**MIAMI-DADE COUNTY**

**Medical Examiner**

**Salary Range: $185,389 - $318,369**

Miami-Dade County is seeking a savant Medical Examiner to provide accurate, timely, dignified, compassionate and professional death services for the residents of the community. The Medical Examiner is an executive level position responsible for the management and coordination of complex scientific and administrative operations in forensic pathology, in accordance with local, state and federal statutes and regulations.

The Medical Examiner directs the planning and administration of autopsies and establishes protocols for the safe and efficient collection, preservation and analysis of human body fluids and tissues; investigates and processes approximately 14,000 cases annually which includes cremation requests, consulting on autopsy, toxicology and pathology cases; administration of indigent burial and cremation programs; assists in facilitating organ, bone and tissue donor cases; crime scene photography; combining efforts with law enforcement investigations to ascertain the facts and provide cause and manner of death; and coordination of efforts with police, funeral homes and families. The Medical Examiner Department partners with local agencies including the State Attorney’s Office, Public Defender, Florida Department of Health, Miami-Dade Police Department, other law enforcement agencies and local hospitals and funeral homes, in addition to federal agencies like Federal Bureau of Investigations (FBI), United States Attorney, Department of Homeland Security (DHS) and National Transportation and Safety Board (NTSB).

The Medical Examiner Department provides opportunities for individuals interested in the field of forensic pathology through a one-year Forensic Pathology Fellowship Program, accredited through the Accreditation Council for Graduate Medical Education, to medical doctors who have completed residency in anatomic or anatomic and clinical pathology. In addition, the Department offers a Forensic Imaging Internship Program in which participants learn how to properly photograph evidence at crime scenes and document autopsies through hands-on involvement in forensic and biomedical photography.

The ideal candidate should have:

* Experience managing forensic pathology services in a large metropolitan agency
* Comprehensive knowledge of theories, principles and practice of medicine and anatomic and forensic pathology, and toxicology as applicable to forensic pathology
* Extensive knowledge of chemistry, physics, police investigations, crime laboratory and legal requirements related to medical examiner operations
* Ability to establish and maintain strong working relationships with senior management and elected officials

The Medical Examiner will have oversight of an operating budget of approximately $14M and reports to the Chief Public Safety Officer. Policy direction is received from the Mayor and the Board of County Commissioners. For Fiscal Year 2020-21, the County’s adopted budget is $9 billion dollars. Miami-Dade County is internationally recognized for its achievement in implementing a results-oriented government culture. The County’s Strategic Business Plans are developed with significant input from the community in setting priorities.

**Minimum Qualifications:**

Doctor of Medicine degree. Board certified in Anatomic or Anatomic/Clinical Pathology and in Forensic Pathology by the American Board of Pathology. A minimum of eight to ten years of professional experience as an Assistant Medical Examiner in an established medical examiner facility is required.

**Benefits:**

Miami-Dade County offers outstanding comprehensive benefits that include: full medical, dental, optional vision and disability insurance; optional 457 pre-tax savings plans, optional flexible spending accounts, 12 paid holidays, one birthday holiday, and three floating holidays; vacation and sick leave; and employee contributory membership in the Florida Retirement System.

Applicants qualifying for employment will be subject to an extensive background check including, but not limited to, fingerprint checks, employment verification, and other procedures. A pre-employment medical including a drug and alcohol screening is required. All resume submittals are subject to State of Florida Public Records Law.

Miami-Dade County is an Equal Opportunity Employer. Applicants and employees are protected from discrimination based on certain categories protected by Local and Federal law.

Qualified applicants may apply online for the Medical Examiner, Job Opening #63503 at [www.miamidade.gov/jobs](http://www.miamidade.gov/jobs) or send resumes via email to [Recruitment@miamidade.gov](mailto:Recruitment@miamidade.gov) or mail to Kathy L. Horton, Human Resources Manager, Recruitment and Internal Placement, Human Resources Department, 111 NW 1st Street, Suite 2110, Miami, FL 33128. For additional information contact Ms. Kathy L. Horton at (305) 375-2668 or [Kathy.Horton@miamidade.gov](mailto:Kathy.Horton@miamidade.gov). All documents submitted in response to the advertisement are public records pursuant to Chapter 119 Florida Statutes.