



COUNTY OF VOLUSIA  
invites applications for the position of:

# Associate Medical Examiner - Forensic Pathologist

An Equal Opportunity Employer

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**SALARY:** Depends on Qualifications

**OPENING DATE:** 02/22/16

**CLOSING DATE:** Continuous

**MAJOR FUNCTIONS:**

***Volusia County is a drug free workplace and an Equal Opportunity Employer committed to a diverse workforce.***

Volusia County is seeking a forensic pathologist to serve as an Associate Medical Examiner (AME) for the Medical Examiner Division. This position is located in Daytona Beach, Florida (District 7). The AME is a highly responsible position, providing medical examiner services pursuant to Chapter 406, Florida Statute and Chapter 11G, Florida Administrative Code. In calendar year 2015, the office handled approximately 1000 cases. The preferred candidate will have board certification in forensic pathology and three years of experience. Must have outstanding verbal and written communication skills, the ability to work effectively with administrative, investigative and technical staff, prosecuting and defense attorneys and law enforcement personnel. Must have the ability to interact with family members and the public in a compassionate and respectful manner. The Medical Examiner Office operates with a full time staff of fifteen, and also provides medical examiner services under contract with Seminole County (District 24).

**ILLUSTRATIVE DUTIES:**

***(NOTE: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position.)***

- Assists the Medical Examiner in formulating and implementing County policies and procedures that incorporate FS 406 and FAC 11G for the Division. Also assists in planning and implementing both short term and long term goals for the Division.
- May attend death scenes if necessary.
- Performs autopsies and physical examinations to determine cause and manner of death. Interprets histological, toxicological, chemical, hematological and microbiological laboratory results.
- Maintains Medical Examiner records and follows policies for the documentation of the chain of custody for decedents' personal effects, evidence and human remains.
- Assists in the review of all group work to ensure quality and consistency of reports necessary for trial and prosecution purposes.
- Provides guidance, direction and work review to support staff.
- Testifies in deposition and in court as an expert witness, effectively presenting and communicating findings in a logical manner.

- Appropriately responds to and addresses questions posed by judges and examining attorneys.
- Maintains cooperative liaison with all elements of the criminal justice system.
- Coordinates with hospital transplant teams for authorization for the removal of organs, tissue, bone and eye donations.
- Maintains cooperative liaison with funeral home directors and their staff.
- Assists in establishing, evaluating and monitoring policies and operational procedures for handling potentially infectious autopsy cases and hazardous chemicals and equipment to assure optimal protection of personnel.
- Conducts regular evaluations of facility and equipment to assure that facilities and equipment are properly maintained and meet applicable operational standards.
- Confers with relatives of the deceased to assist the family in understanding the causes of death, manner of death, and physiological mechanisms involved. Also explains findings and opinions to attorneys, government officials and others.
- Provides training experiences for professional staff members, police trainees, local law enforcement officers, lawyers, resident physicians in pathology, medical students and medical practitioners. Presents lectures for students, officers and general community.
- Provides information to citizens, news media and the general public in accordance with County, Department and Division policies.
- Provides expertise to local death review teams by attending their interdisciplinary meetings
- Maintains and upgrades professional knowledge, skills and development by attending seminars and training programs and reading trade and professional journals and publications.
- May be assigned to other county locations based upon operational needs.
- Attends work on a regular and consistent basis.
- Must adhere to Federal, State, County and Local ordinances.
- Responds to emergency situations.
- Performs other duties as assigned.

**MINIMUM REQUIREMENTS:**

Graduation from an accredited school of medicine or osteopathy and completion of at least one (1) year of forensic pathology training and possession of an unrestricted active license to practice medicine or osteopathy in the State of Florida as required by the Florida Department of Health. Must possess and maintain a valid Florida driver's license or obtain one by date of hire. ***The preferred candidate*** will have board certification in forensic pathology and three (3) years of forensic pathology experience.

