

**ERIE COUNTY DEPARTMENT OF CENTRAL POLICE SERVICES**  
**CONTRACTOR JOB POSTING**

**DEPARTMENT:** CENTRAL POLICE SERVICES FORENSIC LAB

**TITLE OF POSITION:** FIREARMS EXAMINER CONTRACTOR (PT)

**JOB TYPE:** CONTRACT-TEMPORARY

**LOCATION:** 45 ELM STREET, BUFFALO, NY

**HOURS:** FLEXIBLE

**SALARY:** \$26.55/hr.

This is an entrance level technical position involving responsibility for gaining the knowledge and experience necessary to effectively conduct physical examinations and analyses of evidence concerning the use of firearms in the commission of crimes. Assists in making physical examinations and analyses in a forensic laboratory in order to develop these attributes. Works under the supervision of a Firearms Examiner or an administrative professional employee of higher rank. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Safe handling, transport, inventory, and storage of firearms evidence;  
Assists in examining firearms-related evidence involved in criminal activities;  
Assists in documenting evidence to include written and photographic documentation, and issuing results to law enforcement agencies;  
Participates in scientific meetings, seminars, and other training as assigned.

**MINIMUM QUALIFICATIONS:**

A) Graduation from a New York State or regionally accredited college or university with a Bachelor's Degree or higher in a natural science, a forensic science, an engineering science, or criminalistics; or

B) Graduation from a New York State or regionally accredited college or university with a Bachelor's Degree or higher, which must have included at least twelve (12) credit hours in one of the natural sciences, forensic sciences, or engineering sciences, with one (1) year of full-time or its part-time equivalent experience in a forensic laboratory which must have included the examination of firearms; or:

C) An equivalent combination of training and experience as defined by the limits of (A) and (B) above.

NOTE: Incumbents must pass a competency test prior to assuming casework responsibility, and must pass a proficiency test annually, in accordance with accreditation requirements. Additional continuing education and training may be required as condition of employment. Completion of a verifiable (for college credit) forensic internship/independent study program (of at least 100 clock hours) which included the

examination of firearms may be substituted for the one year of required forensic laboratory experience.

NOTE: Verifiable part-time and/or volunteer experience will be pro-rated toward meeting full-time experience requirements.

NOTE: MWBE contractors do not have to be certified to apply.

This notice will be posted for the period **February 20, 2025** through and including **March 1, 2025**.

**If interested and meet the above qualifications, please email your resume and unofficial transcripts to: [michelli.schmitz@erie.gov](mailto:michelli.schmitz@erie.gov).**