



DANE COUNTY
invites applications for the position of:

Medicolegal Investigator

SALARY: \$32.31 - \$41.74 Hourly

OPENING DATE: 01/26/18

CLOSING DATE: 02/16/18 04:30 PM

DESCRIPTION:

Starting hourly wage of \$32.31 with further increases to \$41.74 per hour plus excellent benefits including fully paid dental insurance premiums and HMO health insurance plan for full time employees, along with contributions towards POS health insurance plan, retirement, and short/long term disability. Additional benefits available include long term care, vision coverage, flex spending account and deferred compensation programs paid in full by the employee.

The eligible list created from this posting will be used for future vacancies for six (6) months.

Under general supervision, investigates deaths, determines jurisdiction, and reports case and scene findings to assist the Medical Examiner in determining the cause and manner of death.

Applicants meeting the minimum requirements will be invited to take a written test. Applicants being considered for employment will need to pass a background check, physical exam and a psychological exam.

DEFINITION AND EXAMPLES OF DUTIES:

Investigates death scenes, takes telephone reports of deaths where appropriate and reports findings to the pathologist to assist in the determination of Cause and Manner of death in accordance with Wisconsin State Statutes.

- Examines evidence at scenes to establish an initial assessment of the cause and manner of death natural, suicide, accidental, homicidal or undetermined.
- Assists in the identification of the decedent by examining the body and the scene of the death, and gathering additional information as needed.
- Collects and preserves physical evidence in accordance with established chain of custody procedures.
- Notifies the next of kin personally or in conjunction with law enforcement, judicial agencies, or chaplain services.
- Supervises and assists with the removal of a decedent from a scene and the transport and accession at the morgue.
- Obtains personal data and medical history on cases from hospital personnel, health care personnel, interviews with family, neighbors, friends and others.
- Testifies in civil and criminal court cases on results of investigations and other expert information.

- Prepares death certificates for certification by pathologists.
- Prepares disinterment permits, subpoenas and other legally binding documents for embalming and cremation.
- Establishes and maintains effective working and public relations with various local and state law enforcement agencies, federal officers, county departments and the public.
- Assists at select autopsies with photographic duties, collection and documentation of evidence recovered at postmortem examination.
- Attends select autopsies and participates as required under pathologists supervision.
- Performs other duties as required.

EDUCATION, EXPERIENCE & SPECIAL REQUIREMENTS:

Any combination of training or experience equivalent to an associate degree in police science, forensic science, medicine or nursing, crime scene investigation, anthropology, medicolegal death investigation, biology, anatomy, pharmacology, funeral sciences or other related field of study or two years experience either performing criminal or civil investigations including the writing of investigative reports.

An equivalent combination of education and work experience that satisfy the requirements of the job may be sufficient.

Possession of or eligibility for a valid Wisconsin driver's license; access to reliable personal motor vehicle transportation; availability to work evenings, weekends and holidays. Dane County residency is required following employment.

KNOWLEDGE, SKILLS & ABILITIES:

- Considerable knowledge of Chapter 979 of the Wisconsin State Statutes concerning the investigation of death.
- Considerable knowledge of causes and manners of death and their manifestations with regard to the body, scene and history.
- Considerable knowledge of investigative techniques, principles, and practices used in the research of cause and manner of death.
- Considerable knowledge of the morphological aspects of the causes of death with special attention to autopsy.
- Working knowledge of medical terminology and medicine as it pertains to death and varying forms of trauma.
- Ability to communicate with survivors of the decedent.
- Ability to establish and maintain effective working relationships with other public agencies and the general public.
- Ability to interpret a death scene, identify items of evidence and assess the condition of the body.
- Ability to take proper photographs of scene, body and evidence for documentation.
- Ability to physically remove a body from the scene of death and supervise the transport of the body to the morgue insuring the preservation of any trace evidence.
- Ability to secure facts through investigation and inspections and to analyze and interpret these facts effectively.
- Ability to prepare and present accurate, objective, and thorough reports.
- Ability to respond to calls in a timely fashion.
- Oral and written communication skills.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.countyofdane.com>

210 Martin Luther King Jr Blvd, Room 418
Madison, WI 53703

Position #2018-00013
MEDICOLEGAL INVESTIGATOR
DH

(608) 266-4125

employee-relations@countyofdane.com
