



**WELD COUNTY GOVERNMENT**  
invites applications for the position of:  
**Medicolegal Investigator**

An Equal Opportunity Employer

Salary: See Position Description

**SALARY:**

**OPENING DATE:** 08/31/22

**CLOSING DATE:** 09/20/22 11:59 PM

**DESCRIPTION:**

Join an expanding team in one of the nation's fastest growing counties (Weld county, Greeley, CO).

The Weld County Coroner's Office is recruiting for a Medicolegal Death Investigator to conduct investigations which fall under the jurisdiction of the coroner; conduct death notifications to, and interact extensively with, families. prepare detailed reports; maintain proper chain of custody with all evidence; present cases to the Forensic Pathologist; read and interpret medical records and sign death certificates, as required.

The position requires shift work, with some unexpected and extended hours as needed. Some on-call work required.

**\$32.54 - \$41.24 hourly, plus benefits ( see benefits tab on posting).  
The position will normally start at \$32.54 per hour.**

As an applicant for this position, you should be aware of Senate Bill 19-085, the Equal Pay for Equal Work Act. The act requires employers to announce the pay range for job openings. This range encompasses the nine pay steps that Weld County Government has available should you earn the position and demonstrate satisfactory performance over time.

**ESSENTIAL DUTIES  
AND  
RESPONSIBILITIES:**

**To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Other duties may be assigned. (any one position may not include all of the duties listed nor do the listed examples include all duties which may be found in positions of this class.)**

- Respond to and investigate death scenes within Weld County regardless of time of day and/or weather conditions.
- Conduct a complete medicolegal investigation, including photographing the scene and body; processing the scene and body; conducting interviews with NOK, law enforcement and medical staff; removing the body, or bodies, from the scene.
- Conduct a thorough head-toe examination of the body under field conditions and be able to identify post-mortem characteristics, signs of

disease, and identifying features.

- Estimate date and time of death.
- Interview witnesses, family members, physicians, employers and others associated with the deceased.
- Obtain statements, documents, and related factual evidence. Write complete, accurate, unbiased reports.
- Input information into database. Efficiency in Microsoft office products is essential (Word, Outlook, Excel).
- Prepare death certificates.
- Examine, understand, and interpret records, including medical records needed in a death investigation.
- Properly notify next-of-kin. Provide information and assistance to families.
- Present cases to the forensic pathologist at autopsy.
- Interact with other government agencies, such as police/sheriff, fire, EMS, OSHA, FBI, school districts, hospitals and organ donation teams.
- Maintain certifications by fulfilling all ongoing, required training.

## **QUALIFICATIONS:**

### **MINIUMUM REQUIREMENTS**

#### **Education:**

- High School Diploma or GED required; college degree in any field preferred.
- Basic medical terminology course or equivalent training preferred.

#### **Preferred experience:**

Paid coroner experience, including internships of no less than three months.

#### **Knowledge**

- General offices practices and procedures.
- Investigation and interviewing techniques and procedures.
- Applicable Federal and State laws, rules and regulations.
- Knowledge of Colorado Coroner Statute 30-10-606.
- Basic to intermediate medical terminology.
- Basic to intermediate anatomy and physiology.
- Basic understanding of the mechanisms associated with death from myocardial infarction, CVA, organ failure, sepsis, accidental and nonaccidental trauma, asphyxiation and other common causes of death.
- Basic understanding of common prescription, non-prescription and illicit drugs.

#### **Abilities**

- Read and comprehend department and County rules, regulations, policies and standard operating procedures.
- Regular, predictable attendance

Evaluate information from medical records and clinician interviews.

- Submit concise and coherent reports in oral and written form.
- Establish and maintain cooperative professional work relationships with

persons from a variety of organizations and agencies.

- Comfortably assist persons bereaved by the death of a loved one and professionally manage emotional situations related to death.
- Understand one's own limitations in dealing with stressful situations on a frequent basis.
- Be able to concentrate on more than one task at a time and to make independent decisions.

### **Certificates, Licenses, Registrations**

- Must have own transportation to and from work, with required liability insurance and a valid driver's license.
- Must possess or obtain within one year of employment a Medicolegal Death Investigator's certification acceptable to the Weld County Coroner's Office.

**Must be available to begin orientation within 30 days of offer.**

### **OTHER NECESSARY REQUIREMENTS:**

#### **Physical Demands:**

Acceptable eyesight to perform investigator duties.

Appropriate voice skills to be clearly understood on telephone, radio, and in public contacts. Acceptable hearing to hear well on telephone, radio, and public contacts. Able to sit, stand, or walk for long periods of time, to walk up and down stairs, and to get into and out of vehicle repeatedly. Must be able to lift, carry, drag, or push, an average body weight of 150 to 200 lbs., both alone and with help. Able to climb ladders or stairs or climb up to and down from higher levels using unconventional methods. Must have fine and gross motor skills, hand dexterity, full use of fingers, hands, and arms, and good grip strength to perform investigative duties. Able to drive in any safe environmental conditions (rain, snow, fog etc) 24 hours a day. Able to work in hazardous or dangerous work areas or situations. Capable of working under stressful situations and while fatigued. Able to wear personal protective equipment, as required. Able and willing to work nights, weekends and holidays in a rotating schedule or as needed.

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APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<https://www.weldgov.com>

ALTERNATIVE FORMAT MAY BE OBTAINED AT:

1150 O Street  
Greeley, CO 80631  
970-400-4234

[humanresources@co.weld.co.us](mailto:humanresources@co.weld.co.us)

(Inquiries only, no applications or resumes)

Job #04325-0822  
MEDICOLEGAL INVESTIGATOR  
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### **Medicolegal Investigator Supplemental Questionnaire**

\* 1. What is your level of education?

- GED
- High School Diploma
- I have completed some college classes.
- Associate's Degree
- Bachelor's Degree
- Master's Degree
- Higher Degree

2. If you have a degree, what is your field of study?
- \* 3. Do you have coroner/medical examiner experience, or full-time paramedic experience, or emergency department/ICU experience?  
 Yes  No
4. If you do have experience, please explain in detail in what capacity and what position it is reflected.
- \* 5. Do you possess a Medicolegal Death Investigator's credential from ABMDI or CCA?  
 Yes  No
- \* 6. Are you available for work on different shifts, including nights, weekends and holidays?  
 Yes  No
- \* 7. Do you have a valid Colorado Driver's License, a reliable and insured vehicle, and are you able to travel throughout Weld County?  
 No  
 Yes
- \* 8. If you answered NO to the above question, are you able to obtain a valid Colorado Driver's License upon hire?  
 Yes  No
- \* Required Question