

COUNTY OF SAN DIEGO

THE NOBLEST MOTIVE IS THE PUBLIC GOOD



SPECIAL INVESTIGATOR
CITIZENS' LAW ENFORCEMENT REVIEW BOARD
Anticipated Hiring Range: \$72,000 to \$85,000
Excellent Benefits Package

SPECIAL INVESTIGATOR, CITIZENS' LAW ENFORCEMENT REVIEW BOARD

COUNTY OF SAN DIEGO

The County of San Diego, Citizens' Law Enforcement Review Board (CLERB) invites résumés from qualified candidates for Special Investigator.

THE POSITION

Under the direction of the Executive Officer, Special Investigators in this position are responsible for completing, in a timely manner, a variety of activities related to the investigation of complaints arising from the action or inaction of sworn personnel of the San Diego County Sheriff and Probation Department. In addition, the position investigates all deaths occurring while individuals are in the custody of the Sheriff's Department. This is an opportunity to apply investigative and professional skills on a compact team as well as interact with the public and the law enforcement community. The investigative team supports the dedicated volunteers who serve on the Review Board. Duties may include, but are not limited to:

- Determine jurisdiction to investigate a complaint
- Identify, obtain and meticulously review evidence pertinent to the peace officer conduct at issue
- Perform extensive legal research, as well as research of policies and procedures controlling the peace officer conduct
- Write comprehensive and uniform reports
- Manage a large investigative caseload

THE IDEAL CANDIDATE

CLERB seeks a highly organized, diligent candidate with excellent interpersonal skills who is able to work in a small team setting. The candidate will have the ability to draw independent conclusions based on evidence as well as have experience in conducting criminal, misconduct, government code, law enforcement or related field investigations. The ideal candidate has completed college or has vocational coursework in conducting criminal, misconduct or other investigations. Ideal traits include being goal-oriented toward excellence and being able to work effectively under pressure.

MINIMUM QUALIFICATIONS

Qualified candidates will possess five (5) years of progressively responsible experience performing investigations for a law enforcement agency, District Attorney's Office, or other governmental agency or organization.

COMPENSATION

The anticipated hiring range upon appointment for this position will be \$72,000 to \$85,000. Placement within this range is dependent upon the qualifications of the successful candidate. Annual salary reviews are performance based and goal oriented.

BENEFITS

- Fifteen days of paid vacation, thirteen days of paid sick leave, and thirteen paid holidays
- Medical, dental, and vision insurance plans
- Disability Insurance, Life Insurance, and Accidental Death & Dismemberment Insurance
- Flexible Management Benefit Package – a monthly credit may be used to select benefits from a group of options
- Defined benefit retirement program. Please visit www.sdcera.org.
- Deferred Compensation Program (457) and 401(a) plans
- Eligible for relocation allowance up to \$10,000

CITIZENS' LAW ENFORCEMENT REVIEW BOARD

The Citizens' Law Enforcement Review Board receives and investigates complaints of misconduct concerning sworn Sheriff's Deputies and Probation Officers. CLERB also investigates, without a complaint, the death of any person arising out of, or in connection with, the activities of these sworn officers. CLERB issues an annual report, monthly workload reports and summaries of decisions in completed investigations.



THE COUNTY OF SAN DIEGO

The mission of the County of San Diego is to provide the residents of San Diego County with superior County services in terms of quality, timeliness, and value in order to improve the region's Quality of Life.

- The County covers 4,261 square miles, extending 75 miles along the Pacific Coast from Mexico to Orange County and inland 75 miles to Imperial County along the international border shared with Mexico.
- San Diego enjoys a wide variety of climate and terrain, from coastal plains and fertile inland valleys, to mountain ranges, forests, and the Anza-Borrego Desert. The average annual rainfall is only 10 inches.
- The County is governed by a five-member Board of Supervisors elected to four-year terms in district, non-partisan elections.
- There are 18 incorporated cities and a large number of unincorporated communities.
- County services are provided by five business groups, that are headed by General Managers, who report to the Chief Administrative Officer.
- The County has a budget of \$6.26 billion and provides services to the residents of the County through approximately 18,000 employees in 42 different departments.

GENERAL MANAGEMENT SYSTEM

The County engages in a continuous cycle of planning, implementing, evaluating, and renewing the planning process. The County's comprehensive guide for managing this cyclic process is called the General Management System. By communicating and adhering to this business model, the County of San Diego is able to maintain an organizational culture that values transparency, accountability, innovation, and fiscal discipline which provides focused, meaningful public services.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

Employment applications and résumés may be submitted online at www.sandiegocounty.gov/hr; select the link for jobs.

Résumés should include academic degrees held and dates conferred, employment history and positions held, dates of service, areas of experience, levels of responsibility, reporting structure, key duties performed, and number of direct reports or staff. An evaluation board will convene to review submittals and identify top competitors to be considered for further evaluation.

This recruitment will close on March 1, 2019

SPECIAL NOTES

Persons serving in positions in the Unclassified Service do not accrue tenure and serve at the pleasure of the appointing authority. The provisions of this job announcement may be modified or revoked and do not constitute an expressed or implied contract. Qualified women, veterans, minorities, and persons with disabilities are encouraged to apply. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions of a job, on a case-by-case basis.

NOTES

The County of San Diego and its employees embrace the **Live Well San Diego** vision: A region that is Building Better Health, Living Safely and Thriving. For more information please visit www.livewellsd.org.



Under California Government Code Sections 3100 - 3109, public employees are designated as **disaster service workers**. The term "public employees" includes all persons employed by the state or any **county**, city, state agency, or public district. Disaster service workers are required to participate in such disaster service activities as may be assigned to them by their employer or by law.



The County of San Diego is committed to valuing diversity and practicing inclusion because our diverse workforce is our greatest asset and our customers are our number one priority.

CONTACT INFORMATION

You may direct any questions regarding the application and selection process to Anna Lisa Acedo, Human Resources Services Manager, at AnnaLisa.Acedo@sdcounty.ca.gov or (858) 505-6530. Questions about the position or department should be directed to Shontay Turner, Public Safety Group Human Resources Manager, at Shontay.Turner@sdcounty.ca.gov or (619) 531-4510 or Billie Jean Tamayo, Public Safety Group Human Resources Director, at BillieJean.Tamayo@sdcounty.ca.gov.

Class No. 000375
2/6/2019

