POLICE EVIDENCE TECHNICIAN

The City of Cherry Hills Village is seeking an energetic, detail-oriented and highly organized individual for the position of Police Evidence Technician. This position is a non-sworn position and responsible for providing direct administrative and logistical support of the Police Department and the public. Individuals in this position perform skilled work in a variety of areas directly related to police operations. Superior customer service skills are essential. The 2021 salary range is $62,573- $87,556.

Duties and Responsibilities:
• Ongoing daily contact with the public and officials from other law enforcement agencies.
•Detects, collects, preserves and stores various types of evidence associated with specific crimes for the purpose of identifying and facilitating successful prosecutions.
•Maintains organization of evidence and found property items within the property/evidence room.
•Performs crime scene investigation (CSI) processing duties.
•Ability to be on-call and ensuring availability if called into work during off-duty hours.

Requirements:
• Three years of work experience within a police department.
•Valid driver's license and acceptable driving record.
•Direct property and evidence experience preferred.
•An associate’s degree is required; bachelor’s degree is preferred. Applicants can substitute any equivalent combination of training and experience that provides evidence the applicant possesses the required knowledge, skills and abilities for the position.

To apply:
• Application is required for consideration.
• Application can be obtained by visiting the City of Cherry Hills Village website at https://www.cherryhillsvillage.com/218/Human-Resources or can be picked up at 2460 E Quincy Ave during normal business hours.
• Deadline for application is 4:30pm on Friday, July 30, 2021.

Application, full job description, and a summary of our outstanding benefits package can be found by visiting https://www.cherryhillsvillage.com/218/Human-Resources.