

DEATH INVESTIGATOR (MEDICAL EXAMINER INVESTIGATOR)

General Services - Medical Examiner's Office

Open: 01/26/2018

First Review Date: 02/09/2018

IRC15229

Applications will be accepted until an adequate number of applications are received or the position is filled. This recruitment may be closed at any time after the first review date.

THE JOB

The Death Investigator is responsible for the objective investigation of the circumstances of unnatural and/or unattended deaths. The work includes observing, evaluating, and documenting death scenes.

The work of the Death Investigator includes but is not limited to the use of digital photography; scene description (written summary and diagram); interviewing witnesses and others persons; collecting and summarizing information regarding the decedent from a variety of sources; lifting, loading, and transportation of human remains; and notification of next of kin. Death Investigators may be the first official to contact the family of the decedent and as such, are required to be sensitive and exhibit an understanding of the initial grieving process. The Death Investigator compiles the investigative information regarding the death and prepares an investigative report for review and approval by the Medical Examiner.

This position is represented and requires membership in Local 8- Medical Examiner's Office Unit International Longshore and Warehouse Union. Membership dues will be deducted from employee pay.

QUALIFICATIONS

An Associate's Degree is required with work experience performing criminal, civil, and/or death investigations. A Bachelor's Degree is preferred with work experience performing criminal, civil, and/or death investigations. Any equivalent combination of education or experience in medical, criminal justice, or related fields that would demonstrate the ability to perform the requirements of the position will be considered.

Special Requirements:

- Carry an employer-issued cell phone and pager while on shift.
- Work as a team member and independently utilize strong decision making and critical thinking skills that are within the scope of this position.
- Work variable shifts to include: nights, afternoons, days, holidays, weekends, and emergency situations. May be on on-call status 24 hours a day, 7 days a week.
- Must possess or attain American Board of Medicolegal Death Investigator (ABMDI) Registry Certification within 24 months of date of appointment to position.

Knowledge of: interviewing, criminal investigation and identification procedures and techniques; methods, practices, equipment and procedures involved in handling human remains; human anatomy and physiological functions of the human body; data collection, report writing principles; procedures necessary to prepare a body for autopsy and to assist during an autopsy; pertinent federal, state and local laws, codes, and regulations.

Ability to: communicate clearly and effectively both orally and in writing; prepare clear, concise but thorough, grammatically correct written reports; work in an unpredictable environment that may be at times stressful and exhibit appropriate sensitivity in situations involving relatives and friends of decedents; gather, verify, compile and evaluate information and other data; evaluate and preserve evidence that would assist the Medical Examiner in providing an opinion concerning the cause and manner of death; provide effective and credible courtroom testimony; appropriately manage the emotional burden of repetitive exposure to death and human remains in various stages of decomposition, disease, and trauma; maintain the confidentiality and integrity of information; establish and maintain effective working relationships with those contacted in the course of work; proficiently keyboard and use computer software applications including Microsoft Word, Outlook, Internet Explorer, and various search engines; operate other related office equipment.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work of the Investigator is performed both within an office and in the field and requires the incumbent to handle human remains on a regular basis. The work is physically demanding requiring lifting/pushing/pulling while simultaneously climbing up or down stairs or maneuvering difficult terrain to move bodies in excess of 100 pounds, in various degrees of decay, mutilation, infestation, and disease on a regular basis; and bending, reaching, stooping, climbing, crawling, and crouching while observing and cataloguing information at the death scene. The work requires the extrication of bodies from potentially complicated death scenes, in all types of terrain, under adverse conditions, and exposure to inclement weather conditions. Investigators are required to be available on a 24-hour rotating and scheduled-basis, call responsive within 15 minutes, and arrive at death scene without delay. The Investigator must be able to drive safely at night and in inclement weather conditions. The work involves heightened risk of exposure to bloodborne pathogens and toxic chemicals, infectious diseases. The work environment can be stressful and/or unpredictable and requires demonstrated emotional control and interpersonal skills when communicating with family members and witnesses who may be in the initial stages of grief, mentally ill, or under the influence of drugs or intoxicants. Investigators are expected to read and interpret information, and draw logical conclusions. Manual dexterity is required both for the operation of office equipment and the equipment utilized to remove and transport bodies.

Evidence of valid driver's license and certified copy of current driving record (CCDR) are required at time of hire.

