CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

CAL-ID TECHNICIAN - 1285

DEFINITION:

Under general supervision, to perform specialized identification of fingerprints using the Cal-ID fingerprint classification system; and to perform related work.

* EXAMPLES OF DUTIES:

- Examines and matches fingerprints from print cards with prints from various databases in the Cal-ID system;
- Pattern types fingerprints;
- Enters and retrieves information and fingerprints from the Cal-ID system;
- Compares prints and determines points of identification;
- Analyzes characteristics of each candidate fingerprint set;
- Through the process of elimination, establishes positive identification by point-by-point comparison of minutiae within individual fingers or establishes that the subject has no prints on file;
- Sorts, photocopies, routes, and files records;
- Maintains and checks logs of reports received;
- Researches and provides criminal history and wanted persons information to law enforcement officers and other authorized personnel.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: https://www.governmentjobs.com/careers/sandiego/classspecs.

One year of full-time clerical experience, **AND** satisfactory completion of the City's Police Records Clerk Phase Training Program, **AND** six months of full-time experience performing specialized fingerprint matching and identification using the Cal-ID system, **AND** satisfactory completion of the City's automated Cal-ID Fingerprint Identification System Phase Training Program.

* EXAMPLES OF DUTIES performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.