



County of San Diego  
**Forensic Autopsy Specialist-24482004**

<b>SALARY</b>	\$58,136.00 - \$71,489.60 Annually	<b>LOCATION</b>	County of San Diego, CA
<b>JOB TYPE</b>	Regular - Full time	<b>JOB NUMBER</b>	24482004
<b>DEPARTMENT</b>	Medical Examiner, County	<b>DIVISION</b>	Medical
<b>OPENING DATE</b>	05/08/2024	<b>CLOSING DATE</b>	5/17/2024 11:59 PM Pacific

### Job Summary



#### Forensic Autopsy Specialist

***Are you interested in assisting with autopsies determining the causes of sudden, unexpected deaths? Don't let this opportunity pass you by - Apply Now!***

The Medical Examiner's Office has an immediate opening for a **Forensic Autopsy Specialist**. As a Forensic Autopsy Specialist, you will assist Deputy Medical Examiners with autopsies and accept, process, and release deceased persons.

#### Required Licenses and Experience

- 1) Successful completion of an accredited Pathologists Assistant Training Program, **OR**,
- 2) An associate's of science degree or higher in Mortuary Science or Human Science (e.g. biology, nursing, medical/surgical assisting, emergency medicine, anatomy, physiology), or related field, **AND one of the following**:
  1. A current, valid California Embalmer's License; **OR**,
  2. One (1) year full-time work experience working with a medical examiner/coroner's office, assisting with autopsies, which involved frequent direct contact with deceased persons, **OR**,
  3. One (1) year full-time specialized applicable experience which demonstrates possession of the required knowledge, skills, and abilities above (e.g., occupations such as medical technicians, medical laboratory technicians, hospital technicians or mortuary technicians that include the handling of human remains).

**Note:** Work experience must include developing knowledge of human anatomy, skills in identifying or using surgical instruments, and knowledge of aseptic techniques.

The Department of Human Resources removes personally identifiable information from all recruitments. This practice, called **Blind Applicant Screening**, hides a candidate's personal information that could influence or bias a hiring decision. Personal information includes name, phone number, address, gender, age and race. This process helps contribute to a fair and equitable selection process leading to a more diverse and inclusive workforce.

The most highly qualified candidates, based on the evaluation results, will be referred for an interview. **Be sure to include your experience in meeting the minimum requirements in both the Work Experience section and the Supplemental Questionnaire section of the Application.**

**Resumes will not be accepted in lieu of the application Work History and/or supplemental questionnaire.**

### **SPECIAL NOTES**

#### **Working Conditions**

**Exposure to deceased persons, caustic chemicals and fumes, decomposed tissue, and noxious odors. Exposure to computers and X-ray equipment. May be required to work varied shifts (7am-5pm), holidays and weekends (7-3:30pm); no night shifts.**

To learn more about working for the Medical Examiner's Office, please review video below:

<https://www.youtube.com/embed/j7F77MmV69w??si=rIn7AUzO08JvOJQa&wmode=opaque&rel=0>

Click [HERE](#) to view the complete job description for Forensic Autopsy Specialist.

### **CONDITION OF EMPLOYMENT:**

As part of the County of San Diego's pre-employment process, prospective candidates will undergo a background check (including fingerprinting) and a pre-employment medical screening prior to beginning County employment. Additional types of background investigations may be conducted based on the job-related activities of the position. Current County employees may be excluded from this process.

### **HIRING PROCESS AND TIMELINE:**

Applicants are encouraged to apply as soon as possible. The timeline for this recruitment is outlined below.

- Job Offer and Background Process begins: Shortly after the interviews. Note: Current County employees may be excluded from additional background screening.
- Pre-employment Medical Screening: Approximately 3 days following successful background investigation results.
- Anticipated Start Date: Start date will be based upon successful completion of medical screening or other mutually agreed upon date.

If you are not selected for this interview process, you may have the opportunity to compete for future vacancies.

### **Evaluation**

Qualified candidates will be placed on a **six (6) month** employment list based on scores received during the evaluation of information contained in their employment and supplemental applications. Please ensure all information is complete and

accurate, as the responses you provide on the supplemental application questionnaire will be reviewed using an automated evaluation system. If you are successful in the initial screening process, your application will be reviewed individually to confirm that the information you provided is accurate and qualifying.

Note: Reasonable accommodation may be made to enable a qualified individual with a disability to perform the essential functions of a job, on a case-by-case basis.



As an employer of over 19,000 employees, the County of San Diego is an organization committed to veteran hiring, retention, and professional development. We recognize the contributions and sacrifices made by our veterans and value the unique expertise and leadership qualities they bring to our workforce. We strive to provide veterans with the resources and tools necessary to maximize their employment opportunities, and to assist veterans with their transition into civilian life by applying the valuable skills, knowledge and training acquired in service to positions and career paths at all levels within our large organization. Click on the resource links below to learn more about how the County of San Diego supports its veterans.

