



VENTURA COUNTY  
Invites applications for the position of:  
**Forensic Pathology Technician**

**JOB CODE:**  
**OPENING DATE/TIME:**  
**CLOSING DATE/TIME:**  
**SALARY: \$40,883.24-\$52,183.63**  
**JOB TYPE:** Regular, full-time  
**LOCATION:** Ventura, California  
**DEPT/AGENCY:** Medical Examiner's Office/Health Care Agency (HCA)

***Mission Statement***

The Ventura County Medical Examiner's mission is to provide respectful, professional, accurate and timely death investigation services to all people in Ventura County, while complying with applicable California Statutes.

CHANGE YOUR LIFE



**Forensic Pathology Technician**

Ventura County is offering an exciting opportunity to work in a Medical Examiner system in California. The Ventura County Medical Examiner Office runs independent of law enforcement in Ventura County and is currently undergoing a new and exciting transformation under the direction of Chief Medical Examiner, Dr. Christopher Young. The ideal candidate will execute his/her duties in a beautiful renovated facility equipped with a state of the art full body X-Ray scanner (LODOX)

overlooking the Pacific ocean. The Forensic Pathology Technician, under the direction of the Chief Operating Officer, is a double-position classification and is responsible for assisting the Chief Medical Examiner and the Assistant Chief Medical Examiner in the Autopsy suite.

The ideal candidate will have at least six (6) months experience assisting in forensic autopsies required. Must be able to comprehend, follow and convey written and oral instructions

effectively, possess strong interpersonal relationship skills, and be an effective communicator, both orally and in writing.

The Forensic Pathology Technician is a non-exempt classification, which is not exempt from the provisions of the Civil Service Ordinance. The incumbent is eligible for overtime compensation and is part of the bargaining unit of SEIU.

Duties of the Forensic Pathology Technician include, but are not limited to:

- Assists the board certified forensic pathologists in the performance of medico-legal autopsies, and assists Ventura County medical Center pathologists with hospital autopsies.
- Assists in the collection of evidence, including clothing, and processes that evidence personally collected for additional testing.
- Assists in specialized identification on badly decomposed bodies; obtains fingerprints on all cases.
- Assists in the collection of blood, body fluids and tissue specimens for forensic toxicology; packages and prepares specimens for storage or transports in a legal chain of custody those specimens necessary for toxicology testing.
- Under the direction of the forensic pathologists, removes plaster casts or other medical appliances, preserving reusable material.
- Prepares autopsy facility for work, and keeps autopsy room clean, sanitary and in an orderly manner; cleans and or sterilizes equipment; orders and maintains autopsy equipment and supplies.
- Assists the forensic pathologist in the autopsy of suspected or unknown contagious cases, including the collection of specimens for laboratory testing and decontamination of equipment and facilities.
- Identifies, releases and moves deceased persons from refrigeration storage; and prepares deceased persons for autopsy exam and final disposition.
- Preserves, stores, and discards evidence, clothing, and specimens as directed or according to established procedures.
- Performs x-rays on deceased persons as directed by the forensic pathologist.
- Assists with photographs of evidence and injuries under the forensic pathologist's direction.

- Trains others (extra help forensic pathology technicians) in specialized procedures, equipment and techniques related to job functions.
- Assists the forensic pathologist in tissue cutting for histological examination.
- Keeps up to date logs and performs routine clerical filing, record keeping and data entry into the county computer system.
- Prepares bodies for viewing by relatives or others.
- May assist in on-scene investigations by collecting and preserving evidence under direct supervision and may serve as a witness in medical examiner cases.
- Assists in general office functions, such as assisting the public, answering phones, and clerical duties, as needed.

## Compensation and Benefits

Current Annual Base Salary Range:  
**\$40,883.24-\$52,183.63 per year.**

The County offers an attractive compensation and benefits package. In addition to the above base salary, other "cash-like" benefits may include a 1.75%





match on your 401k contributions a Flexible Credit Allowance, the ability to "cash in" or redeem hours of Annual Leave and participation in the County's defined pension plan.

