



Forensic Laboratory Specialist II
Toxicology Section
Position # GF563
Forensic Scientist Salary: \$33,828 - \$43,000
Central Laboratory
Location: Richmond, VA

The Virginia Department of Forensic Science is currently in construction of a new state-of-the-art facility in Hanover County. Once completed, this Facility will house staff from the Central Laboratory, Division of Technical Services, Director's Office, Administrative Offices, and the Office of the Medical Examiner, currently located in Richmond. The move to the new facility is anticipated for the First Quarter of 2026.

This is a grant funded position. Grant Funding is approved through September 24, 2026.

The Department of Forensic Science (DFS) is seeking a qualified applicant to assist the Toxicology section of the Central Regional Laboratory. Duties of the position include administrative support to include scanning, copying, and filing data; routine laboratory maintenance such as cleaning glassware, waste disposal, and changing compressed gas cylinders; preparation of reagents; transfer of evidence, maintaining a secure and intact chain of custody; assistance typing and distributing Certificates of Analysis to agency customers. This position also trains to perform alcohol analysis using Headspace Gas Chromatography, preliminary drug screening using ELISA, and CO saturation determination using UV-VIS spectrophotometry; and may be required to testify in court to duties performed.

Minimum Qualifications:

- Experience preparing solutions and reagents for use in a laboratory setting
- Experience working in a scientific laboratory environment, including standard laboratory equipment and safety procedures
- Proficiency in MS Office Suite programs
- Ability to maintain accurate records, analyze and interpret data, follow written protocols and oral instructions, manage multiple tasks efficiently, establish work priorities, and independently perform routine duties
- Ability to communicate in a clear, concise manner, both verbally and in writing
- Valid driver's license and/or other means of reliable transportation

Additional Considerations:

- Experience working in a laboratory environment operating and maintaining laboratory instrumentation
- Experience performing and documenting QA procedures

- Experience handling biological fluids in a forensic or clinical toxicology laboratory
- Experience using laboratory information management software

Background Investigation:

Selected candidate(s) must successfully pass a background investigation to include a fingerprint-based criminal history check. Selected candidate(s) must provide a DNA sample via a buccal swab (saliva sample) and successfully pass a drug test. Reference checks will be conducted to include contact with current/previous supervisors.

Employment Eligibility Verification:

DFS will record information from each new employee's Form I-9 (Employment Eligibility Verification) into the Federal E-Verify system to confirm identity and work authorization. DFS now uses E-Verify+, a streamlined system that integrates the Form I-9 process with employment eligibility verification to electronically confirm identity and work authorization.

Applicants must apply electronically using the Commonwealth of Virginia's new Recruitment Management System (PageUp) by February 4, 2026. PageUp can be accessed using the link: jobs.virginia.gov. Contact Amanda Greene at (804) 588 - 4163 for assistance.

AN EQUAL OPPORTUNITY EMPLOYER

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