**KNOWLEDGE, SKILLS & ABILITIES:**

- Considerable knowledge of all federal, state and local regulatory requirements applicable to vital statistics recordation, laboratory operations, public records laws and rules of evidence.
- Considerable knowledge in the use of computers in order to utilize word and database software.
- Considerable knowledge of established policies for deciding jurisdiction of cases, as well as investigative procedures for determining causes and manner of death.
- Considerable knowledge of death scene investigation procedures.
- Considerable knowledge of established laws, regulations, rules, policies and procedures governing the receipt, storage and release of bodies.
- Considerable knowledge of the principles, practices, instruments and methods used in the collection and processing of post-mortem evidence.
- Considerable knowledge of the procedures involved in detecting, analyzing, evaluating and interpreting manifestations and symptoms of physical conditions from pathological examinations.
- Considerable knowledge of microscopy, toxicology, ballistics and investigative techniques as they relate to forensic medicine.

- Considerable knowledge of rules of evidence as they apply to the preservation of specimens from a post-mortem examination.
- Able to understand, anticipate and control legal liabilities for the County and the public.
- Able to maintain a sense of caring for the survivors' emotional well being.
- Able to promote a sense of teamwork to maintain good communication between all members of the office so that details are not overlooked.
- Able to deal objectively and effectively with the emotional stress generated by dealing with death daily and working long hours occasionally under adverse conditions.
- Able to effectively present findings in court in a logical manner and appropriately respond to and address questions.
- Skilled in the use of microscopes, surgical tools and other equipment used in examinations and investigations.
- Skill in the performance of autopsy techniques.
- Able to work under stressful conditions.
- Able to interact effectively with others.
- Must be able to relocate to other county locations based upon operational needs.

**ADA REQUIREMENTS:**

**Physical Demands:** Ability to traverse rough, wooded terrain without vehicle assistance. Ability to stand for extended periods of time. Stooping, kneeling, crouching, climbing, handling, reaching, fingering, feeling, talking and visual acuity, far and near; depth perception with correction peripheral vision..

**Environmental Demands:** Inside work with occasional outside in heat, cold, wind, rain and humidity. Contact with water and other liquids, fumes and odors, and dust.

**Mental Demands:** Algebra, read periodicals, technical journals, manuals. Writing technical reports for presentation to court of law; speaking extemporaneously on variety of subjects

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APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.volusia.org/personnel>

Job #16-00399  
ASSOCIATE MEDICAL EXAMINER - FORENSIC PATHOLOGIST  
DM

OUR OFFICE IS LOCATED AT:  
230 North Woodland Blvd Suite 262  
DeLand, FL 32720  
386-736-5951  
[personnel@volusia.org](mailto:personnel@volusia.org)

Volusia County is a drug free workplace and an Equal Opportunity Employer committed to a diverse workforce. Veterans' preference pursuant to State law. Individuals with a disability who require special accommodations during the selection process should notify the Human Resources Division at (386)736-5951.

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**Associate Medical Examiner - Forensic Pathologist Supplemental Questionnaire**

- \* 1. Your response to the following supplemental questions must match the information in the appropriate sections on your application. If your responses do not match, your application will be deemed incomplete and will disqualify you from further consideration.  
☐ have read and understand the above statement.
- \* 2. Have you graduated from an accredited school of medicine or osteopathy?  
☐ Yes ☐ No
- \* 3. Have you completed at least one (1) year of forensic pathology training?

☐ Yes ☐ No

- \* 4. If you answered YES to the previous question, indicate the name of the institution or program and the number of years of forensic pathology training you have completed.
- \* 5. Do you possess an active current license to practice medicine in the State of Florida issued by the Florida Board of Medicine or the Florida Board of Osteopathic Medicine?  
☐ Yes ☐ No
- \* 6. If you answered YES to the previous question, indicate your license number and date of issue. If you answered NO, indicate if you have applied for a license and the anticipated date of issuance. If you have not applied, do you see any obstacles to obtaining a license?
- \* 7. Are you certified by the American Board of Pathology in Anatomic Pathology?  
☐ Yes ☐ No
- \* 8. If you answered NO to the previous question, indicate if you are eligible to take the Anatomic Pathology examination, your plans to take the examination or a brief explanation.
- \* 9. Are you certified by the American Board of Pathology in Forensic Pathology?  
☐ Yes ☐ No
- \* 10. Do you possess a valid Florida driver's license?  
☐ Yes ☐ No
- \* 11. Provide a brief statement addressing your interest in this particular position as an Associate Medical Examiner in Volusia County, Florida. Please include your goals as a forensic pathologist/medical examiner and areas of special interest, if any.

\* Required Question