City of New York
DEPARTMENT OF INVESTIGATION
Job Vacancy Notice

Civil Service Title: Confidential Investigator L2	**Title Code No: 31143**
Unit: Office of Inspector General for the NYPD	**Work location:** 80 Maiden Lane, Manhattan
Office Title: Investigator	
Number of Positions: 01	**Salary:** $48,764.00 to $ $57,400.00 Commensurate with Experience

Job Description

The Department of Investigation's Office of Inspector General for the New York Police Department ("Office" or "OIG-NYPD") is authorized to "investigate, review, study, audit and make recommendations relating to the operations, policies, programs and practices," of the NYPD, with the goals of enhancing effectiveness of the police department, increasing public safety, protecting civil liberties and civil rights, and increasing the public's confidence in the police force.

OIG-NYPD is seeking an Investigator to conduct confidential and sensitive investigations into the operations, policies, programs, and practices of the NYPD. Investigations may involve review of police reports and related documentation; interviews with members of the public and law enforcement professionals; gathering and analysis of evidence; investigative field operations; and other investigative tactics. Investigators are expected to critically analyze problems and deficiencies relating to complex police operations and prepare well-organized, thorough written investigative reports and sections of OIG-NYPD's public written reports. Responsibilities may also include screening and investigating complaints filed by the public related to NYPD and/or involving individual members of NYPD and other agencies. The successful Investigator candidate will be conscientious, self-motivated, and a creative thinker who is able to perform effectively both independently and as part of a team.

Qualifications

- A 4-year high school diploma or its educational equivalent and four years of satisfactory full-time experience in the field of investigation, auditing, law enforcement, security, inspection, or a related field; or
- A baccalaureate degree from an accredited college; or
- Education and/or experience equivalent to "1" or "2" above; and
- Strong written and oral communication skills

Preferred Skills

• Knowledge of, and demonstrated interest in, law enforcement, criminal justice, police accountability, and/or civil rights issues
• Graduate or baccalaureate degree in the field of law, criminal justice, public policy, public administration, social sciences, psychology, or other relevant field, or at least three years of experience performing administrative, criminal, or internal investigations.
• Strong interpersonal skills and excellent judgment.
• Familiarity with New York City a plus.
• Valid New York State driver's license.
• Excellent verbal and written communication skills.
• Strong analytical skills
• Experience working with both government agencies and members of the public.
• Knowledge of Accurint, Lexis Nexis, and E-Justice
• Working knowledge of Microsoft Office applications (Excel, Word, PowerPoint).

To Apply:

All current City Employees may apply by going to Employee Self Service (ESS) http://cityshare/ess

Click on Recruiting Activities/Careers and Search for Job ID # 251111.

All other applicants, please go to www.nyc.gov/career/search and search for Job ID# 251111.

PLEASE DO NOT EMAIL, MAIL OR FAX YOUR RESUME TO DOI DIRECTLY.

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for two continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.
Appointments are subject to Office of Management & Budget approval for budgeted headcount.

Post Date: 8/6/16	**Post Until 11/2/16**	**JVN 032-2017-251111**

The City of New York is an Equal Opportunity Employer.