

**OFFICE OF CHIEF MEDICAL EXAMINER  
CITYWIDE JOB VACANCY NOTICE**

**Office Title:** Medicolegal Investigator  
**Title Code No:** 53299  
**Division/Work Unit:** OCME-Operations

**Level:** I  
**Salary:** \$71,723 - \$83,362  
**Work Location:** OCME - Citywide  
**Number of Positions:** 1

**Hours/Shift:** 40 hrs per week (5-days during training period/3-days upon completion of training period; may include evenings, nights, weekends, and holidays).

**The Office of Chief Medical Examiner investigates cases of persons who die within New York City from criminal violence, by accident, by suicide, suddenly when in apparent health, when unattended by a physician, in a correctional facility or in any suspicious or unusual manner or where an application is made pursuant to law for a permit to cremate a body of a person.**

***We exist to provide answers in support of families, victims and community during times of profound need.***

**JOB DESCRIPTION**

The core values of the OCME are to put the mission of the agency first, to be truly dedicated and to have integrity in every aspect of our professional life.

- The selected candidate will conduct death investigations that result from criminal violence, suicide, mechanical, environmental or industrial accidents, deaths in correctional facilities, sudden deaths unattended by a physician, deaths occurring as a complication of therapeutic procedures, and any deaths that occur in an unnatural or suspicious manner.
- The selected candidate will be responsible for writing reports, obtaining medical records or other hospital specimens pertaining to the death investigation, and performing follow-up investigations on behalf of Medical Examiners as requested.
- Additional responsibilities include interviewing witnesses to obtain information, observing the death scene and preparing detailed descriptions, examining and taking possession of bodies, and supervising their transport to the Medical Examiner's Office.
- The candidate will identify and establish evidentiary value of items and determine which items are to be taken into evidence; document evidence and direct its removal, while safeguarding its quality; establish and maintain chain of custody of evidence; obtain or coordinate positive identification through visual recognition, x-ray, dental records, descriptive evidence, and fingerprint records.
- He/she will identify immediate life-threatening conditions and take/coordinate action to remove hazards.
- He/she will testify in court and provide information to family and authorized others as to cause of death, manner and circumstances as determined, thus providing counseling, understanding, and education.
- The candidate should be comfortable with basic typing/computer skills and photography.

**QUALIFICATION REQUIREMENTS**

Qualification Requirements:

1. A baccalaureate degree from an accredited college with specialization in police science, forensic science, criminal justice, sociology, psychology, medicine, nursing, or other related field of study.

NOTE:

1- Registry or Board Certification by the American Board of Medicolegal Death Investigators (ABMDI); this certification must be obtained within one year of appointment to the title and must be maintained thereafter.

2- Possession of a Motor Vehicle Driver license valid in the State of New York at the time of appointment. This license must be maintained for the duration of this employment.

For Assignment to Level II

1. In addition to meeting the "Qualification Requirements" above, to be eligible for placement at Assignment Level II, individuals must be a licensed Physicians' Assistant or Nurse Practitioner and have one year of satisfactory full-time experience as a Medicolegal Investigator.

For Assignment to Level III

1. In addition to meeting the "Qualification Requirements" above, to be eligible for placement at Assignment Level III, individuals must be a licensed Physician's Assistant or Nurse Practitioner and must have at least four additional years of full-time satisfactory experience as a Medicolegal Investigator.

**SPECIAL NOTE**

1. Selected Candidates will be required to provide a DNA sample by swabbing.
2. This position has been identified as "essential". During emergency events, "essential" positions require 24-hour availability.

**TO APPLY, PLEASE SUBMIT RESUME AND COVER LETTER TO:** [nyc.gov/careers](http://nyc.gov/careers)

Please note that only candidates selected for interview will be contacted for this position.

<b>POST DATE:</b> April 2019	<b>POST UNTIL:</b> Until Filled	<b>JOB ID #392400</b>
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**The City is an Equal Opportunity Employer.**  
**The Official NYC Web Site:** [www.nyc.gov](http://www.nyc.gov)