

D. A. BRONX COUNTY
D. A. NEW YORK COUNTY
D. A. QUEENS COUNTY

PRINCIPAL ACCOUNTANT INVESTIGATOR (RACKETS)

Duties and Responsibilities

This is a management class of positions with several assignment levels. The following are typical assignments within this class of positions: Under executive direction of the District Attorney, directs investigations concerning accounting and financial matters conducted by the District Attorney; develops and installs new procedures and techniques; assists in the formulation of policy; makes assignments to staff members; presents evidence before Grand Juries, testifies at trials and hearings; reviews work of staff and prepares reports; advises the District Attorney on accounting and fiscal technicalities; confers with representatives of other governmental agencies; performs related work.

Under administrative direction, with wide latitude for the exercise of independent action and decision, plans, organizes and integrates work of the staff pertaining to accounting and fiscal investigations; formulates investigative and administrative techniques; conducts financial investigations and prescribes uniform accounting and auditing procedures; reviews, analyzes and compiles reports; interrogates witnesses and complainants; testifies before Grand Juries and subsequent courts; acts as advisor to Assistant District Attorneys during trials; confers with police, detectives and investigators to coordinate and exchange information during the course of investigations; performs related work.

Qualification Requirements

1. A baccalaureate degree from an accredited college or university, with major studies in accounting and eight (8) years of satisfactory diversified accounting and auditing experience, at least two (2) years of which must have been in the supervision of staff engaged in fiscal or accounting investigations; or
2. A satisfactory equivalent.

Lines of Promotion

None. This class of positions is classified in the non-competitive class.