

**City of New York
CIVILIAN COMPLAINT REVIEW BD
Job Posting Notice**

Civil Service Title: INVESTIGATOR (CCRB)	Level: 02
Title Code No: 31165	Salary: \$44,598.00/\$51,288.00-\$63,496.00 Frequency: ANNUAL
Business Title: Investigator Level II	Work Location: 100 Church St, 10 th Floor New York, NY 10007
Agency: Civilian Complaint Review Board	Number of Positions: 10
Job ID: 182156	Hours/Shift: 35 hours per week, Monday – Friday
Job Description	
<p>The largest civilian oversight agency in the United States, the CCRB is an independent, non-police agency. It is empowered to investigate, make findings and recommend action on complaints against New York City police officers that allege the use of excessive force, abuse of authority, discourtesy or offensive language. The board's investigations are conducted in an impartial fashion by the board's investigative staff, which is composed entirely of civilian employees. The CCRB receives and investigates approximately 5,000 complaints each year. Investigators conduct sensitive and confidential investigations of these complaints. CCRB investigators are responsible for investigating, making findings, and recommending action on complaints made by civilians that allege the use of excessive force, abuse of authority, discourtesy and offensive language by New York City police officers. Investigating complaints of police misconduct is both challenging and rewarding.</p> <p>Under supervision, with latitude for independent action and decision making, Assignment Level II Investigators as part of their job duties will:</p> <ul style="list-style-type: none"> *Interview witnesses from diverse socio-economic and ethnic backgrounds. * Interview New York City police officers, who are represented by union attorneys. * Research and obtain documentary evidence for cases including medical and police reports. * Draft summaries of interviews. *Draft closing reports in which they must concisely describe factual findings, analysis and reasoning employed to arrive at these findings, and write recommendations to the Board. 	
Minimum Qualification Requirements	
1. A baccalaureate degree from an accredited college or university.	
Preferred Skills	
<p>QUALIFICATIONS: This position requires 15 months of investigative experience and a Baccalaureate degree; or an advanced degree plus 12 months of investigative experience; 3.0 GPA with relevant coursework. This position requires a two year commitment.</p>	
Additional Information	
Residency Requirement	
New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.	
To Apply	

CITY EMPLOYEES:

- 1) Apply through **Employee Self Service (ESS)** under Recruiting Activities
- 2) Search for **Job ID# 182156**

FOR ALL OTHER APPLICANTS:

- 1) Go to www.nyc.gov/careers/search
- 2) Search for **Job ID# 182156**

NOTE: PLEASE INCLUDE A BRIEF MEMO WITH THE CASE NUMBERS OF THREE (3) CASES THAT YOU BELIEVE REFLECT YOUR BEST WORK AND YOUR REASONS FOR SELECTING THESE CASES FOR REVIEW. PLEASE COMBINE THE REQUESTED DOCUMENTS INTO ONE DOCUMENT AND UPLOAD IN EHIRE. THERE IS NO LINK TO UPLOAD THESE DOCUMENTS SEPARATELY.

NO PHONE CALLS PLEASE.

ONLY THOSE CANDIDATES CONSIDERED FOR AN INTERVIEW WILL BE CONTACTED

Posting Date: 05/22/2015

Post Until: Filled

JVN: 182156

The City of New York is an Equal Opportunity Employer