

Handwriting Expert

Aliases: Graphologist, Document Examiner

Industry/Sector(s): Life Sciences

JOB DESCRIPTION ¹

The tasks a Handwriting Expert is expected to perform include:

- Examining and identifying handwriting for detecting forgery
- Studying handwritten letters, documents, etc. to ascertain their authenticity
- Examining and comparing handwriting or signature on letters, documents, etc. referred to with writings or signature of concerned persons
- Noting carefully suspicious retouching, erasures, obliterations, etc.
- Taking photograph of document under ultraviolet ray or other filtered lights to make super imposed writing disappear to reveal original writing
- Determining genuineness or forgery of signatures and writings by identifying feature using microscope
- Reporting findings with reasons to courts or other judicial authorities
- Maintaining record of photographs or interesting forged documents, signatures, letters, etc.
- Establishing re-use of cancelled postage or other stamps
- Attending court to give evidence

WORK ENVIRONMENT ^{1, 2}

- It is not only a desk job
- Need not handle a team
- Local travelling is necessary
- Part-time work and contractual jobs are available in some cities
- Work from home option is not available

Working hours

- Organizations usually work for 6 days a week and 8/9 hours everyday. This may vary from organization to organization
- Shift system may be available
- Overtime may be involved

Is the job suitable for a candidate with special needs?

This job is suitable for people with One Arm (OA), One Leg (OL), Both Legs (BL), One Arm and One Leg (OAL) and Hearing Impaired (HH)

This may vary from organization to organization

EDUCATIONAL QUALIFICATIONS AND TRAINING ^{3, 4, 6}

Preferably, B.Sc in Forensic Science with Certificate Course/PG diploma in Questioned Document and Handwriting

KEY COMPETENCIES ¹

- Ability to identify, classify and analyse physical evidence related to criminal investigations
- Knowledge in using photographic or video equipment to document evidence or crime scenes
- Skilled in operating and maintaining laboratory equipment and apparatus
- Knowledge about solutions, reagents or sample formulations needed for laboratory work
- Ability to review forensic analysts' reports for technical merit
- Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules and the democratic political process
- Knowledge of the chemical composition, structure and properties of substances

DESIRABLE COMPETENCIES ¹

- Good communication skills
- Interpersonal skills
- Research and problem-solving skills
- Quality conscious

AVAILABLE SKILL TRAINING AND LEARNING INSTITUTES

- Institute of Criminology & Forensic Science
www.nicfs.nic.in/
- Central Forensic Science Laboratory
cbi.nic.in/cfsl/about.htm
- International Forensic Sciences - Education Department
<http://www.ifs.edu.in/questioned-documents-and-handwriting/>

AVAILABLE SKILL TRAINING SCHEMES/SCHOLARSHIPS

For scholarship and schemes, use further links like:

- <https://scholarships.gov.in/>

SAMPLE OF TRAINING AND LEARNING COURSES

- <http://www.ifs.edu.in/questioned-documents-and-handwriting/>
- <http://www.nicfs.nic.in/syllabus-fs.htm>

CAREER PROGRESSION PATH ⁵

Trainee → Handwriting Technician → **Handwriting Expert**

The progression is indicative

EXPECTED EARNINGS ^{3, 4}

- For new entrants – Rs 6,000 to Rs 9,000 per month

These figures are indicative and subject to change

REQUIRED WORK EXPERIENCE ^{3, 4}

Some organizations hire new entrants too

PROBABLE EMPLOYERS ^{3, 4}

- Universities
- Museums
- Research institutes
- Forensic departments in various organizations

KEYWORDS

- Graphologist
- Document Examiner

OCCUPATIONAL CODES AND STANDARDS

Standard	Code	Description
NCO 2015	3119.0400	Handwriting Expert
ISCO 2008	3119	Physical and Engineering Science Technicians, n.e.c
NIC 2008	72100	Research and experimental development on natural sciences and engineering
QP Reference	Not available	Not available
NSQF	Not available	Not available

REFERENCES

1	National Classification of Occupations Division 3
2	http://www.ccdisabilities.nic.in/page.php?s=reg&t=def&p=list_jobsNew
3	http://www.htcampus.com/subcategory/forensic-science-colleges-in-india/
4	https://targetstudy.com/courses/forensic-science-courses.htm
5	http://dget.nic.in/upload/uploadfiles/files/publication/Des-Div-3.pdf
6	https://www.infosys.com/industries/life-sciences