THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	DPS12120601	DATE POSTED:	02/12/21
POSITION NO:	244619	CLOSING DATE:	Open Until Filled
POSITION TITLE:	Medical Investigator		
DEPARTMENT NAME / WORKSITE:	NDPS / Criminal Investigation Section / Shiprock, NM		

WORK DAYS:	Monday-Friday	REGULAR FULL TIME:	☑		GRADE/STEP:	BK64A
WORK HOURS:	8:00am-5:00pm	PART TIME:	☐	NO. OF HRS./WK.:	$ 50,237.28	PER ANNUM
SENSITIVE	☐	SEASONAL:	☐	DURATION :	$ 24.06	PER HOUR
NON-SENSITIVE	☑	TEMPORARY:	☐			

DUTIES AND RESPONSIBILITIES:

Under general supervision, performs work of moderate difficulty in performing field death investigation, transportation of bodies and assisting with external examinations and autopsies to determine the cause and manner of death; prepares investigative support by responding to death scenes; assists law enforcement in the identity of deceased persons; performs related work as assigned.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma or GED
- Basic death investigation certificate from an Office of Medical Investigator (OMI) or Coroner Department.

Special Requirements:

- A favorable background investigation. Must never have been convicted of a felony or domestic violence or a domestic violence related charge or any sustained record of dishonesty or untruthfulness and must not have been convicted of a misdemeanor within the past five (5) years.
- Possess a valid state driver's license.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Knowledge of applicable Federal, State, Local and Tribal laws, rules, regulations and ordinances regarding the handling and transport of dead bodies.
Knowledge of the practices and methods of death investigation, crimes and identification.
Skill in interviewing and interrogating techniques and methods.
Skill in analyzing and evaluating facts and evidence to formulate investigative conclusions.
Skill in securing and processing death scene and collecting and preserving physical evidence.
Skill in managing an investigative caseload and other diverse responsibilities.
Skill in communicating effectively, both orally and in writing.
Skill in writing logical and clear reports.
Skill in recognizing, collecting and presenting evidence in court.
Skill in analyzing situations quickly and objectively to determine course of action.
Skill in establishing and maintaining effective relationships.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.