



SHERIFF'S INVESTIGATOR

DEFINITION: Under direction, conducts investigations of criminal offenses or complaints of a varied nature; and to do related work as required.

ESSENTIAL JOB DUTIES: Receives assignments to investigate violations of federal, state, and local laws; investigates criminal cases; supervises crime scenes and evidence technicians; collects and preserves evidence; apprehends and arrests law violators; interviews victims, witnesses, and suspects; reviews files, communications, and general law enforcement bulletins; makes reports of cases handled and action taken; prepares press releases; assists the District Attorney's Office with trial preparation; appears in court to present evidence collected and to testify as a witness; takes complaints from victims; conducts surveillances; assists patrol bureau personnel in the preliminary stages of major crimes; uses specialized equipment to obtain and document information, evidence, and statements; obtains search and arrest warrants; conducts background investigations of potential employees; maintains records for case management and statistics; conducts internal investigations as required by the Sheriff; assists in the training of personnel and acts as Officer-In-Charge when situations dictate.

EMPLOYMENT STANDARDS

Experience: A minimum of three (3) years as a full-time Peace Officer in the State of California, the last two (2) years of which shall have been with the Inyo County Sheriff's Department; must possess an Intermediate P.O.S.T. Certification.

Knowledge of: Criminal investigation, the rules of evidence and laws of arrest, search and seizure, court procedure, and delinquency control.

Ability to: Analyze situations and to adopt quick, effective, and reasonable courses of action; gather, assemble, analyze, and evaluate facts and evidence and to draw sound conclusions; obtain valid information by interrogation; write accurate reports; establish and maintain effective working relationships with those contacted in the course of work, including department members, employees of other agencies, the public, and public officials. Must meet and maintain current physical ability requirements for a Deputy Sheriff with the Inyo County Sheriff's Office.

PHYSICAL STANDARDS: Height and weight must be proportionate; hearing normal; vision 20/100 corrected to 20/30. While performing the duties of this job, the

employee is frequently required to sit and talk or hear. The employee is occasionally required to stand and walk; run and jump; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must occasionally lift and or move more than 100 pounds. Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

While performing the duties of this job, the employee frequently works in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places and/or underground in mines or caves; and with explosives and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and vibration. The noise level is usually moderate.