

# City of 446 Golden Bridges and 165 parks



No, it's not San Francisco - It's **Pittsburgh, PA!!**



## Job Highlights

- Two job opportunities:
  - o Academic Deputy ME: leadership role in resident/fellowship programs, opportunities for research and community outreach
  - o Deputy Chief ME: second-in-command Medical Examiner
- Opportunity to grow management skills and be a leader in the office and FP community
- NAME accredited office; caseload within NAME recommended limits
- Full suite of in-house Forensic laboratories
- Starting salary of up to \$250,000
- Robust pension retirement plan with standard retirement age of 60 **\*\*nowadays rare\*\***
- Excellent lifestyle:
  - o Live in one of America's most family friendly and affordable cities
  - o Office within walking distance of multiple shops/restaurants and downtown
  - o Easy driving distance to major universities, sporting venues, and recreation
  - o Within driving distance of many east coast cities
  - o Progressively increasing vacation starting at 3 weeks/year

For more information and to apply:

- Please contact Laboratory Director Mandy Tinkey (Mandy.Tinkey@AlleghenyCounty.us) and
- Apply using one of the links below

Academic Deputy ME:

<https://apps.alleghenycounty.us/HRJobApplication/firstpage.aspx?id=2751>

Deputy Chief ME:

<https://apps.alleghenycounty.us/HRJobApplication/firstpage.aspx?id=2754>

Please see detailed descriptions of the positions below.

**Position Title:** Academic Deputy Medical Examiner

**Salary:** \$230,000- \$250,000 per year

**Minimum Requirements:**

- Possess a Medical Doctorate or Doctorate of Osteopathic Medicine degree from an accredited medical school.
- Possess suitable licensure to practice medicine in the Commonwealth of Pennsylvania (e.g., License type: physician and surgeon) at the time of hire.
- Original college transcript(s) required at time of application.
- A valid Driver's License is required upon hire and must be maintained throughout employment.

At the time of hire, the incumbent must have completed a residency in Anatomic Pathology and a fellowship in Forensic Pathology and Possess Board Certification in Anatomic Pathology and Forensic Pathology, or be eligible to receive such certification from the American Board of Pathology.

It is the policy of Allegheny County that in order to receive a final offer of employment, candidates must successfully pass a background check, which includes verification of Allegheny County Real Estate Tax status.

**Position Summary:**

Under the supervision of the Chief Medical Examiner or his designee, the Academic Deputy Medical Examiner is a physician responsible for managerial-level Medical Examiner duties, including special duties related to Forensic Pathology education, in addition to performing forensic pathologist duties, including determining cause and manner of death in cases that fall under the Medical Examiners jurisdiction, performing postmortem examinations and testifying in court proceedings.

**Duties:**

- Performs the responsibilities of a forensic pathologist (i.e. doing autopsies) and participates in reviewing the forensic pathology functions/procedures conducted by the Allegheny County Office of the Medical Examiner (ACOME).
- Directs or provides significant assistance with the administration of the resident and fellowship programs, as requested by the Chief Medical Examiner.
- Develops and presents educational lectures.

- Prepares testimony in courtroom proceedings.
- Provides direct or indirect services to District Attorneys, Public Defenders, the Courts, the Attorney General, funeral homes, families of decedents, hospitals and major medical academic centers, insurance companies, organ procurement organizations, local and state police investigators, fire departments, a variety of state agencies, and various Federal programs and agencies.
- Participates in the Quality Management System including, but not limited to, authoring policies and procedures, participation in the proficiency testing program, reviews of reports and other technical documents, as required, yearly management reviews concerning audit status, support of internal and external audits, staff authorization and competency testing, deviation, conflict resolution, and non-compliance, as required.
- Participates in community groups serving as a representative of the Medical Examiner's office.
- Performs additional duties as requested or required.

