



## CITYWIDE JOB VACANCY NOTICE

**Office Title:** Medicolegal Investigator  
**Civil Service Title:** Medicolegal Investigator I  
**Division/Work Unit:** OCME – Medicolegal Investigators  
**Work Location:** 421 East 26<sup>th</sup> Street, New York, NY

**Number of Positions:** 9  
**Title Code No:** 53299  
**Level:** I  
**Salary:** \$83,147

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.

The core values of **CARES** guide our work for communities and inform our behavior toward each other and all those we serve.

- **Commitment:** Dedicated to the mission at all times
- **Accountability:** Responsible to each other and the community
- **Resilience:** Adapt in the face of adversity
- **Excellence:** Achieve and maintain the highest quality
- **Service:** Innovate to meet evolving needs

### JOB DESCRIPTION

Under direction, with wide latitude for independent judgement and action, the candidate investigates deaths reported to the OCME. Typical tasks include the following:

- Interviews witnesses to obtain information useful to determining OCME jurisdiction and certifying cause and manner of death
- Responds to death scenes and hospitals, citywide and documents scene/investigative findings
- Examines and takes possession of bodies plus supervises their transport to the Medical Examiner's Office.
- Identifies and establishes evidentiary value of items and determines which items are to be taken into evidence.
- Documents evidence and directs its removal, while safeguarding its quality, and establishes and maintains chain of evidence.
- Obtains/documents information that will facilitate the decedent identification process
- Investigates death as required for cremation clearance.
- Identifies immediate life-threatening conditions and takes/coordinates action to remove hazards.
- Testifies in court.
- Provides information to family and authorized others as to cause of death, manner and circumstances as determined, thus providing counseling, understanding, and education.
- Performs follow-up investigations and interviews within well-defined parameters, as assigned.
- Recommends release or maintenance of jurisdiction over bodies based upon preliminary investigation.
- Prepares detailed investigative reports
- Uploads records/photos as part of case investigation

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

**\*\*FINAL APPOINTMENTS ARE SUBJECT TO OFFICE OF MANAGEMENT & BUDGET APPROVAL\*\***

<b>POST DATE:</b>	<b>POST UNTIL:</b>	<b>JOB ID # 701666</b>
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### MINIMUM QUALIFICATION REQUIREMENT

- 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.
- 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; **or**
- Education and/or experience described in "1" above.
- **For Assignment to Level II** - In addition to meeting the "Qualification Requirements" above, to be eligible for placement at Assignment Level II, individuals must have one of the following:
  - One year of satisfactory full-time experience as a Medicolegal Investigator at OCME; or
  - Two years of full-time satisfactory experience conducting death investigations.
- **For Assignment to Level III** - In addition to meeting the "Qualification Requirements" above, to be eligible for placement at Assignment Level III, individuals must have one of the following:
  - Three years of experience gained as a Medicolegal Investigator at OCME; or.
  - Four years of full-time satisfactory experience conducting death investigations.

### PREFERRED SKILLS

- Experience in medicolegal investigations.

### LICENSE REQUIREMENTS

- Must possess a Motor Vehicle Driver's License valid in the State of New York at the time of appointment. This license must be maintained for the duration of this employment; **and**
- The certification or registration listed above under Minimum Qualifications must be maintained for the duration of this employment.

### SPECIAL NOTE

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

### ADDITIONAL INFORMATION

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.

### RESIDENCY REQUIREMENT

**NYC residency is not required.**

### TO APPLY

Please submit resume and cover letter to: <https://a127-jobs.nyc.gov>. (JOB ID# -701666)

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**The City is an Equal Opportunity Employer.**  
**The Official NYC Web Site: [www.nyc.gov](http://www.nyc.gov)**