

**City of New York
DEPARTMENT OF INVESTIGATION
Job Vacancy Notice**

Civil Service Title: Special Investigator	Title Code No:
Unit: OIG-NYPD	Work location: Manhattan
Office Title: Senior Investigator	
Number of Positions: 1	Salary: \$40,000 – \$70,000

Job Description

The Department of Investigation’s Office of the Inspector General for the New York City 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 NYPD, with the goal of enhancing the effectiveness of NYPD, increasing public safety, protecting civil liberties and civil rights, and increasing the public’s confidence in the police force.

OIG-NYPD is seeking a Senior Investigator to plan and supervise investigations into problems and deficiencies relating to the operations, policies, programs and practices of NYPD. The Senior Investigator will report to the Director of Investigations and help oversee the day-to-day operations of OIG-NYPD’s investigative unit. Senior Investigators supervise and train more junior investigators, other agency staff, and investigative interns; assign cases and actively monitor and guide their progress; draft, review, and edit written investigative and other reports; and conduct complex investigations pursuant to the mandate quoted above. Senior Investigators are also responsible for overseeing the screening and investigation of complaints filed by the public related to NYPD and/or involving individual members of NYPD. In addition, Senior Investigators participate in the hiring of investigative interns.

Qualifications

- A four-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

- At least five years of experience conducting administrative, criminal, or internal investigations
- Advanced degree and demonstrated interest in law enforcement, criminal justice, and/or civil rights issues
- Experience supervising and training other investigators
- Excellent organizational and time management skills
- Strong interpersonal skills
- Superb judgment
- Familiarity with NYC government and NYPD procedures a plus

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 #228128

All other applicants, please go to www.nyc.gov/career/search and search for Job ID #228128

**NO PHONE CALLS, LETTERS OR FAXES
ONLY THOSE CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED.**

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 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirements 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: 01/12/16	Post Until: Filled
----------------------------	---------------------------

The City of New York is an Equal Opportunity Employer.