



Fighting Corruption • Protecting City Funds

New York City

Department of *Investigation*

Make a Difference in New York City. Work at DOI.

The New York City Department of Investigation (DOI) is looking for talented and dedicated people who will help the agency carry out its mission.

Why work at DOI, one of the oldest law enforcement agencies in the country? Because DOI's work strengthens municipal government by rooting out corruption and safeguarding taxpayer funds.

All DOI career opportunities are posted online at the NYC Jobs website: www1.nyc.gov/jobs/index.page. Proceed to either Current Employee Login or Non-Employee Login.

- For non-employees of the City of New York, type in "Department of Investigation" at "Keywords" and all openings will be listed.
- For current employees of the City of New York, click on "Careers" to browse postings.
- To view individual job postings, click on the job title. You may apply to multiple postings by uploading a résumé and cover letter to each.

Finalists for positions must be fingerprinted and pass a background investigation prior to extension of an offer. To download the background investigation questionnaire, visit the "DOI Forms" section of the DOI website at: www.nyc.gov/html/doi.

Having an undergraduate degree is preferred for most positions and relevant job experience is considered.



Generally, the minimum qualifications are:

- **Attorneys**
-Juris Doctor and admittance to the NY State Bar
- **Investigators**
-Bachelor's degree preferred
- **Auditors**
-Accounting or auditing bachelor's degree
- **Administrative Staff**
-A high school diploma or college degree

Follow @doinews on Twitter for the latest on career opportunities at DOI.

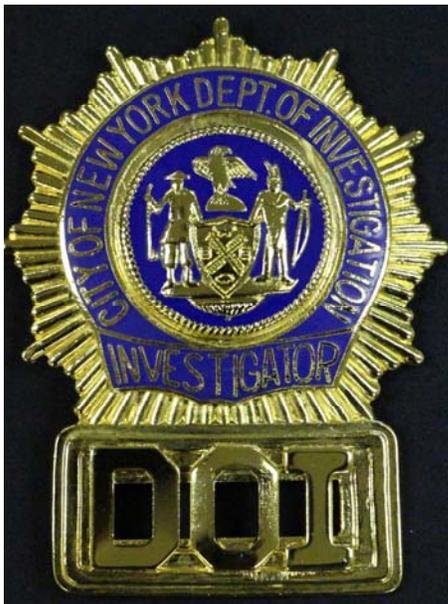
If you have additional questions, you may contact DOI Human Resources at (212) 825-2421 or personnel@doi.nyc.gov.

DOI is an Equal Opportunity Employer.



Who We Are

DOI's staff consists of Inspectors General, attorneys, investigators, forensic auditors and accountants, analysts, computer specialists, police detectives, and administrative personnel. **At DOI, you are a key to fighting municipal corruption and protecting taxpayer funds.**



FAQs

Do I need a law degree?

DOI recruits individuals with different backgrounds, including law enforcement, law, public policy, finance, accounting, and technology. A law degree is required for attorney positions.

Are internships available?

DOI accepts a limited number of students for investigative, legal, administrative, and forensic auditing internships during the summer, fall, and spring semesters. Stipends are not provided, but DOI will help you fulfill necessary requirements to receive either college credit or grant money for your internship.

What do the jobs entail?

Positions include Inspector General, investigator, auditor, and attorney, among others. At DOI, Inspector General (IG) units are staffed by investigators, lawyers, auditors, analysts, and administrative staff. These units investigate corruption allegations related to any City agency, employee, City vendor, or anyone receiving a City benefit.

In addition, IG units conduct proactive investigations, review agency practices and procedures to identify vulnerabilities, and issue recommendations to improve City operations.

DOI HISTORY

The Department of Investigation is one of the oldest law enforcement agencies in the country and an international leader in the effort to combat corruption in municipal government. It serves the people by acting as an independent and nonpartisan watchdog for New York City government.

The agency was established in 1873, in the wake of the William "Boss" Tweed scandal in which Tweed and his co-conspirators skimmed millions of dollars from the City's coffers. Because the corruption of the Tweed Ring occurred at the top echelon of City government, there was a public outcry that led to the creation of an independent municipal watchdog. DOI was established and statutorily empowered to address these concerns and protect taxpayers from corruption and fraudulent activities.

