

FINGERPRINT TECHNICIAN**Nature of Work**

Under general supervision, performs full performance level work in the identification and verification of fingerprints in the Automated Fingerprint Identification System (AFIS). Receives, processes, maintains and properly disseminates various criminal history records for the State. Performs related work as required.

Distinguishing Characteristics

Typically, work at this level is performed under the general supervision of a higher level Fingerprint Technician and is verified for technical accuracy.

Examples of Work

Receives, scans, merges data, acquires and conducts searches of fingerprint images through the West Virginia Automated Criminal History (WATCH) and the AFIS.

Compares and verifies fingerprints, through use of fingerprint ridge detail; determines match/non-match; retains fingerprint images in database.

Identifies and classifies fingerprints according to the Henry Classification System and through the use of the AFIS system.

Rolls full sets of fingerprints.

Update records and files by consolidation.

Knowledge, Skills and Abilities

Knowledge of fingerprint identification, verification and classification techniques and procedures.

Knowledge of the Henry system of classifying fingerprints and use of the AFIS system.

Knowledge of federal and state statutes regarding the release of criminal records.

Knowledge in the use of AFIS and criminal history related software and hardware.

Skill in the classification, identification, verification and matching of fingerprints and fingerprint images.

Skill in the use of AFIS and criminal history related software and hardware.

FINGERPRINT TECHNICIAN (CONT'D)

Knowledge, Skills and Abilities (cont'd)

Ability to identify and interpret fingerprint data accurately.
Ability to maintain efficient working relationships with law enforcement agencies requesting information.
Ability to communicate effectively with the general public.
Ability to perform tedious, repetitive work requiring sustained and continuous visual attention to achieve a high degree of accuracy.

Minimum Qualifications

Training: Graduation from a standard high school or the equivalent.

Note: Preference may be shown to an applicant who has two years of full-time or equivalent part-time paid experience in fingerprint classification or who has successfully completed the Basic Henry Fingerprint Classification course.

Established: 8/19/93
Revised: 2/20/03
Effective: 4/1/03