TITLE: **FINGERPRINT CLASSIFIER**

DEFINITION: Under general supervision, performs technical and clerical work in classifying, filing and searching for fingerprints.

EXAMPLES OF DUTIES:

- Classifies fingerprints according to specified groupings;
- Searches fingerprint files and compares fingerprints with records to establish identification;
- Files fingerprint cards and other records;
- Occasionally rolls fingerprints of applicants and suspects;
- Performs the clerical work involved in exchanging fingerprint records with law enforcement agencies;
- Performs other related duties as required.

REQUIREMENTS:

Education equivalent to graduation from high school and satisfactory completion of a recognized fingerprint identification course covering classifying, searching, comparing and identifying partial, single, multiple, and distorted fingerprints.

One year recent active experience as a classifier in a recognized law enforcement agency using FBI method of classifying and filing fingerprints may be substituted for completion of the fingerprint identification course.

Willingness to work afternoon or night shifts, weekends and holidays.

A valid driver's license may be required.

DESIRABLE QUALIFICATIONS:

A good knowledge of the modified and extended Henry system of fingerprint classification; a good knowledge of the methods used, together with skill in filing, searching and comparing fingerprints for purposes of identification.

HISTORY:

Approval/Adoption Dates: 06/18/68