**RETIREMENT/SOCIAL SECURITY:** Both the County and you contribute to the County's Retirement Plan, which immediately vests in your Ventura County Employees Retirement Association (VCERA) account. Defined retirement benefits vest after 5 years of service. Compensation for retirement purposes includes all cash compensation excluding overtime, and including Flexible Benefits contribution. The County and you also each contribute to Social Security.



**HEALTH PLANS:** Medical, Dental, and Vision Plans for you and your dependents. A flexible credit allowance.

**TEXTBOOK AND TUITION:** When courses have been satisfactorily completed, the County will reimburse you to a maximum of \$900 per fiscal year for tuition and books for off-duty, job-related courses.

**PAID SICK LEAVE:** 80.08 hours earned per year. You may accrue up to 800 hours and will be reimbursed annually for 25% of the number of hours over the maximum. A cash payment of 25% of unused hours will be made if you retire or terminate with more than 10 years of service.

**FLEXIBLE SPENDING ACCOUNTS:** Increase your spending power by reimbursing you with pre-taxed dollars for IRS approved dependent care and health care expenses.

**HOLIDAYS:** 10 paid days per year.

**DEFERRED COMPENSATION:** You may elect to contribute to one or both of the County's deferred compensation plans (established under Internal Revenue Code Sections 401(k) and 457). If you participate in the County sponsored 401(k) plan, the County will match a part of your contribution up to 1.75% of your salary, on a pay period basis. You must be regularly scheduled to work 40 hours or more each pay period to participate in the 401(k) plan. These plans enable you to build long-term savings while deferring current federal and state income taxes. In addition to pre-tax contributions, you are also able to make after-tax contributions through the Roth option available in the 457 plan.



Other benefits include: Disability Plans, Employee Assistance Program, Life Insurance, Tuition Reimbursement, Benefit Reimbursement Program and a Wellness Program.

## County Government & the Medical Examiner's Office

The ME's Office investigates approximately 30% of county deaths and conducts approximately 700 autopsies each year. The office employs two full-time forensic pathologists (the Chief ME and the Assistant Chief ME). In addition, the ME's Office employs six ME Investigators who provide 24-hour death investigation coverage. An Administrator, a Clerical Supervisor and two Forensic Pathology Technicians complete the full-time staff.





## Description

From rolling hills to sweeping ocean views, Ventura County is located on the "Gold Coast," approximately 50 miles northwest of Los Angeles and 30 miles south of Santa Barbara. The near perfect climate (Mediterranean) with an average annual temperature of 74.2 degrees and a wonderful quality of life are a few of the reasons many of the 850,000 residents call Ventura "home." Ventura has a diverse economic base from tourism to high-tech enterprises in beautifully planned communities, making the region one of the safest and fastest growing in Southern California.

The County's 1,873 square miles include 1,846 square miles of land with 43 miles of coastline which is home to the following cities and points of interest: Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, Santa Paula, Simi Valley, Thousand Oaks, and Ventura as well as national protected areas such as



parts of the Angeles National Forest, Channel Islands National Park, and the Santa Monica Mountains National Recreation Area.

The County of Ventura offers numerous year-round activities ranging from walking on the beach to enjoying a concert in a park or sailing to the Channel Islands or hiking in the Los Padres National Forest. Ventura County is home to the Ronald Reagan Presidential Library and Museum, the San Buenaventura Mission, art galleries, and a state-of-the-art Civic Arts Plaza.

Ventura County has a strong economic base that includes major industries such as biotechnology, agriculture, advanced technologies, oil production, military testing and development, and tourism. Home to two universities (California State University Channel Islands and California Lutheran University), and three Community Colleges (Moorpark, Oxnard, and Ventura), multiple university extensions, institutes, and adult schools, the county enjoys a strong structure for workforce development.





This position will remain open until filled.



**Questions:**

Questions and inquiries may be directed to:  
Nathan Wood, Personnel Management Analyst, CEO-Human  
Resources  
Phone: (805) 677-5232  
E-Mail: [nathan.wood@ventura.org](mailto:nathan.wood@ventura.org)

