

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

Civil Service Title: Confidential Investigator	Level: I-III
Title Code No: 31143	Salary: \$41,021 - \$76,913 *New City Hire Minimum: \$38,039
Office Title: Confidential Investigator	Work location: Manhattan
Division/Work Unit: Investigations	Number of Positions: Multiple
Job Description	
Participate in the conduct of highly confidential and sensitive investigations into fraud and corruption by New York City officials and employees and persons or entities doing business with the City. Gather evidence, interview witnesses, examine records, prepare reports, conduct surveillance, testify at hearings, and supervise other investigative staff. He or she may also collaborate with other investigative and law enforcement entities.	
Qualification Requirements	
<ol style="list-style-type: none"> 1. A baccalaureate degree from an accredited college; or 2. A four-year high school diploma or its educational equivalent and five years of satisfactory full-time experience in an industrial or governmental agency 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; and 4. Strong writing skills. <p style="text-align: center;">NYC residency required within 3 months of appointment. The NYC Department of Investigation requires a two-year commitment from new hires. Appointments are subject to Office of Management & Budget (OMB) approval for budgeted headcount.</p>	
To Apply:	
PLEASE SUBMIT COVER LETTER, RESUME, AND WRITING SAMPLE TO: <u>Personnel@doi.nyc.gov</u>	
The JVN# MUST be the only text in the subject line of email. Please also indicate the JVN# in the upper right hand corner of your cover letter and resume. Your cover letter and resume MUST be attached as one MS Word document, specifically with the .doc extension. Please send your cover letter and resume only once; you will receive confirmation of receipt.	
If you do not have access to email, mail your cover letter, writing sample & resume to:	
Recruitment Division NYC Department of Investigation 80 Maiden Lane, 25th Floor New York, NY 10038	
THIS IS A RE-POSTING OF 032-09-011. IF YOU HAVE ALREADY SUBMITTED AN APPLICATION, PLEASE DO NOT RE-APPLY.	
PLEASE SUBMIT YOUR COVER LETTER & RESUME ONLY ONCE USING ONE OF THE ABOVE METHODS. NO PHONE CALLS, FAXES OR PERSONAL INQUIRIES PERMITTED. NOTE: ONLY THOSE CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED.	
Post Date: 10/20/2009	Post Until: Filled
JVN: 032-10-002	

The Department of Investigation is an Equal Opportunity Employer.