SALARY

\$4,310 - \$ 5,493 per month

SELECTION PROCESS

Application Review – Incomplete applications will not pass the review; attaching a resume or referring to a resume does not substitute for a completed application. Candidates will be evaluated based on the content of their applications and those deemed most qualified will be invited to participate in the remainder of the selection process.

Cover Letter (Optional) – In addition to the Clark County application, applicants may submit a cover letter detailing their experience in the areas mentioned above. ***Document must be added to the Documents section of My Application. Please include the Recruitment Number in the file name (i.e., Cover Letter IRC15229.doc).***

Practical Exam (Pass/Fail) – This recruitment requires a practical exam which will be job related and may include, but not be limited to, the qualifications outlined in the job announcement. Candidates deemed most qualified will be invited to participate in the remainder of the selection process.

Oral Interview – The interview will be job related and may include, but not be limited to, the qualifications outlined in the job announcement. Candidates deemed most qualified will be invited to participate in the remainder of the selection process.

Physical Abilities Test (Pass/Fail) - This recruitment requires a physical abilities test which will be job related to as to the work environment and physical demands outlined in the job announcement.

Drug Screen (Pass/Fail)- The final candidate will be required to successfully pass a urinalysis drug screen, which will include screening for federally mandated illegal substances.

Background Investigation (Pass/Fail) – The final candidate will be required to successfully pass a comprehensive background investigation including, but not limited to, criminal history.

Psychological Evaluation (Pass/Fail) – The final candidate will be required to successfully pass a comprehensive psychological evaluation.

Employment References may be conducted for the final candidates.

Driver License verification and license abstract checks will be performed prior to final selection.

HOW TO APPLY

Apply online on our website @ www.clark.wa.gov/human-resources/before-you-apply. Application materials are due by the closing date listed on the recruitment. Please read the Job Posting material thoroughly to determine application requirements.

Clark County Human Resources Department
1300 Franklin Street - 5th Floor
PO Box 5000
Vancouver, WA 98666-5000

Phone: (360) 397-2456 **Relay** (800) 833-6388
E-MAIL HRADMIN@clark.wa.gov

BENEFITS AND SALARY INFORMATION

Clark County offers a comprehensive benefits package including:

- Medical/Dental/Vision Insurance
- Paid Days Off
- Deferred Compensation (457 Plan)
- Retirement through Washington State Department of Retirement Systems is required*
- Employee Assistance Program
- 10 Paid Holidays
- Flexible Spending
- Life Insurance
- Supplemental Life Insurance
- Long-Term Disability

*All Clark County employees must participate in the WASHINGTON STATE PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS). Employee contributions begin the first day of work. Current contribution rates are 5% to 7.38% of gross pay, depending on plan choice.

For additional information, check out the [Department of Retirement Systems'](http://www.drs.wa.gov/) web site here: <http://www.drs.wa.gov/>

Project positions are not eligible for Life Insurance, Disability Insurance, and Flexible Spending Accounts.

It is the general policy of the County to start employees in the lower or middle sections of the salary range.

THE COUNTY

Clark County is located in the southwestern part of the State of Washington, across the Columbia River from Portland, Oregon. With almost 600 programs serving nearly 436,000 residents, the county provides a wide variety of employment opportunities for about 1600 people. Clark County's structure is complex, with 18 elected officials, 13 regional councils and districts, and numerous appointed boards. Although the county seat is in downtown Vancouver, county employees provide services to all of its residents, from urban cities and towns, to the hundreds of miles of beautiful countryside. Clark County offers excellent livability and a relatively low cost of living. There is no state income tax.

EQUAL OPPORTUNITY EMPLOYER

Clark County is committed to increasing the ethnic, cultural and social diversity of its workforce and ensuring that diversity is a key priority of our organization. We are committed to providing equal opportunity and access regardless of race, color, religion, creed, sex, national origin, age, marital status, the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a disabled person, sexual orientation/gender identity, veteran status or any other status protected by law. Women, minorities, veterans, and persons with disabilities are encouraged to apply.

Clark County's Equal Employment Opportunity Plan is available at <http://www.clark.wa.gov/human-resources/documents>



If you are in need of ADA/Section 504 assistance for accommodations, please contact Human Resources at (360) 397-2456; Relay (800) 833-6388.

NOTE: This announcement is intended as a general descriptive recruitment guide and is subject to change. It does not constitute either an expressed or implied contract.