



DEPT OF HEALTH/MENTAL HYGIENE

Job Posting Notice

Health

Job ID 313030 # of Positions 1

Business Title Deputy Director of Forensic Investigations

Civil Service Title DEPUTY DIRECTOR OF MEDICOLEGAL

Title Code No 95497 Level M2

Title Classification Non-Competitive

Proposed Salary Range \$ 60,435.00 - \$135,000.00 (Annual)

Work Location 421 East 26th Street NY NY

Division/Work Unit OCME-Operations

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The Office of Chief Medical Examiner investigates cases of persons who die within New York City from criminal violence, by accident, by suicide, suddenly when in apparent health, when unattended by a physician, in a correctional facility or in any suspicious or unusual manner or where an application is made pursuant to law for a permit to cremate a body of a person.

We exist to provide answers in support of families, victims and community during times of profound need.

The core values of the OCME are to put the mission of the agency first, to be truly dedicated and to have integrity in every aspect of our professional life.

Under the oversight of the Deputy Commissioner of Forensic Operations and the direction of the Director of Forensic Investigations, the Deputy Director of Forensic Investigations is responsible for assisting with the supervision of city-wide operations of Forensic Investigations, and with multiple fatality incident operations planning. Supervises the medicolegal investigators directly and performs all related supervisory tasks, evaluations, and training assignments. The Deputy Director should be a proactive, self-motivated individual who can work cooperatively across technical disciplines. The Director must have excellent human transaction skills that are necessary to work effectively with large number of technical teams to conduct medicolegal investigations, to create integrated plans and standard operating procedures. The Deputy Director will be responsible for a wide range of activities, including, but not limited to, the following:

- Supervises, evaluates and develops the forensic investigations teams and their forensic operations.
- Supervises and helps improve the systems, plans, policies, and procedures in the forensic investigations unit with attention to detail logistics and anticipates the potential system-wide impacts.
- Investigates missing person inquiries submitted to the agency.
- Assists families and Medical Examiners with the decedent identification process and complete identifications using the agency's case management system.
- Will be required to work in all five borough offices as needed.
- Translates office policies and directives into operating procedures and methods.
- Implements standards of work performance through education and training.
- Implements quality assurance and controls
- Other duties as assigned.

Minimum Qual Requirements

1. A New York State license as a Physician Assistant with current Registration Certificate issued by New York State, plus two years of experience as a Physician Assistant and two years of experience as a Medicolegal Investigator; OR
2. A current Nurse Practitioner Registration Certificate issued by New York State, plus two year of experience as a Nurse Practitioner and two years of experience as a Medicolegal Investigator; OR
3. Five years of experience as a Medicolegal Investigator.

LICENSE REQUIREMENTS

The license and registration certificates listed above under qualification Requirements "1" or "2" if indicated must be maintained for the duration of this employment.

Additional Information**SPECIAL NOTE**

1. Selected candidates will be required to provide a DNA sample by swabbing.
2. Selected candidate would be willing to seek the American Board of Medicolegal Investigations (ABMDI) Registry within 12 months of employment.
3. This position has been identified as "essential." During emergency events, "essential" positions may require 24-hour availability.

To Apply

TO APPLY, PLEASE SUBMIT RESUME AND COVER LETTER TO <https://a127-jobs.nyc.gov> JOB ID#313030

Residency Requirement

New York City residency is not required for this position.

POSTING DATE 11/14/2017

POST UNTIL Until Filled

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