



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta
Director of Human Resources

TITLE: SPECIAL URBAN INVESTIGATOR

SALARY: \$38,936 - \$49,380 annually

LOCATION: Monroe County Department of the Public Defender

JOB SUMMARY:

This is a responsible position involving the conducting of investigations and interviews to substantiate facts for cases being prepared by the Office of the Public Defender. Employees of this class work in accordance with established practices and procedures, under direct supervision of a senior level staff member. The work may be performed on weeknights and during weekends. Employees are on call twenty-four (24) hours a day. Supervision of others is not a responsibility of this class. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma; plus:

- (A) Five (5) years of paid full-time or its part-time/volunteer equivalent experience as a police officer, insurance investigator, private investigator, court officer, probation officer or other related investigative experience; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Criminal Justice, plus three (3) years of experience as defined in (A) above; OR,
- (C) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree, plus one (1) year experience as defined in (A); OR,
- (D) An equivalent combination of training and experience as defined by the limits of (A), (B) and (C) above.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

Applicants for this position must be eligible for surety bond.

SPECIAL REQUIREMENTS:

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES
39 WEST MAIN STREET - ROOM 210
ROCHESTER, NEW YORK 14614

Posting Date: July 15, 2021

Posting Deadline: August 2, 2021