



Mark A. Crider
Sheriff

Walla Walla County Sheriff's Office

Open Position: Crime Analyst Technician

Position Open: Until Filled

Posted: January 2, 2019

The Vision of the Walla Walla County Sheriff's Office is to be amongst the finest law enforcement agencies in the State of Washington; one which consistently delivers the highest quality public service in an effort to make Walla Walla the safest county in the nation. Our Mission is to safeguard the lives, property, and rights of the people we serve; reduce the incidence and fear of crime; and to enhance public safety while working with our community to improve their quality of life. Our mandate is to do so with honor and integrity, while at all times conducting ourselves with the highest ethical standards to maintain the confidence of the public we serve.

The Walla Walla County Sheriff's Office consists of a Command Staff, an Administrative Services Division, and an Operations Division. The Crime Analyst Technician (CAT) works within the Operations Division. The CAT will perform professional crime scene processing including but not limited to: photography, evidence collection, fingerprinting, and processing forensic evidence. Be responsible for evidence storage and submissions to regional and national crime labs. Manage processing and tracking evidence and asset forfeiture properties and assets. Organizing crime data and analysis reports and prepare crime trend reports. Provide investigative support functions, interrogation/interview support, and case preparation support. Prepare and provide court testimony. This position will also assume the duties of Operations Division Quartermaster and assist the Administrative Services Division Civil Unit by serving certain civil papers.

Required Education and Experience Qualification:

Applicants must possess a high school diploma or equivalent AND satisfy one of the following:

- At least two (2) years of full time law enforcement experience; OR
- At least one (1) year of full time law enforcement experience and successfully completion of either 90 (ninety) quarter hours or 60 (sixty) semester hours of study related to the field of criminal justice at an accredited school; OR
- At least one (1) year of full time law enforcement experience and a baccalaureate degree from an accredited college or university.

'A year of full time law enforcement experience' means: Experience equivalent to not less than 2080 hours accumulated work history within a three year time period with a law enforcement agency in a position responsible for maintaining evidence, or analyzing crime scene, or providing public safety service, or supervising employees in these positions.

Studies related to the field of criminal justice and crime scene investigation may include chemistry, physics, psychology, anthropology, archaeology, geology and biology.

Other Minimum Qualifications:

- Must be a citizen of the United States or a lawful permanent resident who can read and write the English language and a minimum of 21 years of age.
- Must satisfactorily pass Civil Service approved examinations, testing of knowledge of Microsoft Word, Excel, and Outlook performed by WorkSource Washington and oral board interview.
- Must satisfactorily pass a Sheriff's Office background investigation and a criminal justice records check.



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- Must have no record of gross misdemeanor/misdemeanor conviction for crime involving controlled substances or physical harm.
- Must have no record of felony conviction.
- Must possess, or have the ability to obtain prior to employment, a valid Washington State Driver's License and vehicle insurance coverage.

The Successful Candidate Shall:

- Have excellent interpersonal and effective communication skills in working with Sheriff's Office patrons and other staff members.
- Demonstrate strong organizational skills.
- Demonstrate technology literacy, including data base management, use of spreadsheets and word documents.
- Demonstrate flexibility in the various demands of the position and effective time management.
- Demonstrate a high level of accuracy and close attention to detail.
- Take an active part in all ongoing training programs as requested or required.
- Demonstrate the ability to be confidential.
- Be able to work additional hours as required.

Responsible to: Chief Criminal Deputy or Undersheriff

Salary and Benefits: \$4,096.00/month, retirement and other benefits as outlined in the Walla Walla Commissioned Deputy's Association Agreement or Walla Walla County Policy will apply. Educational and physical fitness incentives are available.

Work Schedule: Full time – Basic work schedule of 8 hours per day, Monday through Friday, during normal business hours. Overtime, nights, weekends, or variable schedule may be required to meet agency needs.

Application Procedure: Walla Walla County Sheriff's Office - Civil Service Position Application is available online at https://www.co.walla-walla.wa.us/government/boards_and_committees/civil_service_commission.php

Please direct questions and submit all applications to:

Walla Walla County Civil Service Commission
Angela Weston, Chief Examiner
aweston@co.walla-walla.wa.us

PO Box 1506

314 West Main Street
Second Floor - Room 203
Walla Walla, WA 99362
(509) 524-2506

Please **do not** drop off, fax or mail applications to the Sheriff's Office.

A little history.....

Walla Walla is a Native American name meaning "many waters" or "small, rapid streams". One of the first areas between the Rockies and Cascades to be permanently settled, the Washington Territorial Assembly created Walla Walla County on April 25, 1854. Historically, the Walla Walla area has been known for its agricultural based economy; including wheat, barley, corn, potatoes, asparagus, peas, alfalfa hay and seed, concord and wine grapes and the Walla Walla Sweet Onion. Located in the southeast portion of the State, the valley is



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*currently the home to more than 100 wineries - some of which have earned national and international acclaim for their world class wines.
Nestled at the foot of the Blue Mountains, this community of 60,000 is steeped in history and blessed with beauty.*

