

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

Civil Service Title: Confidential Investigator	Level: 3
Title Code No: 31143	Salary: \$70,000.00 - \$80,000.00
Office Title: Assistant Inspector General - Investigations	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 the New York City 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 an Assistant Inspector General in the Office's Investigations Unit. Reporting to the Deputy Inspector General of Investigations, the Assistant Inspector General will assist in managing the Investigations Unit and supervising all facets of investigations into allegations of misconduct and corruption as well as problems and deficiencies relating to the NYPD and its personnel. Under the supervision of the Deputy Inspector General of Investigations, the Assistant Inspector General will assist in developing and updating investigative protocols for the Office and ensuring that investigators are performing their duties consistent with those protocols. This includes overseeing the assignment of work, establishing schedules, and other managerial functions. The Assistant Inspector General will supervise and train teams of investigators and other agency staff; assist in the oversight of complaint intake; assign cases and actively monitor and guide their progress; and draft, review, and edit written investigative reports. The Assistant Inspector General will also lead multidisciplinary teams conducting significant investigations of allegations of misconduct and corruption by members of the NYPD as well as systemic reviews of NYPD policies and practices. In addition, the Assistant Inspector General will participate in the recruitment and hiring of skilled investigators, support staff, and interns.

If selected, the candidate will be fingerprinted and undergo a background investigation. In addition, 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 baccalaureate degree from an accredited college; or
- 2) A four year high school diploma or its educational equivalent and an Associate's degree from an accredited college (or two years of coursework from an accredited baccalaureate program); and two years of satisfactory full-time experience in the field of investigation, auditing, law enforcement, security, inspection, or in a related field; or
- 3) Education and/or experience equivalent to "1" or "2" above

Preferred Skills

- At least seven years of professional experience conducting and/or overseeing investigations related to criminal justice, law enforcement, or police accountability issues;
- Strong writing and oral presentation skills to communicate investigative findings and analysis in an objective, clear, effective, and compelling manner;
- Effective problem solving abilities and sound judgment;
- Ability to work with multidisciplinary teams, comprised of investigators, attorneys, policy analysts, and auditors;
- Demonstrated flexibility and ability to thrive in a dynamic work environment;
- Familiarity with NYC government and NYPD procedures

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# 473302.

All other applicants, please go to www.nyc.gov/career/search and search for the specific Job ID# 473302.

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: 8/13/2021

Post Until: 12/11/2021

JVN: 032-2021-473302

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.