### **Knowledge, Skills, and Abilities**

#### **Knowledge of:**

- Principles and practices Forensic and Anatomic Pathology.
- Laws, rules, and regulations governing forensic activities.
- Program Management.
- Public Speaking.
- Program Administration.
- Quality Management.

#### **Skill in:**

- Microsoft Office suite.

#### **Ability to:**

- Communicate effectively orally and in writing.
- Establish and maintain positive working relationships with members of law enforcement agencies as well as prosecuting and defense attorneys.
- Conduct research in Forensic Pathology.
- Respond 24/7 to major work-related call-outs.
- Hold and maintain a valid Driver's License throughout employment.

**Residency:** Allegheny County within 1 year.

**Veterans' Preference:** Will be awarded to eligible candidates.

**AN EQUAL OPPORTUNITY EMPLOYER - M/F/V/D**

**Position Title:** Deputy Chief Medical Examiner

**Salary:** \$230,000- \$250,000 per year

**Minimum Requirements:**

- Possess a Medical Doctorate or Doctorate of Osteopathic Medicine degree from an accredited medical school.
- Hold licensure to practice medicine in the Commonwealth of Pennsylvania (e.g., License type: physician and surgeon) at the time of hire.
- Possess one **(1)** year of post-fellowship experience in the field of Forensic Pathology.
- Possess six **(6)** months of management experience.
- Original college transcript(s) required at time of application.
- A valid Driver's License is required upon hire and must be maintained throughout employment.

At the time of hire, the incumbent must have completed residency training in Anatomic Pathology and a fellowship in Forensic Pathology and Possess Board Certification in Anatomic Pathology and Forensic Pathology by the American Board of Pathology.

It is the policy of Allegheny County that in order to receive a final offer of employment, candidates must successfully pass a background check, which includes verification of Allegheny County Real Estate Tax status.

**Position Summary:**

Under the supervision of the Chief Medical Examiner, the Deputy Chief Medical Examiner is responsible for supervising and managing the operations of the Pathology Division, in addition to performing forensic pathologist duties, including determining cause and manner of death in cases that fall under the Medical Examiners jurisdiction, performing postmortem examinations and testifying in court proceedings.

**Duties:**

- Performs the responsibilities of a forensic pathologist (i.e. doing autopsies) and participates in reviewing the forensic pathology functions conducted by the Allegheny County Office of the Medical Examiner (ACOME).
- Provides direct or indirect services to District Attorneys, Public Defenders, the Courts, the Attorney General, funeral homes, families of decedents, hospitals and major medical academic centers, insurance companies, organ procurement organizations, local and state police investigators, fire departments, a variety of state agencies, and various Federal programs and agencies.
- Assists the Chief Medical Examiner and provides supervision for other pathologists.

- Creates pathologists' schedules if/as requested by the Chief Medical Examiner.
- Mentorship and participation in fellowship/residency/other educational programs, including program administration and the development and presentation of educational lectures.
- Participates in community groups as a representative of the Medical Examiner's Office.
- Participates in the Quality Management System including, but not limited to, authoring policies and procedures, participation in the proficiency testing program, reviews of reports and other technical documents, as required, yearly management reviews concerning audit status, support of internal and external audits, staff authorization and competency testing, deviation, conflict resolution, and non-compliance, as required.

## **Knowledge, Skills, and Abilities**

### **Knowledge of:**

- Teaching and/or research methods in the field of Forensic Pathology.
- Public speaking.
- Program Administration
- Principles of leadership/management.
- Quality Management.

### **Skill in:**

- Microsoft Office products.

### **Ability to:**

- Respond 24/7 to major work-related callouts.
- Communicate effectively orally and in writing.
- Establish and maintain positive working relationships with members of law enforcement agencies as well as prosecuting and defense attorneys.
- Conduct research in Forensic Pathology.

**Residency:** Allegheny County within 1 year.

**Veterans' Preference:** Will be awarded to eligible candidates.

**AN EQUAL OPPORTUNITY EMPLOYER - M/F/V/D**