



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: **AUTOPSY TECHNICIAN**
 (Provisional* Appointment)

SALARY: \$40,857 - \$55,980 annually

LOCATION: Monroe County Department of Public Health- Office of the Medical Examiner's

JOB SUMMARY:

This position is responsible for assisting the physician staff with the performance of autopsies and body processing functions in the Medical Examiner's Office. Work involves processing bodies, preparing autopsy rooms/setting up autopsy tables, eviscerating human bodies, dissecting and weighing organs, documenting findings, weights, etc., cleaning and sterilizing autopsy instruments and releasing bodies to funeral homes. Work further involves extended periods standing and the ability to remove potentially heavy human remains over significant distances and up/down heights. The employee reports directly to and works under the direct supervision of the Senior Autopsy Technician. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma, plus EITHER:

- (A) One (1) year paid full time or its part time equivalent experience as an Autopsy Technician or similar position that included or supplemented by, at least 100 documented instances of autopsies performed** ; OR,
- (B) Two (2) years paid full time or its part time equivalent experience in forensic medical and legal investigations that included or supplemented by, at least 100 documented instances of autopsies performed**; OR,
- (C) Three (3) years paid full time or its part time equivalent experience as a Forensic Attendant, or similar position that included or supplemented by, at least 100 documented instances of autopsies performed** ; OR,
- (D) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Mortuary Science, Biology, Science*** or Criminal Justice that included or supplemented by, at least 100 documented instance of autopsies performed** or related field; OR,
- (E) An equivalent combination of training and experience as defined by the limits of (A) (B) and (C) above.

**Autopsies performed must be documented by letter or other written documentation from a medical examiner's office, hospital or other certifying authority.

***Criminal Justice or Science degrees must have a concentration of at least twenty-one (21) semester credit hours in life sciences (ex: biology, anatomy, forensics) or a field related to these disciplines. (Please include a student transcript with your application.)

NOTE: For options (A) and (B), one year of college (30 semester credits including at least 12 in the disciplines mentioned above) may substitute for one (1) year of the required experience. There is no substitution for the autopsies performed requirement.

SPECIAL REQUIREMENTS:

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

ADDITIONAL INFORMATION:

Effective February 2023 through December 2024 Monroe County will be providing full-time employees a quarterly \$1000 retention payment.

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.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF PUBLIC HEALTH
111 WESTFALL RD. – ROOM 752B
ROCHESTER, NEW YORK 14620

Posting Date: March 20, 2023

Posting Deadline: April 21, 2023

*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.