**Veteran's Preference Policy** The County of San Diego offers preferential credits for military service to assist qualified applicants in transitioning from military to civilian careers with the County of San Diego.

**Military Skills Translator** Do you need assistance translating your military experience into civilian experience? This tool can help!

The County of San Diego and its employees embrace the vision of: a just, sustainable, and resilient future for all. Our values include: integrity, equity, access, belonging, excellence, and sustainability. Each of which are infused throughout our operations. While also embracing a mission of strengthening our communities with innovative, inclusive, and data driven services through a skilled and supported workforce. Click here for more information on our [Strategic Plan \(sandiegocounty.gov\)](#) ([Download PDF reader](#)) ([Download PDF reader](#)) as well as our commitment to serve everyone, to build a [Framework for the Future](#) that will create a County that works for all.



Under California Government Code Sections 3100 - 3109, public employees are designated as **disaster service workers**. The term "public employees" includes all persons employed by the state or any **county**, city, state agency, or public district. Disaster service workers are required to participate in such disaster service activities as may be assigned to them by their employer or by law.



The County of San Diego is committed to valuing diversity and practicing inclusion because our diverse workforce is our greatest asset and our customers are our number one priority.

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### Agency

County of San Diego

### Address

5530 Overland Ave., Suite 210

San Diego, California, 92123

### Phone

(619) 236-2191

(866) 880-9374

### Website

<http://www.SanDiegoCounty.gov>

## Forensic Autopsy Specialist-24482004 Supplemental Questionnaire

### \*QUESTION 1

Please be sure to answer the following questions in a thorough, complete, and truthful manner, as your responses may be used to determine your overall score. Please note that if you are invited to a selection interview(s) by the department, your responses to the following questions may be subject to verification. Do you understand this information?

- Yes
- No

### \*QUESTION 2

Have you successfully completed an accredited Pathologist Assistant Training Program? **Proof of completion is required at the time of application.**

- Yes
- No

### \*QUESTION 3

Do you have an associate's of science degree or higher in Mortuary Science or Human Science (e.g. biology, nursing, medical/surgical assisting, emergency medicine, anatomy, physiology), or related field?

- Yes
- No

### \*QUESTION 4

Which of the following best describes your experience? Check all that apply.

- I have a current, valid California Embalmer's License.
- I have one (1) or more years of full-time work experience working with a medical examiner/coroner's office, assisting with autopsies, which involved frequent direct contact with deceased persons.
- I have one (1) or more years of full-time specialized applicable experience which demonstrates possession of the required knowledge, skills, and abilities as indicated on the job description for Forensic Autopsy Specialist (e.g., occupations such as medical technicians, medical laboratory technicians, hospital technicians or mortuary technicians that include the handling of human remains).
- None of the above.

**\*QUESTION 5**

**This position requires exposure to deceased persons, caustic chemicals and fumes, decomposed tissue, and noxious odors. This position also requires exposure to computers and X-ray equipment. Are you willing to work in an environment as described above?**

- Yes
- No

**\*QUESTION 6**

**Please indicate your experience with X-rays:**

- No experience
- Less than one (1) year of experience
- One (1) year of experience
- More than one (1) year of experience

**\*QUESTION 7**

**Please indicate your experience working directly with patients/decedents:**

- No experience
- Less than one (1) year of experience
- One (1) year of experience
- More than one (1) year of experience

**\*QUESTION 8**

**Please indicate your experience collecting and preserving biological specimens or evidence:**

- No experience
- Less than one (1) year of experience
- One (1) year of experience
- More than one (1) year of experience

**\*QUESTION 9**

**Please indicate which agencies you have had direct contact with during the course of your duties.**

- Law Enforcement Agency
- Medical Examiner/Coroner's Office
- Hospital
- Convalescent/Nursing Home

- Mortuaries
- Foreign Consulates
- None of the above

**\*QUESTION 10**

**How did you first hear about this job opportunity?**

- County of San Diego website
- Careers in Government website
- Cypress College/Fullerton College
- County Employee
- County Employee Resource Group - CSDFEA, SDCLA, etc.
- CA Funeral Directors' Association website
- Mana San Diego
- National Funeral Director's Association (NFDA)
- American Academy of Forensic Sciences (AAFS)
- Voice and Viewpoint
- Linked In
- Other

**QUESTION 11**

**If you answered "Other" above, please indicate where you first heard about this job opportunity in the space below.**

\* Required Question