State of Alabama
Personnel Department
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Montgomery, AL 36130-4100
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www.personnel.alabama.gov

Continuous Announcement

FORENSIC SCIENCES ASSISTANT DIRECTOR LABORATORY SERVICES - 20845

Salary: $80,287.20 - $122,232.00
Announcement Date: July 20, 2005
Revised Date: September 1, 2008

JOB INFORMATION

The Forensic Sciences Assistant Director Laboratory Services is a permanent full-time position with the Department of Forensic Sciences. Positions are located in Auburn, AL. This is responsible administrative and professional work participating in and directing the statewide program of forensic laboratory services.

MINIMUM REQUIREMENTS

- Current permanent status as a Forensic Scientist V (20844) or a Forensic Scientist VI (20843)
- Graduation from an accredited* four year college or university with a Bachelor's degree in Chemistry, Physics, Genetics, or closely related field
- Eight (8) courses in Chemistry
- Eight (8) years of progressively responsible experience in toxicology, criminalistics and medical-legal work, including four (4) years of responsible supervisory and administrative work in directing a forensic science section, program, or laboratory, of which two years must be at the level of Forensic Scientist V

ADDITIONAL REQUIREMENTS

- All applicants must attach a transcript or a complete list of each chemistry course taken and credit hours received.
- Applicants may be required to meet the requirements of the Alabama Peace Officers' Standards and Training Act during probationary period.
- Applicants must be a United States citizen.

NOTE

- A PH.D. from an accredited* college or university in Chemistry, Medical Technology, Pharmacy, or closely related area will substitute for up to two (2) years of the required eight years of experience. A Master's Degree from an accredited* college or university in Chemistry, Medical Technology, Pharmacy, or closely related area will substitute for up to one (1) year of the required eight years of experience.

BENEFITS

- Low-Cost Health/Dental Insurance (Single Coverage)
- Accrue Thirteen Annual Leave Days per Year
- Thirteen Paid Holidays per Year
- Flexible Employee Benefit Plans
- Optional Family Coverage (Health/Dental)
- Accrue Thirteen Sick Days per Year
- Retirement Plan
- Optional Deferred Compensation Plans

EXAMINATION

- **Promotional** to current state employees
- Evaluation of **Training and Experience** as shown on application will comprise 95% of the final score, and an average of service ratings for the last three years will comprise the remaining 5%.

HOW TO APPLY

- Complete an Application for Examination Form available at ***www.personnel.alabama.gov***, the above address, or any Alabama Career Center Office.
- Apply by mail or by fax. *Applications will be accepted until further notice.*

Veteran's credits are NOT allowed on promotional examinations.
THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER
*Please refer to the back of this announcement for complete information on State Personnel's policy for accepting post-secondary and advanced degrees.

Promotional

Except for pretest information provided by State Personnel to all applicants, you should not directly or indirectly obtain information about examinations. If you do, the State Personnel Director may do several things. One, you may not be given an examination. Two, you may be disqualified after an examination. Three, your name may be removed from a register. Or four, your name may not be certified from the register. (Rules of the State Personnel Board, Chapter 670-x-9). According to the Code of Alabama, 36-26-47, a willful violation of exam security is a misdemeanor. Any person who is convicted of this type of misdemeanor will not get a state job. If they are officers or employees of the state, they will be required to forfeit their office or position for five years.

If you know of anyone who has violated this policy, you should contact the Examination Manager at the State Personnel Department.

State of Alabama Personnel Department Policy on Accepting College Coursework, Post-Secondary and Advanced Degrees

1. Specific college coursework required for a job, as well as Bachelor's, graduate, post graduate, and doctoral degrees will be accepted from the schools accredited by any of the six regional accreditation associations in the United States. These associations are listed below.

- Southern Association of Colleges and Schools (SACS)
- Middle States Association of Colleges and Schools (MSA)
- Northwest Commission on Colleges and Universities (NWCCU)
- North Central Association of Colleges and Schools – The Higher Learning Commission (NCA-HLC)
- New England Association of Schools and Colleges – Commission on Institutions of Higher Education (NEASC-CIHE)
- Western Association of Schools and Colleges – Accrediting Commission for Senior Colleges and Universities (WASC-ACSCU)

2. Coursework or degrees from schools that have not been accredited by a regional accreditation association will be accepted if a regionally accredited school considers the coursework or degree to be an acceptable prerequisite for admission to an advanced degree program. For example, if a regionally accredited school accepts an applicant's bachelor's degree for admittance into a graduate degree program, State Personnel will accept the degree. In the case of required college coursework (but no degree requirement), State Personnel will accept the college coursework if a regionally accredited school accepts the coursework towards a post-secondary degree (e.g., a bachelor's degree). ***This must be documented by a letter of acceptance from the regionally accredited school.*** State Personnel will review such requests on a case-by-case basis.

Note:This policy is subject to change. Certain state agencies may have additional requirements.