

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

Civil Service Title: Confidential Investigator	Level: 1
Title Code No: 31143	Salary: \$43,799.00 - \$53,712.00
Office Title: Policy Analyst	Work location: 180 Maiden Lane
Division/Work Unit: OIG-NYPD	Number of Positions: 1

Job Description

The New York City Department of Investigation (DOI) is one of the oldest law enforcement agencies in the country with a mission of combating municipal corruption. It serves the people of New York City by acting as an independent and nonpartisan watchdog for New York City government, City agencies, and City employees, vendors with City contracts, individuals and entities that receive City funds.

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

OIG-NYPD is seeking a Policy Analyst to review selected operations, policies, programs, and practices of the NYPD. The Policy Analyst, using a data-driven approach and at times working with the Office's investigative unit, will identify areas of concern and where improvements are needed in how NYPD carries out its law enforcement responsibilities. The Policy Analyst, along with other policy analysts in the unit, will further develop recommendations for reforms in policing, based on best practices and other research. The Policy Analyst will also monitor and produce reports documenting the extent to which NYPD implements, or does not implement, the Office's recommendations.

The Policy Analyst must have strong research, analytics, and communication skills and be adept at conveying complex policy issues to other OIG-NYPD staff members and to a lay audience.

The Policy Analyst will sit within OIG-NYPD's Policy Analysis unit and will work on multi-disciplinary teams including auditors, investigators, data analysts, and attorneys. The successful Policy Analyst candidate will be conscientious, detail-oriented, self-motivated, and flexible enough to perform effectively both independently and as part of a multi-disciplinary team.

If selected, the candidate will be fingerprinted and undergo a background investigation. Because the position has a law enforcement and/or investigative function, the candidate's consumer credit history will be reviewed during the background investigation as permitted by NYC Administrative Code §8-107(24)(b)(2)(A).

Qualification Requirements

1. A four-year high school diploma or its educational equivalent approved by a State's Department of Education or a recognized accrediting organization and four years of satisfactory full-time experience in an industrial or governmental agency in the field of investigation, auditing, law enforcement, security, inspections, or in a major operational area of the agency in which the appointment is to be made; or
2. A baccalaureate degree from an accredited college or university; or
3. Education and/or experience equivalent to "1" or "2" above.

Preferred Skills

- Experience conducting policy reviews or analysis
- Degree in a social science or related field, and a background in conducting policy reviews for a government or non-profit organization
- Knowledge of, and demonstrated interest in, law, law enforcement, criminal justice, police oversight, and/or civil rights issues
- Excellent judgment and confidence to discuss law enforcement policies and procedures with internal and external stakeholders
- Familiarity with NYPD procedures a plus
- Experience with quantitative and qualitative research methods
- Knowledge of statistical software packages
- Strong written and oral communication skills

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 the specific Job ID# 406385.

All other applicants, please go to www.nyc.gov/career/search and search for the specific Job ID# 406385.

Please do not email, mail or fax your resume to DOI directly. Submissions of resumes does not guarantee an interview. Due to the high volume of resumes DOI receives for positions, only selected candidates 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 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: 8/15/19

Post Until: 12/13/19

JVN: 032-2019-406385

The City of New York is an equal opportunity employer and is strongly committed to a policy of non-discrimination. We are committed to recruiting a diverse and inclusive talent pool.