YUMA COUNTY
RECRUITMENT ANNOUNCEMENT

Position: Polygraph Examiner
Department: Sheriff's Office
Classification: Non-Exempt, Eligible for overtime compensation
Salary: $31.42 - $39.28 / hr. D.O.Q.
Grade: 16
Close: **Tuesday, December 1st, 2026**

THE COUNTY OF YUMA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY

NATURE OF WORK: Under general supervision, performs highly specialized technical work conducting polygraph examinations, interrogating crime suspects and others through the use of polygraph techniques. This position has department specific responsibility.

EXPERIENCE & EDUCATION: High School Diploma or GED equivalent; Five (5) years of experience in law enforcement investigative work; OR an equivalent combination of education and experience. If not certified, must obtain certification from an approved school of polygraph instruction within six (6) months of hired. Failure to obtain polygraph certification shall be grounds for separation.

PREFERRED: Certification from an approved school of polygraph instruction; (2) years of experience as a law enforcement polygraph examiner; and a polygraph association member.

SPECIAL REQUIREMENTS: Required to successfully complete a background check, polygraph, and drug test prior to appointment; must possess and maintain a valid Arizona Driver's License.

The above information is intended to describe the general nature of this position and **is not** to be considered a complete statement of duties, responsibilities and requirements.

****NOTE****

Reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any stage of the recruitment process. Requests for accommodation must be made through the Yuma County Human Resources Department in advance of the event, or as soon as practical, so that necessary arrangements can be made (928) 373-1013 OR TDD (928) 373-1013.

Apply:
Yuma County Human Resources - 198 S. Main St., Yuma, AZ 85364
Phone: (928) 373-1013 Fax (928) 373-1153 Job Line (928) 373-6090
Website: www.yumacountyaz.gov
See Reverse Side For More Information

Polygraph Examiner

EXAMPLES OF WORK: (*Illustrative Only)* Administers polygraph examinations for the Sheriff's Office and various courts; conducts interviews, interrogates, and administers criminal, internal and pre-employment polygraph examinations; reviews documents/crime reports; formulates and discusses test questions to addressed pertinent information; conducts pre-tests interviews and explains the polygraph process to examinees; establishes test conditions based on such factors as the examinee's physiology, current and past psychiatric conditions, illnesses, injuries, and prescribed medications; records unusual circumstances that may effect results; scores and evaluates test results to determine truth or deception; conducts post-examinations to resolve issues, if needed; prepares detailed reports and distributes to appropriate personnel; advises investigators about confessions, legal limitations and individuals rights pertaining to the polygraph; visits crime scenes when necessary; testifies in court and administrative hearings as an expert witness; operates, cleans, maintains, troubleshoots, repairs, and calibrates polygraph equipment and/or instruments; orders new and replaces parts to ensure proper functionality of components; documents and maintains polygraph records, statistics, and equipment maintenance records; responsible for record retention and destruction of files/records according to County, State and Federal guidelines; reviews and maintains informed of current trends in the polygraph profession; ensures compliance with polygraph standards; assists with pre-employment background investigations, as needed; interviews applicants, past employers and personal references; may travel to and from outside agencies to review applicants' personnel files; provides recommendation as to whether each candidate is acceptable for hire; reviews, modifies, and implements policies and processes to increase efficiency within the Office; defends and explains polygraph office competence, procedures, opinions, and techniques to various level of authority; reviews polygraph examinations administered by non-department examiners for quality control purposes, upon request; meets with investigators, and County Attorneys to develop court cases or discuss confessions; serves as a liaison and manages relationships with internal and external departments and agencies; represents the department on various committees and meetings; maintains high standards of confidentiality regarding applicants, employees, crime suspects, and other confidential Sheriff's Office information; regular and reliable attendance is required; performs other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of: County policies and procedures; Sheriff's Office policies and procedures; Federal and state laws, rules and regulations relating to polygraphs, confessions, and employment; polygraph techniques with emphasis on polygraph interrogation, interviewing techniques, and investigating procedures; polygraph chart analysis and interpretation; psycho-physiological aspects of polygraphy; the mechanical and other technical aspects of polygraphy; principles and procedures of record keeping; business English, spelling, grammar, and punctuation required to produce written documents/reports; operating computerized technology and job-related software applications.

Skills in: operating and maintaining polygraph equipment; reading and interpreting polygraph charts and distinguishing deceptive responses; interpreting laws, policies, procedures and protocols; interviewing, interrogating and dealing impartially with people of different social, economic, and ethnic backgrounds; acting calmly, coherently, and decisively in stressful situations to achieve desired results; understanding internal organs of the body relating to various types of tracing recorded and cause responses during emotional stress; preparing clear, comprehensive, and accurate reports; testifying in court and hearings in an objective, concise and professional manner; using discretion and maintaining confidentiality of sensitive information; working independently with minimal supervision and exercising independent judgment.

Ability to: Ability to develop test questions for polygraph examinations; apply strong attention to detail and nuance in reviewing information; establish rapport with polygraph examinees; assess physical and mental suitability of examinees and determine if capable of taking a polygraph examination; properly attach components, such as blood pressure cuff, fingerplates, and pneumograph tubes for recorded physiological

Polygraph Examiner

Ability to (cont.): response patterns; remain current in knowledge required to perform assigned duties; establish and maintain effective working relationships with employees, supervisors, attorneys, other agencies, and the public; follow written and verbal instructions; communicate clearly and concisely, both orally and in writing, and explain information in a clear and understandable manner to non-technical persons; perform the essential functions of the position with or without a reasonable amount of accommodation.

Work Environment/Physical Demands:

- Work is mainly performed in a general office environment.
- Work with applicants, crime suspects/witnesses.
- Sit for long periods of time.
- May occasional lift, carry, push, and/or pull objects.
- May be required to bend, kneel, stretch, stoop, reach, crawl, and climb stairs.
- Visual and muscular dexterity to operate: computer, office equipment, telephone, hand tools, and polygraph equipment.
- Operate a motor vehicle and travel to/from various locations.

/AA/ADA/M/F/V/D
DRUG FREE WORKPLACE

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