

**DETECTIVE/COMPUTER FORENSIC ANALYST  
LACKAWANNA COUNTY DISTRICT ATTORNEY'S OFFICE**

A Detective/Computer Forensic Analyst must:

- Perform physical activity as a job requirement
- Obtain certification in the use of a handgun and possess excellent writing skills to complete written reports
- Be available 24/7 – work requires being available when needed – days , evenings, weekends
- Be a certified law enforcement officer by the Municipal Police Officers Education & Training Commission (MOPETC)
- Possess a Bachelors Degree from an accredited college or university in Computer Science, Computer Forensics or related field
- Have previous law enforcement work experience in the field of Computer Forensics either as a civilian or as a law enforcement officer

Successful candidates will be responsible for all Detective duties including the following Computer Forensics specialized duties:

-Abide by and follow all procedures relating to the proper handling and chain-of-custody of evidence.

-Conduct physical examinations of computer and other electronic computing devices by inspecting the hardware peripherals in devices submitted as evidence. Inspection will encompass device functionality, including date and time verification of circuit board of computer or devices. Document the physical condition of evidence computers and devices by means of digital photography and completion of appropriate examiner reports.

-Test and validate computer hardware, software, and forensic analytical tools following established procedures (PSP & NYSP) and National Institute of Standards for Technology guidelines to verify the integrity of computer forensic software, data acquisition and archival hardware and to ensure tools do not report high rate of errors.

-Use computer forensic software and tools to forensically copy data found on electronic devices so that the integrity of original evidence is preserved and the copy can be used for forensic analysis.

-Prepare required documentation that describes acquired data for admittance into evidence in court proceedings. Reports shall be prepared after performing any acquisition, archival and/or analysis.

-Analyze data found in electronic devices by using recognized forensic utilities and tested analytical techniques to parse, locate and extract case relevant data with evidentiary value pursuant to investigative details and search warrant parameters.

-Prepare comprehensive final analysis reports of findings, in human readable format, to be used in the course of investigations, and to be entered into evidence during court proceedings.

-Testify in court proceedings on all aspects of investigation including initial crime scene, acquisition of digital evidence and analysis of digital evidence.

-Provide specialized investigative support to agencies requiring assistance with digital evidence from crime scenes, computer networks and other technical forensic field processes.

-Perform forensic cleansing of digital evidence to remove any contraband prior to release.

Candidates must be able to perform all duties without restrictions, have corrected 20/20 vision and successfully complete a background investigation including a criminal record check.

Please submit your letter of interest and resume to the attention of the District Attorney Andy Jarbola to:

Deputy Director for Human Resources  
Lackawanna County Administration Building  
200 Adams Avenue  
Scranton, PA 18503  
Email: [pearsonn@lackawannacounty.org](mailto:pearsonn@lackawannacounty.org)

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