

Job Description

Job Title:	Audio-Video Technician - District Attorney Office		
Job ID:	10928		
Location:	Riverside		
Full/Part Time:	Full-Time		
Regular/Temporary:	Regular		
Salary Min:	\$47,712.00	Salary Max:	\$79,113.00

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ABOUT THE COUNTY OF RIVERSIDE

Riverside County offers diversity that few locations can match. To find out more, please visit <http://www.countyofriverside.us>.

ABOUT THE DEPARTMENT

The Riverside County District Attorney's Office represents the People of the State of California in all criminal matters arising in Riverside County. This Office is committed to ensuring that justice is done and the community is protected. This Office prosecutes the guilty, safeguards the innocent, and protects victims and their rights.

This Office strives to establish and maintain effective, honest, and timely communication within the District Attorney's Office and between the District Attorney's Office and individuals and groups within the County communities in order to keep citizens informed about the prosecution function and the administration of justice.

JOB DESCRIPTION

Under general supervision, to perform specialized audio or video assignments and to do other related work as required.

Incumbents in this class are the fully qualified technicians using specialized electronic and microscopic equipment to perform forensic analysis, filtrations, and enhancements of audio or video recorded evidence; produces audio or video tapes for training purposes. Incumbents in this class are distinguished from the next higher class of Senior Audio - Video Technician by the former only performing the less complex aspects of audio or video technical assignments due to their limited professional experience and advanced knowledge.

EXAMPLES OF ESSENTIAL DUTIES

Uses specialized electronic and microscopic equipment, performing forensic analysis and filtration of audio or video tape recorded evidence; performs forensic tape analysis to determine originality and authenticity of content; creates test recordings; compares magnetic striae and tape function signatures (start, stop, pause record) of purported original recording; uses critical listening techniques to verify continuity of conversation; perform wave form analysis and magnetic pattern examination of purported recordings and test recordings to identify anomalies; reduces background and extraneous noise using digital filters to enhance quality of audio tape recording.

Uses computer equipment to perform enhancements of video recordings for identification purposes involving criminal investigations.

Designs, assembles and adapts audio or video equipment and related devices for specific investigative requirements.

Reviews information pertaining to cases in which audio or video detection equipment has been requested and determines the type of equipment to use and the best method for obtaining recorded evidence.

Instructs staff in the proper use of audio or video detection equipment for securing evidence.

Appears in court to provide evidence and testifies as an expert witness regarding its authenticity and admissibility.

Directs, writes, edits, and distributes training audio or video material.

RECRUITING GUIDELINES

Experience: Two years of experience which provided the knowledge as listed below under "Knowledge of".

Knowledge of: Operation, maintenance, and repairs of either professional audio or video equipment; basic principles and practices of training.

Ability to: Analyze situations, and develop and/or recommend solutions to audio or video technical problems; provide technical direction and training to staff; research, recommend, and apply state of the art audio or video technology and methods; follow oral and written instructions; maintain effective working relationships; write clear, concise reports and provide composed, accurate, and understandable testimony in court.

WHO MAY APPLY

This recruitment is open to all applicants.

APPLICATION PERIOD

The preliminary closing date for this posting is June 4, 2018 at 11:59 pm however postings may close at any time.

Applications received prior to the closing date will be considered based on the information submitted. Changes or alterations cannot be accepted. No late applications will be permitted.

Applications must be submitted through Job Gateway at <http://www.rc-hr.com/Careers/JobGateway.aspx>

Include relevant work experience details on resume and/or application.

Applicants who fail to provide information demonstrating they possess the position requirements may not be considered further in the application process. A description of job duties directly copied from the job classification or job posting will not be considered.

Upload a copy of any license(s), degrees, and/or related employment documents to your Job Gateway account.

BASED ON THE NUMBER OF APPLICATIONS RECEIVED, THIS POSTING MAY CLOSE WITHOUT NOTICE.

CONTACT INFORMATION

For questions about this job posting, contact Beatris Ordaz at (951) 955-3319 or bordaz@rivco.org.

GENERAL INFORMATION

For specific questions regarding this position, contact the recruiter listed.

Benefits and detailed job description information is available for all Riverside County classifications on the job descriptions page at <http://rc-hr.com/Careers/JobDescriptions.aspx>.

Information regarding employment requirements, including pre-employment drug/alcohol test, background check, physical exam, initial probationary period is available at www.rc-hr.com. Procedures for reasonable accommodation, as required by the Americans with Disabilities Act (ADA) and Fair Employment and Housing Act (FEHA), may be found at <http://dao.rc-hr.com>.

- ~ Applications must be submitted through the Riverside County Job Gateway System.
- ~ Current County Employees must use their Employee Self-Service Account to apply.
- ~ All other applicants must apply using <https://jobs.co.riverside.ca.us>

The County of Riverside is an Equal Opportunity Employer. It is the policy of the County of Riverside to provide employment opportunity for all qualified persons. All applicants will be considered without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender, gender identity, gender expression, marital status, ancestry, medical condition (cancer and genetic characteristics), genetic information, or denial of medical and family care leave, or any other non job-related factor.