

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

POLYGRAPH EXAMINER I

POSITION CODE: 33001
Effective: 12-20-01

DISTINGUISHING FEATURES OF WORK:

Under direct supervision, independently performs selected detection of deception examinations of limited complexity and difficulty in various types of criminal and agency internal investigations; may perform limited interrogations of apparently untruthful subjects following an examination to elicit a statement or confession; assists a higher level examiner with seminar presentations to law enforcement groups and in researching new techniques and practices of the profession; prepares documentation and reports of findings according to established procedures.

This class of work differs from the higher levels in the following respects: 1) all polygraph charts and reports of findings produced at this level are carefully reviewed and certified by a higher level examiner; 2) examinations involving long-term cases which have involved multiple examinations and require the preparation of case history reports are not generally assigned at this level; 3) in-depth interrogations are not performed at this class level; a normal interrogation may take from one to 1.5 hours, in contrast to a five to six hour interrogation of considerable complexity and importance to a criminal investigation; 4) re-examinations, where initial findings are disputed, are not assigned at this level of work; 5) the more complex test procedures, e.g., peak of tension or guilt complex, are not typical of this level of work; 6) qualitatively, the number of inconclusive examination results is about twice as high for less experienced examiners, perhaps 15% as opposed to 7%; 7) independent consulting, lecturing, preparing and conducting seminars in interrogation techniques and usage of the polygraph in criminal investigations is not practiced at this level; 8) in terms of actual distinctions in task assignments, the above amounts to about 15% to 20% of total duties, due to the limitations inherent in the nature and variety of work. An infrequent, temporary assignment of more difficult duties for job growth and development purposes is included in this class level.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Conducts the normal working range of polygraph examinations, with the exception of examinations which are known in advance to involve difficult or complex or highly sensitive matters; this level of work responsibility is structured to require review and certification of all examinations at the levels.
2. Analyzes the circumstances and details of the case under consideration to determine appropriate questions and to properly evaluate subject's responses. Determines whether or not a subject is suitable for testing.
3. Appraises the subject's personality to determine the most applicable technique to be used in conducting the interrogation.

POLYGRAPH EXAMINER I (Continued)

4. Prepares written reports of examination results and statistical data relative to the examinations.
5. Prepares evidence for presentation in court proceedings; occasionally testifies in court regarding examination results, or as a witness to statements made by subjects.
6. Travels to site of investigations, where necessary, transporting and setting up the polygraph instrument in a suitable location; makes travel arrangements as required.
7. Attends professional meetings and seminars relative to the functions of the profession, and reviews current literature pertinent to the duties of the position.
8. Performs periodic quality control checks of equipment, and makes minor repairs and adjustments as indicated, or refers equipment for major servicing.
9. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires completion of a bachelor's degree from an accredited college or university, preferably with coursework in areas such as forensic science, police administration, physiology, psychology, sociology, basic statistics and criminal law.

Requires a valid Illinois license as a Detection of Deception Examiner.

Requires one year of professional detection of deception work experience or completion of an agency approved formal training program.

Knowledges, Skills and Abilities

Requires working knowledge of physiology, psychology and criminal law as these fields apply to modern methods of criminal investigation, identification and interrogation techniques.

Requires working knowledge of the rules of evidence in criminal law.

Requires working knowledge of the care and operation of polygraph equipment and the procedures used to administer polygraph examinations and interpret findings.

Requires elementary knowledge of statistical methods as applicable to chart interpretation.

Requires ability to establish and maintain satisfactory working relationships with coworkers, various law enforcement personnel, and examinees.

Requires ability to present ideas clearly and effectively in both oral and concisely written report form.

Some positions in this class may require an appropriate valid driver's license and/or an ability to travel.