



## Lake County Deputy Coroner

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|---------------------|-----------------------------|---------------------|--------------|
| <b>SALARY</b>       | \$30.25 Hourly              | <b>LOCATION</b>     | Waukegan, IL |
| <b>JOB TYPE</b>     | Full-Time                   | <b>JOB NUMBER</b>   | 02682        |
| <b>DEPARTMENT</b>   | Coroner's Office            | <b>OPENING DATE</b> | 09/17/2025   |
| <b>CLOSING DATE</b> | 10/26/2025 11:59 PM Central |                     |              |

### General Description

Are you looking for a challenging role within an organization that provides rewarding compensation, an excellent benefits package, and career growth opportunities? If so, Lake County Government is the place for you. Comprised of nearly 3,000 employees, it is our goal to positively serve the residents of Lake County while working with a purpose. We believe our employees should take pride in the work they accomplish while truly respecting a collaborative work environment.

Under general supervision performs work of moderate difficulty in assisting the Coroner and Chief Deputy Coroner in conducting investigations of deaths reported to the Coroner's Office. Duties of the Office of Coroner are statutorily described in the Illinois Revised Statutes. Employees in this position perform all support duties involved in death investigation, including conducting scene investigations, organizing the conveying of the body to the morgue, conducting body examinations, taking of body fluids for toxicological examinations, taking of x-rays and fingerprints, and assisting at autopsies. Work is performed under unusual and unpleasant conditions and is subject to call on a 24-hour-a-day basis.

### Essential Functions

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Depending on the assignment, the incumbent may perform a combination of some or all of the following duties, and perform related duties as assigned:

- Conducts on-scene investigations including taking photographs, interviewing family and witnesses, and collecting of applicable evidence.
- Coordinates the Conveyance of the body to the morgue keeping intact evidence on/or accompanying the body, including the correct control and disposition of the personal effects of the deceased.
- Responsible for the preservation of the chain of evidence regarding the body and/or evidence recovered from the body.
- Examines the body, catalogs clothing and personal effects; performs detailed body examinations with the preparation of diagrams of wounds, scars, etc., which are present.
- Takes, preserves, and identifies body fluids for toxicological examinations including blood, bile, and urine, and transports them to the appropriate laboratory when necessary.
- Assists in the taking, preserving, and identifying trace evidence for crime laboratory analysis including nails, hair, and foreign materials.

- Takes x-rays as supplementary investigative information.
- Takes fingerprints from bodies for the Coroner's Office and all law enforcement agencies.
- Assists with autopsies, including techniques in dissection and evisceration, taking swabs and smears from various parts of the body.
- Assists in the proper recovery of bullets and other projectiles, and packages and identifies these materials.
- Properly prepares the body for transportation and/or release to the funeral home.
- Assists in the operation of the morgue under the supervision of the Forensic Pathologist.
- Thoroughly completes applicable paperwork and maintains up-to-date case files on all assigned cases.
- Communicate on a consistent basis with family members and various agencies about the status of the case and/or findings

## Knowledge Skills Abilities and Education Required

### KNOWLEDGE, SKILLS and ABILITIES REQUIRED:

- Some knowledge of modern methods of death investigations.
- Some knowledge of fingerprinting.
- Some knowledge of human anatomy.
- Ability to work with deceased human bodies under varying conditions.
- Ability to write reports and routine business correspondence.
- Ability to effectively present information and respond to questions from managers, clients, customers, and the public.
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to work with mathematical concepts such as probability and statistical inference.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to situations.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- While performing the duties of this job, the employee is required to use a computer. Good knowledge of PC operations and software (Word processing and spreadsheet) is required. Good typing skills are also required.

### EDUCATION AND/OR OTHER REQUIREMENTS:

- Completion of a standard high school program or any equivalent combination of experience and training that provides the desired knowledge, skills, and abilities.
- Preferred College education in a relevant field of study.
- Possession of a valid Illinois Driver's License and satisfactory driving record.
- Willingness to be available 24 hours a day, 365 days a year without regard for holidays or personal commitments.
- Ability to obtain and maintain an Illinois Firearms Owner Identification Card.
- Ability to complete Field Training program known as "Deputy Coroner Investigator Training Program".

## Supplemental Information

### PHYSICAL DEMANDS AND FACTORS OF THE POSITION:

- While performing the duties of this job, the employee is regularly required to lift human bodies more than 100 pounds.

- Employees are regularly required to finger, handle, feel, reach, pull, push, grasp, walk, bend, stoop, crouch, crawl, kneel, talk, and hear.
- Specific vision abilities required by this job include color vision, distance vision, peripheral vision, close vision, depth perception, and the ability to adjust focus.

Lake County offers a competitive salary and benefits package and a comprehensive wellness and training program. Visit our [Prospective Employee](#) page to get additional information on why you should work for Lake County!

Any offer of employment is contingent upon the successful completion of a background screening, and drug and alcohol testing and may include a pre-employment medical exam.

**Lake County is committed to being a diverse and inclusive workplace and is proud to be an equal opportunity employer.**

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**Employer**

Lake County

**Department**

Coroner's Office

**Address**

26 N. Martin L. King Jr. Avenue

Waukegan, Illinois, 60085

**Phone**

847-377-2200

**Website**

<http://www.lakecountyil.gov>