



CITYWIDE JOB VACANCY NOTICE

<p>Office Title: Tour Commander/Field Operations Manager Civil Service Title: Criminalist (Detailed to Assistant Director of Laboratory) Division/Work Unit: OCME – Medicolegal Investigations Work Location: 421 East 26th, New York, NY 10016</p>	<p>Number of Positions: 1 Title Code No: 2184C Level: M-1 Salary: \$66,066 - \$71,246</p>
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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

The Tour Commander will be responsible for a wide range of activities, including, but not limited to, the following:

- Manage and disseminate operational reports and assignments
- Participates in OCME’s readiness and 24/7 response teams for potential or confirmed multi-fatality incidents.
- Disseminate time sensitive notifications, as required
- Address, manage and mitigate operational issues
- Interface with religious leaders regarding religious objection cases.
- Responds to inquiries from the public, other city officials and agencies
- Interface with District Attorney Offices, NYC Police Department, and other external agencies.
- Respond to death scenes to supervise/facilitate investigations in progress and perform duties of Medicolegal Investigators in all five boroughs as needed
- Monitor and track vehicle usage and ensures compliance with OCME Fleet directives
- Maintain operational scheduling and coverage
- Provides advanced investigative support to Medical Examiners
- Facilitates with onboarding and training of new MLI Unit staff
- Performs other duties as assigned

MINIMUM QUALIFICATION REQUIREMENT

- A baccalaureate degree from an accredited college, with specialization in criminalistics, forensic science, chemistry, biology, physics, molecular genetics, genetics, biochemistry, molecular biology, entomology, anthropology, ecology or a closely related scientific or engineering field.

LICENSE REQUIREMENT

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

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

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- A motor vehicle driver’s license in the state of New York is required.

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 may require 24-hour availability.**

ADDITIONAL INFORMATION

Public Service Loan Forgiveness - As a prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education’s website at <https://studentaid.gov/pslf/>.

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 for this position.

TO APPLY

Please submit resume and cover letter to: <https://a127-jobs.nyc.gov>. (Job ID# - 701679)

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