

*******OPEN COMPETITIVE EMPLOYMENT OPPORTUNITY*******

POSITION TITLE: LAW ENFORCEMENT INVESTIGATOR II
STARTING SALARY: \$38,000.00 to \$42,000.00
DIVISION: OFFICE OF THE STATE ATTORNEY 20TH JUDICIAL CIRCUIT
LOCATION: CHARLOTTE COUNTY COURTHOUSE
CITY: PUNTA GORDA
COUNTY: CHARLOTTE
CONTACT PERSON: OFFICE OF THE STATE ATTORNEY
ATTN: CHIEF OF INVESTIGATIONS
PO BOX 399
FORT MYERS, FL 33902

DEADLINE TO APPLY: November 6, 2016

ONLY APPLICANTS WITH A CURRENT FLORIDA LAW ENFORCEMENT CERTIFICATION AND FIVE YEARS OF SWORN CRIMINAL INVESTIGATIVE EXPERIENCE WILL BE CONSIDERED. Candidate screening process may consist of an application review, skills testing, employability assessment, interviews, reference checks, and other job-related testing or verifications. Candidates will be subject to a thorough background investigation to include pre-employment, medical examination, polygraph, and drug screen. The position is subject to assignment as needed throughout the 20th Circuit (Lee, Collier, Charlotte, Hendry, Glades) during the course of employment.

TO APPLY: Applicants must submit a cover letter, resume, and a State of Florida Employment Application available at <http://www.sao.cjis20.org/Investigators.htm> to the Chief Investigator, PO Box 399, Fort Myers, FL 33902, or email electronically to Investigativeapplicant@sao.cjis20.org. Incomplete applications, late applications, or applications without the required cover letter and resume will not be considered.

REQUIRED ENTRY-LEVEL KNOWLEDGE, SKILLS AND ABILITIES:

Ability to work in dangerous and stressful situations; to understand and apply laws, rules, regulations, policies, and procedures; to deal with individuals critical situations in an effective manner; to gather and preserve evidence; to describe facts and events accurately; provide testimony in court; to plan, organize and coordinate work assignments; to communicate effectively verbally and in writing; to establish and maintain effective working relationships with others; to analyze and interpret data; to effectively interview suspects, complainants and witnesses.

BRIEF DESCRIPTION OF DUTIES:

This is a sworn law enforcement position subject to on-call status. Work may involve nights and weekends. Investigators interview a wide range of persons, secures physical evidence, take sworn statements, conducts physical surveillance, prepares written reports, assists prosecutors in preparation and presentation of criminal cases, obtains and serves warrants, serves subpoenas, and makes arrests.

MINIMUM QUALIFICATIONS:

In addition to the requirements above, applicants must possess a current Florida Law Enforcement Certification, valid Florida Driver's License, and meet the minimum eligibility requirements established in Florida State Statute 943. A Bachelor's degree from an accredited college or university may substitute for one (1) year of the required criminal investigative experience.

Florida Statute 943 requires that any person employed in this class must: (1) Be at least 19 years of age. (2) Be a citizen of the United States, notwithstanding any laws of the State to the contrary. (3) Be a high school graduate or its equivalent as the term may be determined by the Criminal Justice Standards and Training Commission of the Department of Law Enforcement. (4) Not have been convicted of any felony or of a misdemeanor involving

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perjury or a false statement, nor have received a dishonorable or undesirable discharge from any of the Armed Forces of the United States. Any person who, after July 1, 1981, pleads guilty or nolo contendere to or is found guilty of a felony or of a misdemeanor involving perjury or a false statement shall not be eligible for employment or appointment as an officer, notwithstanding suspension of sentence or withholding of adjudication. (5) Have his/her processed fingerprints on file with the employing agency. (6) Have passed a physical examination by a licensed physician, based on specifications established by the Commission. (7) Have a good moral character as defined by Administrative Code 11B-27-0011, by a background investigation under procedures established by the Commission. (8) Possess a current certificate of compliance for basic employment certification issued by the Criminal Justice Standards and Training Commission. If the employee does not hold a current certificate of compliance issued by the Criminal Justice Standards and Training Commission at the time of appointment to a position in this class, the individual must be appointed in accordance with the Florida State Statute and obtain the certificate of compliance within 180 consecutive days following such appointment.

DESIRABLE SKILLS AND EXPERIENCE:

Notable investigative experience in major crimes, public corruption, financial crimes, and organized crime, or prior training and experience as a polygraph examiner may be given preference. Special consideration may be given to eligible candidates who have bilingual verbal & written skills, which meet a critical need of the agency's mission. Veterans are encouraged to apply.

SUPPLEMENTAL INFORMATION

The Office of the State Attorney, 20th Judicial Circuit is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, age, national origin, marital status or disability. If you require an accommodation, as defined by the Americans with Disabilities Act to participate in the application/selection process, please contact Chief of Investigations in advance via e-mail at Investigativeapplicant@sao.cjis20.org