The Department's jurisdiction includes the City workforce, 45 mayoral agencies, and City boards, commissions, and other entities. DOI's comprehensive approach means the agency exposes and stops corruption through investigations and arrests; educates City employees and vendors about reporting corruption; recommends policy and procedure changes to remedy corruption concerns identified in DOI investigations; recovers stolen City dollars; and raises awareness about how the public and City employees can help in the fight against corruption.

See Something
Crooked in NYC?
Report Corruption at
212-3-NYC-DOI



New York City
Department of Investigation

MARK G. PETERS
Commissioner

80 Maiden Lane
New York, NY 10038
Phone: (212) 825-5900
Web: nyc.gov/html/doi
Twitter: @doinews

WHAT WE DO



As New York City's anti-corruption watchdog, DOI promotes transparency and accountability in municipal government. Examples of DOI cases include:

- A complex investigation into the implementation of the City's automated payroll system that resulted in eight convictions and the unprecedented recovery of \$500 million for the City.
- Exposing contraband smuggling and other acts that promote violence on Rikers Island, resulting in the arrests of correction officers and inmates.
- An investigation that uncovered construction site safety fraud, and resulted in arrests, a sweep of construction sites, and recommendations to remedy corruption vulnerabilities.
- An investigation into a delay in dispatching an ambulance to a fatal fire resulted in a comprehensive report and reforms.



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Are you interested in a career in law enforcement?

An internship at the **New York City Department of Investigation (DOI)** will allow you to join a team of anti-corruption experts.

At DOI, investigators, attorneys, auditors, and information technology specialists work to expose and stop fraud, corruption, and unethical conduct by City employees, contractors, and others receiving City funds. DOI strengthens municipal government by contributing to the effective and efficient operation of government and safeguarding taxpayer funds.

DOI offers internships during the spring, summer, and fall semesters in the investigative, forensic auditing, legal, and administrative departments. Students who meet the following criteria may apply:

- Undergraduates: Currently in or entering their junior or senior year at the time of the internship and have declared a major (all majors accepted, though preference may be given to students majoring in criminal justice, finance, and accounting/auditing)
- Undergraduates and law school students should have a minimum 3.0 GPA

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Stipends are not provided. However, DOI will help you fulfill necessary requirements to receive either college credit or grant money for your internship. To apply, individuals should submit the following documents as attachments in one e-mail to: internship@doi.nyc.gov.

- Résumé
- Cover letter
- Brief writing sample
- A copy of most recent undergraduate or law school transcript

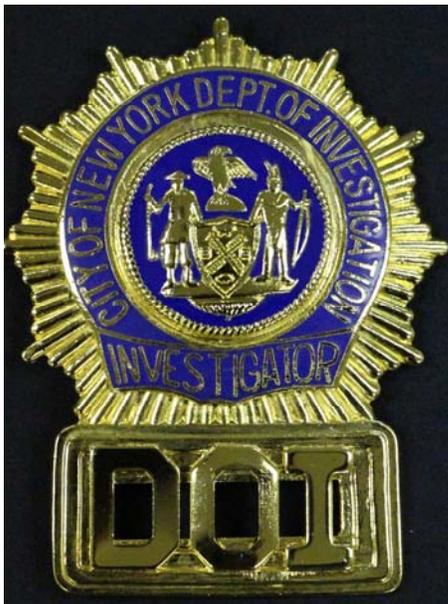
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Investigative Internship

Help determine and execute investigative strategies; review subpoenaed and seized records and documents for evidence and leads; prepare transcripts of undercover tape recordings; assist in interviewing witnesses; and prepare presentations of evidence.

Legal Internship

Work on active investigations involving corruption and fraud; assist in interviewing witnesses and/or subjects regarding criminal investigations; review and analyze documents; and develop knowledge of NYC agencies and programs. First, second, and third-year law students accepted for full and part-time internships.

Auditing Internship

Analyze financial records; help develop, maintain, and update documents and financial databases for investigations; work with forensic auditors on investigative strategies and developing investigative leads; and research and prepare data for pending criminal cases.

Administrative Internship

Assist in various administrative functions of the agency, including the Human Resources and Budget departments.

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