



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Maggie Brooks  
County Executive

Brayton M. Connard, SPHR  
Director

**TITLE:** Medical Investigator (\*Provisional Appointment)

**SALARY:** \$31,292 - \$40,371 annually

**LOCATION:** Monroe County Department of Public Health – Medical Examiner's Office

### **JOB SUMMARY:**

This is an entry-level position in the Medical Examiner's Office responsible for investigating the causes of sudden or unexpected death occurring within the County. Employees in this class perform body removals, prepare bodies for post-mortem examination, assist in performing autopsies, and confer with physicians, attorneys and police investigators as a general part of the investigation. Medical Investigators receive intensive classroom training from medical staff to enable them to make on-the-scene medical/legal decisions. The employee will be required to work shift work. The employee reports directly to and works under the general supervision of the Assistant Chief Medical Investigator. Supervision of others is not a responsibility of this class. Does related

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma, plus EITHER:

- (A) Two (2) years of full-time paid or its part-time or volunteer equivalent experience in forensic medical-legal investigations, or as a Forensic Attendant; OR,
- (B) Three (3) years of full-time paid or its part-time equivalent or volunteer experience as an ambulance attendant, firefighter or in paramedic activities or related work; OR,
- (C) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Criminal Justice, Police Science, or Mortuary Science; OR,
- (D) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in one of the natural sciences with a minimum of nine (9) credit hours in biomedical studies; OR,
- (E) Graduation from a regionally accredited or New York State approved School of Practical Nursing or Registered School of Nursing; OR,
- (F) Any equivalent combination of training and experience as defined by the limits of (A), (B), (C), (D), and (E) above.

**NOTE:** Appropriate related work includes but is not limited to laboratory work involving the performance of microbiological analysis or other medical laboratory duties, X-Ray Technicians, Physicians Assistants, Dialysis Technicians, or Nursing.

### **SPECIAL REQUIREMENTS:**

Possession of a valid license to operate a motor vehicle in New York State at the time of appointment.

Depending on position duties, candidates for employment with Monroe County Government will be required to pass a pre-employment drug test and physical. Applicants may be required to undergo a state and national criminal history background investigation, which will include a fingerprint check, to determine suitability for appointment. Failure to meet the standards for the background investigation may result in disqualification.

### **RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

**Send Civil Service Application to:** Monroe County Department of Human Resources  
111 Westfall Road – Room 210  
Rochester, NY 14620

**Posting Deadline:** September 19, 2008

\*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) on the examination list in order to be eligible for permanent appointment.