of appointment. The successful applicant will be subject to a 39-month DOT Motor Vehicle Record review to determine applicant’s suitability to operate county vehicles in accordance with Pima County administrative procedures. Failure to obtain and maintain the required licenses and certifications shall be grounds for termination. Any offer of
employment resulting from this recruitment is contingent upon Fleet Services’ review and approval of the candidate’s driving record.

**Special Notice Items:** Department of Labor regulation CFR Part 1910.1030 requires notification that this category may have a high risk of exposure to bloodborne pathogens. In accordance with OSHA and Pima County guidelines and regulations, Hepatitis B vaccine, tuberculosis screening, and respiratory protection training and safety equipment will be provided. The County requires pre-employment background checks. Successful candidates will receive a post-offer, pre-employment background screening to include verification of work history, education and criminal conviction history. A prior criminal conviction will not automatically disqualify a candidate from employment with the County.

**Physical/Sensory Requirements:** Physical and sensory abilities will be determined by position.

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**APPLICATIONS MAY BE FILED ONLINE AT:**
[http://www.pima.gov/hr](http://www.pima.gov/hr)

150 W. Congress - 4th Floor
Tucson, AZ 85701
520-724-8028

hr.recruitment@pima.gov